

AGENDA
WOOD COUNTY BOARD OF SUPERVISORS

DATE: Tuesday, December 17, 2024
TIME: 9:30 AM
LOCATION: County Board Room/Branch 3 Courtroom

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Voight

READING OF THE MINUTES OF THE PREVIOUS MEETING

RESIGNATIONS: Joe Behlen, Producer Member, CEED Committee
Mary Jo Wheeler-Schueller, Health & Human Services Committee

APPOINTMENTS/Re-APPOINTMENTS

Ethics Committee – 3-year term – Heather Gehrt
Civil Service Commission – 5-year term – Gus Mancuso

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS & RECOGNITIONS

Long Term Employee Recognition

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.

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, January 21, 2025

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2483 682 6724

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mf11dd12806317ff911b6041b49cf8a94>

Meeting number (access code): 2483 682 6724

Meeting password: 121724

PROCEEDINGS OF THE WOOD COUNTY BOARD OF SUPERVISORS

October 15, 2024 – 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, November 12, 2024.

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

Supervisors present: Brehm, Breu, Buttke, Clendenning, Hahn, Hamilton, Hokamp, Hovendick, Leichtnam, Penzkover, Perlock, Polach, Pliml, Rozar, Thao, Valenstein, Voight, and Zurfluh.

Excused was Schulz.

Supervisor Hamilton gave the invocation led the Pledge of Allegiance.

County Clerk Miner was recognized and offered remembrances for former County Board Supervisor & Chairman, and former County Clerk, Anthony Ruesch. Without objection, Item 8-1 was brought forward for action.

RESOLUTION 24-11-1

Introduced by: County Board of Supervisors

INTENT & SYNOPSIS: Relating to the life and public service of Anthony C. Ruesch.

Motion by Clendenning/Hamilton to adopt Resolution 24-11-1. Motion carried by voice vote. Excused was Schulz. A moment of silence was observed in honor of Chairman Ruesch. Daughters of Chairman Ruesch were in attendance and were presented the signed resolution.

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

There was no public comment.

Referrals were noted.

Committee minutes presented: Operations.

RESOLUTION 24-11-2

Introduced by: Operations Committee

INTENT & SYNOPSIS: To establish Wood County's Tax Levy for 2024 collectable in 2025.

FISCAL NOTE: This resolution establishes the tax levy for the 2025 Wood County Budget. The total levy is \$34,279,503, the components of which are the following:

Operating	\$23,028,026
Debt service	10,137,394
<u>Aid to libraries</u>	<u>1,114,083</u>
Total Levy	\$34,279,503

Motion by Breu/Zurfluh to adopt Resolution 24-11-2. Motion carried unanimously. Excused was Schulz.

RESOLUTION 24-11-3

Introduced by: Operations Committee

INTENT & SYNOPSIS: Adoption of the 2025 Wood County Budget.

FISCAL NOTE: This resolution adopts the 2025 Wood County Budget of \$151,707,779 including the appropriations, revenues and use of fund balances proposed by the Operations Committee as outlined in the 2025 Wood County Proposed Budget document.

Motion by Zurfluh/Hamilton to adopt Resolution 24-11-3. Motion carried unanimously. Excused was Schulz.

Committee minutes presented: Health & Human Services, Public Safety.

RESOLUTION 24-11-4

Introduced by: Public Safety Committee

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

FISCAL NOTE: \$25,484

Motion by Hamilton/Breu to adopt Resolution 24-11-4. Motion carried unanimously. Excused was Schulz.

RESOLUTION 24-11-5

Introduced by: Public Safety Committee

INTENT & SYNOPSIS: To provide for unanticipated revenue from Opioid Settlement Funds to finance the Sheriff’s Department’s Employee Wellness Initiative to be administered from November 1, 2024 through December 31, 2025.

FISCAL NOTE: No cost to Wood County. The costs funded in the 2024 budget are in lines 101-2501-52110-000-342 (Sheriff-Admin Public Safety). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52110	Sheriff Admin Public Safety		\$32,020
48900	Sheriff Dept Misc Revenue	\$32,020	

Motion by Hamilton/Voight to adopt Resolution 24-11-5. Motion carried unanimously. Excused was Schulz.

Committee minutes presented: Conservation, Education & Economic Development

RESOLUTION 24-11-6

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: Approve an amendment to the Town of Rudolph Official Zoning Ordinance.

FISCAL NOTE: NONE

Motion by Buttke/Leichtnam to adopt Resolution 24-11-6. Motion carried unanimously. Excused was Schulz.

RESOLUTION 24-11-7

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: To endorse Frontier Communications to apply for Broadband Equity Access and Deployment (BEAD) grant funding to construct highspeed broadband infrastructure in unserved/underserved households of Wood County.

FISCAL NOTE: None

Motion by Clendenning/Hovendick to adopt Resolution 24-11-7. Motion carried unanimously. Excused was Schulz.

Committee minutes presented: Judicial & Legislative, Wood County State Wildlife Area Advisory, Property & Information Technology, Central Wisconsin State Fair Board of Directors, South Central Library Board of Trustees.

RESOLUTION 24-11-8

INTENT & SYNOPSIS: Relating to the life and public service of William Goodness.

Motion by Rozar/Leichtnam to adopt Resolution 24-11-8. Motion carried by voice vote. Excused was Schulz. A moment of silence was observed in honor of Chairman Goodness.

Without objection, Chairman Pliml adjourned the meeting at 10:10 AM. Next scheduled county board meeting is December 17, 2024.

Trent Miner
County Clerk

REFERRALS FOR DECEMBER 17, 2024 – COUNTY BOARD

- Memorandum from North Central Regional Planning Commission informing the county of the recently adopted Town of Port Edwards Comprehensive Plan and how to obtain a copy. Referred to Planning & Zoning Director Grueneberg and CEED Committee Chair Leichtnam.

MINUTES
ANNUAL COUNTY BUDGET HEARING
& OPERATIONS COMMITTEE

DATE: Tuesday, November 12, 2024
TIME: 9:00 AM
PLACE: Courthouse – County Board Room

MEMBERS PRESENT: Laura Valenstein, Donna Rozar, Jake Hahn, Lance Pliml, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; Ed Newton, Finance Director; PaNyia Yang, Deputy Finance Director; Other County Board Supervisors, Staff, and Public in the County Board Room

1. Chair Valenstein called the Public Hearing & Operations Committee to order at 9:00 AM.
2. Valenstein, Newton, & Yang presented a PowerPoint presentation outlining the 2025 budget comparing previous years numbers to this years numbers, the revenue/expenditure highlights, as well as challenges, considerations, and assumptions used to arrive at the 2025 budget.
3. Chair Valenstein opened the floor for public comment. None was heard.
4. Chair Valenstein closed the public hearing.
5. Motion by Zurfluh/Rozar to approve the levy resolution and forward onto the county board for their consideration. Motion carried unanimously.
6. Motion by Zurfluh/Pliml to approve the budget resolution and forward onto the county board for their consideration. Motion carried unanimously.
7. Chair Valenstein declared the meeting adjourned at 9:29 AM.

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

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, December 3, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Laura Valenstein, Donna Rozar, Lance Pliml (WebEx), Jake Hahn, Joseph Zurfluh

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

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Rozar/Hahn to approve the consent agenda. Motion carried unanimously.
4. Finance Director Newton reported that at the APRA meeting held the previous day, all APRA funding has been allocated.
5. Wellness Coordinator Boeshaar provided a departmental update.
6. Boeshaar presented the 2024 Aggregate Report for the wellness program. He highlighted the current successes and opportunities within the report. He also discussed participation numbers as well.
7. Newton provided a departmental update. Work continues on year end procedures and resolutions.
8. Newton presented 6 budget amending resolutions from Land & Water Conservation Dept., Highway Dept., and the Health Dept. These are all clean up resolutions whereby additional funds were received and needed to be allocated to the expenses. Motion by Rozar/Hahn to approve all of the resolutions and forward onto the county board for their consideration. Motion carried unanimously.
9. Newton presented a GIFT POLICY for review. Motion by Rozar/Hahn to approve the GIFT POLICY as presented. Motion carried unanimously. (Pliml excused at 10:00 AM)
10. Human Resources Director McGrath and Sheriff Becker discussed the proposed ability to move employees within their pay grade after Step 6 for outstanding service. Current policy allows department heads to move steps for current employees prior to reaching Step 6. More information and further discussion will be forthcoming.

11. Motion by Rozar/Zurfluh to go into closed session pursuant to 19.85 (1) (c) Wis. Stats., to discuss qualifications of candidate(s) for the Finance Director position. Motion carried unanimously.
12. Motion by Zurfluh/Hahn to return to open session. Motion carried unanimously.
13. Motion by Rozar/Hahn to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluations for the department heads the committee oversees. Motion carried unanimously.
14. Motion by Hahn/Zurfluh to return to open session. Motion carried unanimously.
15. The next regular meeting date will be held on Tuesday, January 7, 2025, at 9:00 AM.
16. Chair Valenstein adjourned the meeting at 10:36 AM.

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

**Operations Committee
December 3, 2024**

NAME	REPRESENTING
Bill Oederling	WCB # 15
Ryan Boeshaar	wellness
Jeff Penzance	WCB # 11
Dennis Polach	WCB-14
Kim McGrath	HR
PANYIA	Finance
Ed Newton	Finance
Heather Gehrt	Treasurer
Joe Smith	Health
Shawn Becker	WCSO
Amy Kemp (WebEx)	IT
Scott Brehm (WebEx)	CB District 9
Nick Flugaw (WebEx)	HR
Brad Hamilton (WebEx)	CB District 18
Tony Bastjen (WebEx)	Dispatch
Marissa Kornack (WebEx)	Norwood Admin
Melissa Schuerman (WebEx)	HR
Kelli Szymanski (WebEx)	HR
Mary Schlagenhaft (WebEx)	Human Services

MINUTES
ARPA ADHOC COMMITTEE

DATE: Friday, November 8, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Lance Pliml, Laura Valenstein (WebEx), Donna Rozar, Joseph Zurfluh, Bill Leichtnam, Bill Clendenning, Jake Hahn, Al Breu (WebEx)

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

1. Chairman Pliml called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Breu/Leichtnam to approve the minutes of previous meeting. Motion carried unanimously.
4. The committee reviewed the amount of ARPA funding remaining and the requests made to date for the remainder of the funding. Parks & Forestry Director Schooley presented requests for CERA Park, Dexter Park, North Wood County Park & South Wood County Park. The committee agreed to “pencil” in an amount of \$1.25 Million for these projects.
5. Land Conservationist Wucherpfennig presented a number of proposals and projects as it relates to nitrate remediation in the Central Sands region. After discussion the committee “penciled” in \$125,000 and directed Wucherpfennig to prioritize this funding and report back to the committee.
6. The next meeting will be Monday, December 2nd at 10:30 AM.
7. Chairman Pliml adjourned the meeting at 10:44 AM.

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

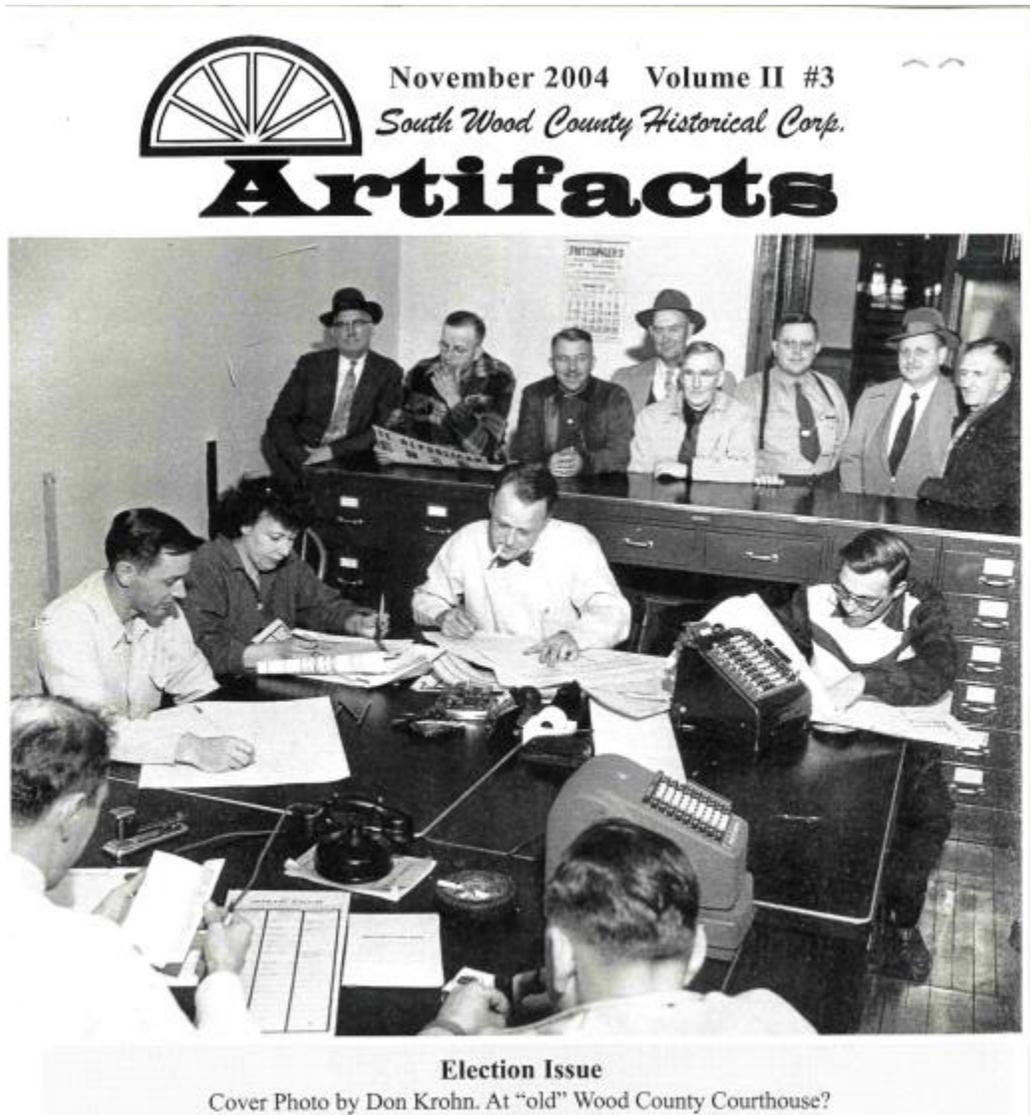


Wood County WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – December 2024



- I love this old picture. Take a look at how much staff was required to run election night back in 1952, the year General Dwight D. Eisenhower (R) swamped Illinois Governor Adlai Stevenson (D) to win the White House with an electoral college vote of 442-89. (Eisenhower carried Wisconsin, by the way). Compare that to now when just the 3 of us handle the entire thing. This picture does not depict then-County Clerk, Joe Schindler, however. He was on the ballot, but when I looked at old records, he ran unopposed. Did you get a look at the cigarette and ash trays on the tables? I can confirm there were no cigarettes in our office on election night this year.
- This was a late election night this time as we were waiting for results from one polling location. I sent my staff and security services home a little before midnight. I walked out of the courthouse at about 1:20 AM and was back here at 4:20 AM to start running reports, uploading to the canvass system, and

receiving returns from those clerks that had to get to work that morning.

- Let's talk about the November election for a little bit. Now, there are different ways of calculating percentages, and for me, the way I like to do it is with firm numbers. The state uses the "voting age estimate" as the base for their numbers. I don't like that. That does not take into effect those that are not able to vote, such as convicted felons, those deemed incompetent by the courts, etc. I use, as do a lot of counties, the registered number of voters the day before the election. Is either number accurate? Not really, because my number does not take into effect the total number of election day registrations.....and, holy moly, there were A LOT of them this year. So, using the registered numbers, it is possible, and this indeed did happen, to have a number over 100%.

Using the registered number, the county had a 95.89% turnout. Using the "estimated" state number the county had a 72.42% turnout. Using registered numbers, we had a number of wards going over 100% of registered voters. They included: Towns of Auburndale, Cameron, Hiles, Marshfield, Richfield, Village of Vesper, City of Marshfield Ward 6, and the City of Pittsville.

- On the final days of before the election, many municipalities starting running low on absentee envelopes due to the absolutely INSANE numbers of in-person absentee votes that were being cast. I placed an order with our local printer, but when I wasn't sure if they could get them received and printed in time, I contacted the Elections Commission, who had a stock pile at the state print shop in Madison. The Tuesday before the election I jumped in the truck and went down and secured another 5000 envelopes from them, and in turn got the 5000 from the print shop here in town. My budget was looking pretty good, overall, until this happened. It is going to be REALLY close. If a resolution is needed, I will bring that after the first of the year once all invoices are paid. I also, at the request of the Marshfield and Wisconsin Rapids clerks ordered a few more ballots because of the concern they were running low. So, that added some expense as well.
- I get a kick out of folks that come up to me the day after election and say, "well, at least the election is over, you can relax now". I am sure those statements are well-meaning and heartfelt, but it could not be further from the truth. In many cases, the real work begins. We have the canvass to get through, we have numerous open records requests coming in that must be answered/fulfilled, we have the mandatory audits to get through (Wood County has 7 of them), as well as the inevitable preparation for a recount. Let me take a minute on each of those.
 - **Canvass** – We were able to complete the canvass the Thursday after the election in a little over 5 hours. Fortunately Wood County did not have any provisional ballots to be rehabilitated, otherwise it would have gone into the next week. A lot of preparation is needed to ensure the canvass goes off smoothly. We did have an observer from the Democratic Party at the canvass.
 - **Open Records Requests** - Because we had the threat of a recount, the lawyer for the Baldwin campaign requested all kinds of document that had to be scanned and emailed. It took Katie and I over 5 hours to compile, verify, and scan over those documents. This was the biggest request, but we had a number of smaller requests that I took care of as well.
 - **Audits** - As mentioned, there are mandatory audits we have to conduct after each general election, pursuant to statutes. This involves the Election Commission random selecting 4 races in a number of reporting units involving each and every style of tabulator allowed in the state. This time we have 7 of those to do. While this is the responsibility of the municipality, in our county I oversee them all and file all the prerequisite paperwork on their behalf. I also am doing two of them within our office because they are smaller municipalities. There is reimbursement from the state for this, so my office will be getting the reimbursement for the

two we do. This being done the week before and week of Thanksgiving, as well as the Monday after.

- **Recount** – There were two races that qualified for recount; the President and the US Senate race. We knew that Vice President Harris would not request a recount based on her public statements and the fact our 10 electoral votes would not have made any difference. However, in the senate race, Mr. Hovde decided to wait until all counties had canvassed before deciding whether or not to request a recount. There was no way a recount would have flipped 29,000 votes and the respective canvass' would not have changed that election night total by any significance. But that was his right, which meant a lot of time was spent getting cost estimates from everything from security, to tabulators, to feeding all of those we would have had come in. (Note of thanks to Chat-R-Box Café/Catering for being willing to do the food for us. They were the best priced and were willing to deliver to us, even on Thanksgiving if needed 😊) The timing, as always would have included the opening weekend of deer hunting all the way through the Thanksgiving holiday, including Thanksgiving day. Statutes are firm in timing.....we start the day after the Elections Commission signs the order for recount, so all of our ducks have to be in a row and ready to rock & roll when the word comes down. And we have only a certain amount of days to conduct the recount. Fortunately, I have some absolutely wonderful clerks and chief inspectors that were willing to be a part of a recount, even with the holiday implications. At the end, Mr. Hovde did concede. The audits were put off until the threat of recount was over, but it shortened the time to be able to conduct and submit them.
- So, with our last audit being scheduled for December 2nd.....then the election will be done. Right? Nope. December 1st starts the process for the Spring Election so we are busy getting ready for that cycle. I would anticipate a Spring Primary with the retirement of Justice Ann Walsh-Bradley from the Supreme Court.
- After the canvass was completed, I set up and scheduled the swearing in of myself, the County Treasurer, and Register of Deeds for Monday, January 6th with Judge Brazeau presiding. The oaths are then filed in my office. The certificates of election have been distributed to those office holders already.
- My thanks to Nicole Gessert from Maintenance, Victoria Wilson from Planning & Zoning, and Rachel Krause from Highway for pinch hitting in taking the minutes for us during the election week and after.
- The Passport Agency is changing their reporting structure, so our acceptance agent recertification process is on hold, however they added a Facility Manager recertification test for me to take in addition to the Acceptance Agent testing, which I have taken for 2025.
- Apportionment was completed and certified after the county board meeting in November and subsequently sent to the County Treasurer and each municipal clerk in the county.
- From our office to you and yours, a very blessed Christmas and New Year Holiday. We look forward to serving you in the coming year and beyond!



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

November 29, 2024

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – November 2024

Human Resources Activity

	November 2024	2024 Year-to-Date
Applications Received	150	1,659
Positions Filled	6	165
Promotions/Transfers	2	52
New Hire Orientations	5	115
Terminations, Voluntary	4*	104
Terminations, Involuntary	1	19
Retirements	0	9
Turnover Rate	.46%	1.21%
Exit Interviews	1	39

*Two of these are casual

Human Resources Narrative

General Highlights

1. Following the County Board approval of the 2025 budget, wage increase letters were sent to all current Wood County employees who are on either the General or Care Facilities Wage Plan indicating their 2025 wage following the implementation model of the updated plans. HR continues to work very closely with Finance on the implementation spreadsheet to ensure a successful January 1st effective date.
2. Open Enrollment officially closed on November 8th. A number of employees did not meet the deadline, therefore our department worked directly with them and their supervisors to get the missing enrollment submitted. There are currently seven outstanding enrollments that we are working with employees and supervisors to obtain. Open Enrollment changes have been processed with vendors and changes will be reflected starting with December 2024 payroll. Due to the decision of the Operations Committee to provide a 50% subsidy on the Dental Insurance, we saw an increase of 21% in enrollment for 2025!
3. The 2024 Leadership Retreat was held at Mid-State Technical College on Wednesday, November 20th. The leadership topics presented were Leader Identity, Team Building, and Communication. We were pleased to have over 60 supervisors, managers, and Department Heads from across the County come together for an inspirational day of professional development! We have

received so many positive comments about the day. Overall, we are thankful for the opportunity to provide another successful annual retreat!

4. Annual Safety Training remains open. All current, non-healthcare employees are required to review the updated training electronically and submit a Certificate of Completion by December 31st.

Meetings & Trainings

1. Attended the Judicial & Legislative Committee meeting on November 1st.
2. Attended the Operations Committee meetings on November 5th.
3. Attended County Board on November 12th.
4. Attended the quarterly Department Head meeting on November 13th.
5. Attended the Heart of WI/Chamber of Commerce “Network Exchange for HR Professionals” at Sand Valley on November 13th. The topic presented was “Building Blocks of Success for Leaders”.
6. Held the monthly conference call with The Horton Group on November 26th to discuss various benefit topics.
7. Held individual staff and team meetings to discuss and provide updates on the department’s identified 2024 goals.
8. Team members attended various webinars related to benefits, employment law, and compliance.

Benefits

1. Provided an implementation spreadsheet of all employees and dependents enrolled in medical insurance to Rx ‘n Go in advance of the January 1, 2025 implementation date.
2. Sent the 2025 FSA enrollments to Employee Benefits Corporation (EBC).
3. 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.
4. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
5. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
6. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
7. Processed COBRA notifications for dependents on the health plan reaching age 26.

Recruitment

1. Updated the Status of Open Positions, Headcount Sheet (FTE Control), New Hire, and Termination spreadsheets daily.
2. Assisted multiple departments with interviews and selection process.
3. Reported new hires with the Wisconsin New Hire Reporting Center.
4. Posted multiple vacancies on Cyber Recruiter and other pertinent employment sites based on the Request for Hire submitted. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
5. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
6. Continuing to work 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.
7. 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	Bailiff	Position filled with prior Wood County employee 11/4/2024.
Replacement	Clerk of Courts	Traffic Clerk	Position posted, deadline 12/2/2024.
Replacement	Corporation Counsel	Corporation Counsel	Position posted, deadline 12/4/2024.
New Position	Criminal Justice	Addiction Medicine Nurse Practitioner	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 11/11/2024.
Replacement	Criminal Justice	Criminal Justice Coordinator	Position posted, deadline 12/5/2024.
Replacement	Dispatch	Dispatcher-Eligibility List	Position posted, deadline 12/2/2024.
Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/10/2024.
Replacement	Finance	Finance Director	Position posted, deadline 11/15/2024.
New Position	Health	Regional Farmers Market Coordinator	Position posted, deadline 11/18/2024. Applications being reviewed.
New Position	Health	Bilingual Community Health Worker	Position posted, deadline 12/2/2024.
Replacement	Human Services	CCS Program Manager	Position posted, deadline 12/9/2024.
Replacement	Human Services	CCS Service Facilitator (2)	Position posted, interviews conducted, one position filled internally 11/4/2024, other position posted until 1/13/2025.
Replacement	Human Services	FSET Case Managers (2) Wisconsin Rapids & Adams	Positions posted, interviews conducted, WR position filled 10/7/2024, Adams position reposted, deadline 12/2/2024.
Replacement	Human Services	Casual Bus Driver	Position posted, interviews conducted, references/background/DL check completed, offer extended and accepted, filled 12/2/2024.
Replacement	Human Services	Birth to Three Service Coordinator	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 11/25/2024.
Replacement	Human Services	Case Mgr/SW-Ongoing	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 1/6/2025.
Replacement	Human Services	Case Mgr/SW – Youth Justice	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 1/6/2025.
Replacement	Human Services	Community Resources Receptionist	Position posted, deadline 12/2/2024.
Replacement	IT	Network Analyst	Position posted, deadline 11/17/2024. Applications being reviewed.

Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 2/3/2025.
Replacement	Parks	Medical 1 st Responders	Position posted, deadline 12/2/2024.
Replacement	Sheriff	Part-Time Deputies	Position posted, interviews conducted, background packets sent 11/22/2024.

Safety/Risk Management

1. Managed open claims with Aegis/Charles Taylor throughout the month.
2. Corresponded with various insurers regarding claims, including for the River Block power failures in March and September of 2023, and Park sign damage last month.
3. Attended Edgewater Haven’s Safety Committee on 11/6/24, Norwood’s Safety Committee meeting on 11/12/24, and Highway’s Safety Work Group on 11/18/24.
4. Met with Emergency Management, Dispatch, and IT staff on various dates to discuss messaging in the Everbridge System.
5. Performed N95 fit testing for 7 MSTC Nursing students at Edgewater Haven on 11/1/24.
6. Collected and filed certificates for the required Annual Safety Training throughout the month. To date, approximately 250 employees have completed their training.
7. Coordinating with Criminal Justice’s new Nurse Practitioner to obtain professional liability insurance.
8. Worked with Planning & Zoning Director to issue recommendations for safety equipment and procedures while conducting inspections.

NEW Workers’ Compensation Claims (1)

1. 11/9/24 – Sheriff’s – Employee was struck on R side of face while taking combative subject into custody (restitution will be pursued)

OPEN Workers’ Compensation Claims (7)

1. 5/1/24 – Edgewater – Employee tripped forward, landing on both knees and hands
2. 6/21/24 – EM – Employee injured R shoulder while moving rototiller at North Park Shop (late report)
3. 8/14/24 – Sheriff’s (Corrections) – Employee injured L ring finger falling while walking upstairs in the new jail
4. 8/16/24 – Edgewater Haven – Employee strained R upper back while assisting resident off commode
5. 10/10/24 – Land Conservation – Employee injured R knee entering patrol truck at County Highway Shop
6. 10/17/24 – Coroner – Employee strained lower back while moving decedent at private residence
7. 10/21/24 – Sheriff’s – Deputy was spit upon in the face and near the mouth while arresting a combative subject at a private residence

CLOSED Workers’ Compensation Claims (2)

1. 6/4/24 – Highway – Employee bruised R knee after slipping while surveying culvert

First Aid Injuries (2)

1. 10/31/24 – Highway – Employee slammed L pointer finger in door of shouldering machine
2. 11/7/24 – Edgewater – Employee cut back of ankle when struck by cart

Property/Vehicle Damage Claims (4)

1. 3/6/23 - River Block power loss - the claim has been accepted by Hartford Steam Boiler and will be paid under the County’s equipment breakdown coverage. As of current, a total of \$114,645.34 has been received from various property and liability insurance providers.

2. 9/25/23 - River Block power surge - we received some of the final invoices for replacing HVAC components damaged during the power surge, and have now exceeded the County's deductible. A claim was submitted to Aegis/County Mutual for cost reimbursement. As of current, Wood County has paid \$47,166.16 in repair and replacement costs. This includes repairing control drives in the building's HVAC units, elevator controls, lighting modules, and security panels and various pieces of equipment within the building, as well as replacing several hundred surge suppressors and three pieces of electronic equipment within departments. On 6/3/24, a proposal to replace existing surge suppressors, troubleshoot the lighting system, and upgrade outside lighting for \$25,986.00 was authorized by the Facilities Manager. A claim was opened by County Mutual, and this has been submitted to the appropriate insurer.
3. 10/2/2024 – Parks & Forestry – RV driver ran over Nepco Lake Park sign on Griffith Ave/CTH Z (est. damage \$3,100). Contact made with driver's insurance, they have accepted responsibility and will be paying County for repairs – submitted to driver's insurance on 11/4/24.

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. Hearing decision was received on March 21, 2024. The judge found no probable cause on three counts and probable cause on one count. Mediation was held on July 30, 2024; all settlement offers were rejected by both parties.

Other

1. Posted multiple announcements on LinkedIn and Facebook throughout the month. These include job advertisements, employee recognition, and other relevant community-focused announcements.
2. Continuing to work on updating job descriptions as jobs evolve and vacancies occur.
3. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
4. Reconciled and processed the October Unemployment Insurance payment.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Facilitated New Hire Orientation on November 4th, 11th, and 25th.
7. Conducted an exit interview on November 15th.
8. Responded to multiple verifications of employment.
9. Replied to requests from surrounding counties with varied information.
10. 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—DECEMBER 2024

1. Attended Wisconsin Counties Association weekly calls on Mondays in November.
2. Attended the Operations Committee meeting on November 5.
3. Attended United Way Board of Directors meeting on November 6.
4. Met with City officials and Corporation Counsel regarding Foundry property and next steps on November 7.
5. I was out of the office November 8 & November 11-15 on vacation.
6. Attended United Way meeting on November 18.
7. Attended a Brownfield Redevelopment Learning Session in Shawano put on by the DNR on November 20.
8. As municipalities finish up their public budget hearings and submit their tax rate calculation sheets, I've been checking them for accuracy and entering them into the tax program to begin printing tax bills on December 2. The reason we don't start printing tax bills until December 2 is to have a clean cutoff date for ownership changes through November.
9. In order to keep taxpayers from falling further behind before the new tax bills come out, 630 delinquent notices were mailed out this month totaling \$1,932,387.04 for 2021-2023 taxes owed.
10. I'm in the process of completing all employees' annual reviews that are due to Human Resources by December 6.
11. The DOR sent Determination of Approved Requests for Sharing of Omitted Taxes and Chargebacks received from Municipalities. The County paid out \$4,863.67 to municipalities who filed and were approved.
12. From the outcome of the meeting with the City, I have 1 tax deed property out for sealed bid until December 13.



Wood County

WISCONSIN

Employee Wellness

Ryan Boeshaar

Letter of Comments – November 2024

- Follow-up Health Coaching continues to go very well. As of writing this, I met with 48 employees in November to discuss goal(s) progress, address potential barriers, and create an action plan for goal success moving forward. Additional dates and times for health coaching have been added for December. Those interested can schedule a coaching session by login into their wellness portal at www.managewell.com.
- The Quarter 4 Wellness Challenge “*Financial Fitness*” ended last week. As a refresher, the emphasis of this activity was to provide basic financial practices/tips to participants so they can apply these into their everyday life and improve their financial literacy. Topics included planning & budgeting, saving strategies, investing basics, and retirement planning. We had 129 employees participate in the challenge. I received a great amount of positive feedback from those who participated, so it was great to hear that this was a beneficial activity.
- Planning for the 2025 Wellness Program has been underway. I met with the Wellness Committee to discuss future program ideas for next year and received some good feedback. Within the discussion, we collaborated on potential topics for the Quarter 1 Wellness Challenge.
- I am working with Aspirus marketing to get the 2025 program flyer completed. Employees can expect the home mailing flyer to arrive within the first couple of weeks of January.
- I continue to remind participants of all the activities they can still complete by the end of the year that are worthy of wellness points. Those who earn up to 1,000 wellness points by the end of the year will qualify for the cash payout incentives that will be awarded on their first paycheck of 2024



Wood County 2024 Health Assessment Results

Ryan Boeshaar

Aspirus Business Health

Passion for excellence. Compassion for people.



Program Wins!

Health Risk Assessment & Biometric Screening Results

WIN	
Overall participation in the 3 qualifying activities	87% of employees completed the 2024 qualifying activities. The wellness program continues to have high participation.
Improvement of high-risk status results	There was a 1% improvement in both high-risk and low-risk status.
Reduction in all top 5 risk factors	Weight, exercise, blood pressure, nutrition, and cholesterol all improved in 2024.
Health coaching experience	Very positive results from the coaching satisfaction survey

Opportunities

Health Risk Assessment & Biometric Screening Results

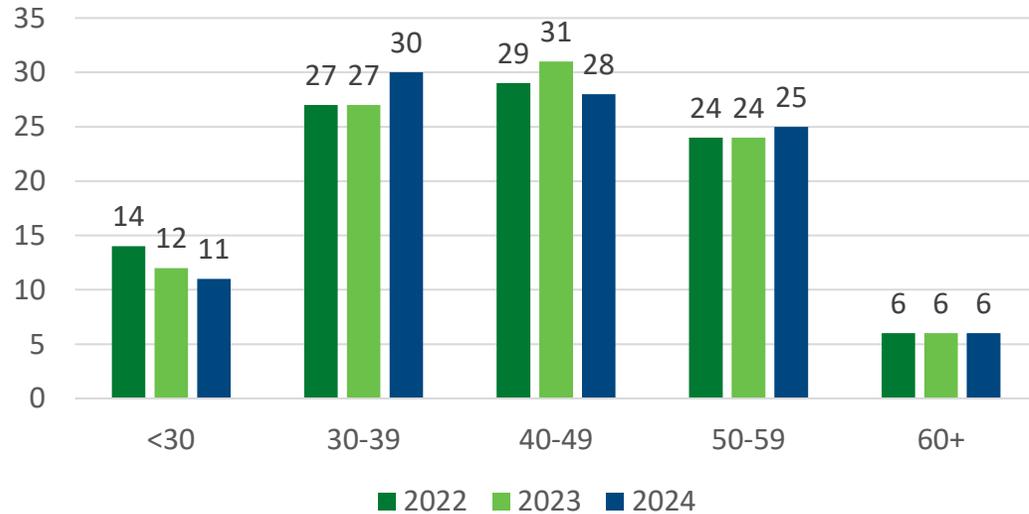
Opportunity	
Moderate & high-risk biometrics increased from 2023 – 2024.	Glucose, total cholesterol, HDL, and triglycerides all increased.
Weight as a risk factor	Although showing improvement; still a main area of focus.
Improvement in participation year round	Participation rate slows down the second half of the year.

Participation Summary

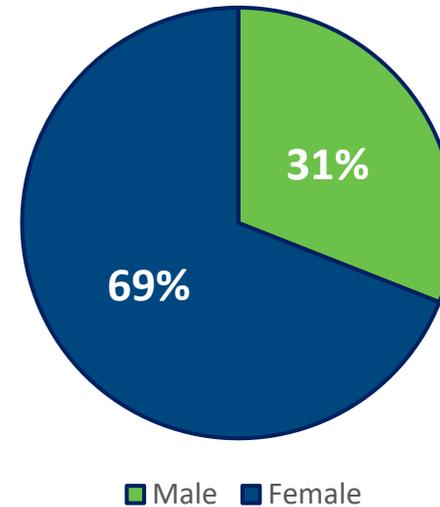
Participants who completed all three qualifying activities

Participation	2023 Number	2023 Percentage	2024 Number	2023 Percentage
Number of Participants	447	87%	452	87% 

Participation Percentage Rate by Age



Gender



Wellness Program participation rate continues to be outstanding.

Overall Population Aggregate Results*

2024

*Population varies from year to year due to New Hires, Newly Eligible, Terms, and Change in Eligibility Status

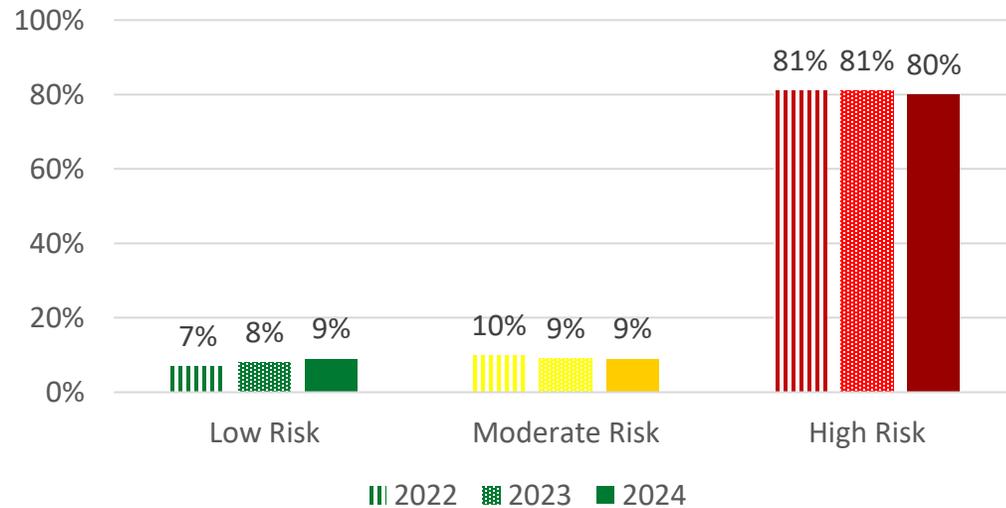
Health Status

*Data from Health Assessment answers combined with Biometric Screening Results

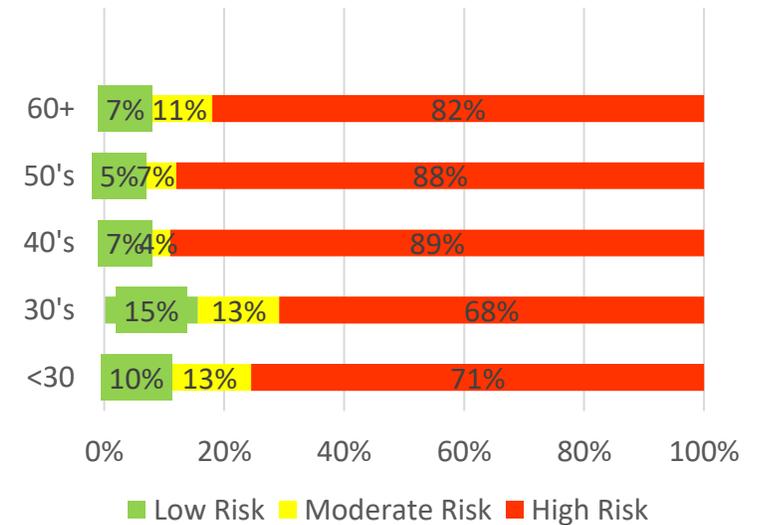
Health status is based on risk factor severity and the type and presence of select diagnosed chronic conditions. Emphasis is placed on significant, or “major” risk factors contributing, or “minor” risk factors according to their increased impact on morbidity, mortality, and health care costs.

Book of Business Statistics:
 Low Risk = 15%
 Moderate Risk = 13%
 High Risk = 71%

Overall Health Status

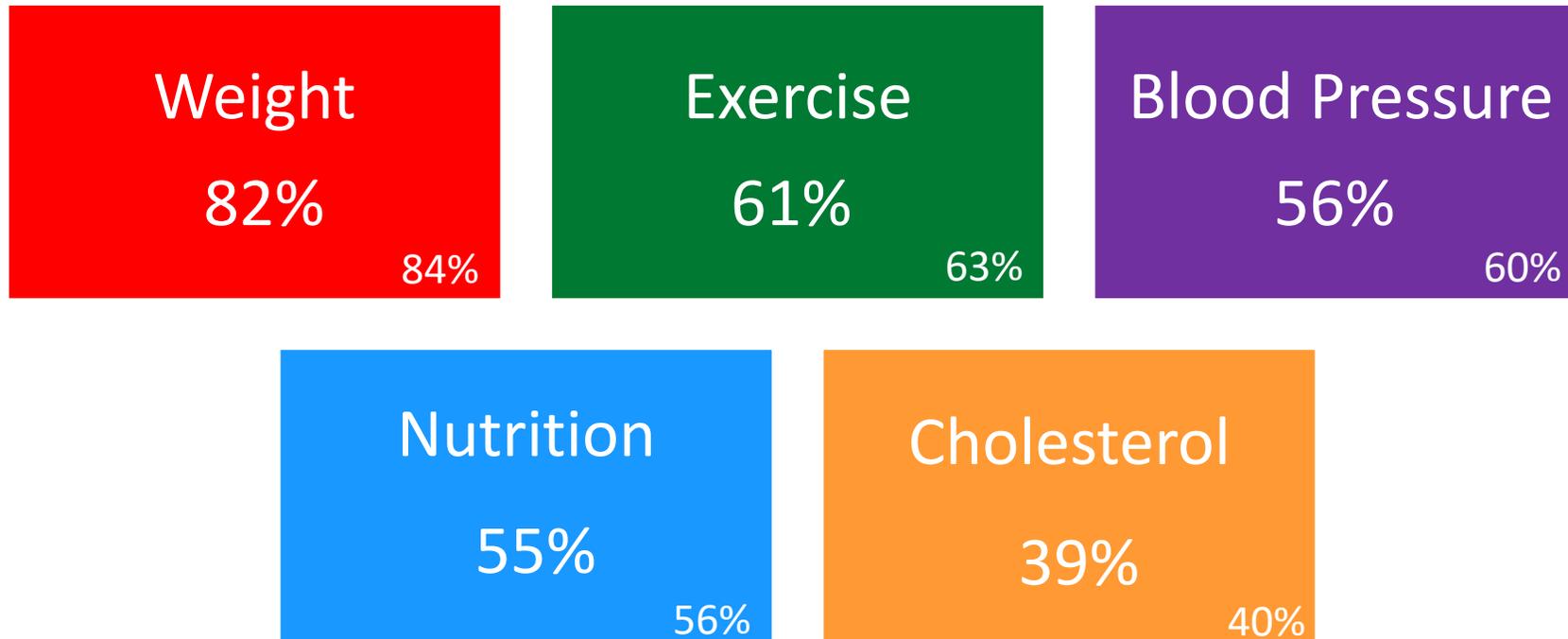


Overall Health Status by Age



Top 5 Risk Factors

* Data from Health Assessment answers combined with Biometric Screening Results



**Numbers in bottom right corner are values from 2023.*

All 5 risk factors improved compared to last year.

Health Risk Factors Summary

*Data from Biometric Screening Results

This chart is a quick summary showing common health risk factors for your total population and the percentage of those with Moderate and At Risk between last year and this year.

Moderate & High Risk Factors	Total Population		Risk Change
	425 2023	431 2024	
Blood Pressure	62%	58%	-4%
Blood Sugar	35%	36%	+1%
Total Cholesterol	39%	41%	+2%
LDL Cholesterol	30%	30%	0%
HDL Cholesterol	72%	73%	+1%
Triglycerides	25%	27%	+2%
BMI	87%	84%	-3%

A mix of ups & downs when comparing the past two years of biometric data.

Health Risk Factors Summary

*Data from Health Assessment

Moderate & High Risk Factors	Total Population		Risk Change
	425 2023	431 2024	
Alcohol	31%	29%	-2%
Exercise	63%	61%	-2%
Nutrition	56%	55%	-1%
Stress	27%	26%	-1%
Sleep	37%	33%	-4%
Tobacco & Nicotine	13%	12%	-1%

Chart indicates common risk factors from all participants who completed the self-reported answers from the Health Assessment. Being at-risk for these behaviors can be an early identifier to potentially develop chronic conditions later on.

Cohort Data Results 2023 - 2024

Biometric Cohort Analysis: 2023 - 2024

*373 cohort participants completed biometrics both years

Biometric Measures	Low Risk		Low Risk Change	Rising Risk		High Risk		High Risk Change
	2023	2024		2023	2024	2023	2024	
Blood Pressure	< 120/80		Improved 4%	120/80 – 139/89		140/90 or >		Improved 3%
	38%	42%		53%	52%	9%	6%	
Blood Sugar	< 100		Declined 1%	100 – 124		125 or >		Declined 2%
	65%	64%		31%	30%	4%	6%	
Total Cholesterol	< 200		Declined 2%	200 – 249		250 or >		No Change 0%
	61%	59%		35%	37%	4%	4%	
HDL Cholesterol	> 59		Improved 1%	59 – 30		< 30		No Change 0%
	26%	27%		72%	71%	2%	2%	
LDL Cholesterol	< 130		No Change 0%	130 – 159		160 or >		Declined 2%
	70%	70%		25%	23%	5%	7%	
HDL Ratio	< 4.0		Declined 1%	4.0 – 5.0		> 5.0		Declined 2%
	59%	58%		27%	26%	14%	16%	
Triglycerides	< 150		Declined 2%	150 – 199		200 or >		Declined 1%
	75%	73%		14%	15%	11%	12%	
BMI	18.5 – 24.99		Improved 3%	25.0 – 29.99		< 18.5 or > 29.99		Declined 1%
	13%	16%		34%	30%	53%	54%	

2023 – 2024 Cohort

Health Risk Factors from Health Assessment

406 Cohort Participants completed both years

At Risk	2023	2024	Percent Change
	Percent at Risk		
Alcohol	33%	28%	-5%
Exercise	63%	60%	-3%
Nutrition	56%	53%	-3%
Sleep	37%	33%	-4%
Stress	27%	27%	0
Tobacco	14%	12%	-2%

These risk factors are trending in a positive direction, which can in turn effect the overall health risk.

Biometric Cohort Analysis: 2020 - 2024

*310 cohort participants

Biometric Measures	Low Risk		Low Risk Change	Rising Risk		High Risk		High Risk Change
	2020	2024		2020	2024	2020	2024	
Blood Pressure	< 120/80		No Change 0%	120/80 – 139/89		140/90 or >		Declined 4%
	42%	42%		55%	51%	3%	7%	
Blood Sugar	< 100		Declined 2%	100 – 124		125 or >		Declined 1%
	66%	64%		28%	29%	6%	7%	
Total Cholesterol	< 200		Declined 5%	200 – 249		250 or >		Improved 1%
	64%	59%		27%	33%	9%	8%	
HDL Cholesterol	> 59		Declined 5%	59 – 30		< 30		Declined 1%
	33%	28%		66%	70%	1%	2%	
LDL Cholesterol	< 130		Declined 5%	130 – 159		160 or >		Declined 1%
	74%	69%		20%	24%	6%	7%	
HDL Ratio	< 4.0		Declined 10%	4.0 – 5.0		> 5.0		Declined 3%
	67%	57%		20%	27%	13%	16%	
Triglycerides	< 150		No Change 0%	150 – 199		200 or >		Improved 2%
	75%	75%		13%	15%	12%	10%	
BMI	18.5 – 24.99		Declined 2%	25.0 – 29.99		< 18.5 or > 29.99		Declined 2%
	17%	15%		33%	32%	51%	53%	

2020 – 2024 Cohort

Health Risk Factors from Health Assessment

296 Cohort Participants

At Risk	2020	2024	Percent Change
	Percent at Risk		
Alcohol	30%	26%	-4%
Exercise	62%	63%	+1%
Nutrition	55%	49%	-6%
Sleep	35%	30%	-5%
Stress	N/A	N/A	0
Tobacco	12%	10%	-2%



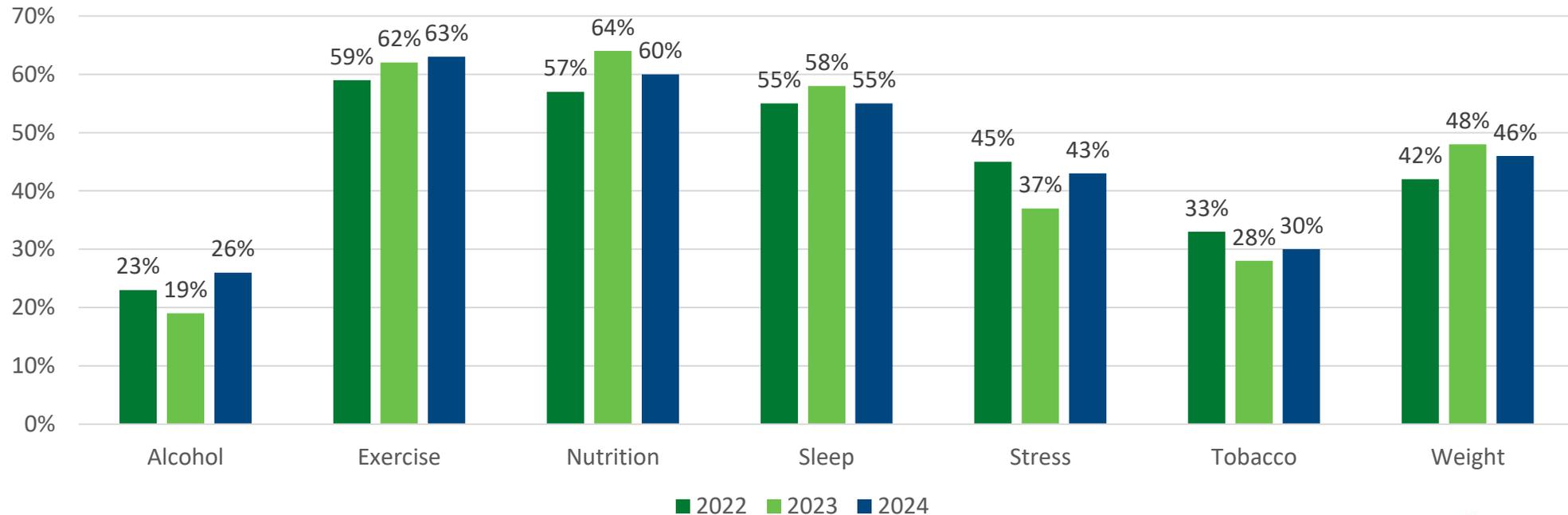
Beginning in January of 2022 the scoring for the Health Assessment has changed per guidelines from medical review based on new national guidelines. This resulted in changes to the risk stratification for Stress in Managewell beginning in January of 2022. This may yield different risk classification than they did prior to 2022. Thus, it is difficult to compare the area of stress risk from this year to prior years.

Readiness to Change

*Data from Health Assessment self-reported answers

Readiness to change is based on assessing in which of the five phases of change an individual with a certain risk factor resides. The five phases are: Pre-Contemplation, Contemplation, Preparation, Action, and Maintenance. Percentages Planning to Change are participants that are in either the preparation or action phases. It is also important to look at those that Think it's Important to Change and their Confidence in Ability to Change as this helps determine what areas to focus on and another way to gauge if your program is making a difference.

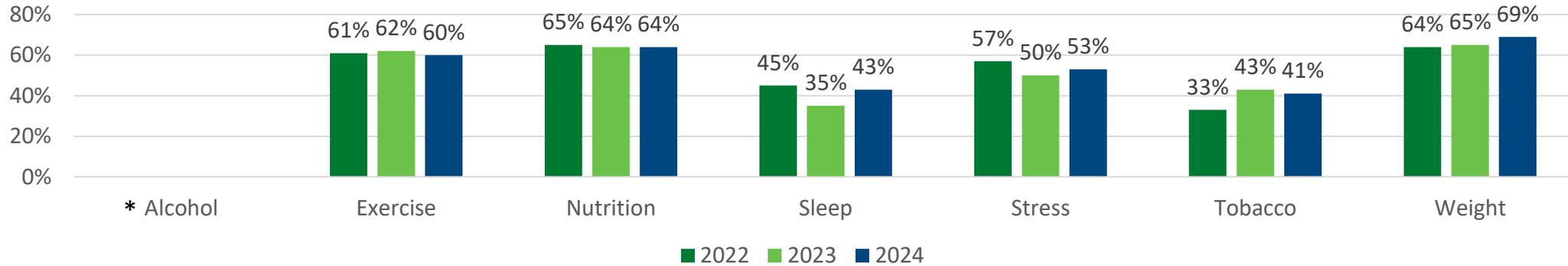
At Risk Planning to Change



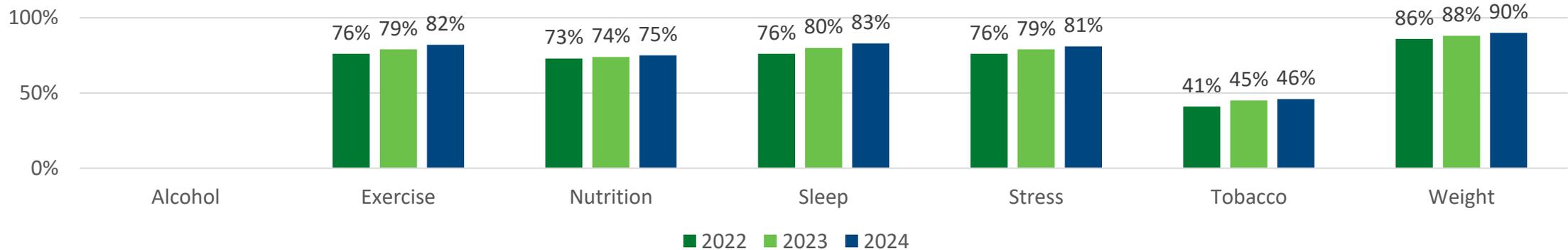
Readiness to Change

*Data from Health Assessment self-reported answers

At Risk Confident in Ability to Change



At Risk Think it's Important to Change

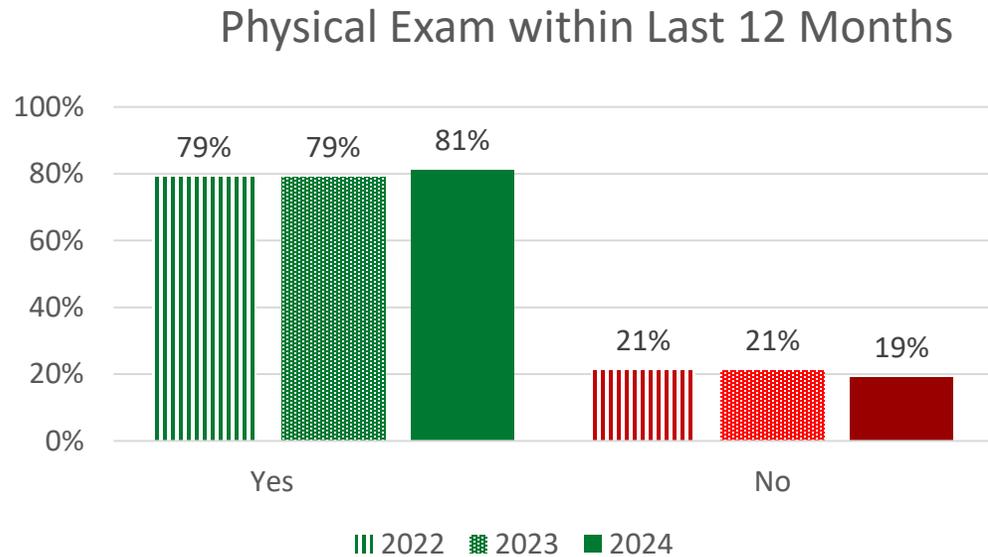


* Alcohol is not evaluated in these categories

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Preventative Care

*Data from Health Assessment self-reported answers



- **8% reported not having a primary care provider**
- **3% asked to be contacted for help finding a primary care provider**

11% reported not having a primary care provider in 2023, trending in a positive direction

Continuum of Care

*Data from Health Assessment self-reported answers

- 59 high risk wellness participants received phone messages to review results and were strongly recommended to follow-up with primary care provider.
 - 31 participants were contacted via phone; lab results reviewed and recommended follow up with primary care provider.
 - 1 already had followed up with their provider prior to the call
 - 7 had already initiated healthy lifestyle changes and scheduled a follow up with their provider prior to the call
 - 28 participants unable to reach by phone, high risk results were then mailed with written directions, strongly recommending follow up with health care provider.

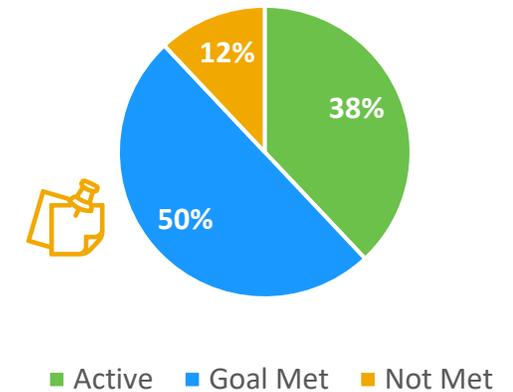
Health Coaching Data

Health Coaching Summary

	January – August 2023	January – August 2024
Total Coached	457	464
Total Sessions	482	485
Number of Goals Set	553	603

50% of participants achieved their 2023 goal!

Goal Status from 2023 Goals Set (Evaluated during 2024 session)



Health Coaching Satisfaction Survey Data

Comment	Yes Definitely	Yes Mostly	Yes Somewhat	No
Able to Schedule Health Coaching Appointment Timely	82%	12%	6%	
Health Coach Listened Carefully	90%	10%		
Health Coach Explained Things Clearly	95%	5%		
Know What to Do if had More Questions	88%	10%	2%	

Comments	Agree	Disagree
Health Coach was Empathetic & Respectful	100%	
Health Coach Assisted with Useful Advice & Resources	100%	
Health Coach was Engaged & Motivational	100%	
Health Coach Helped Develop Personal Goals & Next Steps	98%	2%
Overall Satisfaction with Aspirus Business Health Wellness Staff	100%	

Personal Success Stories & Feedback

Comments on the health coach

- Caring and friendly
- Ryan is very positive and easy to talk to
- He's great! 😊
- Friendly & easy to talk with
- He does a great job with explaining the program and activities
- Very easy to talk to
- He seems appropriate to the role
- Ryan is very professional and personable
- He is a very good listener
- Ryan is awesome!
- Get's back to me in a timely manner
- Appreciate his positive attitude and the extra time that he takes to talk things through with me. I almost always have questions when I meet with him and he always takes the time to answer my questions and provide feedback on my fitness journey
- He is very nice and I look forward to speaking with him again
- I thought he was great and made me feel listened and validated that I was on the right track to reach my goals
- Ryan is awesome. He's very personable, kind, and engaging. Listens well.

Personal Success Stories & Feedback

Comments on the health coach

- Enjoyed going over the biometric results with him
- Ryan really cared about my well-being because I am going through some hard times this year and he would just listen to me and showed compassion
- Ryan was able to schedule me in a timely manner. He listened to my concerns and goals while considering a holistic approach. He practiced within his scope and provided me with resources as requested
- Going over my information and re-motivating me
- Ryan is very knowledgeable and knows enough to provide thoughtful feedback on multiple items we discuss
- I appreciate the flexibility in scheduling and that he did not make me feel badly about myself or my numbers
- My health coaching session was full of respect and kindness. He listened to what I said and respected my goals while maintaining a kind and calm demeanor
- I liked that he confirmed I was on the right track for my progress
- He helped break down steps towards achieving my goal
- Helpful, respectful, and not pushy
- He is friendly and encouraging
- Ryan is very engaging
- Good listener

Personal Success Stories & Feedback

Comments on the health coach

- Ryan has a great personality and doesn't judge anyone when discussing goals
- An overall good experience with an excellent health coach
- It is a great way to stay accountable and set realistic goals
- Appreciate the positive attitude and not being "judgie" about life choices
- I think it is a great resource and I like the fact I can email my questions and he gets back to me quickly
- I like being able to bounce ideas off of him and he would give me other ideas to think about 😊

Year-long Program Participation

Program Participation

Snapshot of Completed Activities from 2021 to 2024

Wellness Activity	2021 (497 Participants)	2022 (502 Participants)	2023 (504 Participants)	2024 (504 Participants)
Quarter 1 Wellness Challenge	117	140	156	145
Quarter 2 Wellness Challenge	114	130	148	132
Quarter 3 Wellness Challenge	113	154	143	123
Quarter 4 Wellness Challenge	86	104	121	129
Dental Exam	194	184	183	180*
Annual Eye Exam	129	122	114	120*
Medical Self-care	144	160	159	145*
6-months Nicotine Free	175	162	169	166*

*Numbers are not final

Program Participation

New Program Activity Participation 2024	
Wellness Activity	2024 (504 Participants)
April – Earth Day Challenge	100
Employee Wellness Month – Habit Change	36
Sleep Tracking Activity	111*
Mini Challenges	82*

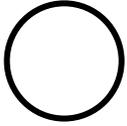
*Numbers are not final

New activities to come throughout the 2025 Wellness Program campaign in efforts to incorporate all the dimensions of wellness.

Recommendations and Next Steps

- Continue to put a great emphasis on programming in the areas related to physical wellness (exercise and nutrition) to help improve these risk factors.
- Adjust the communication plans in various modes at all organizational levels to keep in-touch with participants, understand their needs, remind them of wellness options and support them through out the year
- Keep stressing the importance of year-long participation in the Wellness Program to employees and why Wood County feels it is important to invest in their health.

Thank you.



RESOLUTION# _____

Introduced by Operations Committee
Page 1 of 1

PY

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

INTENT & SYNOPSIS: To amend the 2024 budget for Health Department's budget (54121) for the purpose of disbursing funds for approved Opioid Remediation with Opioid Settlement Funds.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent Opioid Settlement Funds. The adjustment to the budget is as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>DEBIT</u>	<u>CREDIT</u>
48900	Other Misc Revenues	\$550,000.00	
54121	Grants & Donations		\$550,000.00

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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 Opioid Settlement Task Force recommended the use of opioid settlement funds as described in the Opioid Settlement Plan, and

WHEREAS, Wood County Board of Supervisors at their January 16, 2024 meeting resolved to approve and adopt the Opioid Settlement Plan, and

WHEREAS, the Opioid Settlement Plan includes \$550,000.00 to the Family Health Center of Marshfield for the construction of a Federally Qualified Health Center in Wisconsin Rapids, and

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

THEREFORE BE IT RESOLVED, to amend the Health Department budget for 2024 by appropriating \$550,000.00 of unspent Opioid Settlement Funds (48900) to Public Health (54121), and

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.

()

Laura Valenstein (Chair)

Donna Rozar

Jake Hahn

Lance Pliml

Joseph H. Zurfluh

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

County Clerk

County Board Chairman



RESOLUTION# _____

Introduced by Health & Human Services Committee; Operations Committee
Page 1 of 1

SS

Motion: Adopted: 1st _____ Lost:
 2nd _____ Tabled:
 No: _____ Yes: _____ Absent: _____

Number of votes required:
 Majority Two-thirds

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

INTENT & SYNOPSIS: To amend the 2024 WIC budget for the purpose of funding higher than anticipated expenditures.

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

Function	Account Name	Debit	Credit
54122	WIC		\$20,000
43554	State Grants	\$20,000	

WHEREAS, expenditures of the above functions are anticipated to exceed the originally adopted budget by \$20,000, and

WHEREAS, expenditure increase is a direct result of additional grant funding for outreach and client services unanticipated during the 2024 budget process, and

WHEREAS, revenues generated by the department will be higher than anticipated by \$20,000 due to additional grant funding, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County WIC budget account (54122) for 2024 by appropriating \$20,000 of unanticipated revenue from the State Grants revenue account (43554), and

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

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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			

OPERATIONS COMMITTEE

 Laura Valenstein (CHAIR)

 Donna Rozar

 Jake Hahn

 Lance Pliml

 Joseph Zurfluh

HEALTH & HUMAN SERVICES COMMITTEE

 Donna Rozar (CHAIR)

 Laura Valenstein

 John Hokamp

 Lee Thao

 Tom Buttke

 Kristen Iniguez, DO

 Rebecca Spiros, RN

 Leslie Kronstedt

 Mary Jo Wheeler-Schueller

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

County Clerk

County Board Chairman



RESOLUTION# _____ Effective Date Upon Passage and Posting

Introduced by Health & Human Services Committee; Operations Committee

Page 1 of 1

Motion: Adopted: 1st _____ Lost:
 2nd _____ Tabled:
 No: _____ Yes: _____ Absent: _____

Number of votes required:
 Majority Two-thirds

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

INTENT & SYNOPSIS: To amend the 2024 Consolidated Contract budget for the purpose of funding higher than anticipated expenditures.

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

Function	Account Name	Debit	Credit
54128	Consolidated Contract		\$7,000
43557	State Grants	\$7,000	

WHEREAS, expenditures of the above functions are anticipated to exceed the originally adopted budget by \$7,000, and

WHEREAS, expenditure increase is a direct result of additional grant funding for radon and prevention program expense unanticipated during the 2024 budget process, and

WHEREAS, revenues generated by the department will be higher than anticipated by \$7,000 due to additional grant funding, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Consolidated Contract budget account (54128) for 2024 by appropriating \$7,000 of unanticipated revenue from the State Grants revenue account (43557), and

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

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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			

OPERATIONS COMMITTEE

 Laura Valenstein (CHAIR)

 Donna Rozar

 Jake Hahn

 Lance Pliml

 Joseph Zurfluh

HEALTH & HUMAN SERVICES COMMITTEE

 Donna Rozar (CHAIR)

 Laura Valenstein

 John Hokamp

 Lee Thao

 Tom Buttke

 Kristen Iniguez, DO

 Rebecca Spiros, RN

 Leslie Kronstedt

 Mary Jo Wheeler-Schueller

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

County Clerk

County Board Chairman



RESOLUTION# _____

Introduced by Health & Human Services Committee; Operations Committee
Page 1 of 1

Motion: Adopted: 1st _____ Lost:
 2nd _____ Tabled:
 No: _____ Yes: _____ Absent: _____

Number of votes required:
 Majority Two-thirds

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

SS

INTENT & SYNOPSIS: To amend the 2024 Healthy Smiles budget for the purpose of funding higher than anticipated expenditures.

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

Function	Account Name	Debit	Credit
54130	Healthy Smiles		\$20,000
46510	MA Revenue	\$20,000	

WHEREAS, expenditures of the above functions are anticipated to exceed the originally adopted budget by \$20,000, and

WHEREAS, expenditures were greater than anticipated during the 2024 budget due to uncertainties with returning to school clinics following the COVID pandemic, and

WHEREAS, Medicaid (MA) revenues generated by the department will be higher than anticipated by \$20,000 due to increased MA reimbursement rates and increased number of children seen, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Healthy Smiles budget account (54130) for 2024 by appropriating \$20,000 of unanticipated revenue from the MA revenue account (46510), and

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

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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			

OPERATIONS COMMITTEE

Laura Valenstein (CHAIR)

Donna Rozar

Jake Hahn

Lance Pliml

Joseph Zurfluh

HEALTH & HUMAN SERVICES COMMITTEE

Donna Rozar (CHAIR)

Laura Valenstein

John Hokamp

Lee Thao

Tom Buttke

Kristen Iniguez, DO

Rebecca Spiros, RN

Leslie Kronstedt

Mary Jo Wheeler-Schueller

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

County Clerk

County Board Chairman



RESOLUTION# _____

Introduced by Health & Human Services Committee; Operations Committee
Page 1 of 1

Motion: Adopted: 1st _____ Lost:
 2nd _____ Tabled:
 No: _____ Yes: _____ Absent: _____

Number of votes required:
 Majority Two-thirds

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

SS

INTENT & SYNOPSIS: To amend the 2024 Adams/Juneau budget for the purpose of funding higher than anticipated expenditures.

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

Function	Account Name	Debit	Credit
54132	Adams/Juneau		\$10,000
44100	Licensing Revenue	\$10,000	

WHEREAS, expenditures of the above functions are anticipated to exceed the originally adopted budget by \$10,000, and

WHEREAS, expenditure increase is a direct result of increased travel for inspections and licensing activity and increased lab expenditures unanticipated during the 2024 budget process, and

WHEREAS, revenues generated by the department will be higher than anticipated by \$10,000 due to additional licensure fee collections, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Adams/Juneau budget account (54132) for 2024 by appropriating \$10,000 of unanticipated revenue from the Licensing revenue account (44100), and

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

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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			

OPERATIONS COMMITTEE

Laura Valenstein (CHAIR)

Donna Rozar

Jake Hahn

Lance Pliml

Joseph Zurfluh

HEALTH & HUMAN SERVICES COMMITTEE

Donna Rozar (CHAIR)

Laura Valenstein

John Hokamp

Lee Thao

Tom Buttke

Kristen Iniguez, DO

Rebecca Spiros, RN

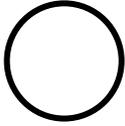
Leslie Kronstedt

Mary Jo Wheeler-Schueller

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by CEED and Operations Committee
Page 1 of 1

BAP

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 seek County Board approval to amend the 2024 Wood County Multi-Discharge Variance (MDV) budget (56126) for unanticipated MDV point source permittee payments and to appropriate those monies to the MDV budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from MDV point source permittees in the form of 2024 MDV payments.

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, Rozar, Buttke, Perlock, Hovendick, Breu, Voight, Hahn, Brehm, Thao, Penzkover, Valenstein, Hokamp, Polach, Clendenning, Pliml, Zurfluh, Hamilton, Leichtnam).

Table with 4 columns: Account, Account Name, Debit, Credit. Rows: 56126 MDV \$24,392.41; 43586 MDV Revenue \$24,392.41

WHEREAS, the Land & Water Conservation Department received additional 2024 MDV point source permittee payments in the amount of \$24,392.41 to disburse as cost-share payments to landowners to reduce nonpoint sources of pollution, and

WHEREAS, the \$24,392.41 will have no impact on the county tax levy, and

THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2024 MDV budget (56126) by appropriating \$24,392.41 of unanticipated MDV monies from the Wood County State Aid Land & Water Conservation Department Multi-Discharge Variance account (43586) for the purpose of disbursing cost-share payments to 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.

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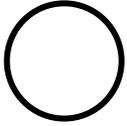
Bill Leichtnam (Chair)
Tom Buttke (Vice Chair)
Tim Hovendick
Russ Perlock
Wayne Schulz
Joe Behlen – Citizen Member

Laura Valenstein (Chair)
Jake Hahn
Donna Rozar
Lance Pliml
Joseph H. Zurfluh

Adopted by the County Board of Wood County, this day of 20 24 .

County Clerk

County Board Chairman



RESOLUTION# _____

Introduced by Highway Infrastructure and Recreation and Operations
Page 1 of 2

Committee

ENjbp

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

INTENT & SYNOPSIS: To amend the 2024 budget of various Highway functions listed below for additional expenditures of \$2,704,040 not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County.

Source of Money: Available appropriations in revenues in excess of budget of \$1,584,130 and functions under budget of \$1,119,910.

The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
1610-53110	Hwy-Administration		129,925
1628-53250	Crushing Operations-Mach		48,605
1609-53251	Crushing Operations-Prod		123,375
1627-53290	Salt Brine Ops-Machinery		19,595
1641-53291	Salt Brine Ops-Production		15,960
1616-53311	Maint CTHS Patrol Sections		391,015
1617-53313	Operations Materials-GANG		40,320
1618-53314	Other Oper-Maint GANG		2,735
1670-53320	Maint STHS Operating Sup.		32,110
1671-53330	Local Roads		334,575
1650-53340	County-Aid Roads		20,390
1660-53341	County-Aid Bridges		125,220
1672-53490	Other Services		134,280
1690-57310	Hwy Capital Projects		1,285,935
1620-47232	Mach Rev-Bit. Oper.	25,670	
1672-47300	Local Revenue for Charges	11,530	
1670-47330	Revenue from Charges-T/C/V	190,840	
1650-47332	Revenue from Dist-Roads	20,390	
1660-47333	Revenue from Dist-Bridges	125,220	
1614-47470	Intergov Charges Bituminous	231,655	
1620-48340	Sale of Salvage and Waste	4,845	
1690-48510	Contributions-Hwy Const.	660,000	
1690-49110	Hwy Capital Proj-Debt Proc	313,980	
1620-53220	Field tools	64,075	
1623-53240	Machinery Operations	800,590	
1624-53260	Hwy-Bituminous Ops-Mach	107,700	
1614-53266	Hwy-Bituminous Ops-Prod	134,695	
1615-53310	Operating Expense-Maint CTHS	12,850	

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LAURA VALENSTEIN (Chair)

DONNA ROZAR

JAKE HAHN

LANCE PLIML

JOSEPH ZURFLUH

JAKE HAHN (Chair)

AL BREU

SCOTT BREHM

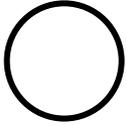
JOHN HOKAMP

LEE THAO

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

County Clerk

County Board Chairman



ITEM# _____

DATE December 17, 2024

RESOLUTION# _____

Effective Date Upon Passage & Publication

Introduced by Highway Infrastructure and Recreation and Operations
Page 2 of 2

Committee _____

WHEREAS, final funding of expenditures for highway administration, crushing operations, salt brine operations, CTHS maintenance, GANG operations, STHS operations, local roads, county-aid roads, county-aid bridges, other services, and hwy capital projects are able to be funded by higher than anticipated revenues, as well as functions under budget, and

WHEREAS, Rule 26 of the Wood County Board of Supervisors states than “an amendment to the budget is required any time the actual costs will exceed the budget at the function level,” and

THEREFORE, BE IT RESOLVED, to amend the Wood County Highway budget for 2024 by appropriating unanticipated revenues of \$1,584,130 and functions under budget funds of \$1,119,910, thereby approving the allocation of the additional revenues and functions under budget funds to the expenditures as set forth above, and

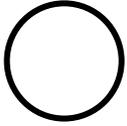
BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

()

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by ARPA FUNDING ADHOC COMMITTEE
Page 1 of 1

PY

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

INTENT & SYNOPSIS: To amend the 2025 budgets of the functions listed below for projects that were approved with American Rescue Plan Act (ARPA) funding.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent American Rescue Plan Act (ARPA). The adjustment to the budget totals \$3,023,851 as listed below:

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
43300	ARPA Funds	\$3,023,851	
57521	Parks Capital Projects		\$1,245,000
52110	Sheriff Admin		\$ 60,000
56121	Land & Water Cons. Admin		\$ 125,000
52130	Communications		\$ 22,000
51611	Maintenance CH & Jail		\$1,571,851

WHEREAS, the ARPA Funding Ad Hoc Committee authorized several project requests at a cost of \$3,023,851 at their December 2nd, 2024 meeting and unanimously recommended funding for the following projects:

LWCD – Ground Water Issues	\$ 125,000
P&F - CERA Park Improvements	\$ 250,000
P&F - Powers Bluff Shop Remodel	\$ 275,000
P&F - North Park Bridge Replacement	\$ 120,000
P&F - South Park Shower	\$ 300,000
P&F - Dexter Beach House	\$ 300,000
Communications – Digital Radio Upgrade	\$ 22,000
Sheriff – WC Sheriff Rescue Truck	\$ 60,000
Maintenance – Courthouse HVAC	\$ 1,571,851

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

THEREFORE BE IT RESOLVED, to amend the aforementioned projects with a transfer from ARPA Funds (43300) totaling \$3,023,851 to the following functions: Parks & Forestry Capital Projects (57521) - \$1,245,000; Sheriff Admin (52110) - \$60,000; Land & Water Conservation Admin (56121) - \$125,000; Communications (52130) - \$22,000; and Maintenance CH & Jail (51611) - \$1,571,851, and

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.

()

Lance Pliml (Chair)

Bill Leichtnam

Donna Rozar

Bill Clendenning

Laura Valenstein

Al Breu

Joseph Zurfluh

Jake Hahn

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

County Clerk

County Board Chairman

MINUTES
HEALTH & HUMAN SERVICES COMMITTEE

DATE: Thursday, November 21, 2024
TIME: 5:00 PM
PLACE: Wood County Annex & Health Center – Classroom
Marshfield, WI

MEMBERS PRESENT: Donna Rozar, Tom Buttke, John Hokamp, Lee Thao, Laura Valenstein (WebEx), Rebecca Spiros, Leslie Kronstedt

MEMBERS EXCUSED: Kristin Iniguez, Mary Jo Wheeler-Schueller

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

1. Chair Rozar called the meeting to order at 5:00 PM.
2. Chair Rozar opened the 85.21 public hearing for the Wood County Transportation Program. Human Services Community Resources Supervisor Olivia Lloyd reviewed the ridership statistics for the past year, and outlined the coordinated plan strategies for the next 5 years.
3. There being no public comment, Chair Rozar declared the public hearing closed.
4. A quorum was declared present.
5. There was no public comment.
6. The consent agenda was reviewed. Clarification was offered on pulled items. Motion by Hokamp/Spiros to approve the consent agenda. Motion carried unanimously.
7. Health Department Manager Alft presented 4 budget amending resolutions. These are yearly housekeeping resolutions that allocate additional grant funding not foreseen when the budget was prepared. Motion by Buttke/Spiros to approve the budget amendment resolutions for WIC, Juneau/Adams, Healthy Smiles, & Consolidated Contracts budgets and forward onto the county board for their consideration. Motion carried unanimously.
8. Human Services Director Vruwink presented a resolution to create one Economic Support Worker position, fully funding through the Northern Income Maintenance Consortium. Motion by Thao/Kronstedt to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
9. Vruwink presented a resolution to create one Assistant Administrator position serving both Norwood and Edgewater Haven. This was discussed at last month's meeting.

Motion by Buttke/Spiros to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

10. Rozar discussed the recent law change as it concerns the membership of the Board of Health. If an MD/DO cannot be found, a Physicians Assistant or Nurse Practitioner could be considered, however the new law would not allow them to sign health department orders. There is legislation being drafted to be introduced at the next session to correct this oversight.
11. The next meeting will be held on Thursday, December 19th at 5:00 PM at Edgewater Haven Nursing Home Conference Room. Mrs. Spiros will be excused from this meeting.
12. Motion by Spiros/Kronstedt to go into closed session pursuant to Wis Stats 19.85 (1)(f) to consider a leave of absence request. Motion carried unanimously.
13. Motion by Hokamp/Thao to return into open session. Motion carried unanimously.
14. Motion by Spiros/Kronstedt to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluations of the department heads the committee oversees. Motion carried unanimously.
15. Motion by Spiros/Thao to return into open session. Motion carried unanimously.
16. Chair Rozar declared the meeting adjourned at 7:02 PM.

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



North Central Community Action Program- Board Meeting Minutes-10/14/24

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, October 14, 2024, via zoom as individual staff and Board members logged in from their remote locations. The meeting was called to order at 5:30 pm by President Jennifer Lemmer.

Pam took roll:

Present	Absent	Staff
Lemmer	Lang (ex)	Diane
Dorava	Zacher (ex)	Pam
Valenstein	West (ex)	Tony
Robinson	Conway	
Fischer	Nyen	
Breit		
McGivern		
Guerrero		
Kieper		
Vorpagel		
Rotter		

Minutes: Jennifer Lemmer asked if there were any changes or questions. A motion was made by Steve Robinson to accept the August minutes as presented. Second was made by Lenore Breit. Motion carried.

Finance Committee: did not have a quorum. Pam reviewed the statements. Pam reported revenue and expenses were where they should be and again discussed the contractor and measure expenses being higher than our original budget. Pam reviewed the Balance Sheet and attached summary detailing the grants receivable and grant funds received in advance accounts. The Other liabilities account is staff accrued pension. A motion was made by Steve Robinson to accept the financial statements as presented. Second was made by Christine Vorpagel. Motion carried.

Housing Program updates: Diane reported we received a new TBRA Tenant Based Rental Assistance program for \$280,000; Emergency Housing (EHH & Rapid Re-housing) \$228,000, and our four United Way programs in Marathon County, South Wood county, Marshfield area, and Merrill area United Way. Diane discussed our PSH Permanent Supportive Housing program and reported we just requested an expansion of the program to include two additional units- one in Wood County and one in Lincoln County.

AmeriCorps program: Diane reported our AmeriCorps director retired at the end of our program year. It wasn't possible at that time for her to take over the new program contract on such short notice. Diane notified the State we would not be going forward with the new contract. Diane explained it is

possible we could apply for the program in the future but it was not possible in the time frame we had to work with.

Conflict of Interest forms: Pam explained the forms were required to be completed annually. Board members can email the forms to Pam or drop them off at any of our locations.

Weatherization: Tony reported we have completed 125 units in the first quarter of our weatherization contract, July 1st thru September 30th. The goal was 117 units so we are slightly ahead of schedule. Our current deferral rate is 41% very close to what it was in the previous contract.

Next Meeting Date: Our next meeting will be December 9, 2024, via Zoom at 5:30 p.m.

Jennifer Lemmer declared the meeting adjourned at 5:48 pm.

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, CPM

- We have been working on contracts and disbursement of the opioid settlement funds. The process is going smoothly, and we look forward to seeing the various projects implemented.
- We have also finalized contracts for the disbursement of the \$500,000 to support childcare efforts in Wood County. \$98,000 will be sent directly to the School District of Pittsville for their project and the remaining \$402,000 will be sent to Childcaring, Inc. for disbursement according to the objectives of the funding (shared services network, startup, and expansion grants).
- We are also in the process of finalizing a contract with the Family Health Center of Marshfield for the ARPA and Opioid Settlement funds to support the clinic construction by the YMCA to begin in the spring.
- Our management team is in the process of conducting annual performance evaluations for all staff. This is a time for us to reflect on how blessed we are to have a workforce that is caring and compassionate and serves our communities faithfully each and every day. As I look at our team as a whole, I am particularly happy with the quality of our efforts, and also the kindness with which they deliver our services.

SUPERVISOR OF STRATEGIC INITIATIVES REPORT – KRISTIE RAUTER EGGE, MPH

- Staff analyzed 2023 YRBS (Youth Risk Behavior Survey) data and created a report for Wood County that will be shared publicly this month.
- Staff attended the Wisconsin Public Health Association (WPHA) Annual Epidemiology Section Meeting/Training.

Communication/Branding

- Communication policies, guides, and other documents continue to be updated for PHAB accreditation, the WCHD Brand Guide, and the WCHD Communication Policy.
- Staff worked with the City of Wisconsin Rapids Media to take pictures and videos of the WIC program, the LifePoint program, and car seat checks. Staff met with additional department teams to plan their media day.
- Staff met with the Communications Coordinator from WI DHS to discuss best practices for communication and what they are working on.
- Staff wrote an article on Breast Cancer for the Pittsville Record.

Community Health Improvement Plan (CHIP)

- Staff met with a team to work on the alcohol licensing project for Wisconsin Rapids.
- Staff updated the HPWC Website and provided our new Community Health Planner with the plan for the website, as she will be editing it moving forward.
- Staff are working with UW Extension to conduct deliberative dialogue conversations with community members to get input on the CHIP strategies. Through this process, staff created an issue guide with UW Extension on three of the five CHIP priorities.
- Staff presented about the Wood County CHA/CHIP process for the WPHA/WALHDAB (WI Assoc of Local Health Departments and Boards) new health officer orientation.
- Staff are working with UW Milwaukee MPH students who are creating policy briefs for the CHIP.

Housing

Staff co-facilitated the Wood County Housing Task Force meeting on October 22, where we discussed current WHEDA loan programs, the need for a centralized list of housing resources, and a lack of short-term housing options in Wood County.

Policy

Staff attended the Fall Legislative Breakfast to learn about current legislative policies in the works and discuss issues we see in Wood County. Staff also participated in the Local Health Department Policy Learning Collaborative and learned about policy projects happening around the nation.

Mental Health

This month, HPWC Mental Health Matters participated in the Healing Minds and Arts Show, organized by the National Alliance on Mental Illness (NAMI). The show aimed to promote mental health awareness and showcased various forms of artistic expression contributing to healing and community connection. HPWC presented the top priorities identified in the Community Health Assessment, that we are working on a plan of action in the Community Health Improvement Plan, along with information on past projects of resources of hope. The booth featured informational handouts, support service

information, and an interactive activity to engage attendees. The event fostered a sense of community and emphasized the importance of mental health peer support.

IMPACT

- **Alcohol Workgroup:**
 - Wood County Health Department was invited to present at the Alcohol Policy Seminar in Oshkosh on October 7 and 8 as an IMPACT representative on Wood County's Place of Last Drink (POLD) program. The presentation covered the initiation of POLD at the county level and how the data is reviewed and utilized. It also discussed the next steps for POLD implementation and provided guidance for other communities interested in adopting the program.
 - The IMPACT Alcohol Workgroup met on October 14 to brainstorm ideas regarding Alcohol Age Compliance Checks and to review a guidance memo outlining best practice recommendations for city licensing committees when renewing and issuing new licenses. The group examined a community map showcasing the density of alcohol outlets and their proximity to youth gathering locations, such as schools and parks. A link to this map will be included in the guidance memo.
- **THC Committee:** IMPACT representatives interviewed with the Minnesota Star Tribune on October 9 regarding Wood County's Hemp-Derived Ordinance. The article, titled "While Minnesota's Cannabis Industry Wades Through Regulations, Wisconsin's Accelerates Without Many," outlines the difference between Minnesota and Wisconsin regulations around hemp-derived cannabinoids and was published on October 15.
- **RX Committee:**
 - The national prescription drug take-back event took place on October 26. Six law enforcement agencies from Wood County participated in the event, collecting a total of 981 pounds of prescription drugs from the one-day event, as well as through permanent disposal sites throughout the county. The next take-back event will be held in April 2025.
 - Wood County Health Department staff presented at the Centralia Center on October 22 about properly securing and disposing of medication. This presentation provided resources for community members, including Deterra medication deactivation kits and lock boxes to secure medicines at home. These resources are available through the Wood County Health Department, funded by the State Opioid Response (SOR) grant.
- **Training:**
 - IMPACT held an "In Plain Sight" training session for parents in the Auburndale School District on October 28. This training provided an overview of substance use indicators, such as specific clothing brands, stash compartments, paraphernalia, and language that may signal to parents, caregivers, and other adults that youth might need to have crucial conversations about substance use and healthy coping mechanisms for stress.
 - WCHD staff and community partners attended the 20th Annual Mental Health and Substance Use Recovery Conference on October 17 and 18. The conference attracted over 1,200 participants from around the country, both in-person and virtually. A significant number of professionals from Wood County attended the conference, including a large group from Three Bridges Recovery.
 - IMPACT presented to the Marshfield and Columbus Leadership Alliance (MCLA) on October 24. MCLA is a group of student leaders identified by their peers to help spread messaging to all students about behavioral health topics including substance use and mental health. The IMPACT presentation explained what substance prevention at the community level looks like, highlighted our coalition's work, and encouraged community involvement in effecting change.
- **LifePoint:** LifePoint is a free service supported by Vivent Health for individuals who inject drugs. This population is often the most marginalized and discriminated against in our communities, making it difficult for some to overcome barriers to appropriate health care and personal wellness. The LifePoint program has a special focus on this population to ensure individuals are keeping themselves as safe as possible and finding the support they need to find treatment and recovery services. In October, the LifePoint Program had 9 participants who helped 19 others with unused, sterile supplies. Data for this program is available here:
https://www.canva.com/design/DAGU4OIfxpw/dBWhjnxTHZojs9iOC9p12g/edit?utm_content=DAGU4OIfxpw&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton
- **Naloxone Direct Program:**
 - Wood County Health Department reapplied to participate in the Naloxone Direct Program (previously called Narcan Direct Program). The program offers local communities free nasal naloxone spray intended for those at greatest risk of opioid overdose. Wood County Health Department has been participating in this program since 2019.
 - In October, 82 Narcan kits were distributed to community residents and partner agencies. Training was provided to 28 individuals to provide lifesaving measures in the event of an opioid overdose. Overdose Prevention and Narcan Administration trainings were provided to:
 - MSTC at Aspirus Riverview – 3 trained
 - UWEC Nursing Students – 9 trained
 - Wood County Adult Day Treatment Group – 3 trained
 - LifePoint Participants – 2 trained
 - PATCH Teen Educators – 11 trained
 - Our program began working with Wood County Probation and Parole on a Narcan leave-behind program, and Hewitt Volunteer Fire Department to carry/use Narcan in their emergency medical response efforts. All other rural volunteer fire departments have been invited to work with our Naloxone Direct Program in order to provide this lifesaving medication in their emergency medical response.

- **Marshfield Area Coalition for Youth (MACY):**
 - MACY received 5 years of federal Drug-Free Communities (DFC) Support Program funding that started on October 1. The MACY Board of Directors will be working with an interim Executive Director to develop and build coalition infrastructure before hiring coalition staff to oversee the federal grant. The DFC grant is for primary youth prevention efforts for zip codes in Marshfield, Hewitt, Auburndale, and Arpin, and has a focus on preventing young people ages 12-18 from using alcohol, nicotine, and psychoactive cannabis products (that includes marijuana, weed, or any intoxicating hemp-derived product).
 - The MACY Drug Task Force will work with Marshfield Parks and Rec to install two additional sharps disposal kiosks in city parks (Griese and Wildwood) to offer more safe and responsible disposal options. Parks and Rec will reach out when they are ready for installation. These two kiosks will join three recently installed in Wood County at Braem Park (Marshfield), Robinson Park (Wisconsin Rapids), and the Wisconsin Rapids Zoo. The coalition also received medication lock boxes through the State Opioid Response (SOR) grant to distribute for free to anyone in need of locking up their medications. Lockboxes for Marshfield area residents can be requested at the Marshfield Police Department, while Wisconsin Rapids area residents (and anyone in between) may request free medication lockboxes from the Wood County Health Department. The task force will determine whether to continue having a booth at the Central Wisconsin State Fair, as the fair now requires someone to staff the booth throughout the week.
- **Providers and Teens Communicating for Health (PATCH):** There were 11 teen consultants fully trained over a two-day period where they learned about public speaking and how to successfully give feedback during consulting sessions that they will be providing in the future. The PATCH teens also had their first enrichment night where they were trained in Narcan administration.
- **Public Health Vending Machines:**

August 2024

Item	South Wood County	North Wood County	Total
CPR kits	23	40	63
Feminine pads (packs of 4)	7	20	27
Fentanyl test kits (5 per kit)	17	24	41
Fentanyl-xylazine test kits (packs of 2)	11	49	60
First aid/wound care kits	19 – out of stock	15 – out of stock	34
Gun locks	17	21	38
Hand wipes	18	29	47
Narcan	52	85	137
Personal hygiene kits	29	48	77
Sharps containers	12	16	28
Tick & mosquito spray	11	15 – out of stock	26
Tick removal kits	14	29	43
Water (8oz bottles)	N/A	5	5
TOTAL ITEMS	230	396	626

In August 2024, a total of 626 items were vended from the six public health vending machines across Wood County. The top 5 most popular items vended in South Wood County were: Narcan (52), Personal hygiene kits (29), CPR kits (23), First aid/wound care kits (19), Hand wipes (18). The top 5 most popular items vended in North Wood County were: Narcan (85), Fentanyl-xylazine test kits (49), Personal hygiene kits (48), CPR kits (40), Hand wipes (29) and Tick removal kits (29). The top 5 items countywide were: Narcan (137), Personal hygiene kits (77), CPR kits (63), Fentanyl-xylazine test kits (60), Hand wipes (47). First aid/wound care kits ran out of stock in all vending machines during the month, and tick & mosquito spray ran out of stock in North Wood County machines.

September 2024

Item	South Wood County	North Wood County	Total
CPR kits	21	30	51
Feminine pads (packs of 4)	15	22	37
Fentanyl test kits (5 per kit)	14	19	33
Fentanyl-xylazine test kits (packs of 2)	12	15	27
First aid/wound care kits	Out of stock	Out of stock	OOS
Gun locks	2	5 – out of stock	7
Hand wipes	6	5 – out of stock	11
Narcan	41	34	75
Personal hygiene kits	11	9 – out of stock	20
Sharps containers	4	7	11
Tick & mosquito spray	1	Out of stock	1
Tick removal kits	6	19 – out of stock	25
Water (8oz bottles)	N/A	10	10
TOTAL ITEMS	133	175	308

In September 2024, there were a total of 308 items vended from the six public health vending machines across Wood County. The top 5 most vended items in South Wood County were: Narcan (41), CPR kits (21), Feminine hygiene pads (15), Fentanyl test kits (14), Fentanyl-xylazine test kits (12). The top 5 most vended items in North Wood County were: Narcan (34), CPR kits (30), Feminine hygiene pads (22), Fentanyl test kits (19) and Tick removal kits (19). During the month of September, the North Wood County vending machines ran out of stock of several items: gun locks, hand wipes, personal hygiene kits, and tick removal kits.

October 2024

Item	South Wood County	North Wood County	Total
CPR kits	24	24	48
Feminine pads (packs of 4)	34	17	51
Fentanyl test kits (5 per kit)	10	22	32
Fentanyl-xylazine test kits (packs of 2)	11	16	27
First aid/wound care kits	Out of stock	Out of stock	OOS
Gun locks	3 – out of stock	Out of stock	3 - OOS
Hand wipes	2	Out of stock	2
Narcan	39	33	72
Personal hygiene kits	1 – out of stock	Out of stock	1 - OOS
Sharps containers	17	11	28
Tick & mosquito spray	1 – out of stock	Out of stock	1 - OOS
Tick removal kits	3	Out of stock	3 - OOS
Water (8oz bottles)	N/A	9	9
TOTAL ITEMS	145	24	277

In October 2024, there were a total of 277 items vending from the six public health vending machines across Wood County. The top 5 most vended items in South Wood County were: Narcan (39), Feminine hygiene pads (34), CPR kits (24), Sharps containers (17), Fentanyl-xylazine test kits (11). The top 5 most vended items in North Wood County were: Narcan (33), CPR kits (24), Fentanyl test kits (22), Feminine hygiene pads (17), Fentanyl-xylazine test kits (16). During the month of October, the South Wood County vending machines ran out of stock of gun locks, personal hygiene kits, and tick & mosquito spray.

Running Totals: August – October 2024

Item	Running totals - South Wood County	Running totals - North Wood County	Running totals - full county
CPR kits	68	94	162
Feminine pads (packs of 4)	56	59	115
Fentanyl test kits (5 per kit)	41	65	106
Fentanyl-xylazine test kits (packs of 2)	34	80	114
First aid/wound care kits	19 – out of stock	15 – out of stock	34 – out of stock
Gun locks	22 – out of stock	26 – out of stock	48 – out of stock
Hand wipes	26	34 – out of stock	60
Narcan	132	152	284
Personal hygiene kits	41 – out of stock	57 – out of stock	98 – out of stock
Sharps containers	33	34	67
Tick & mosquito spray	13 – out of stock	15 – out of stock	28 – out of stock
Tick removal kits	23	48 – out of stock	71
Water (8oz bottles)	N/A	24	24
TOTAL ITEMS	508	703	1211

During the first three months of installation, 1,211 items were vended from the six public health vending machines across Wood County. Narcan was the most vended item (284 boxes vended). Of the 10 items without regular funding (i.e., are not purchased using the Public Health Vending Machine grant from Wisconsin Department of Health Services, thus were purchased using other funding streams or obtained through donation), only 3 are stocked in both South and North Wood County (CPR kits, feminine hygiene pads, and sharps containers), 2 are only stocked in South Wood County (hand wipes and tick removal kits), and 1 is stocked in only North Wood County (water). Four items are fully out of stock with no funds to purchase more and no guarantee of further donation (first aid/wound care kits, gun locks, personal hygiene kits, and tick and mosquito spray) and the stock of remaining items are depleting quickly.

Farmer's Market

It has been a successful season at the Wisconsin Rapids Downtown Farmers Market. We ended the season with 88 local farmers, artisans, and community businesses; 19 were new vendors at the market this season. During the 2024 season, the market manager booth processed;

- \$5,387 in Debit/Credit transactions

- \$3,819 in Food Share EBT transaction
- \$1,114 in Double Dollar Match Program
- \$1,440 in Aspirus Fruit and Vegetables Rx
- \$187,457 Sales Reported by Vendors
- \$10,824 in WIC Farmer Market Nutrition Program vouchers redeemed

We do not track the Senior Farmers Market Nutrition Program as vendors direct deposit them, but they can be used at the market. We have a couple of vendors who started with the Wisconsin Rapids Downtown Farmers' Market but have moved on to open their businesses. GAF Brunch with the Boyles LLC will open a shop in Eau Claire, and Patriot Greenz LLC has opened its own business selling its freeze-dried products to local stores.

Safe Kids Wood & Clark Counties

Staff completed DOT/car seat reporting and Facebook posts for November. Staff pulled cases for the Child Death Review meeting, got the case template & agenda ready, and sent cases to law enforcement to see which cases could be reviewed. Staff watched webinars on data entry for Child Death Review and signed up for the Midwest Injury Prevention virtual conference in December.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

New Businesses and Consultations

Staff completed a pre-licensing inspection for The Hungry Hub in Marshfield, a retail food establishment serving meals. A pre-licensing inspection was completed for Grand Rapids Eatery in the Wisconsin Rapids area. A consultation was completed for a new restaurant in the Marshfield area. A consultation was completed for a Wisconsin Rapids food establishment for a possible kitchen expansion. Environmental health staff also completed inspections for temporary food establishments that participated in Pumpkin Fest located in Nekoosa.

Staff Trainings

Mariah Heiman and Tim Wuebben completed the Lead Risk Assessor Refresher Course and successfully passed the exam to maintain the credentials required to identify lead hazards that present public health concerns as well as complete lead risk assessments when necessary. Jill Ibarra completed Ethnic Food Safety training presented by Wisconsin DATCP.

Complaint Investigations

Twelve complaint investigations were completed in the month of October.

- A complaint was received regarding a possible mice infestation in a rental unit. Environmental health staff were onsite and provided education to both the tenant and the landlord. Treatment has been started.
- A complaint was received regarding bedbugs in a rental unit. Environmental health staff spoke with the landlord and treatment has been completed and an invoice was provided.
- A complaint was received on indoor air quality and odors in an apartment complex. Environmental health staff did not find any health hazards or ordinance violations associated with this complaint during the investigation.
- A caller reported junk and miscellaneous items on a property. Environmental health staff investigated the complaint, but no health hazards were observed at the time of the visit.
- A complaint was received regarding an unlicensed baker wholesaling under the cottage food law. Environmental health staff followed up with the licensed food establishments purchasing the food as well as educated the home baker operating under the cottage food law.
- A caller reported possible black mold in a rental home. Environmental health staff provided education and the tenant will be working with his or her landlord to address the issue.
- A complaint was received regarding illegal burning outdoors. The complainant was provided education and will be working with the Wisconsin DNR. The environmental health team will explore options to assess possible hazards.
- A caller reported a lot of maintenance issues that have not been fixed by their landlord including mold and moisture issues. The landlord has been given direction to fix the issues involving possible mold growth.
- A caller reported cockroaches at a licensed food establishment. Environmental health completed an onsite complaint inspection. No evidence of cockroaches was observed, and regular pest control measures are being implemented.
- A caller reported a sewage backup in a rental unit. Environmental health staff included information on clean up and provided guidance on landlord responsibilities. The tenant will be working with his or her landlord in clean up.
- A complaint was received regarding cleanliness concerns at a licensed retail food establishment. Environmental health staff completed a complaint inspection. No violations relating to the complaint were observed at the time of inspection.
- A complaint was received regarding a possible cockroach infestation in a rental home. Environmental health staff have issued orders to the landlord for treatment.

HEALTHY SMILES FOR WOOD COUNTY REPORT – NICOLE BURLINGAME, RDH

We've completed our initial screenings and fluoride varnishes for all Head Start Centers. Sealant visits are in progress for the schools with the highest free and reduced meal plans.

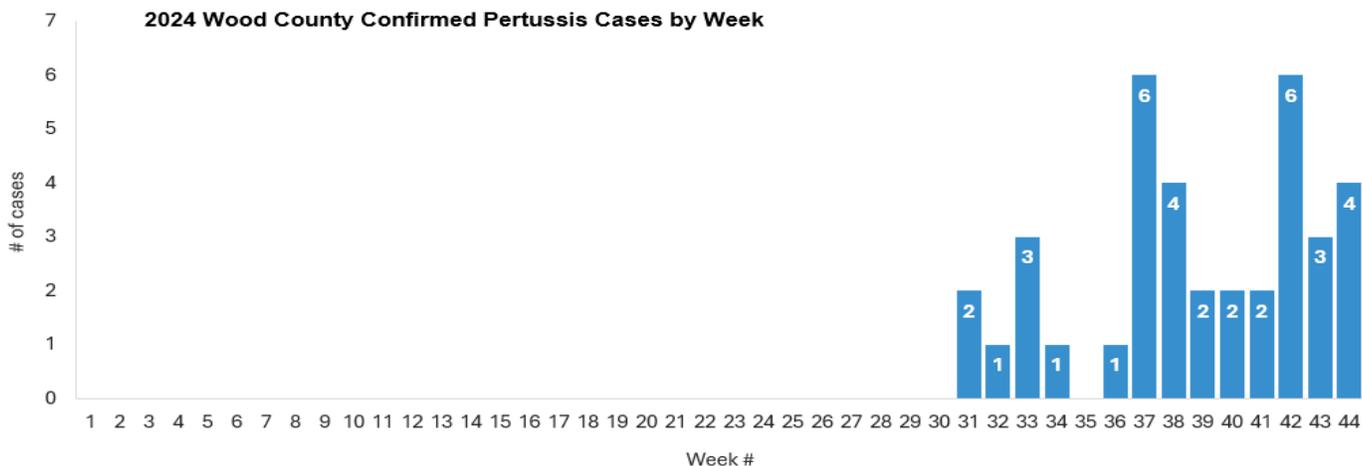
PUBLIC HEALTH NURSE SUPERVISOR REPORT – ERICA SHERMAN, MSN, RN, IBCLC

Parents as Teacher (PAT)

- Our PAT program migrated to a new data system called Visit Tracker in October. This has been a learning curve, but we are hopeful the documentation process will be easier in the future.
- PAT teamed up with WIC in October to host a Halloween event for participants. More than 50 participants attended and participated in parent-child interaction activities, learned about WIC and PAT, and enjoyed social interaction with other families.

Communicable Disease

- Influenza-like illness (ILI) activity is currently low statewide. Influenza and RSV are circulating at low levels. COVID activity remains elevated but decreasing.
- Wood County has had 37 confirmed cases of pertussis (whooping cough) since July 30. Wisconsin has 1,289 confirmed cases statewide this year. Of those, 59 were infants and nine of those infants were hospitalized. There have been no reported deaths.



Immunization

- Two community flu clinics were held at Nekoosa Community Center and Pittsville Elementary School. Flu vaccine was offered to all children 6 months-18 years and uninsured and underinsured adults. Flu shots will also be available to the community on November 15 from 4-6pm at East Junior High School. Public Health Nurses utilized these opportunities to test and practice our mass vaccination plans.
- UW-Eau Claire nursing students are working on a project to identify and address vaccine hesitancy. They are currently compiling results from a community opinion survey from which they received more than 150 responses.

Emergency Preparedness (EP)

- Our EP Coordinator attend the Standard Reunification Model training that was presented by the Department of Justice and Department of Public Instruction. This training offered insight on how to collaborate with area partners to ensure students are reunified with their family after an active threat occurs at their school. The training aligns well with Wood County Emergency Support Function #8, which enlists Public Health as a lead agency in the reunification process after a community incident occurs. Lessons learned from this training will be applied to the Mass Fatality and Family Assistance Center plans, which are maintained by Public Health.
- UW-Eau Claire nursing students have been tasked with identifying and connecting with folks that would be more disproportionately impacted by flooding in Wood County. Through extensive research and outreach, it was determined that Wood County has a higher prevalence of folks with physical disabilities than surrounding counties. The nursing students are creating outreach materials to be strategically distributed to these folks on how to prepare for, respond to, and recover from a flooding incident, along with identifying available community resources.

RecoveryCorps

Our department recently welcomed Pamela Lee as an AmeriCorps RecoveryCorps member from Marshfield Clinic. We will be hosting Pamela through August 2025. Pamela is trained as a Recovery Coach, providing much-needed services to individuals experiencing substance use struggles. Pamela will provide support for harm reduction work, Wisconsin WINS, and stigma reduction and community education efforts.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HOFER, RD, CD, IBCLC

- WIC issued 3,600 WIC Farmers Market Nutrition Program (FMNP) vouchers to 720 WIC participants June-September. Farmers have until November 8 to submit checks to the state for reimbursement.
- Carmela Vital-Maulson completed the Level 3 WIC Breastfeeding Training to further her knowledge on tips/ideas to help lactating parents with low milk supply and to obtain required continuing education credits for her positions in WIC.

- Kayla Saeger, Barb Sosnowski, Whitney Armour, Macy Mancl, and I attended the Wisconsin WIC 50th Anniversary Celebration October 30 in Wisconsin Dells where they were provided the opportunity to network with other WIC staff around the state and learned about health equity and the future of WIC.

Caseload for 2024 (Contracted caseload 1676)

	Dec 2023	Jan 2024	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1447	1444	1477	1481	1494	1480	1477	1501	1520	1521	1494		
Active (final)	1450	1456	1492	1496	1512	1493	1499	1510	1530	1531			
Participating	1448	1444	1482	1493	1512	1487	1485	1504	1524	1529	1493		

**WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT
November 2024**

Director Update by Brandon Vruwink

On October 24, Norwood Health Center Administrator Kornack and I attended the Northern Region Directors meeting to discuss the services offered at Norwood Health Center. Marissa highlighted the services we offer in our hospital and long-term care units. We took questions and provided contact information for follow-up discussions. Bayfield County contacted Marissa and expressed interest in contracting with Norwood Health Center. Shortly after the meeting, Bayfield County signed a contract with Norwood. We understand that with the gap in mental health services, particularly in the Northern and Western regions, informing counties of our available services is essential. As we enter 2025, we are working to schedule a meeting with the Western Region to discuss our services.

On October 22, I attended Lincoln High School's Career Day. I met with the junior class students who were interested in exploring the Human Services field. Several students had specific questions related to our department and career opportunities. I shared my contact information and invited students to reach out if they had further questions. I enjoyed spending a few hours at the high school and look forward to future opportunities to connect with students.

The election was held on Tuesday, November 5. Wood County will now have a new District Attorney taking office. Jonathon Barnett was elected and will be sworn in as the District Attorney in early January. I had an opportunity to meet with Jonathon this past week to introduce myself and discuss the collaborative relationship between the District Attorney's office and Human Services. We plan to continue meeting regularly as he takes on his new role.

The Wisconsin County Ambassador Program began taking applications for the next legislative session. I have completed my application and submitted it to the Wisconsin Counties Association for review. I have participated in the CAP program for the past ten years and found the experience rewarding and a highly effective way to advocate for Human Service priorities. The team at WCA always puts together a well-executed plan to engage our legislators. I will keep you updated on the CAP team as we move forward through the process.

Deputy Director Update by Katie Miloch

This past month I've had the opportunity to go to the capitol and observe the Legislative Council. This meeting was part of a series that is reviewing process improvements for children who are in need of an emergency detention (CH51) as well as addressing the ongoing need for a psychiatric residential facility in our state. This was an interesting process and discussion to learn from and I'm hopeful this group will advocate for children in need of these services.

The north-end APS team has provided multiple trainings to the Marshfield Fire Department regarding what to look for and how to respond to adults/elderly at risk of abuse, neglect, and exploitation. These community partnerships help increase awareness and provide a better understanding about the APS team's roles, abilities, and limitations. This team, on either end of the county, are open and willing to continue to provide community education and anyone interested can reach out to me to arrange this.

I have finalized and submitted the Title IV-E application which provides reimbursement to the courts for cases related to ChIPS and TPRs. The Family Services teams continue to engage with the Children's Court Improvement Project to review process and procedures. Last week we reviewed Termination of Parent Rights in depth. We're thankful to have these learning opportunities and for their continued guidance on these challenging legal tasks.

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 monthly Budget projection meetings (all locations), Operations, County Board, Team Building, Division Specific Management, Review and Updates for Division Policies. Individual Progress and/or Performance Evaluations for team members. All team members worked together to cover shortages for immediate needs due to absences and/or vacancies.
- Additional accomplishments: Ongoing EHR Smartcare learning, Set up for Community Support Program (CSP) in E.HR, workflows and processes.

Accounting and Accounts Payable Team

- NIMC: 2025 budget preparation completed, reviewed with NIMC Administrator.
- NHC: MA Advisory Hospital Group webinar regarding hospital rates.
- NHC: Price Transparency guidelines webinar.
- NHC: WHA Survey Training.
- COMM: Attended Smartcare conference.
- EW/NHC: WIPFLI Qtrly review mtg:
 - PDPM updates
 - NH audit requirement discussed.
 - Record Retention requirements discussion for audits, cost reports ect.
- EW/NHC: LTC/SNF rate review and cost report adjustments, with Leading Age and WIPFLI.
- COMM: SAS review and training.
- COMM: CLTS Rate Setting submitted.
- CONTRACTS: Rate settings out and being returned. Reviewing CCS rate workbooks, reaching out to vendors if questions arise.

Support Services Team

- Behavioral Health Clinic service notes: We are transcribing 10/30/24; all notes are within a 10 day window
We currently have a total of 34 dictations waiting for transcriptionists as of 11/8/24
 October: Total Service Notes created 254/ 277 entered (higher than # created due to backlog of prescriber notes) All dictation completed in October was OPC.

Records Released:

Behavioral Health Records Released: 88
 Family Service Record / Background checks released: 31
 Records pending/in progress: 10
 Total Completed: 119

Other Unit Information

- Support Services Staff updates- no vacant positions
 - 1 staff on intermittent FMLA
- HIPAA:
 - 1 HIPAA/ Confidentially breach in October- investigated resolved
 - 1- found phi- confirmed destruction- notified client- resolved w/no concerns
- Continue w/ destruction FS MFLD records at NHC >RB- FS records has resumed

Claims & Accounts Receivable, Client Interactions

- Ongoing Smartcare meeting, testing, progress, and workflows

- Ongoing Testing of 270/271 eligibility verification file transfers
- Planning stage for 835 file to bring in Electronic Remittance Advice for Claims submitted electronically at Edgewater and Norwood Health Center (MATRIX software)
- Review of outstanding debt for collections process
- Initiate A/R balance onsite meeting/discussions with EW Leadership.

Insurance Claims created and submitted for current reporting

- Norwood: 264 Claims submitted in the Amount of \$1,141,729
- Edgewater: 105 Claims submitted in the Amount of \$543,705
- Community: 4,214 Claims submitted in the amount of \$494,300
- Community: Accounts Receivable receipts: \$521,522

Service Admission Intakes - by Location

- NHC Admissions: 31 Hospital, 2 LTC
- Edgewater: 6
- Community
 - 31 intakes for new clients conducted
 - 1,690 Appointments Scheduled, 1,173 Attended (69%)

2024 TRIP Monies received YTD:

- Norwood: \$29,895
- Community: \$34,659

Community Resources Update by Olivia Lloyd

Transportation: In October, the Transportation program provided 578 bus rides. Of these rides, 124 were for employment, and 71 were for medical. The program also provided 103 volunteer rides. Of these, 71 were for employment, and 54 were for medical. The Transportation Public Hearing for the 85.21 grant is scheduled for November 21st.

WHEAP: The 2025 heating season began October 1, 2024. Wood County has received over 1100 applications. Since the season began, Wood County has provided Energy Assistance services to 635 households. The heating moratorium begins November 1st and will run until April 15th.

Child Care/Volunteer: The Community Elves program has received 435 referrals for Wood County children so far. 26 community members and businesses have signed up to sponsor families or have made donations to the program.

Youth Diversion Update by Angela O'Day

New Programming: The Truancy Prevention and Opportunity Program (TPOP) officially started in October. The program is funded through a Legacy Foundation Board grant. TPOP is a response to high numbers of students that are chronically absent from school, which is defined as missing 10% or more of school days. Student absences have been high across the country following the COVID-19 pandemic, and rates of school absenteeism remain high today across the country and in Wood County. TPOP is a shared operations program with two case managers from CW Solutions that will serve youth ages 10-16 with attendance concerns in South Wood County for a period of 16 weeks. Case managers will address barriers to regular school attendance, connect families to resources, and set goals for improved attendance and school engagement. Youth are referred to TPOP through schools and municipal court. The goal of TPOP is to provide proactive support to youth and families prior to schools referring youth to the youth justice unit for truancy. Our two case managers have completed training and are beginning to provide services to youth now.

Community Engagement: Our youth diversion team members completed several community service activities in October. Five youth participated in our Fall Adopt-a-Highway cleanup on State Highway 54 from CTH D to Smith Lane. Our diversion team members and youth clean this stretch of highway three times per year. Additionally, four program youth worked with staff to rake leaves for a community member on 10/22/2024. The raking event was completed in partnership with the United Way of South Wood and Adams Counties Day of Caring.

Employment & Training Programs Update by Lacey Piekarski

FoodShare Employment & Training (FSET) Program: From 9/23/24 – 10/4/24, the FSET Program offered an optional Customer Satisfaction Survey to our enrolled customers. During the survey window, 340 appointments were scheduled with 159 surveys completed (47%).

Survey Summary of Results:

- 100% - See Case Manager as often as requested
- 100% - Feel FSET is helping to reach their goals
- 98% - Very Happy-Happy with the overall FSET Program (Remaining Somewhat Happy)
- Of support services offered through FSET, most requested were Transportation – Gas Cards (35%) and work apparel (29%)

Customer Comments:

“I am very satisfied with FSET program, it helped me to get in my profession again. The staff is very kind and on time.”

“I appreciate all the help that everyone at FSET has given me. [Case Manager] has been really great at being very thorough and providing me with the resources that I need. Great program!”

Independent Living (TRAIL) Program: On October 22-24, 2024, our Independent Living Program Coordinator attended the JUST Conference in Phoenix, Arizona, which is the nation’s leading conference on juvenile sex trafficking. Over the next 2 months, we will continue to network with local community partners to share information, then offer a community learning event to share information on human trafficking, both nationally and in our local communities. Additionally, we are excited to share a young adult from our IL region was nominated for the State Youth Advisory Council - Historian position for the Youth Advisory Council Executive Board in 2025. Their continued advocacy for giving youth voice impacts our regional Youth Advisory Council and we are excited to support them in this state-level position.

Human Trafficking (HT) Statistical Handout

Sex Trafficking: occurs when someone uses force, fraud or coercion to cause a commercial sex act with an adult or causes a minor to commit a commercial sex act

A Commercial Sex Act: includes prostitution, pornography and sexual performance done in exchange for any item of value such as money, drugs, shelter, food, or clothes

Labor Trafficking: is the crime of using force, fraud or coercion to induce another individual to work or provide service

- **National Human Trafficking Hotline - Wisconsin, 2023**
 - 109 HT Cases Identified (sex and labor trafficking)
 - 211 Victims Involved
- **Top 5 Risk Factors for Human Trafficking**
 - Substance use concerns
 - Runaway/homeless youth and/or involvement in child welfare system

- Unstable housing
- Mental health concerns
- Recent migration/relocation
- **Recruitment/Exploitation**
 - Trafficking victims are most often recruited by **someone that they know** – this includes **family members** or **caregivers** (33%), an **intimate partner** (28%), or an **employer** (22%)
 - The **Internet** has grown to be the top reported recruitment location
 - During lockdowns, online recruitment increased by 22%
 - In 2020, there was a 125% increase in Facebook recruitment and a 95% increase in Instagram recruitment compared to the previous year
 - **Less than 10%** of cases involve **kidnapping**
- **Internet Hub**
 - 1 in 6 kids ages 9 to 12 have had a romantic or sexual conversation with an online-only contact
 - 1 in 8 of those youth sharing a nude image with that person
 - 54% of minors believe online grooming is a common experience
 - 1 in 7 minors are asked for nudes by a stranger online weekly
 - 1 in 4 teens interact online with someone they believe is 30 or older
 - Every minute, 156 child sexual abuse images/videos are being traded, distributed, and shared across the world through the Internet
 - The U.S. hosts more websites with child sexual abuse materials than any other nation in the world
- **US Department of Justice – HT Data Collection**
 - **2,027 persons** were referred to U.S. attorneys for human trafficking offenses in 2021, which is a **49% increase** from the year of 2011 referrals
 - **1,197 defendants were charged** with human trafficking offenses in 2021
 - 92% - Male
 - 60% - White
 - 95% - U.S. Citizens

Edgewater Haven Update by Justin Cieslewicz

Census Update: In the month of October we had 5 admissions and 7 readmissions. Current Memory Care census is 12 residents. Census comparison to last year:

October 2023 – 43.32 average census with 6.71 rehab

October 2024 – 43.45 average census with 6.74 rehab

October 2023 – Admissions 11/Discharges 10/Readmissions 6/Deaths 5

October 2024 – Admissions 5/Discharges 9/Readmissions 7/Deaths 2

Personnel Update: Open positions of writing this:

Nursing: Licensed Nurses: 2 Full-time Nurses, 3 Part-time Nurses

Activities: 1 Full Time Recreational Therapy Assistant

CMS RAC Audit: Edgewater Haven has been selected by CMS for a RAC (Recovery Audit Contractor) Audit on Medicare Claims submitted to CMS. The purpose of the RAC Audit is to conduct a probe of claims filed and provide education back to the skilled nursing facility with their findings. The scope of

the RAC begins with an audit of 5 claims submitted to CMS, however the RAC may choose to audit more claims based off their findings of the initial claims. Edgewater Haven received notice of this audit on October 4, 2024 and received the first claim review on October 21, 2024. The Business Office, Medical Records, and Nursing Leadership have compiled requested records and will be sent to the RAC per their required time frame.

CMS PBJ Audit: Edgewater Haven has been selected by CMS for a PBJ (Payroll Based Journal) Audit. All nursing facilities are required to submit PBJ data on a quarterly basis to allow CMS to determine staffing ratios. Edgewater Haven was notified of the selection on October 28, 2024 for 2024 Quarter 3 (April 1, 2024 to June 30, 2024). As Edgewater Haven's Accounting Technician began compiling data for the audit and the Accounting Technician found discrepancies. With assistance from Wood County IT Department it was determined that a software glitch in Timestar (county wide payroll software) caused the discrepancies in data that was submitted to CMS for the period of 2024 Quarter 3.

IT has been in communication with Edgewater Haven's Accounting Technician on the Timestar glitch and verified that in May of 2024 IT had spent many hours to resolve an issue regarding termed employees. This may have caused the discrepancies during the period. Edgewater Haven's Accounting Technician reviewed the two quarter prior to quarter 3 and the next reporting quarter and found no discrepancies. Accounting Technician has put in place a verification process to ensure correct data. Edgewater Haven is awaiting response from CMS on the status of the PBJ audit for 2024 Quarter 3.

Quality Assurance Performance Improvement (QAPI): Edgewater Haven's QAPI Committee met on October 16, 2024. Quality metric data as well as department specific data was reviewed. There was thorough discussion held the facility's annual survey and the plans of correction and ongoing quality audits conducted to ensure compliance. The annual review of the Corporate Compliance Program was also conducted.

Norwood Health Center Update by Marissa Kornack

The former social worker who committed misappropriation was sentenced in early November to 9-months jail with Huber privileges, 5-years of probation, and full restitution.

With the most recent update to the CMS Care Compare website, our long-term care unit officially has its overall 5-star rating back, as our health inspection sub rating increased from two to four stars due to the weighting of the survey cycles. We also continue to have five stars in the staffing and quality measure sub ratings.

As a follow up from last month's discussion, a resolution to add the assistant administrator position is included in the packet and as an agenda item.

Norwood Nursing Department by Liz Masanz

For nurses, we continue to have 2.6 FTEs vacant, in addition to one nurse out on leave, which necessitates the continued use of two agency nurses. Even with these agency employees, nurses continue to pick up significant overtime hours to cover the schedule.

For CNAs, we brought six new staff members on board in October, with two of the positions already being vacated due to attendance issues. This leaves us with 3.0 FTE vacancies. We also continue to have a CNA out on leave, which has led us to contract for two agency CNAs on 12-week contracts as well.

Admissions Unit: The average census for the month of October was 8.19 and 7.02 year-to-date. Average length of stay for October was 9.13 and 6.75 YTD. There were thirty-one admissions and thirty-two discharges, with four 30-day readmissions. There have been 314 admissions YTD.

We finalized the revisions to our medical clearance requirements to be more efficient, with the goal of reducing the time spent in the ER for both the patient and law enforcement partners. This included removing multiple labs and the requirement for every patient to receive an EKG. There will only be certain individuals that need an EKG going forward. These changes were communicated to our contracted county partners, Northwest Connections, and the ERs.

Head nurse, Krissy, has been working on increasing our access to long acting injectable (LAI) medications by partnering with more pharmaceutical companies/reps. This allows these medications to be more accessible and affordable to our patient population.

Long Term Care: The long- term care unit had one admission and no discharges in October, with an average census of 10.03 on Crossroads and 15.00 on Pathways, with the year-to-date averages being 9.85 and 13.26 respectively.

The team continues survey preparation, meeting weekly to review critical element pathways and revise processes/policies as needed. We anticipate survey occurring in the next couple of months.

Health Direct, our pharmacy, was on site this past month to provide all the necessary vaccines to residents who consented. Most of the residents did consent to and receive the recommended COVID-19 booster.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of October were 6,166 with revenue of \$45,557. Meals for the year are 59,364 with revenue of \$438,441.

Norwood Maintenance Department by Lee Ackerman

Capital Improvement Updates: 2024

Sidewalk/Pavement Replacement: All of the walkways for this project have been replaced. All that remains is to install new railings where required once the concrete has cured for at least one week. The driveway entrance near the sign will also need to stay closed for a week to allow for proper curing.

Dish Room Walls: Work has been scheduled to begin on Monday, Nov. 4th. The contractor plans to be finished by the end of that week.

Air Handler Phase 2: Work on this project started on Monday, Oct. 28th; we expect it to be finished by Nov. 8th.

Water Pipe Replacement: This project has officially begun. On Oct. 22nd, the design engineer spent the day surveying the building to verify blueprints and identify pipe and fixture locations. This is the first of several field surveying visits required for the design phase and preparations for the bidding phase in 2025.

Other Maintenance:

Water Management: We are starting to see more stable chlorine levels in our system, which should indicate that the disinfectant is clearing out biofilm from the lines. We are scheduled to take another round of water samples for testing in early November.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: November 21, 2024

October 2024 Activity: During the month of October we completed/submitted 210 federal forms include:

- 33 Intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 18 Appeals – Higher Level Review, Notice of Disagreement (appeal)
- 9 New claims for disability compensation
- 0 New claims for veterans pension
- 0 New claims for surviving spouse benefits (DIC or surviving spouse pension)
- 18 New applications for VA Healthcare
- 23 Appointments of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 2 Burial and marker applications
- 15 Request for individual's VA medical records *
*Request for VA medical records is a newly reported form, in addition we request many non VA medical records using the private providers procedures (then we have to read them).

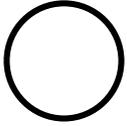
Activities:

1. Completed as of November 14, 2024:
 - a. October 18-19 Feelings, Mind and HeART (NAMI event) Marshfield Chestnut Center for the Arts.
 - b. October 19 – United States Military Academy nominations committee for Senator Baldwin.
 - c. ~~November 9 – Presentation to the 1/120 Field Artillery Red Arrow Club on retirement benefits. Canceled~~
 - d. November 11 - 2024 Veterans Day Reception at the Governor's Executive Residence
 - e. November 12 – Tomah VA Medical Center Quarterly CVSO & Legislative Liasion meeting.
 - f. ~~November 13 – MidState Technical College Veteran Benefit Boot Camp. Cancelled~~
2. Near Future:
 - a. November 15 – Wisconsin Department of Veterans Affairs Veterans Outreach and Recovery Program (VORP). The new case worker for Wood County is stopping in to meet our staff.
 - b. November 18 – VA Regional Office Director's Veteran Service Officer call in.

Office updates:

1. Two outreach events the Midstate Technical College Veterans Boot Camp and the 1/120th Field Artillery Red Arrow Club were canceled due to lack of individuals making reservations.
2. Sometimes big government works. This month our office has reached out twice to jump the normal process to help our veterans. Each VA Regional Office has an individual known as the "Change Management Analyst (CMA). These individuals work for the Regional Office Director and one of their many duties often include assisting service officers when the Big VA system just doesn't work.

- a. In one veteran's case he was discharged after just under two years of service for a service connected disability with severance pay after a Medical Board. That discharge was in February of 2024 on the date of his discharge our office filed a disability claim with the VA. Of the several disability issues one was for what the Medical Board discharged him for and another was for ringing in his ears which is a presumptive disability if claimed within the first year after discharge. The VA scheduled his compensation disability claims exams. But the VA would not rate any waiting for the Marine Corps to provide the service treatment records (STRs (medical records)). After 220 days with no decision and the veteran needing a rating to apply for the Vocational Rehabilitation and Employment (VRE) program. In order to apply for this the veteran must have a granted disability rating. We asked the Milwaukee CMA if there was anything he could do as the veteran needs to get the program started before the next school semester starts. We pointed out that with the Medical Board (provided by the veteran to the VA) and the presumptive ringing in the ears the Service treatment Records were not needed. Milwaukee Regional Office pulled the claim in and rated within 3 days. Veteran is now 60% disabled with two other conditions deferred (awaiting the STRs). His application for VRE was submitted.
- b. While we were attending the Fall CVSO training conference we received an email from a widow asking if we had any idea on her pending Dependency and Indemnity Compensation (DIC) claim. She stated that she was behind on her mortgage and needed to pay something in two days. We forwarded her email to the CMA at the Philadelphia Pension Center (the only office that decides DIC claims). We pointed out that the claim was for the death of her veteran spouse who died in 2018 from an illness now presumptive due to toxic exposure (PACT act) and that the widow applied back in 2019 for Survivor's pension and DIC. That email was received on the morning of October 17 the decision was made that day granting. The next week the widow received a deposit of just over \$99,000 as the PACT act allowed widows who had applied but were denied the earlier effective date. So after waiting 150 days we were able to get her claim moved ahead of others and decided in less than a day due to her financial distress.



RESOLUTION#

Introduced by
Page 1 of 1

Health and Human Services Committee

ITEM#

DATE December 17, 2024

Effective Date Upon Passage

BKV

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

INTENT & SYNOPSIS: To create (.97 FTE) Economic Support Worker Position.

FISCAL NOTE: Anticipated wages and benefits based upon Grade F; Step 1 is:

Wages: \$ 47,836.10
Fringe: \$ 24,925.26
Total: \$ 72,761.36

Source of Funding: Northern Income Maintenance Consortium Funds.

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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 Human Services Department is the lead county agency in the Northern Income Maintenance Consortium, consisting of twelve member counties, and

WHEREAS, the Northern Income Maintenance Consortium has sufficient funding to support an additional Economic Support Worker position, and

WHEREAS, the twelve member counties voted to use the funds to hire an additional staff person to address workload increases, and

WHEREAS, Wood County Human Services has the largest caseload in the Consortium and can accommodate space needs and provide supervisory support for this position, and

WHEREAS, the increased costs associated with this position will be fully covered using Northern Income Maintenance Consortium funds, and will not require county tax levy, and

WHEREAS, if the Northern Income Maintenance Consortium can no longer fund the full cost, the position will be eliminated, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to
Create (.97 FTE) Economic Support Worker position.
Pay Grade: F
Hours: 2015 per year
FLSA status: Non-Exempt
Department: Human Services

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Donna Rozar, Chair

Rebecca Spiros

Lee Thao, Vice Chair

Mary Jo Wheeler

Tom Buttke

Dr. Kristin Iniguez

John Hokamp

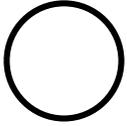
Leslie Kronstedt

Laura Valenstein

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Health and Human Services Committee

ITEM#

DATE December 17, 2024

Effective Date Upon Passage

BKV

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

INTENT & SYNOPSIS: To create (1.0 FTE) Assistant Administrator Position.

FISCAL NOTE: Anticipated wages and benefits based upon Grade MM; Step 1 is:

Wages: \$ 89,648
 Fringe: \$ 32,236.97
 Total: \$ 121,884.97

Source of Funding: Carryover funds from 2024 Norwood budget surplus.

WHEREAS, Norwood Health Center and Edgewater Haven have increased collaborative efforts over the past several years, and

WHEREAS, hiring a Licensed Nursing Home Administrator as an Assistant Administrator will increase efficiencies, further collaborative efforts, and assist the Administrators with time consuming regulatory compliance, and

WHEREAS, the Assistant Administrator will learn each department within the health care facilities and be prepared to step into a leadership role in the event of a vacancy within one of those departments, and

WHEREAS, the regulations, workload and reporting requirements continue to increase in the Long-Term Care and Hospital Industry, and

WHEREAS, the demands on Nursing Home Administrators have increased, causing burnout and Administrator's leaving the industry, and

WHEREAS, an Assistant Administrator will provide coverage for Norwood Health Center and Edgewater Haven in the event of an Administrator absence or vacancy, and reduce the cost of hiring an interim administrator at a cost of \$110/hour, plus travel, meal and lodging expenses, and

WHEREAS, the Wood County Health & Human Services Committee is a proactive governmental body who promotes succession planning and long-term strategic planning, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to

- Create one (1.0 FTE) Assistant Administrator Position
- Pay Grade: MM
- Hours: 2080 per year
- FLSA status: Exempt
- Department: Human Services, Norwood Health Center/Edgewater Haven

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Donna Rozar, Chair

Rebecca Spiros

Lee Thao, Vice Chair

Mary Jo Wheeler

Tom Buttke

Dr. Kristin Iniguez

John Hokamp

Leslie Kronstedt

Laura Valenstein

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

County Clerk

County Board Chairman

**MINUTES
PUBLIC SAFETY COMMITTEE**

DATE: Monday, November 11, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Joseph Zurfluh, William Voight, Dennis Polach, Jeff Penzkover

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 in honor of Veterans Day.
3. The minutes of the previous meeting were reviewed. Motion by Hamilton/Voight to approve the minutes as presented. Motion carried unanimously.
4. The next meeting will be held on Monday, December 9, 2024, at 9:00 AM.
5. There was no public comment.
6. The Communications Department presented their report and bill listing for review.
7. The Emergency Management Department presented their report and bill listing for review.
8. The Dispatch Department presented their report and bill listing for review.
9. Coroner Patton was not present, however the committee reviewed his report and bill listing.
10. Sheriff Becker reviewed various reports and activities of the Sheriff's Department.
11. A resolution amending the 2024 budget for Sheriff admin was presented. This is due to the funding received from the opioid settlement dollars for officer wellness. Motion by Hamilton/Penzkover to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
12. Motion by Hamilton/Voight to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.
13. Chairman Zurfluh declared the meeting adjourned 9:18 AM

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

**Public Safety Committee
November 11, 2024**

NAME	REPRESENTING
Bill Clendinning	WCB # 15
Dennis Polach	WCB - 14
Bill Voight	WCB - 7
Sarah Christensen	WCEM
Lance Plum	WCB
Quentin Ellis	WCSO
Shawn Becker	WCSO
Erik Engel	WC Com
Tony Bastien	Dispatch
Tud Asadch	Woods County Sheriff's Jail.
Ed Newton (WebEx)	Finance

**MINUTES
PUBLIC SAFETY COMMITTEE**

DATE: Tuesday, November 12, 2024
TIME: 9:30 AM
PLACE: Courthouse – County Board Room

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

OTHERS PRESENT: Trent Miner, County Clerk

1. Chairman Zurfluh called the meeting to order at 9:30 AM.
2. There was no public comment.
3. The resolution authorizing the entering into an agreement and seek funding for law enforcement on tribal lands was presented. Motion by Hamilton/Voight to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
4. Chairman Zurfluh declared the meeting adjourned 9:31 AM.

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

**MINUTES
PUBLIC SAFETY COMMITTEE**

DATE: Monday, December 9, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

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

OTHERS PRESENT: Katie DeKleyn, Program Assistant/Deputy County Clerk; See attached sign-in list

1. Chairman Zurfluh called the meeting to order at 9:01 AM.
2. The minutes of the previous meeting were reviewed. Motion to approve the amended minutes to indicate Brad Hamilton being present at the meeting by Hamilton/Penzkover. Motion carried unanimously.
3. There was no public comment.
4. The next meeting will be held on Monday, January 13th, 2025 at 9:00 AM.
5. Discussion was held regarding the South Wood County Humane Society (SWCHS) Contract. Motion by Zurfluh/Penzkover to create a resolution to approve the contract with SWCHS as modified and forward it to the County Board for approval. Motion carried 4-1. Voting no was Hamilton.
6. The Communications Department presented their report and bill listing for review.
7. The Emergency Management Department presented their report and bill listing for review.
8. The Dispatch Department presented their report and bill listing for review.
9. Coroner Patton presented his report and bill listing.
10. Sheriff Becker reviewed various reports and activities of the Sheriff's Department.
11. Motion by Zurfluh/Hamilton to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.
12. Chairman Zurfluh declared the meeting adjourned 9:48 AM

Minutes taken by Katie DeKleyn, Program Assistant/Deputy County Clerk, and are in draft form until approved at the next meeting.

**WOOD COUNTY
TRAFFIC SAFETY COMMISSION MEETING**

Date: June 12th, 2024

Time: 10:30 AM

**Place: Conference Room
Wood County Highway Dept
Wisconsin Rapids, WI**

WebEx Info:

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=ma7c8dc8c6dbd3b78e9904307ad8b4c89>

Agenda

Present – Emily Covarrubias and Sarah Christensen (virtual) - Wood Co Emergency Management, William Clendenning, Dennis Polach and Lance Piml – Wood County Board, Sgt David Drinkwine – Grand Rapids Police Dept, Andrew Borchardt – Wisconsin Rapids Police Dept, Charles Hoogesteger – Wood Co Sheriff Dept, Todd Horn – Wis DOT BOTS, Cara Abts – WisDOT, Roland Hawk – Wood Co Highway, Rhae Stertz – Wisconsin State Patrol

1. Meeting called to order by Roland Hawk at 10:32 AM.
2. Minutes of the March 2023 Traffic Safety Commission Meeting.

**Motion by Roland Hawk to accept the minutes, second by William Clendenning.
Motion carried unanimously.**

3. Report on area traffic fatalities presented by Todd Horn and Charles Hoogesteger . Reviewed three fatal accidents in Wood County.
4. Updates on Wood County Highway Projects delivered by Roland Hawk, Wood Co Highway.
5. Cara Abts is present for WISDOT and reports on the upcoming 2024 projects and Safety and Operational reviews done through WISDOT.
 - Local Program Specialist report from Todd Horn, Law Enforcement Liaison, reporting for the DOT. Report includes PowerPoint with crash statistics and upcoming traffic safety
 - The upcoming Governor’s Conference on Highway Safety is scheduled for August 19-21 in the Wisconsin Dells.

6. WisDOT Predictive Analytics Project.
 - a. Message board continuing to be utilized on Hwy 10, notifying drivers of heavy crossing traffic.
 - b. Board will be relocated to Hwy 54, east of county trunk U intersection prior to state ski show. Message to be “Accident Reduction Area”.

7. Other business
 - a. Health Dept working on grant program for utilizing funds to apply for funding for options/trainings related to Opioid crisis.
 - b. Town of Grand Rapids is meeting to discuss recommendation to the town board on pedestrian crossing options through the roundabout on 48th St.

8. Public Comments - No public comments

9. Adjournment – **Motion to adjourn by Roland Hawk, second by William Clendenning at 11:20 a.m.**

Minutes taken by: Emily Covarrubias – Wood County Emergency Management

These minutes are preliminary until reviewed and voted on at the next Traffic Safety Meeting.



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

WOOD COUNTY SHERIFF'S DEPARTMENT
NEWS RELEASE
11/18/24

On November 18, 2024 the Wood County Sheriff's Department responded to the Auburndale Elementary School in the Village of Auburndale, Wood County, Wisconsin for a male subject with a firearm. The male subject was confronted by an Auburndale school staff member prior to law enforcement arrival. The male subject was later identified as Alden Jensen (Age 17).

At the time law enforcement made contact with Jensen, he was no longer armed. Jensen had taken the firearm to a nearby residence. During the investigation Jensen admitted to having an AR style 22 caliber rifle in the trunk of a vehicle. Law Enforcement was told that Jensen was trying to remove the firearm from school property so he attempted to conceal the firearm. A school staff member noticed Jensen concealing the firearm and then leave school grounds walking in the direction of the Auburndale High School.

Jensen's vehicle was searched and ammunition was located. The firearm was located at the nearby residence. Jensen is currently enrolled as an online student in the Auburndale School District. At this time no threats were made and Jensen indicated that the firearm was in his vehicle because he was teaching firearms safety to a child over the weekend.

Jensen was taken into custody and is being held at the Wood County Jail for Possession a Firearm in a School Zone.

At no time was a threat ever reported toward students or the community.

The Wood County Sheriff's Department was assisted by the Marshfield Police Department, Pittsville Police Department, Marathon County Sheriff's Department, Portage County Sheriff's Department and Wisconsin State Patrol

This is a good reminder that firearms are not permitted on school grounds unless you are a sworn law enforcement officer.

Respectfully,

Wood County Lt. Scott Goldberg



November Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

November Training Descriptions

Date	Type	Description
4-Nov	Business Meeting	November Business Meeting
11-Nov	Extrication	Door removal from upside down vehicle, refresher for member returning from leave.
18-Nov	Work Night	Truck check and recent call review.
25-Nov	Work Night	Truck checks and raffle discussion.

Call Summary

Call #	88	89	90	91	92
Date	11/4/2024	11/5/2024	11/6/2024	11/17/2024	11/19/2024
Time	14:57	13:59	17:25	14:31	17:25
Day of Week	Monday	Tuesday	Wednesday	Sunday	Tuesday
Township	Port Edwards	Saratoga	Wisconsin Rapids	Grand Rapids	Wisconsin Rapids
Location	STH 54 & STH 73	STAR LN & STH 73 S	0 GRAND AVE	64TH ST N & PLOVER RD	1641 30TH ST N
Rescue 3	J. Herman	J. Herman	C. Stoflet	B. Diggles	B. Diggles
Rescue 4					
Rescue 5					
10-22ed					Yes
Call Type	10-50 w/ Injuries	10-50 w/ Injuries	Water Rescue	10-50 w/ Injuries	Project Lifesaver
Medical/ Extrication					
Ambulance			WRFD	UEMR	
EMR				Grand Rapids	
Fire	Port Edwards			Grand Rapids	
Air				LifeLink III	
Tools/ Equipment Used				Spreaders	
Notes					
Other members on scene	B. Diggles	B. Diggles	D. Westfall	D. Westfall C. Stoflet	D. Westfall B. Franz C. Stoflet

Call Summary

Call #	93			
Date	11/27/2024			
Time	17:45			
Day of Week	Wednesday			
Township	Wisconsin Rapids			
Location	0 GRAND AVE			
Rescue 3	B. Diggles			
Rescue 4				
Rescue 5	D. Westfall			
10-22ed				
Call Type	Other			
Medical/ Extrication				
Ambulance				
EMR				
Fire				
Air				
Tools/ Equipment Used				
Notes				
Other members on scene				

Call Summary

Call #				
Date				
Time				
Day of Week				
Township				
Location				
Rescue 3				
Rescue 4				
Rescue 5				
10-22ed				
Call Type				
Medical/ Extrication				
Ambulance				
EMR				
Fire				
Air				
Tools/ Equipment Used				
Notes				
Other members on scene				

Special Events Summary

Date	11/27/2024				
Day of Week	Wednesday				
Event	WR Holiday Parade				
Host					
Location	0 W GRAND AVE				
Vehicle Used	R3, R5				
Tools/ Equipment Used					
Members at event	B. Diggles (R3) D. Westfall (R5)				
Event Description	Participated in WR Holiday Parade.				



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

December 3, 2024

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – November 2024

The Crime Stoppers program received 21 tips in the month of November 2024 that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The last monthly board meeting was held on November 13, 2024. The next regular meeting will be on January 8, 2024, at 6:30 P.M. There will be no meeting held in December.

The annual Encore Fundraising Concert will be held on January 25th, 2025.

Respectfully Submitted,

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



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

November 2024 K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	11	1	0
K9 Bingo	13	0	0
K9 Timo	13	1	0
K9 Rosco	14	3	1
K9 Lola	-	3	9

TRAINING (MONTHLY) – •

In the month of November Wood County K9 teams trained with the Marshfield PD. Venues for training consisted of Wood County Highway Department, S & S Distributing Inc, and Town of Lincoln Fire Department. The K-9 teams focused on odor detection, tracks, building search for person (apprehension), and apprehension obedience work.

TRAINING (INDIVIDUAL) –

K9 Rosco worked on obedience and narcotic work in addition to monthly training.

Sergeant Arendt and K9 Timo worked completed training while working in the area of odor detection.

Lieutenant Christianson and K9 Bingo completed training while working in the area of tracking and odor detection.

Lieutenant Wagner and K9 Lola completed obedience training in the month of November.

USEAGE –

K9 Sig was deployed to assist with a WRPD traffic stop. No indication was observed.



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

K9 Rosco had three deployments for November. Two traffic stops one with results of 12g of meth and paraphernalia, one search at Mary's Place.

K9 Timo was deployed once in the month of November. He was deployed for odor detection on a vehicle, but no indication was observed.

K9 Lola was deployed three times during the month of November. Lola visited with inmates in holding and court, attended jail recovery pod graduation, and escorted inmates to court.

DEMO/COMMUNITY –

K9 Rosco had one demo at Auburndale High school. K9 Rosco demonstrated open area search, boxes and an article search.

K9 Lola attended P and P meeting and tour of new facility, Visited Nights A crew, visited UW extension office, attended jail staff meeting, attended jail interviews, had interview with Wisconsin Rapids Daily Tribune, had Lola's birthday party, presented cash and supplies to SWCHS, accepted donation from VFW, and escorted discharge planner Dillon to all blocks in the jail.

ADDITIONAL INFORMATION –

Respectfully,

Brandon Christianson

Brandon Christianson
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

HUMANE OFFICER

10-13-24 to 11-09-24

Animal Bites:

	<u>Dog</u>	<u>Cat</u>
• NKPD	1	0
• PEPD	0	0
• WRPD	3	0
• GRPD	0	0
• PIPD	0	0
• Saratoga	0	0
• Port Edwards	0	0
• Hansen	0	1
• Auburndale	1	0

Neglect/Abuse Case: 3

Abandonment: 0

Animal vs Animal: 2

Abatement Order: 0

Animals at Large: 2

Major Incidents: 0

Follow-up-Brooke: 7

Follow-up-Susa: 1

Monthly Hours: 43.75

2024 YTD Hours: 367.00

Submitted by: Mitzi Forde



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

November 2024

ATV

- Patrol Hours 41
- Citations- 0
- Warnings- 0

BOAT

- N/A

SNOWMOBILE

- N/A

Submitted by

Sgt. Matt Susa



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

November 2023 (10/27/24to 11/23/24)

Patrol

Overtime hours:	109.75
Comp time hours:	124.63
Holiday Pay/Comp hours:	0

Investigations

Overtime hours:	44
Comp time hours:	40.75

Security Services

Overtime hours:	1.5
Comp time hours:	17.875

TOTAL CALL OUT:	3
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Submitted By: Charles Hoogesteger – Operations Captain



Public Safety Committee Meeting

Security Services November 2024 Report

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

Guns -	0
Knives -	69
O.C. -	6
Misc. Items -	11

The miscellaneous items that were located were three (3) pairs of scissors, wire cutters, two (2) self-defense tools, eight (8) syringes, .22 ammo, 9mm ammo and a .308 shell.

Security Services screened 7,085 people entering the courthouse for the month of November. Security Services had 25 security requests from different departments within the Courthouse, served two (2) civil process papers, assisted with one (1) jury trial and fulfilled three (3) warrants for the month.

Security Services handled four (4) complaint in the jail. The complaints were for a theft complaint and three (3) Criminal Damage to Property complaints. We also handled a restraining order violation that occurred in the courthouse.

This month we assisted the County Clerk's Office with the presidential election night. This was a big election with a high turnout rate so it was a longer night than most elections. I am pleased to announce that the election night went very smooth and there are no incidents to report.

During the month, I utilized part-time employees for 22.5 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 2024

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	172	69	22	175	74	25	195	81	32	240	82	32	214	69	43	201	75	45
2	174	69	22	178	73	26	199	80	32	229	76	32	222	71	42	203	75	44
3	177	68	23	180	73	26	201	80	32	229	77	33	218	71	42	207	75	44
4	174	71	21	182	73	26	201	80	31	228	80	35	209	74	41	211	73	46
5	167	67	20	182	73	26	196	79	30	230	79	35	212	74	41	215	73	47
6	173	73	21	183	72	25	197	77	30	231	80	35	213	74	41	217	76	46
7	173	73	20	186	72	26	194	77	30	236	80	35	210	73	42	214	76	47
8	175	73	19	187	69	26	195	78	31	239	80	35	208	72	41	215	77	49
9	169	71	19	188	64	25	198	81	32	231	79	35	216	76	42	216	77	47
10	167	70	20	188	64	25	199	81	32	225	78	35	208	76	42	216	77	44
11	166	68	21	188	63	25	202	81	32	224	79	38	212	79	43	210	75	44
12	169	69	23	186	63	24	203	80	32	227	79	39	216	79	42	205	75	43
13	170	72	24	184	60	25	203	80	33	232	81	40	215	79	41	205	77	44
14	169	72	24	190	59	26	211	82	33	231	81	39	211	78	41	206	80	45
15	170	72	24	190	57	27	211	82	32	234	81	39	205	77	41	204	80	45
16	173	72	25	194	65	29	213	80	33	236	80	38	204	76	41	202	80	44
17	166	71	26	195	70	30	213	80	32	233	78	39	200	74	41	204	80	42
18	165	68	26	196	70	30	219	80	31	233	75	37	200	73	40	194	76	41
19	168	72	26	198	70	30	222	79	31	229	76	38	198	73	40	197	75	40
20	174	77	29	192	67	30	222	78	31	230	75	42	199	73	40	196	76	38
21	175	77	29	191	66	30	222	84	31	233	75	42	200	71	41	192	74	38
22	177	77	28	195	68	30	223	81	32	234	75	41	200	69	42	195	74	38
23	174	75	28	199	73	30	219	79	33	231	72	42	200	69	43	193	74	37
24	179	74	26	198	79	30	223	79	33	223	71	42	200	71	43	196	74	37
25	175	74	26	199	79	30	221	79	33	218	75	42	198	72	44	193	72	37
26	178	77	27	199	79	30	225	78	35	218	74	42	200	72	44	192	72	38
27	176	75	25	191	77	33	229	78	36	217	77	41	199	72	44	193	71	37
28	179	75	25	198	77	33	229	79	35	220	77	41	201	72	44	190	71	37
29	179	75	22	197	76	33	227	82	35	220	77	41	207	71	44	194	71	39
30	176	74	22				232	82	34	217	74	42	204	66	46	200	71	39
31	177	71	23				234	82	34				204	70	46			
WCJail	172.77			189.97			212.19			228.60			206.55			202.53		
Shipped	72.29			69.83			79.97			77.43			73.10			75.07		
EMP	23.74			27.97			32.35			38.23			42.19			42.07		
Avg Length of Stay (Days)	32.60			26.30			38.30			26.40			35.30			28.00		

WOOD COUNTY JAIL

July - December 2024

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	202	71	39	188	68	31	192	71	34	175	74	25	172	71	25	193	73	32
2	205	71	39	185	71	31	194	71	33	175	69	25	176	76	27	194	73	32
3	209	71	39	189	73	31	192	71	33	167	69	26	184	76	27	194	73	32
4	207	70	37	189	73	31	197	66	32	161	68	26	184	76	27	193	72	32
5	208	70	37	189	73	30	205	67	34	163	70	25	175	75	27	198	76	33
6	210	70	37	186	72	31	201	69	34	165	70	25	173	74	29			
7	210	70	35	189	72	34	201	69	34	162	70	24	173	76	29			
8	209	70	32	184	71	35	200	69	34	157	66	25	182	74	31			
9	208	68	32	181	71	37	202	69	33	162	64	26	178	77	30			
10	210	67	32	184	74	37	194	68	33	164	66	28	177	77	29			
11	211	64	32	189	74	37	193	68	32	161	67	28	183	77	29			
12	210	66	32	193	74	37	190	69	33	168	69	28	185	76	29			
13	214	67	32	191	72	37	188	69	33	164	69	28	187	75	29			
14	213	67	31	191	77	37	187	73	32	165	69	27	191	75	29			
15	216	67	31	187	75	39	187	73	32	156	67	28	194	81	29			
16	214	70	32	188	74	38	189	73	31	157	68	28	193	79	30			
17	216	70	33	187	72	37	186	72	31	154	67	28	193	79	30			
18	212	70	34	189	72	36	189	73	30	156	69	27	191	79	28			
19	212	69	34	188	72	35	193	73	29	159	73	27	190	79	28			
20	212	67	35	187	71	35	187	76	29	159	73	27	187	78	30			
21	210	67	35	190	67	36	183	75	28	160	73	27	187	77	30			
22	215	67	35	187	68	36	183	75	27	159	71	27	190	78	33			
23	214	66	36	188	67	36	184	75	27	161	70	27	191	77	33			
24	214	61	34	190	71	38	181	73	27	165	72	27	193	77	33			
25	212	69	32	190	71	37	181	73	28	168	70	28	196	77	33			
26	208	68	30	188	71	37	181	71	27	168	69	27	195	77	34			
27	202	68	33	188	68	38	174	75	26	171	69	27	192	76	34			
28	203	68	33	190	67	37	175	74	26	169	69	26	190	76	34			
29	207	68	32	189	65	35	177	74	25	162	69	26	189	76	34			
30	202	67	33	194	68	37	179	74	25	165	68	26	191	73	33			
31	190	64	31	193	72	36				166	67	26						
WCJail	209.19			188.42			188.83			163.35			186.07			194.40		
Shipped	68.00			71.16			71.60			69.16			76.47			73.40		
EMP	33.84			35.45			30.40			26.61			30.10			32.20		
Avg Length of Stay (Days)	42.50			31.20			35.20			33.90			19.80			0.00		

2024 Yearly Averages

Total	195.24
Safekeeper	73.12
EMP	32.93
LENGTH of STAY	31.77

SK Total
WP 75

Notes COVID



no new inmates



Network interruption

Color indicates low population	161	10/04/24
Color indicates high population	240	04/01/24

WOOD COUNTY JAIL & SAFE KEEPER

January - June 2024

DAILY POPULATION BREAK DOWN BY LOCATION

Day	January		February		March		April		May		June	
	Wood	WP										
1	75	69	71	74	79	81	122	82	97	69	78	75
2	77	69	73	73	84	80	117	76	104	71	81	75
3	80	68	76	73	86	80	115	77	102	71	85	75
4	76	71	78	73	87	80	108	80	91	74	89	73
5	73	67	77	73	84	79	112	79	94	74	92	73
6	73	73	80	72	87	77	112	80	95	74	92	76
7	74	73	82	72	84	77	117	80	92	73	88	76
8	77	73	86	69	82	78	120	80	92	72	86	77
9	73	71	93	64	81	81	113	79	95	76	89	77
10	71	70	93	64	82	81	108	78	87	76	92	77
11	71	68	94	63	85	81	103	79	86	79	86	75
12	71	69	93	63	86	80	104	79	91	79	83	75
13	68	72	93	60	86	80	106	81	91	79	80	77
14	67	72	101	59	92	82	106	81	89	78	77	80
15	68	72	102	57	93	82	109	81	84	77	75	80
16	70	72	96	65	96	80	114	80	84	76	74	80
17	63	71	91	70	97	80	112	78	82	74	77	80
18	65	68	92	70	104	80	116	75	84	73	74	76
19	64	72	94	70	108	79	111	76	82	73	79	75
20	61	77	91	67	109	78	109	75	83	73	78	76
21	63	77	91	66	102	84	112	75	85	71	77	74
22	66	77	93	68	105	81	114	75	86	69	80	74
23	66	75	92	73	103	79	113	72	85	69	79	74
24	74	74	85	79	107	79	106	71	83	71	82	74
25	70	74	86	79	105	79	97	75	79	72	81	72
26	68	77	87	79	107	78	98	74	81	72	79	72
27	71	75	78	77	109	78	94	77	80	72	82	71
28	74	75	85	77	111	79	97	77	82	72	79	71
29	77	75	85	76	106	82	97	77	89	71	81	71
30	75	74			112	82	96	74	89	66	87	71
31	78	71			114	82			85	70		
WOOD	70.94		87.52		95.90		108.60		88.03		82.07	
WPSO	72.29		69.83		79.97		77.43		73.10		75.07	
TOTAL	172.77		189.97		212.19		228.60		206.55		202.53	

MONTH	High	Low
January	80	61
February	102	71
March	114	79
April	122	94
May	104	79
June	92	74

WOOD COUNTY JAIL & SAFE KEEPER
July - December 2024
DAILY POPULATION BREAK DOWN BY LOCATION

Day	July		August		September		October		November		December	
	Wood	WP	Wood	WP	Wood	WP	Wood	WP	Wood	WP	Wood	WP
1	89	71	88	68	82	71	73	74	72	71	86	73
2	93	71	82	71	86	71	78	69	69	76	87	73
3	97	71	84	73	84	71	69	69	77	76	87	73
4	99	70	84	73	95	66	64	68	78	76	87	72
5	100	70	85	73	100	67	65	70	70	75	87	76
6	102	70	82	72	94	69	67	70	67	74		
7	104	70	82	72	94	69	65	70	64	76		
8	105	70	77	71	93	69	63	66	74	74		
9	106	68	71	71	96	69	69	64	67	77		
10	109	67	71	74	89	68	67	66	68	77		
11	114	64	76	74	88	68	63	67	75	77		
12	111	66	80	74	83	69	68	69	77	76		
13	114	67	80	72	82	69	64	69	80	75		
14	114	67	75	77	79	73	66	69	84	75		
15	117	67	71	75	79	73	58	67	81	81		
16	111	70	74	74	82	73	58	68	81	79		
17	110	70	75	72	80	72	56	67	81	79		
18	106	70	78	72	83	73	57	69	81	79		
19	107	69	78	72	88	73	56	73	80	79		
20	108	67	78	71	79	76	56	73	76	78		
21	106	67	84	67	77	75	57	73	77	77		
22	111	67	80	68	78	75	58	71	76	78		
23	110	66	82	67	79	75	61	70	78	77		
24	118	61	78	71	78	73	63	72	80	77		
25	110	69	79	71	77	73	67	70	83	77		
26	109	68	77	71	80	71	69	69	81	77		
27	100	68	79	68	70	75	72	69	80	76		
28	101	68	82	67	72	74	71	69	78	76		
29	106	68	85	65	75	74	64	69	77	76		
30	101	67	85	68	77	74	68	68	83	73		
31	94	64	81	72			69	67				
WOOD	105.87		79.45		83.30		64.55		76.50		86.80	
WPSO	68.00		71.16		71.60		69.16		76.47		73.40	
TOTAL	209.19		188.42		188.83		163.35		186.07		194.40	

2024 Safe Keeper Averages		
WOOD Co Jail	85.79	108
WAUPACA Co	73.12	75
Total Population	195.24	183

Yellow Shut down for COVID

MONTH	High	Low
July	117	89
August	88	71
September	100	70
October	78	56
November	84	64
December	0	0

no new inmates
Waupaca Limited SK
 Network interruption

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	2023 TOTAL AMOUNT
January	2241	\$77,426.55	\$100,351.98	\$22,925.43	\$22,925.43	\$26,199.03
February	2025	\$69,963.75	\$90,679.50	\$20,715.75	\$43,641.18	\$27,293.64
March	2479	\$85,649.45	\$111,009.62	\$25,360.17	\$69,001.35	\$27,825.60
April	2323	\$80,259.65	\$104,023.94	\$23,764.29	\$92,765.64	\$24,664.53
May	2266	\$78,290.30	\$101,471.48	\$23,181.18	\$115,946.82	\$27,743.76
June	2252	\$77,806.60	\$100,844.56	\$23,037.96	\$138,984.78	\$25,820.52
July	2108	\$72,831.40	\$94,396.24	\$21,564.84	\$160,549.62	\$27,580.08
August	2206	\$76,217.30	\$98,784.68	\$22,567.38	\$183,117.00	\$26,260.41
September	2148	\$74,213.40	\$96,187.44	\$21,974.04	\$205,091.04	\$26,362.71
October	2144	\$74,075.20	\$96,008.32	\$21,933.12	\$227,024.16	\$29,227.11
November	2294	\$79,257.70	\$102,725.32	\$23,467.62	\$250,491.78	\$26,782.14
December	367	\$12,679.85	\$16,434.26	\$3,754.41	\$254,246.19	\$25,380.63
TOTAL	24853	\$858,671.15	\$1,112,917.34	\$254,246.19		\$321,140.16

\$34.55

\$44.78

Electronic Monitoring 2024 Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2024 Total Amount	2023 Total Amount
January	23.74	\$21,563.04	\$21,563.04	\$33,432.32
February	27.97	\$23,766.11	\$45,329.15	\$26,158.44
March	32.35	\$29,383.51	\$74,712.66	\$28,747.73
April	38.23	\$33,604.17	\$108,316.83	\$31,006.60
May	42.19	\$38,321.18	\$146,638.00	\$27,833.17
June	42.07	\$36,979.53	\$183,617.53	\$24,712.84
July	33.84	\$30,736.87	\$214,354.41	\$24,520.42
August	35.45	\$32,199.24	\$246,553.64	\$22,061.27
September	30.4	\$26,721.60	\$273,275.24	\$20,258.04
October	26.61	\$24,169.86	\$297,445.10	\$27,274.27
November	30.1	\$26,457.90	\$323,903.00	\$29,669.18
December	0	\$0.00	\$323,903.00	\$26,776.34
TOTAL	51.85	\$323,903.00	\$323,903.00	\$322,450.62

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

Bed Days x \$29.30 = Monthly Savings



SAFE KEEPER HOUSING

2024

MONTH	Other Facility	Other Facility	Other Facility	WAUPACA	MONTH TOTAL	2024 YTD TOTAL	2023 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$86,687.50	\$98,400.00
FEBRUARY	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$173,375.00	\$195,225.00
MARCH	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$260,062.50	\$293,625.00
APRIL	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$346,750.00	\$392,025.00
MAY	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$433,437.50	\$490,425.00
JUNE	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$520,125.00	\$588,825.00
JULY	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$606,812.50	\$687,225.00
AUGUST	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$693,500.00	\$785,625.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$780,187.50	\$884,025.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$866,875.00	\$982,425.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$86,687.50	\$86,687.50	\$953,562.50	\$1,080,825.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$953,562.50	\$1,179,225.00
TOTALS	\$0.00	\$0.00	\$0.00	\$953,562.50	\$953,562.50		\$1,179,225.00

2024 is a 75 average
Waupaca \$38.00 per bed per day (75)

Wood County Sheriff's Department Kitchen Report 2024						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2871	2803	2780	0	8454	\$24,909.05
February	2793	2717	2791	0	8301	\$20,927.98
March	2947	2871	2911	0	8729	\$21,317.12
April	4167	4112	4095	0	12374	\$28,176.82
May	2742	2668	2660	0	8070	\$20,693.80
June	2586	2553	2487	0	7626	\$21,138.76
July	3995	3911	3923	0	11829	\$22,599.64
August	2538	2462	2437	0	7437	\$21,062.52
September	2746	2743	2625	0	8114	\$21,227.01
October	2756	2645	2627	0	8028	\$25,617.86
November	2439	2370	2384	0	7193	\$20,364.01
December	0	0	0	0	0	\$0.00
TOTAL	32580	31855	31720	0	96155	\$248,034.57

Cost per meal **\$2.58**

Cost per day **\$7.74**

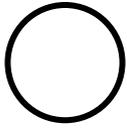
Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	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	\$248,125.14	\$248,034.57	\$0.00	\$0.00	\$0.00
Number of Meals	87,953	96,155	0	0	0
Cost per Meal	\$2.82	\$2.58	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	\$8.46	\$7.74	#DIV/0!	#DIV/0!	#DIV/0!
	2028	2029	2030	2031	2032
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**WOOD COUNTY SHERIFF'S DEPARTMENT
JAIL DIVISION
TEK84 INTERCEPT BODY SCANNER 2024**

MONTH	FOUND ITEMS		CONTRABAND FOUND		DRUGS		TOTAL SCANNED		Monthly
	Male	Female	INTERNAL	EXTERNAL	MALE	FEMALE	MALE	FEMALE	Total
JANUARY	0	0	0	0	0	0	131	47	178
FEBRUARY	0	1	1	0	0	1	142	49	191
MARCH	0	0	0	0	0	0	130	56	186
APRIL	0	1	1	0	0	1	106	55	161
MAY	0	0	0	0	0	0	131	43	174
JUNE	0	0	0	0	0	0	126	40	166
JULY	0	0	0	0	0	0	146	41	187
AUGUST	0	0	0	0	0	0	124	38	162
SEPTEMBER	0	0	0	0	0	0	118	39	157
OCTOBER	0	1	0	1	0	1	140	40	180
NOVEMBER	0	0	0	0	0	0	80	22	102
DECEMBER	0	0	0	0	0	0	0	0	0
TOTALS	0	3	2	1	0	3	1374	470	

TOTAL SCANNED

1844



RESOLUTION#

Introduced by Public Safety Committee
Page 1 of 1

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.

KME

INTENT & SYNOPSIS: To approve a new contract with the South Wood County Humane Society (SWCHS) so as to allocate excess dog license fee funds in exchange for the receipt of services.

FISCAL NOTE: The fiscal impact of the contract is the allocation of approximately \$12,500 in excess dog license fund fees to the SWCHS commencing in 2025 instead of the \$2,500 that was paid to it in the past. The lost revenues will likely come from 2025 surpluses in the Sheriff's Department budget or from the General Fund but no transfer of funds is needed at this time.

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, W; Rozar, D; Buttk, T; Perlock, R; Hovendick, T; Breu, A; Voight, W; Hahn, J; Brehm, S; Thao, L; Penzkover, J; Valenstein, L; Hokamp, J; Polach, D; Clendenning, B; Pliml, L; Zurfluh, J; Hamilton, B; Leichtnam, B)

WHEREAS, Wis. Stat. § 174.09 directs that various expenses be paid out of the dog license fees collected by the county and that the county can either enter into a contract with a humane society to partially fund it with some of the fees, or else the remaining fees get returned to the municipalities on a pro rata basis, and

WHEREAS, for a number of years the county has had a contract with the SWCHS to pay it \$12,500 per year and in turn the SWCHS would return \$10,000 of those funds to support the Humane Officer, and

WHEREAS, the SWCHS has terminated the old contract with the county and has asked that it receive all of the remaining dog license fees annually, and

WHEREAS, the Humane Officer program, which is overseen by the Sheriff's Department, is amenable to allocating all of the excess dog license fee funds annually to the SWCHS so long as the SWCHS is willing to accept all animals for bite quarantines and in other emergency cases, and

WHEREAS, the Sheriff's Department and the SWCHS have negotiated the attached contract that gives each of the parties what they are seeking in this relationship and has sought the approval of the Public Safety Committee of the contract and the Committee has approved the contract, subject to the approval of the County Board,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Wood County Sheriff's Department to enter into the attached contract with the SWCHS for the provision of services in exchange for the annual allocation of the unused portion of the dog license fund.

{ }

Joseph Zurfluh, Chair

Brad Hamilton

Jeff Penzkover

Dennis Polach

William Voight

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

County Clerk

County Board Chairman

2025 CONTRACT

This Contract by and between the South Wood County Humane Society, Inc., hereinafter referred to as "SWCHS" and Wood County, Wisconsin, hereinafter referred to as "County", commences January 1, 2025.

WHEREAS, the SWCHS is an animal shelter located within and serving municipalities within the County and will accept animals for bite quarantines per Wis. Stat. § 95.21, and other emergency cases.

WHEREAS, the County will provide the available portions of its' annual dog license fund to support the work of the SWCHS, as allowed by Wis. Stat. § 174.09(2).

NOW, THEREFORE, the parties hereto agree as follows:

1. The County shall annually allocate its' dog license fund, as established pursuant to Wis. Stat. § 174.09, in the following order:
 - Five percent to the state treasury in accordance with Wis. Stat. § 174.09(1).
 - Any dog listing fees set forth in Wis. Stat. § 174.06(3) (a).
 - In accordance with Wis. Stat. § 174.06(3), each municipal dog-listing official is reimbursed \$.50 for each dog that is licensed with those funds distributed as provided by law.
 - \$1,000.00 to the Wood County Clerk's Office to cover expenses incurred by the county in administering and reconciling the dog program, Wis. Stat. § 174.09(2).
 - Pay for expenses incurred by the County over the course of a year in fulfilling its' obligations under Wis. Stats. §§ 174.09(2) and 95.21(4) (b) and (8).
 - The County shall by March 1, 2026, pay the amount remaining in the dog license fund from 2025 to the SWCHS, and then pay to the SWCHS the amount remaining in the dog license fund from each following year by March 1st of the succeeding year.

2. The SWCHS shall:

- Utilize the funds paid to it pursuant to this Contract for collecting, caring for and disposing of dogs, pursuant to Wis. Stat. § 174.09(2).
- Accept animals from the Wood County Humane Officer for bite quarantines per Wis. Stat. § 95.21, and any other emergency case as mutually agreed upon.

3. The parties further understand and agree as follows:

- A. The County and the SWCHS are separate legal entities and independent contractors.
- B. The SWCHS shall notify the County immediately whenever it is unable to provide the required services or materials described herein. Upon such notification, the parties shall determine whether such inability will require a revision or cancellation of the Contract.
- C. Any party to this Contract may withdraw from it upon providing 30 days written notice to the other party.
- D. Revision of this Contract must be agreed to in writing by an addendum signed by the authorized representative of each party.
- E. Failure of any party to comply with any part of this Contract is adequate cause for revision or termination by the other party.
- F. No party to this Contract may assign their interest herein without the prior written consent of the other party hereto.
- G. The parties each agree that they will hold each other, including the other parties' officers, agents, and employees, harmless against any, and all, liabilities, judgments, costs, and expenses, from any claims or actions of third parties, which may in any way come against any of them by reason of actions of their own employees, officers, or agents as a consequence of this Contract.
- H. This Contract inures to the benefit of the parties hereto and creates no rights or interests in any third party.

It is understood and agreed that the entire Contract between the parties is contained herein and that this Contract supersedes all oral agreements and negotiations between the parties relating to this subject matter.

South Wood County Humane Society

(date)

Wood County

(date)

MINUTES
CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, November 6, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Leichtnam, Tim Hovendick, Tom Buttke, Joe Behlen, Russ Perlock

MEMBERS EXCUSED: Wayne Schulz

OTHERS PRESENT: Victoria Wilson, Planning & Zoning; See attached sign-in list

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. Chairman Leichtnam opened the public hearing for 2025-2034 Land & Water Resource Management (LWRM) Plan at 9:00 AM. There was no public comment. Chair Leichtnam closed the public hearing at 9:01 AM
3. There was no public comment.
4. The minutes of October 2, 2024, were presented. Motion by Buttke/Hovendick to approve the minutes as presented. Motion carried unanimously.
5. Motion by Hovendick/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
6. County Conservationist Wucherpfennig reported that one staff person suffered a knee injury during the month of October.
7. Extension Area Director Solin gave staff updates to include that he has accepted a position as Assistant Dean starting Monday November 11th. He will cover both positions until his position at Wood County is filled. Solin shared that staff member Jackie Carattini passed away unexpectedly. She was with UW Extension for 25 years and had a large impact on Wood County.
8. Solin gave an overview of the 2025 Extension Educator contract. Motion by Buttke/Hovendick to approve the contract. Motion carried unanimously.
9. Wucherpfennig gave an overview of the 2025-2034 LWRM plan. Motion by Buttke/Perlock to approve the plan and move it on to the County Board in December. All ayes-motion carried unanimously.

10. Wucherpfennig discussed the 2024 State Land and Water Conservation Board fall election and voting process. With approval from the committee Wucherpfennig will act as proxy for Wood County during the voting process.
11. Wucherpfennig provided the committee with information on crop prices for the Wildlife Damage Abatement & Claims Program.
12. Wucherpfennig updated the committee and ongoing nonmetallic mining and manure violations. The manure violations at Hoffman Dairy LLC's two properties are ongoing. The property owner has retained an attorney. There is a pre-trial set for January 9th, 2025. The nonmetallic mining violation is also ongoing. There is still no resolution.
13. Wucherpfennig revised the ARPA request from LWCD to address the nitrate reduction systems component which he will present at the November 8, 2024 ARPA meeting.
14. Planning & Zoning Director Grueneberg introduced new Program Assistant, Julie Mancl who started on September 30th.
15. County Planner Emily Arndt presented the Town of Rudolph zoning amendment resolution to the committee. Motion by Buttke/Hovendick to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
16. Grueneberg stated the Wisconsin Economic Development Corporation (WEDC) update will take place in January as Director Melinda Osterberg was unavailable for this meeting.
17. Grueneberg requested the early release of Economic Development grant funds for Aqua Skiers, Inc./Wood County Parks 2025 grant project in the amount of \$31,000. Motion by Buttke/Perlock to release the funds in 2024. All ayes. Motion carried unanimously.
18. Grueneberg requested the release of \$10,000 in REDI funding to help promote Wood County Parks and Forestry 90th anniversary/promotional media. Motion Hovendick/Buttke to release the funding with the stipulation that a plan be in place and Grueneberg report back on that plan next month. All ayes. Motion carried unanimously.
19. Grueneberg requested the release of \$5,000 in REDI funding to market the Certified Yellowstone Industrial Park site. Motion Buttke/Hovendick. All ayes. Motion carried unanimously.

20. Grueneberg presented a resolution to endorse Frontier Communications to apply for Broadband Equity Access and Deployment (BEAD) grant funding. Motion by Hovendick/Perlock to approve the resolution and move onto the County Board for their consideration. All ayes. Motion carried unanimously.
21. Grueneberg updated the committee on the upcoming screening of the Discover Wisconsin 90 years of Wood County Parks production. This will tentatively take place in Pittsville in April 2025.
22. Grueneberg requested the release of REDI funding up to \$200 to sponsor a Founder's Entrepreneur event in the City of Marshfield. Motion Leichtnam/Buttke. All ayes. Motion carried unanimously.
23. The next regular meeting will be held on Wednesday December 4th at 9:00 AM.
24. Agenda items for the next meeting were discussed.
25. Chairman Leichtnam declared the meeting adjourned at 11:02 AM.

Minutes taken by Victoria Wilson, Planning & Zoning/Program Assistant and in draft form until approved at the next meeting.

MINUTES
CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, December 4, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Leichtnam, Tom Buttke, Tim Hovendick, Wayne Schulz, Russ Perlock

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. It was noted that Mr. Behlen has resigned from the committee. A new producer member will be sought out.
2. There was no public comment.
3. The minutes of November 4 & 6, 2024, were presented. Motion by Buttke/Hovendick to approve the minutes as presented. Motion carried unanimously.
4. Motion by Schulz/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
5. Planning & Zoning Director Grueneberg and CEDAR Corp Planner Josh Miller presented a proposal to fund a Preliminary Housing Needs Assessment for the Historic Weinbrenner Shoe Company Property Redevelopment project in Marshfield. By conducting this study now, it will hopefully help target specific development for the property. Motion by Buttke/Hovendick to release \$6,500 of REDI funding to fund the Preliminary Housing Needs Assessment noted above. Motion carried unanimously.
6. Last month the committee approved the appropriation of \$5,000 for the marketing of the Yellowstone Industrial Park in Marshfield. MACCI Executive Director Karen Olson and City of Marshfield Communications Director Tom Loucks, along with Grueneberg highlighted the status of the video being produced by Marshfield Communications. Of the \$5,000 allocated, only \$2,500 will be needed. The project should be completed by the end of the year.
7. South Wood County Airport Manager Jeremy Sickler gave the committee a report on the 2024 activities of the airport and requested the release of budgeted Economic Development funds in the amount of \$15,000. Motion by Buttke/Schulz to release the funds as requested. Motion carried unanimously.
8. Extension Area Director Solin reviewed the position description for the now-vacant Human Development & Relationship Educator. The posting will be going out in January and will hopefully be filled by the end of March.
9. County Conservationist Wucherpfennig reported on the Land and Water Conservation Board hearing held in Madison the previous day and that they approved the 2025 Land & Water Resource Management Plan as presented. The next step is county board approval, via resolution that was presented for action. Motion by Hovendick/Perlock to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

10. Wucherpennig presented a resolution amending the 2024 Land Conservation MDV budget to account for additional revenue, and subsequent expenditures. Motion by Buttke/Schulz to approve the resolution and forward onto the county board for their consideration.
11. The fall newsletter for the Land & Water Conservation Dept. was reviewed by the committee. The annual tree and shrub order form is included in the document.
12. Wucherpennig updated the committee on the ongoing violations for the non-metallic mining (waiting on the DNR for wetlands determination) and the manure runoff violation (court date coming up in January).
13. Wucherpennig report on recent allocations of ARPA dollars made by the ARPA Adhoc Committee, which included funding for LWCD. More information on the use of those dollars will be forthcoming for committee action.
14. County Surveyor Kevin Boyer presented the 2024 activities report for projects completed this calendar year. He noted an issue with one surveyor who does not follow proper procedures in reporting his surveys. Grueneberg concurred with this observation stating the issue has gotten worse over the year. Boyer will be taking this issue to their respective professional board for adjudication and decision, which the committee stated they were in full support of.
15. Grueneberg presented a two-year contract extension for Boyer to continue as County Surveyor with an increase in the contracted amount that was approved during the budget process. Motion by Buttke/Hovendick to approve the 2-year contract with Boyer in the amount of \$13,520/year. Motion carried unanimously.
16. Grueneberg provided an update on the hosting of the Wisconsin Connecting Entrepreneurial Committees Conference being held in Wisconsin Rapids in June of 2025. This two day conference will attract over 250 attendees. Wisconsin Rapids beat out 8 other communities vying to host this conference.
17. Leichtnam requested a per diem for attending the Land & Water Resource Board meeting in Madison the previous day. Motion by Buttke/Schulz to approve the per diem as requested. Motion carried unanimously.
18. Due to the holiday, the next regular meeting will be held on Wednesday, January 8, 2025, at 9:00 AM.
19. Motion by Schulz/Hovendick to go into closed session pursuant to Wis. Stats 19.85 (1)(c) to conduct performance evaluations on department heads the committee oversees. Motion carried unanimously.
20. Motion by Schulz/Hovendick to return to open session. Motion carried unanimously.
21. Chairman Leichtnam declared the meeting adjourned at 12:07 PM.

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

**Conservation, Education, & Economic Development Committee
December 4, 2024**

NAME	REPRESENTING
JEFF PERKOVIC	WCB #11
Bill Clandening	WCB #15
Jason Groeneberg	P+Z
DENNIS POLACH	WCB-14
Russ Perlock	WCB-4
Wayne Schulz	WCB #1
Karen Olson	MACCI / City
Josh Miller	City of Marshfield
Tim Hovendick	WCB #5
Kim McGrath	HR
Jeremy Solin	Extension
Shane Wachterpennig	LWCD
Jeremy Sickler	So Wood County Airport
Victoria Wilson (WebEx)	P+Z
Ed Newton (WebEx)	Finance
Barb Peeters (WebEx)	LWCD
Sue Smith (WebEx)	Health
Lance Pliml (WebEx)	CB Chair
Julie Mancl (WebEx)	P+Z

Golden Sands Resource Conservation & Development Council, Inc.
Forestry/Agriculture/Wildlife Committee Meeting Minutes
September 19th, 2024
Mead Wildlife Area/Online

Attendees: Brent Tessmer (Taylor); Bill Clendenning (Wood); Jacob Fluor (Golden Sands RC&D Staff); Kevin Munkwitz (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Denise Hilgart (Golden Sands RC&D Staff); Erin Richards (Golden Sands RC&D Staff); Brooke Patrick (Golden Sands RC&D Staff); Jennifer Glad (Golden Sands RC&D Staff); Al Drabek (Marathon); Asher Maliepaard (Golden Sands RC&D Staff); Kristin McAdow (Golden Sands RC&D Staff); Claire Harwood (Golden Sands RC&D Staff); Maria LeFevre-Knusta (Golden Sands RC&D Staff); Gary Beasstrom (Member-at-Large); Amberle Schwartz (Portage); Carmen Wolfe (Golden Sands RC&D Staff); Thor Gustafson (Golden Sands RC&D); Kaitlan Schott (NRCS).

CALL TO ORDER: Tessmer called the meeting to order at 10:15 a.m.

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: A motion was made by Clendenning, which was seconded by Drabek, to approve the minutes from the July 2024 meeting. Motion carried unanimously.

PROJECT UPDATES:

Managed Grazing: Glad and grazing staff reporting. Glad reported that the grazing team has expanded to three full-time positions. Staff members reported on specific projects each are working on, including grazing plans, follow-up with landowners, and outreach events.

NRCS Co-op Agreement: Staff members reported on their respective activities, including forest management plan development and urban agriculture projects.

Waupaca County Conservation Field Day: Glad reported that the 2024 event is planned for September 27th, under the direction of Amanda Gurklis. Expecting 350 students to participate along with 39 presenters and volunteers.

Habitat for Karner Blue Butterfly, Poweshiek Skipperling, & Other Pollinators: Glad reported that field work is underway.

Central Wisconsin Windshed Partnership: Glad reported that the 2024 field work season was successful, with 12 miles of windbreaks established.

Cooperative Forestry: Fluor and Harwood reported on demonstration forest field day events. Staff met with U.S. Forest Service representatives recently to review the status of work on various projects. Demo forest sites are being sought in three counties.

Central Wisconsin Invasives Partnership (CWIP): Fluor reported that field work and reporting is being done, including contract service work. Meetings are planned with partners and other

interested groups. Future funding is being sought. A steering committee meeting is being planned for October.

Northeast Wisconsin Invasives Partnership (NEWIP): Harwood reported on work with demonstration forest owners. She is hoping to build stronger relationships between these landowners. A meeting was held with representatives of the Oneida Nation regarding potential projects on tribal lands. Cooperating with grazing staff on potential joint outreach efforts.

Neighborhood Gardens: Richards reported on work with partners and participants. The garden spots were all filled in 2024. Maintenance needs are being addressed. Donations of produce to local food pantries have been made.

Tree Shelters: Munkwitz reported 2024 sales to date have totaled more than \$12,000.

NEW PROJECTS: Glad presented two new projects.

- Building the Buzz about Grazing in Central Wisconsin is a four-year, \$483,754.10 grant project sponsored by the NRCS to expand and improve managed grazing interest and participation.
- CWIP DNR WMA 2024 is a two-year, \$11,250 grant project supporting invasive species control projects in Adams County.

A motion was made by Clendenning, which was seconded by Drabek, to recommend approval of the project by the full board. Motion carried.

MEMBER REPORTS: None.

OTHER BUSINESS: Committee members continued earlier discussion about splitting the current Forestry/Ag/Wildlife committee meetings into separate committees, one for Agriculture and the other for Forestry/Wildlife. The concept had been approved at the July committee meeting. No further action was taken by the committee

ADJOURNMENT: A motion was made by Drabek, which was seconded by Clendenning, to adjourn. Meeting adjourned at 11:05 a.m.

Respectfully submitted,

Bob Walker
Recording Secretary

Golden Sands Resource Conservation & Development Council, Inc.
Regular Business/Executive Committee Meeting Minutes
September 19th, 2024
Mead Wildlife Area/Online

Attendees: Bob Walker (Member-at-Large); Bill Clendenning (Wood); Al Drabek (Marathon); Joe Tomandl (Taylor); Brent Tessmer (Taylor); Bill Leichtnam (Wood); Gary Beastron (Member-at-Large); Shane Wucherpfennig (Wood); Nancy Eggleston (Portage); Jared Mader (Marathon); Amanda Gurklis (Golden Sands RC&D Staff); Jennifer Glad (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D); Asher Maliepaard (Golden Sands RC&D Staff); Kevin Munkwitz (Golden Sands RC&D Staff); Denise Hilgart (Golden Sands RC&D Staff); Nathan Sandwick (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Jacob Fluor (Golden Sands RC&D Staff); Chris Hamerla (Golden Sands RC&D Staff); Thor Gustafson (Golden Sands RC&D Staff); Claire Harwood (Golden Sands RC&D Staff); Maria Lefevre-Knusta (Golden Sands RC&D Staff); Todd Morris (Green Lake); Erin Richards (Golden Sands RC&D Staff); Kristin McAdow (Golden Sands RC&D Staff); Kaitlan Schott (NRCS); David Smith (Golden Sands RC&D Staff); Carmen Wolfe (Golden Sands RC&D Staff).

CALL TO ORDER: The meeting was called to order by Wucherpfennig at 11:11 a.m.

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: A motion was made by Leichtnam, which was seconded by Evans, to approve the July 2024 minutes. Motion carried unanimously.

TREASURER'S REPORT: Hilgart provided a treasurer's report for July and August 2024. The accounts reviewed included the checking account from Associated Bank, the money market account from Associated Bank, the savings account from Associated Bank, the Money Market account from Simplicity Bank, the Savings account from Simplicity Bank, and the Simplicity Bank line of credit. Details of credit card activity were also provided. The second quarter report from the Natural Resources Foundation of Wisconsin Fund was also reviewed and reports were provided. A motion was made by Evans, which was seconded by Tomandl, to accept the treasurer's report. Motion passed unanimously.

SECRETARY: Current Secretary Evans previously announced that she would not continue as secretary. Nominations for the position were opened. Clendenning nominated Leitchnam, but Leitchnam declined. Walker indicated that he would assume the position of secretary if someone agreed to take his place as vice-president. After further discussion, it was decided to leave the issue open until the November 2024 meeting to give people time to consider Walker's offer.

FORESTRY/WILDLIFE CHAIR: After the split of the Forestry/Wildlife/Agriculture Committee into two committees of Forestry/Wildlife and Agriculture, no chair of the Forestry/Wildlife Committee was elected. Al Drabek indicated that he would agree to take the position. A motion was made by Evans, which was seconded by Walker, to nominate Drabek as the chair of the Forestry/Wildlife Committee. Motion carried unanimously. Walker agreed to take minutes for the committee meetings. Tessmer will continue as chair of the Agriculture Committee.

NATIONAL RC&D UPDATE: Glad announced that Anna Cornelius of the National RC&D Council will come to Golden Sands RC&D in October 2024. NACD will also attend this meeting. The national conference will be in May 2025 in Pennsylvania. The current director of Glacierland RC&D is stepping down, so a new director is being sought. Glad is on the search/hiring committee.

RESOLUTION FOR APPLICATION FOR LAKE MONITORING & PROTECTION NETWORK FUNDS:

This document permits going forward with continuing to fund the AIS Coordinator positions. A motion was made by Eggleston, which was seconded by Evans, to approve the resolution. Motion approved unanimously.

MEAD WILDLIFE AREA COLLABORATIVE STREAM BANK RESTORATION PROJECT: Hamerla described the completion of a streambank restoration project at the Mead Wildlife Area, which was completed recently, using a federal grant of \$100,000 and donations from several organizations on the Little Birch Flowage. This project will be part of the tour scheduled for after the meeting.

COMMITTEE REPORTS:

Personnel/Finance Committee: Evans reported on today's P/F Committee meeting. The committee voted to forward the treasurer's report to the full council. A line of credit was established at Simplicity Bank to be sure cash flow is available in case of the slow receipt of reimbursements. Glad will present proposed wage increases for 2025 at the November 2024 meeting, as well as ask for an increase in the hourly fee for service rate. There might also be a draft overhead/admin budget available. The NRCS is interested in having Golden Sands RC&D provide personnel for up to 8 administrative positions in NRCS offices. The federal Employee Retention Credit funds still have not been received but are expected by the end of 2024. Glad provided a report on recent hirings and unfilled personnel openings. Evans reported on the status of honoring Al Barden. Wolfe has taken on responsibility for communications and marketing for Golden Sands RC&D.

Forestry/Agriculture/Wildlife Committee Report: Walker reported on today's meeting. There are now three full-time grazing specialists. The Waupaca County Field Day, set for 9/27/2024, is expected to be attended by 350 students. A joint project for improving habitat for Karner Blue Butterfly and other pollinators, with the USFWS, is going well. The CWWP completed 12 miles of windbreaks in 2024. Demo forest sites are being sought in three counties. Demo forest events for the ones already established are already scheduled. Reports were given from the two terrestrial invasive species programs. All the neighborhood garden spaces were rented this growing season, and several produce products from those gardens were donated to the local food pantry. Tree shelter sales came to over \$12,000 this year. The Committee approved two new projects to be forwarded to the full council for consideration. Glad then announced that flyers for several upcoming events were available for attendees to pick up and take back to their counties and organizations.

Water Committee Report: Evans reported on today's meeting. The Waters Committee approved two new projects to be forwarded to the full council for consideration. AIS staff have filed the required mid-season reports to the relevant counties and the WDNR and are working on getting

things in place for 2025, since initial applications are due by 11/15/2024. Eurasian Watermilfoil (EWM) was discovered in Big Bass Lake and a new invasive, water pennywort, was discovered in the Twin Lakes. Starry stonewort was being investigated in Waupaca County. Several aquatic plant surveys were completed. Curtis Lake, in Columbia County, was checked to see if it had a population of the weevils that attack EWM. It was determined that it does have a population of the weevils, so there is a “wait and see” attitude now to see if the weevils can keep the EWM population down. County updates were given.

NEW PROJECTS:

- LMPN 12 County Regional AIS Program: \$159,891.35 will fund three full-time AIS Coordinators and one part-time project manager.
- Taylor County Annual AIS Surveys & Aquatic Services: This is a fee-for-service agreement for \$6,000.
- Building the Buzz about Grazing in Central WI: This \$483,754.10 project is to reach new audiences and expand/improve services to producers. This is in partnership with the NRCS and will fund an internship to improve working with the UWSP-CNR on grazing.
- CWIP DNR WMA 2024: Mapping of terrestrial invasives on 80 acres of TNC land with financial assistance from the WDNR. Project amount is \$11,250.

A motion was made by Clendenning, which was seconded by Evans, to approve all four projects and the companion resolution for the AIS project. Motion passed unanimously.

STAFF/PROJECT UPDATES: Staff reports were sent out prior to the meeting and paper copies were available during the meeting.

AGENCY/PARTNER REPORTS: Kaitlin Schott, of the Madison NRCS office, presented information on the Urban Conservation project aimed at increasing practices and outreach strategies in three urban areas in Wisconsin: Madison, Milwaukee, and Stevens Point. The program expands the definition of “agricultural producer” with no operator size limit, no minimum farm production level required, and no farm sales requirement. Practices already being explored are low tunnel systems, raised beds, composting, cover cropping, wildlife habitat planting, mulching, and tree-shrub establishment. Other activities, such as rain gardens, are being considered. The idea is to make the program conservation based, not practice-based.

OTHER BUSINESS: Bill Clendenning asked that the council consider having name tags for future meetings and also that meetings be ended by making a list of items to be considered at the next meeting.

ADJOURNMENT: The meeting was adjourned at 12:10 p.m. upon a motion that was made by Clendenning and seconded by Walker.

Respectfully submitted,

Reesa Evans
Temporary Recording Secretary

Golden Sands Resource Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
September 19th, 2024
Mead Wildlife Area/Online

Attendees: Shane Wucherpfennig (Wood); Gary Beastro (Member-at-Large); Amanda Gurklis (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff); Jennifer Glad (Golden Sands RC&D Staff); Kevin Munkwitz (Golden Sands RC&D Staff); Denise Hilgart (Golden Sands RC&D Staff); Jared Mader (Marathon); Reesa Evans (Member-at-Large); Carmen Wolfe (Golden Sands RC&D Staff). Bill Clendenning (Wood) was also present.

CALL TO ORDER: President Wucherpfennig called the meeting to order at 9:00 a.m.

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: A motion was made by Evans, which was seconded by Walker, to approve the minutes from the July 2024 meeting. Motion carried unanimously.

CLOSED SESSION: CLOSED SESSION: A motion was made by Walker, which was seconded by Evans, to go into closed session. Motion carried unanimously.

OUT OF CLOSED SESSION: A motion was made by Walker, which was seconded by Evans, to come out of closed session. Motion passed unanimously.

TREASURER'S REPORT: Hilgart reported on the various accounts: a checking account from Associated Bank, the savings account from Associated Bank, the money market account from Simplicity Bank, the savings account from Simplicity Bank, and the Simplicity Bank line of credit. The line of credit was set up when there was a concern about not being able to meet payroll with the funds on hand due to a delay in reimbursement funds. With the number of employees currently on payroll, obtaining the line of credit will ensure timing issues will not cause a disruption. Details of credit card activity were also provided. The second quarter report from the Natural Resources Foundation of Wisconsin Fund was also reviewed. A motion was made by Walker, which was seconded by Evans, to forward the report onto the full council. Motion passed unanimously.

FINANCIAL PROCEDURES:

Line of credit: The account is set at \$125,000 possible, secured with collateral from the NRCS contract.

2025 COLA: Glad indicated that she expects to ask the P/F Committee for a cost-of-living increase at the November 2024 meeting. She is anticipating a request for a 3% increase, but has not yet made a final determination.

2025 Fee for Service Hourly Rate: Glad also will likely bring a request to raise the hourly rate for fee-for-service contracts to \$60 per hour (it is currently \$55 per hour).

2025 Draft Overhead & Admin Budget: A draft of the 2025 overhead/admin budget will be available for the P/F Committee to review at the November 2024 meeting.

Employee Retention Credit Update: The credit has not been received yet, but it is hoped it will arrive by the end of 2024. Until then, any further use of those expected funds is on hold.

STAFF AND MEMBERSHIP:

Hiring Updates: The mobile LTE position requested by the NRCS is due to start on 9/26/2024 and be filled by Dan Nath. The position will be finished by the end of 2024. The Forestry position in Clark County is still unfilled. Golden Sands RC&D would like to add a part-time admin LTE.

Staff Changes: Golden Sands RC&D plans to participate in a job fair at UWSP in December 2024, hoping it will lead to filling summer LTE positions sooner. Kristin McAdow will be moved to a full-time position as of 10/1/2024. This will mean that Golden Sands RC&D will have three full-time grazing staff.

Al Barden Tribute: Evans has been working with Eagle River about options for a tribute to Al Barden at Riverview Park. A flowering tree has been planted. The installation of a bench next to the tree and placement of a plaque on the bench is still remaining. Evans passed around the language decided for the plaque, but asked for help on deciding plaque specifications such as the composition, color, wording, and printing style. A committee of Evans, Glad, and Thorstenson will make the decisions. It is hoped that a formal dedication can be scheduled by late October 2024 up in Eagle River. Evans, Glad, Thorstenson, and Beastro plan to attend. Glad or Thorstenson will contact Barden about his availability.

POLICY & PROCEDURES: Glad will be asking the P/F Committee to increase the stipend for insurance to \$3 per hour for full-time employees.

COMMUNICATIONS & MARKETING: Carmen Wolf started in the Communications & Marketing position in spring 2024. She has revamped the website already and increased the social media presence. She will take over the newsletter and also increase Golden Sands RC&D's presence on YouTube. Although she is currently an LTE, it is hoped that she can be a full-time employee in 2025. Glacierland RC&D may be interested in contracting for some of Wolfe's services.

OTHER BUSINESS: Evans announced that former Adams County Golden Sands RC&D delegate, Paul Pisellini, passed away.

ADJOURNMENT: The meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Reesa Evans
Temporary Recording Secretary

Golden Sands Resource Conservation & Development Council, Inc.
Waters Committee Meeting Minutes
Sept 19th, 2024
Mead Wildlife Area/Online

Attendees: Joe Tomandl (Taylor); Bill Leichtnam (Wood); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Gurklis (Golden Sands RC&D Staff); Andrew Senderhauf (Golden Sands RC&D Staff); Chris Hamerla (Golden Sands RC&D Staff); Jared Mader (Marathon); Gary Beastron (Member-at-Large); Shane Wucherpfennig (Wood); Nancy Eggleston (Portage); Jared Mader (Marathon); Nancy Eggleston (Portage); Reesa Evans (Member-at-Large); Brian Haase (Waupaca); Todd Morris (Green Lake); Lance Pliml (Wood); Shane Wucherpfennig (Wood).

CALL TO ORDER: Tomandl called the meeting to order at 10:15 a.m.

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: A motion was made by Wucherpfennig, which was seconded by Leichtnam, to approve the July 2024 meeting minutes. Motion carried unanimously.

NEW PROJECTS: Hamerla explained the new projects for approval. The first, for \$159,891.35, is a continuation of the regional AIS project for 12 counties. It will pay for 3 full-time AIS Coordinators and one part-time project manager. No match is required. Each county signs the same contract, although specific services provided may vary. Wood County is not included because it has its own AIS staff. The second, for \$6,000, is for additional lake services provided to Taylor County in 2024 that aren't covered by the AIS grant. A motion was made by Wucherpfennig, which was seconded by Evans, to approve the projects and forward them to the full council for consideration. Motion passed unanimously. There is a companion resolution for the AIS project. A motion was made by Evans, which was seconded by Wucherpfennig, to approve the resolution for full council. Motion passed unanimously.

COUNTY AND STAFF UPDATES:

Hamerla: AIS mid-season reports have been sent to the relevant counties and the WDNR. Initial applications for 2025 are due by 11/15/2025, so reminders have been sent to participating counties. There was a Wisconsin River Basin event attended by the WDNR, several large watersheds, and county partners. EWM was found in Big Bass Lake and hand pulling has begun. Starry stonewort control has been part of the work done in Waupaca County. AIS and aquatic plant surveys were done in Taylor County. The AIS coordinators did a lot of purple loosestrife work and plant surveys this season. Hamerla and Senderhauf will be at a waterfowl event this weekend at Mead to do AIS outreach with waterfowl hunters.

Thorstenson: All of this year's CBCW interns made it through the entire season and wrapped up Labor Day weekend, so their bonuses are being processed. Curtis Lake, in Columbia County, requested that the lake be examined for the presence of the weevils that attack EWM. The survey showed significant weevil presence, so the lake organization is taking a "wait and see" attitude to see if the weevils can help control the EWM instead of having to use more drastic measures.

Senderhauf: Lake Emily, in Portage County, was checked for EWM. Snapshot Day was held at the Wild Rose Fish Hatchery with up to 12 people volunteering to do early detection work at several sites. Aquatic plant surveys were completed on Long and Pearl lakes. He attended the

county-wide Marquette County Lake group meeting. A new invasive, water pennywort, was discovered along the shore in Big Twin Lake. Concerns have been expressed about wake boats and the spread of AIS.

Gurklis: Waupaca Conservation Field Day is set for 9/27/2024. 350 students are expected to attend. For the first time, she had to put a school on a waiting list because capacity has been reached. AIS lessons will start in spring for several Golden Sands RC&D counties. Groundwater lessons will be starting in Waupaca, Waushara, and Marquette Counties in spring as well. Green Lake may also be serviced.

Wucherpennig (Wood County): A stop work order (which was ignored) was issued for a non-metallic mining violation. Violations of the manure storage ordinance on three farms owned by the same owner resulted in two small claims cases. Phase 2 of the Mill Creek 9 Key Element Plan is starting. The \$600,000 awarded for Phase 1 was entirely depleted. Wood County partnered with Marathon County for a cover crop field day.

Leichtnam (Wood County): ARPA funding may be used for buying a drone and further nitrate testing. However, the funds will not be used for the installation of reverse osmosis systems for private wells testing high for nitrates.

Morris (Green Lake County): Lake Puckaway is developing an aquatic plant management plan. LMP and 9 Key Element plans are being updated. The 4th year of private well testing was completed, revealing that up to 30% of the private wells testing exceed safe nitrate levels. A plant sale is being considered for next year to help fund groundwater lessons. After considerable discussion and pushback, an advisory was issued for the use of wakeboard boats.

Mader (Marathon County): For the first time, beach testing was done this year on the Big Eau Pleine. 1,000 private wells were tested this year. The groundwater plan is being updated. The second year of WAVE, 8 volunteers to water test 12 locations, was completed.

Evans (Adams County): The Adams County Board has split the Planning & Zoning Department from the Land & Water Conservation Department, returning them to two separate departments. Paul Pisellini, former Golden Sands RC&D representative from Adams County, passed away last Saturday. Jodi Schappe, intending to represent Adams County, was defeated in a recall election. Currently there is no participation in Golden Sands RC&D from Adams County. A producer-led group for the 14 Mile Creek Watershed was started.

Tomandl (Taylor County): The county tree sale is completed. Interest in the tree sale was increased by having a photo contest of trees purchased in prior sales. Three winners were rewarded with more trees. Private well testing for nitrates and e coli are continuing.

OTHER BUSINESS: None.

ADJOURNMENT: A motion was made by Leichtnam, which was seconded by Eggleston, to adjourn the meeting. The meeting was adjourned at 11:00 am.

Respectfully submitted,

Reesa Evans
Temporary Recording Secretary



NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP BOARD OF DIRECTORS

September 26, 2024

Marinette County Courthouse
Marinette, Wisconsin

MINUTES

CALL TO ORDER: Chair Brad Hamilton called the meeting to order at 10:00 a.m.

ROLL CALL: PRESENT: Chase Erickson, Florence County; William Chaney, Forest County; Keri Beck, Langlade County; Terry Poltrock, Langlade County; Ginger Deschane, Marinette County; Autumn Timblin, Marinette County; Stephanie Holman, Oconto County; Michael Tautges, Oneida County; Bill Korrer, Oneida County; James Przybylski, Shawano County; Lance Pliml, Wood County; Brad Hamilton, Wood County; and Clyde Nelson, Merrill Chamber. **EXCUSED:** Mike Miller, Forest County and Greg Hartwig, Lincoln County. **ABSENT:** Ray Reser, Portage County and Jacob Hartwig, Shawano County. **OTHERS PRESENT:** Christopher Jennings, Travel Wisconsin; Michelle Eron, Shawano Country; and Renee Krueger, Lincoln County. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Chaney, second by Przybylski, to approve the minutes of the July 25, 2024 meeting. Motion carried.

CHAIR'S REMARKS: Chair Hamilton reported that he made his two appointments to the Tourism Committee – James Przybylski, Shawano County and Michael Tautges, Oneida County.

FINANCIAL REPORT: Sarah Diedrick-Kasdorf reviewed the financial report dated September 19, 2024. Revenues in 2024 total \$13,036.21; expenses in 2024 total \$7,109.17; the current account balance is \$35,414.83; and unallocated revenue totals \$28,893.00.

REPORT OF THE TOURISM COMMITTEE: Clyde Nelson, chair of the Tourism Committee, discussed the following items: recruiting eligible counties to join; strategic planning effort; proposing a small 2025 budget until strategic planning is complete; attending the Green Bay show January 30 – February 2. Sarah will send a list of eligible member counties to the board, along with the PowerPoint presentation used in Langlade County. Sarah and Clyde are happy to attend any county board meetings to discuss the work of the North Central Wisconsin Tourism Partnership.

CONSIDERATION OF 2025 BUDGET: Sarah Diedrick-Kasdorf reviewed the proposed partial budget for 2025 as recommended by the Tourism Committee: Green Bay RV & Camping Expo booths and reimbursements, update booth materials and giveaways, Department of Tourism Co-op participation, website hosting and domain renewal fees, and bank charges. Motion by Korrer, second by Chaney, to approve the proposed partial budget but allow the Tourism Committee flexibility to allocate funds at an amount not to exceed \$9,193. Motion carried.

PARTNER REPORTS – DEPARTMENT OF TOURISM/TRAVEL WISCONSIN: Christopher Jennings introduced himself to the board. He discussed the Travel Wisconsin Co-op Program, and indicated the social media co-op offering may come back in 2026. Co-op program sign-up opens on October 10 at 10:00 a.m.

MEETING SCHEDULE AND LOCATIONS: The meeting schedule for the remainder of 2024 and 2025 was included in the meeting packet. Meetings will continue to be hybrid. The next meeting is scheduled for November 21 in Oneida County.

WCA UPDATE: Sarah Diedrick-Kasdorf reported on the following: WCA Annual Conference – materials will be posted on the WCA website; county board rules template released.

ADJOURN: Chair Hamilton adjourned the meeting at 10:49 a.m.



**NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM
COMMITTEE**

October 9, 2024

Zoom Meeting

MINUTES

CALL TO ORDER: Chair Clyde Nelson called the meeting to order at 2:00 p.m.

ROLL CALL: VOTING MEMBERS PRESENT: Mike Miller, Forest County; Keri Beck, Langlade County; Clyde Nelson, Merrill Chamber; Ann Maletzke, Spur of the Moment Ranch (Oconto County); Collette Sorgel, Oneida County; Malorie Paine, Plover CVB; and James Przybylski, Shawano County. **VOTING MEMBERS EXCUSED:** Michael Tautges, Oneida County. **VOTING MEMBERS ABSENT:** Autumn Timblin, Marinette County; Michelle Eron, Shawano Country Tourism; and Matt McLean, Visit Marshfield. **NONVOTING MEMBERS PRESENT:** Meredith Kleker, Visit Wisconsin Rapids. **OTHERS PRESENT:** Christopher Jennings, Travel Wisconsin and Lance Pliml, Wood County. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Przybylski, second by Paine, to approve the minutes of the September 11, 2024 meeting. Motion carried.

UPDATE ON NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP BOARD MEETING: Sarah Diedrick-Kasdorf stated that the North Central Wisconsin Tourism Partnership Board of Directors adopted the partial budget as proposed by the Tourism Committee, as well as provided budgetary/line-item flexibility as long as the overall spend does not exceed the budgeted amount.

FINANCIAL REPORT: There were no changes to the prior month's financials.

REVIEW OF LIGHTBURN PROPOSAL – WEBSITE ENHANCEMENTS AND CONTINUED SEO/SEO CAMPAIGN RESULTS: Clay Patterson and Lauren Splitt from Lightburn joined the meeting to discuss the 2025 proposal, as well as the results of previous campaigns. Tourism Committee members agreed to make a final decision on the proposal following the strategic planning session.

TRAVEL WISCONSIN CO-OP PARTICIPATION OPTIONS: Tourism Committee members discussed options for participation in the Travel Wisconsin Co-op Program based on the board-approved budgeted amount of \$3,200. Motion by Paine, second by Beck, to register the North Central Wisconsin Tourism Partnership for the following: two (summer and fall) Wisconsin Traveler emails at a cost of \$900 and Round Trip with Colleen Kelly (summer or fall) for \$900. Provide co-op lead Malorie Paine with flexibility with regard to dates/seasons as availability is limited. Motion carried.

DISCUSS STRATEGIC PLANNING INITIATIVE: Committee members discussed the strategic planning initiative that the committee desires to undertake. Malorie Paine volunteered to take the lead and facilitate the conversation. A subcommittee was formed to discuss the strategic planning process: Malorie Paine, Ann Maletzke, Meredith Kleker, Keri Beck, Clyde Nelson, Christopher Jennings, and Sarah Diedrick-Kasdorf.

REVIEW 2024 AND 2025 PROJECT PLANS: In the interest of time this item was held over until the next meeting. Keri Beck indicated that the Google drive for the North Central Wisconsin Tourism Partnership needs to be moved as it is tied to a former member's personal account.

NEXT MEETING DATE: The next meeting is scheduled for November 13, 2024 at 2:00 p.m. via Zoom. At that time a date will be set for the strategic planning process.

ADJOURN: Motion by Paine, second by Beck, to adjourn. Motion carried. The meeting adjourned at 3:42 p.m.

**NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM
COMMITTEE**

November 13, 2024

Zoom Meeting

MINUTES

CALL TO ORDER: Vice Chair Autumn Timblin called the meeting to order at 2:02 p.m.

ROLL CALL: VOTING MEMBERS PRESENT: Mike Miller, Forest County; Keri Beck, Langlade County; Autumn Timblin, Marinette County; Ann Maletzke, Spur of the Moment Ranch (Oconto County); Collette Sorgel, Oneida County; Malorie Paine, Plover CVB; Michelle Eron, Shawano County; Matt McLean, Visit Marshfield and Michael Tautges, Oneida County. **VOTING MEMBERS EXCUSED:** Clyde Nelson, Merrill Chamber and James Przybylski, Shawano County. **NONVOTING MEMBERS PRESENT:** Kelly Schwartz, TEDCOR (Oconto County); Megan Vruwink, Stevens Point Area CVB; and Jacqui Sharpe, Three Lakes Area Visitors Bureau. **OTHERS PRESENT:** Renee Krueger, Lincoln County. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Miller, second by Paine, to approve the minutes of the October 9, 2024 meeting. Motion carried.

FINANCIAL REPORT: Sarah Diedrick-Kasdorf reviewed the financial report dated November 6, 2024. Revenue on 2024 totals \$13,036.35; expenses paid in 2024 total \$8,483.03; the account balance as of November 6, 2024 is \$34,041.11; 2024 expenses approved but not paid total \$5,147.97; 2025 approved expenditures total \$9,193; unallocated revenue totals \$19,700.14.

REVIEW OF MARKETING PLANS:

2024 Marketing Plan/Budget: Need invoice from Marinette County for the 2025 Green Bay RV & Camping Show booth registration. There is still one outstanding reimbursement from the Green Bay show – need response on receipts. Two outstanding invoices from Heibing – December to be prepaid as they need to close out books by the end of the year.

2025 Marketing Plan/Budget: The committee discussed the 2025 budget. The North Central Wisconsin Tourism Partnership registered for two co-op offerings: Wisconsin Traveler email

(summer and fall) and Round Trip with Colleen Kelly. Total cost is \$1,800. Waiting on confirmation of acceptance for programs. The committee also decided to hold off on updating outdated logos and materials, as well as ordering booth supplies until after the strategic planning session is complete – if a rebrand is desired it needs to be intentional. Autumn will reach out to Boyle Designs to obtain access to our current graphics.

STRATEGIC PLANNING INITIATIVE: Malorie Paine updated committee members on the planning session that occurred in preparation for the committee’s strategic planning initiative. Sarah will send out a Doodle poll to determine a date for the full committee’s strategic planning session. Strategic planning will take place in mid-late January at a central location.

DEPARTMENT OF TOURISM/TRAVEL WISCONSIN UPDATE: Christopher Jennings was unable to attend but sent a written update (see attached).

NEXT MEETING DATE AND TOPICS: The next meeting will be held on Wednesday, December 11, 2024 at 2:00 p.m.

ADJOURN: Motion by Maletzke, second by Paine, to adjourn. Motion carried. The meeting adjourned at 3:00 p.m.

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

Olga Meza, 4-H Bilingual Associate Educator

- A hands-on activity focused on plant propagation and care for alternative high school students. During this program, students learned how to start a new plants from existing plant tissues (potato, spider plant, aloe vera, and pothos). Caring for houseplants can have positive impacts on mental health.
 - **Total Reach:** 30 participants

AGRICULTURE

Matt Lippert, Agriculture Educator

- A pasture walk was held on an organic grazing dairy farm. 35 producers learned about the genetic traits needed for a Holstein to be a good grazing animal, fertilizing pastures for organic production, cattle lanes, grazing of summer annuals, and seeding mixtures for establishing pastures.
- An article about soils being depleted in potassium, especially soils that are producing forages and how this decreases yield and also affects rations balancing for the cattle. This article was included in the MidWest Forage Associations "Clippings" newsletter.

COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- Steering Committee meetings to plan the 2025 Connecting Entrepreneurial Communities Conference to showcase rural entrepreneurship in Wisconsin Total Reach: Our steering committee is comprised of five organizations as well as partners from Wood County. We are aiming to recruit 200-250 people at the conference.
- Planning for a series of four regional rural housing summits for local officials, developers, and residents in collaboration with state and local housing advocates. The goal is to build a broader shared understanding of diverse housing issues in rural communities, to compile and share success stories and common challenges, and identify innovative solutions to the rural housing shortage, so that rural communities are empowered to take the lead in addressing their unique housing challenges with support from a statewide cohort of partners.
 - **Total Reach:** Estimated 400 attendees total, plus agency and development partners. Resources will be posted for broader access after each summit.

CRANBERRIES

Allison Jonjak, Cranberry Outreach Specialist

- A Virtual Brown Bag Lunch was held for cranberry growers for the purpose of better understanding (1) water and nutrient uptake into fruit during the growing season and (2) the 2024 set of priorities identified at the Research Round Table. These will enable growers to manage nutrients and water efficiently, and to help understand research priorities for funding opportunities. Total Reach: 28

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- **Total Reach: 28**
- To understand the top short term and long term research priorities of cranberry growers in Wisconsin, a Research Round Table was held in which 57 participants joined to discuss top needs in-soil & water quality -horticulture -plant pathology -entomology -general management (business management as well as equipment needs) in addition to long term collaborative & strategic needs. A 7-page document was produced to assist researchers in proposing desirable research, and growers in allocating research funding according to priorities.
 - **Total Reach: 57 in person attendees plus 13 recipients of the produced document, and 27 people observing the virtual recap.**
- Responding to a grower call, a field visit was conducted to review possible causes of abiotic stress and consider seeking analysis from campus specialists.

FOODWISE

Hannah Wendels-Scott, FoodWise Nutrition Educator

Mallory McGivern, FoodWise Administrator

Michelle Van Krey, Healthy Communities Coordinator

- A facilitated public deliberation for Wood County residents, where Wood County health departments learned from local residents about strategies and topics that will be important to address as they develop their Community Health Improvement Plan.
 - **Total Reach: Wood County health department staff (4 present), participating residents (approximately 15), and the ripple effect impact -- once the CHIP is developed and implemented -- will reach Wood County residents as a whole.**
- A 5-week nutrition education series for fifth grade classrooms at Howe Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, how to read nutrition facts labels, and about being physically active to help them to be healthier in school and at home.
- A 5-week nutrition education series for fifth grade classrooms at Mead Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, how to read nutrition facts labels, and about being physically active to help them to be healthier in school and at home.
- An 11-week series of strength training sessions (StrongBodies) for older adults/adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness. This series is led by two Extension StrongBodies volunteers.
- A partnership with United Way/Hunger Coalition, 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 around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
 - **Total Reach: 80 senior households monthly**



HEALTH AND WELL-BEING

Ka Zoua Thao, Bilingual (Hmong) Community Health Worker

- Ongoing one-on-one meetings with Hmong clients, where resources and referrals are made. Through these efforts, individual clients are able to receive support navigating through the healthcare and legal systems, and get connected with community resources.
 - **Total Reach:** 42 Hmong residents in Wood County resulting in 7 direct clients.
- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.
- A series of strength training sessions (StrongBodies) for adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness.
 - **Total Reach:** 23 registered participants and 10 consistently attending



HORTICULTURE

Janell Wehr, Horticulture Educator

- An online webinar for consumer horticulture audiences where participants learned how to successfully grow citrus indoors. The goal of this effort is to increase awareness and knowledge of environmentally-sound gardening practices that simultaneously provide physical, social and emotional benefits of gardening.
 - **Total Reach:** 152 attendees
- An in person 12 session horticulture course where Wood County residents and potential Master Gardener Trainees learn the fundamental principles of IPM based gardening. The goal of this effort is to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
 - **Total Reach:** 4
- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.



NATURAL RESOURCES

Anna Mitchell, Natural Resources Educator

Jen McNelly, Natural Resources Educator

- A planning effort for Marathon County where local decisions makers and stakeholders are working to update the County's Groundwater Management plan.
 - **Total Reach:** *The planning team of 9 individuals*
- A facilitated discussion for members and advisors of the Between the Lakes Demonstration Farms Network, where members and advisors participated in a consensus workshop to identify what success looks like for the group in the next five years. Through this facilitated discussion, members and advisors learned strategies to help include all ideas, insights, perspective, and wisdom to reach collective consensus on a specific question and began to form goals for their organization and future grant agreements.
 - **Total Reach:** *12 members and advisors*
- A hands-on field day for high school students enrolled in the Agricultural course at Almond-Bancroft High School, where participants discussed and learned about soil and water resources in Portage County, WI. Through this effort students understand the properties of soil and soil profiles, and how different tillage and conservation farming practices can improve soil health. Students also learned about water contamination and different water quality data collection techniques.
 - **Total Reach:** *6 students, 1 Teacher and 3 Agricultural producers*
- An series of facilitated discussions for members of the Wood County Citizens Water Group, where members worked to identify water quality needs in Wood County, priorities for work, future activities, and how their organization can function to achieve the outlined plans.
 - **Total Reach:** *10 group members*



Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Barb Peeters - October 2024

- Answered phones, took messages, replied to emails and processed incoming and outgoing LWCD mail.
- Scheduled LWCD trucks for service and assisted with transporting vehicles to/from highway department.
- Attended October 2nd CEED committee meeting via WebEx.
- Scheduled, drafted agenda, attended and took minutes at October 3rd staff meeting.
- Determined guidelines for publishing a "Notice of Public Hearing" which is required for the 2025 LWRM Plan revision process. Submitted public notice to Daily Tribune to be published on Oct. 16th and 23rd, 2024.
- Reviewed the DATCP Monthly Report for October and shared pertinent updates with LWCD staff. Initiated discussion regarding new DATCP requirement to provide a *Continuing Compliance Notice* to landowners for five of the revised ATCP 50 practices and assisted Conservation Specialist with creation of document.
- Created online account with AgSource (for wastewater testing) as they have transitioned to online invoicing/payment.
- Assisted with completion of the 2024 Conservation Reserve Enhancement Program (CREP) Annual Report for Wood County. Submitted final report to DATCP prior to reporting deadline of 12/6/24.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Worked with Emergency Management to have outdated office equipment placed in surplus sale.
- Shared October Wellness Committee updates with LWCD staff.
- Replied to customer inquiries via phone & email regarding the upcoming 2025 tree/shrub/seed sale.
- Processed DATCP reimbursement payments for 3 cost share contracts totaling \$4,410.00.
- Created 2025 LWCD Newsletter (with information regarding 2025 tree sale, deer donation, 2025 nutrient management classes and new ATCP-50 conservation practices available for cost sharing). Finalized 2025 tree/shrub/seed sale order forms. Newsletter will be distributed in early November once all details for the 2025 NMFE classes have been set.
- Served as a judge for the Highway Department Snowplow 'Road-eo' on October 10th. I judged the mailbox course which gave me a new perspective & an appreciation for county highway workers and what their jobs entail.
- Reviewed County Conservationist's draft of the 2025 LWRM plan on Oct. 9th & 11th. At direction of County Conservationist, scheduled staff meeting to review plan as a department.
- Attended four-hour staff meeting on October 14th to review County Conservationist's draft of the 2025 LWRM plan and collaborate on staff's suggested edits/changes/additions to plan. At the direction of the County Conservationist, drafted sections/information on CREP, No-Till Drill, Roller Crimper and Tree/Shrub/Seed Sale for inclusion in the plan.
- Scheduled and attended staff meetings on Oct. 16th & 17th to review content added to 2025 LWRM plan by the County Conservationist. At direction of County Conservationist, made edits to plan, reformatted document and updated the table of contents.
- Worked with I.T. to have second draft of 2025 LWRM plan placed on LWCD webpage. Notified Citizens Advisory Committee (CAC) and CEED Committee via email that plan is ready for final review on the LWCD website.
- Funeral leave October 18th, 21st & 22nd.
- Processed payments to landowners for 8 cost-share contracts for cover crops and submitted reimbursement requests to DATCP totaling \$9,175.00. Also processed payments to landowners for 9 cost-share contracts for cover crops from MDV funds in the Castle Rock watershed totaling \$9,870.00.
- Completed LWCD payroll percentages and forwarded to Finance prior to Oct. 3rd, 17th and 31st payrolls.
- Reviewed payroll reports and payroll registers.
- Deposited no-till drill rental payments as received.
- Typed 18 cost share contracts for cover crops totaling \$29,880.97 (DATCP \$2,492.50, MDV \$4,974.47, Mill Creek \$22,414.00).
- Assisted County Conservationist with additional edits and proofing of the 2025 LWRM Plan on Oct. 23-25 and with completion of *LWRM Plan Review Checklist*.
- Submitted Innovations grant reimbursement request to DATCP for field day expenses.
- Assisted with 3rd quarter Wildlife Damage and Abatement reimbursement report; assembled all invoices and ran reports.
- Viewed the ATCP 50 Practice Update webinar on 10/29/24 regarding harvestable buffers (new cost-share practice).
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.

Activities Report for Emily Salvinski

-October 2024-

- **Thursday, October 3.** Attended staff meeting. Went to landowner's place to pick up cost-share contracts. Added information from contracts to gis to database.
- **Friday, October 4.** Finished up phosphorus/sediment reductions paper trail for a farm with multiple contracts using snapplus, excel, gis. Started and finished another. Tested out version 3 of snap plus.
- **Wednesday, October 9.** Measured streamflow at 6 locations within SE Wood Co. Attended Badger Crop Connect. Started Land and Water plan review and edits.
- **Thursday, October 10.** Grabbed surface water samples at 4 locations within the Mill Creek watershed to be analyzed for phosphorus and total suspended solids. Continued to review/edit Land and Water plan.
- **Wednesday, October 16.** Processed streamflow data (excel, DNR website SWIMS, files). Worked on Land and Water plan with the group. Compared list of farmers who need NMP class refresher with Marathon county's record that they sent over. Cleaned up NMP class records.
- **Thursday, October 17.** Worked on Land and Water plan with the group. Received Mill Creek results, added them to excel, updated final year end averages and graphs.
- **Monday, October 21.** Worked on updating the final Mill Creek sampling brochure with the latest results and weather information.
- **Tuesday, October 22.** Updated transect graphs for LWRM plan by rearranging data and adding to excel.
- **Wednesday, October 23.** Updated "no nmp" shapefile layer. Completed required safety training. Attended Badger Crop Connect.

Activities Report for Kyle Andreae – October, 2024

- October 1 – Keuffer supply acquisitions, Hoffmann Dairy communication attempt, Weiler site visit.
- October 2 – Crop damage inspection, DNR correspondence, Keuffer design modification
- October 3 – Staff meeting, CREP annual report, DATCP contract review
- October 4 – DATCP contract review, Keuffer construction inspection, Bauer construction inspection
- October 5 – Keuffer construction inspection
- October 7 – Keuffer construction inspection, Bauer As-Built, DNR communication
- October 8 – Keuffer construction inspection, Bauer As-Built
- October 9 – Keuffer construction inspection, Keuffer design modification
- October 10 – LWRM plan review, Keuffer construction inspection
- October 11 – LWRM plan review, Keuffer construction inspection
- October 14 – Staff meeting, Keuffer construction inspection, Hoffmann correspondence
- October 15 – State technical committee tech tour
- October 16 – Hoffmann Dairy site visit, LWRM plan review, staff meeting, Krohn site visit
- October 17 – Staff meeting, Krohn site investigation, Gorst correspondence, Keuffer construction inspection.
- October 18 – Gorst correspondence.
- October 21 – Ruess correspondence, Keuffer correspondence, Gorst correspondence and scheduling.
- October 22 – Keuffer construction inspection, Gorst correspondence and scheduling.
- October 23 – Gorst scheduling, cohort meeting
- October 24 – Gorst design clarification and scheduling, Keuffer construction inspection
- October 25 – Gorst construction inspection, Bauer construction inspection, Keuffer construction inspection.
- October 28 – Gosrt construction inspection, Keuffer as-built
- October 29 – Mine inspections, Ruess correspondence
- October 30 – Mine inspections, Keuffer as-built
- October 31 – Keuffer as-built, Gorst construction inspection



Activities Report for Kendra Wilhelm – October 2024

- Transported the no-till drill to 1 landowner.
- Attended the Healthy Lakes and Rivers Partnership monthly meeting.
 - The focus of October's meeting was on updates to the DNR Surface Water Grants, building trust with property owners, and Healthy Lakes & Rivers specific updates.
- Distributed 14 aquatic invasive species "Prevent the Spread" boat landing signs to boat landing managers throughout Wood County.
- Attended the 2025 Nutrient Management Farmer Education webinar hosted by DATCP.
- Looked over details of the new DATCP cost-share contract.
- Drafted a continuing compliance statement for the new DATCP cost-share contract.
- Participated in the October 3rd staff meeting.
- Assisted with the rusty crayfish trapping project with Pittsville High School.
- Assisted Rod with wildlife damage crop appraisals.
- Created a document outlining ATCP 50 cost-share practices and their documentation requirements.
- Attended the Nepco Lake District – Lake Management Committee meeting.
- Attended the Central Wisconsin Invasives Partnership (CWIP) Steering Committee meeting.
- Assisted the Wood County Highway Department with their annual safety rodeo as a judge.
- Had discussions with multiple landowners regarding cover crop and nutrient management cost-sharing as well as verified cover crops.
- Continued working on the Management Plan Implementation Surface Water Grant.
 - Focus is on implementing harvestable buffers within Wood County and within the entirety of the Mill Creek Watershed.
 - Final due date is November 15th.
- Continued working on the 2025 Lake Monitoring and Protection Network Surface Water Grant application.
 - Final due date is November 15th.
- Participated in the October 14th staff meeting.
- Met with Dave Orcutt (Domtar) to discuss Domtar owned kayak/canoe portage sites that are open to the public for use.
 - Provided Dave with "Prevent the Spread" boat landing signs to place at each location.
- Completed boat landing signage checks.
- Attended the Nepco Lake District October Board meeting.
- Verified five populations of invasive Japanese knotweed within Wood County.
 - All data has been entered into SWIMS.
 - Populations found on private property will be sent a letter with identification and removal tips.
- Participated in the Fall Aquatic Invasive Species Partnership meeting.

Activities Report for Rod Mayer – October 2024

- Completed corn appraisals on Marti farm – 4 field assessments, map damage acres, calculate bushels lost, update DNR database for claim, etc.
- Pond info correspondence/meeting to landowner.
- 10/3/24 staff meeting
- Review/Update new Act 82 shooting permit application.
- Contact info to Schneider for mine site financial assurance renewal needed.
- Arendt Cranberry Act 82 enrollment – map huntable and gross acres, complete enrollment and permit application forms, get signatures, update DNR database, sent to DNR.
- Correspondence with landowner, crop owner, hunters, review of 2006 memorandum, DNR Biologist and DNR permit issuer for Breusch Act 82 shooting permits. Resolved due to areas also having a hunting lease on – removing access for damage tags from three fields. Revised maps, acres calcs, enrollment, and permit application – uploaded all to DNR database.
- Knuth corn appraisals – 3 field assessments, samples taken, damage acres mapped, bushels lost calculated, forms completed, DNR database updated for claim, etc.
- Correspondence to Vreeland and Associates for Nikolai Day Road mine site updated plan revisions – needed application, index, edits, etc.
- Review CH 30 (mining withing 500' of nav. Waterway) correspondence from DNR on Marshfield Milestone quarry.
- Contact to Schill Trucking for Milestone 127 mine site questions concerning financial assurance and reclamation. Review renewal, update file, database, and spreadsheet.
- Completed Raikowski corn appraisals – 2 field assessments, samples taken, damage acres mapped, bushels lost calculated, forms completed, DNR database updated for claim, etc.
- DNR contact for Knuth Act82 permit registration issue. Tags issued not valid – new set of tags issued.
- Knuth Soybean appraisals – 7 field assessments, samples taken, damage acres mapped, bushels lost calculated, forms completed, DNR database updated for claim, etc.
- TEAMS meeting to discuss Mid-WI ConEx site – Back Exc. Taking over – completing new plan, wetland concerns, CH 30 previous violation area, floodplain/wetland previous violation area, going forward, etc. Scanned historical and wetland correspondence from file and sent to Quest and DNR for review.
- 10/14/24 L&W plan review meeting.
- Correspondence to landowner – denial for additional damage tags after deadline.
- Completed Non-metallic draft section for L&W Resource Management Plan.
- DNR meeting – CH 30 info, correspondence on Mid WI site (sent historical violation info to DNR), and Ron Bohn site CH 30 going forward info.
- Completed 3rd ¼ Wildlife Reimbursement report (26 pages) – updated DNR database and sent to DNR. Contact to DNR due to change of DNR staff – have not received previous 2 reimbursements.
- Created 2024-25 Mine Site inspection/Acres/FA/Permit tracking spreadsheet.
- Called 51 mine site operators for inspections – discussed 2024 activity and site changes – took notes on each site for inspections – etc.
- Completed 2025 Wildlife Damage Abatement and Claims Program Budget – updated DNR database, signatures, sent to DNR.
- Email to Ron Bohn concerning mine site – reclamation in 2025 or change in permitting to DNR CH 30.
- Began mine site inspections – visiting each site, GPS changes, notes of each site, etc.



LAND AND WATER CONSERVATION
DEPARTMENT

Activities Report for Shane Wucherpennig – October 2024

- October 1 – Land & Water Resource Management Plan follow up with partnering departments, Virtual meetings
- October 2 – Virtual meetings, CEED Meeting, Land & Water Resource Management Plan
- October 3 – Staff Meeting, Land & Water Resource Management Plan
- October 4 – Land & Water Resource Management Plan, Field Visits
- October 7 – Land & Water Resource Management Plan
- October 8 – Phone & email correspondence, Virtual Meetings, Contracts, Land & Water Resource Management Plan
- October 9 – Land & Water Resource Management Plan
- October 10 – Health and Conservation Committee Meeting, Land & Water Resource Management Plan
- October 11 – Virtual meetings, Land & Water Resource Management plan
- October 14– Review Land & Water Resource Management Plan with Staff, Staff Meeting
- October 15 – Budget review with Barb Peeters, Virtual meetings
- October 16 – Hoffman Enterprises, LLC site inspections, Dave Orcutt at Nepco Kayak Launch, Review Land & Water Resource Management Plan with Staff, Staff Meeting
- October 17 – Attended County Conservationist Meeting in St. Point
- October 18 – Attended County Conservationist Meeting in St. Point
- October 21 – Land & Water Resource Management plan, Virtual Meeting, Field Visits
- October 22 – Land & Water Resource Management plan
- October 23 – Land & Water Resource Management plan
- October 24 – Land & Water Resource Management plan, Field Visits, Ray Fait, Carl Baltus Cover Crop Maps
- October 25 – Land & Water Resource Management plan, NMFE kick-off meeting in Spencer at NCTC
- October 28 – Land & Water Resource Management plan, Teams Meeting with DATCP to Review LWRM Plan, Checklist and Review Form
- October 29 – Finalizing Land & Water Resource Management plan and documents for CEED Packet,
- October 30 – Land & Water Resource Management Plan Updates, Hoffman Enterprises, LLC site inspections
- October 31 – Department Head Evaluation Documents & 2025 goals



Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Barb Peeters - November 2024 – Page 1 of 2

- Answered phones, took messages, replied to emails and processed incoming and outgoing LWCD mail.
- Compiled 2025 LWCD Newsletter with information regarding 2025 tree/shrub/seed sale, WiDNR deer donation program, 2025 nutrient management classes and new ATPC-50 conservation practices available for cost sharing.
- Processed 1st, 2nd and 3rd quarter reimbursement payments for Wildlife Damage Abatement and Claims Program totaling \$24,400.49. Payments were delayed due to a high rate of staff turnover at the WiDNR.
- Finalized 2025 tree/shrub/seed sale spreadsheet to track sales and entered 2025 inventory into tree sale program.
- Generated 3 cost share contracts for cover crops totaling \$2,020.00 (DATCP \$336.35 and ARPA \$1,683.65).
- Drafted cost-share contract template for ARPA grant funds.
- Assisted Conservation Program Coordinator with scanning for Milestone Materials nonmetallic mine records request and submitted scanned records to WiDNR.
- Began compiling information for 2024 DATCP Staff & Support Grant Reimbursement Request.
- Attended November 6th CEED committee meeting/LWRM Public Hearing at courthouse.
- Submitted documents to DATCP for 2025 LWRM Plan. Next step is presentation of plan to LWCB on 12/3/24 in Madison.
- Reserved River Block Auditorium for Golden Sands RC&D meetings in 2025.
- Assisted customers/provided information & water test kits for the free nitrate water testing program.
- Reviewed the DATCP Monthly Report for November and discussed pertinent updates with LWCD staff.
- Replied to customer inquiries via phone & email regarding the 2025 tree/shrub/seed sale.
- Worked with Conservation Program Coordinator to streamline nonmetallic mine letter regarding permit fees and financial assurance fees into one template. Created draft letters for each of the 50 active nonmetallic mines.
- Generated Resolution for County Board approval of the Wood County LWRM Plan 2025-2034.
- Distributed LWCD newsletter to customers via email and snail mail. The 2025 LWCD tree/shrub/seed sale is accepting orders beginning November 2024 with deadline to submit orders by Friday, January 17, 2025 (copy of newsletter included in December 4th CEED meeting packet as informational item)
- Attended Wellness Committee meeting on Nov. 12th and shared updates with LWCD staff.
- Scheduled, drafted agenda, attended and took minutes at November 12th and 21st staff meetings.
- Typed and emailed News Releases to Wood County newspapers regarding 2025 Tree/Shrub/Seed sale.
- Generated 39 cost share contracts for cover crops totaling \$64,206.30 (MDV-Black River Watershed \$4,607.50; MDV Castle Rock Watershed \$17,008.50; Lake DuBay Watershed \$550.00; and Mill Creek 9-Key Grant \$42,041.30).
- Edited 2 cost share contracts to include residue management totaling \$2,534.50 (MDV-Black River Watershed \$1,507.75; MDV Castle Rock \$1,026.75).
- Generated cost share contract for well abandonment totaling \$400.00.
- Assisted Conservation Program Coord. with mailing of nonmetallic mining annual permit fee & financial assurance letters.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Processed tree/shrub/seed orders as received. Assisted customers who stopped in office with orders.
- Processed payments to landowners for 24 cost-share contracts for cover crops.
- Submitted 2 reimbursement requests to DATCP for cost share contracts for cover crops totaling \$2,828.85. These DATCP contracts zeroed out our SEG grant dollars, so all 2024 DATCP SEG grant dollars (\$54,000) have been expended for 2024.
- Processed nonmetallic mine annual permit fees as received.
- Process DATCP payments for reimbursement of 8 cost share contracts totaling \$9,175.00.
- Completed LWCD payroll percentages and forwarded to Finance prior to November 14 & 28 payrolls.
- Reviewed payroll reports and payroll registers.
- Deposited no-till drill rental payments as received.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.

Continued on next page →

Activities Report for Barb Peeters – November 2024

PAGE 2 of 2

- Worked with I.T. to have 2025 Nutrient Management Farmer Education Course Flyer placed on the LWCD website (full & refresher courses are being offered in March 2025 at River Block). MSTC is handling registration for both classes. Wood County LWCD will be the financial manager in 2025 for the Nutrient Management Farmer Education classes.
- Ran report and reviewed 2024 budget to identify any instances of budget amounts exceeding budget at the function level. Only one of the LWCD's six budgets currently exceeds budget (the multi-discharge variance (MDV) budget) which requires a resolution. Reviewed information with County Conservationist.
- Generated resolution for approval of 2024 unanticipated revenues for Multi-Discharge Variance (MDV) budget. At budget time, the DNR Water Management Resource Specialist stated Wood County LWCD would receive \$13,944.25 in MDV payments from point-source permittees; the total amount received in 2024 was \$38,336.65, a difference of \$24,392.41.
- Processed payment for cost share contract for a well closure and submitted reimbursement request to DATCP (project was extended from 2023 to 2024). This was the final payment for extended grant monies and all extended DATCP Bond projects have been paid/reimbursed (total of \$24,073.44 in extended projects).
- Processed DATCP payment for reimbursement of CREP (Conservation Reserve Enhancement Program) fence and rebar supplies.
- Processed payments for a streambank crossing and a well decommissioning and submitted reimbursement requests to DATCP totaling \$2,030.00.
- Ordered department supplies.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.

Activities Report for Emily Salvinski

-November 2024-

- **Friday, November 1.** Added contract maps to cost-share tracking databases. Prepared multiple snapplus databases to do phosphorus reduction calculations.
- **Wednesday, November 6.** Added information to multiple incomplete snapplus databases to get before and after numbers for reduction record keeping.
- **Thursday, November 7.** Worked on 5 contracts. Worked on pdf issues. Put together a Mill Creek summary for DNR.
- **Friday, November 8.** Finished 5 contracts after pdf issues were fixed. Added to maps. Worked on phosphorus reductions for other contracts and recorded them in excel file and gis.
- **Tuesday, November 12.** Attended staff meeting. Worked on adding cost-share info to GIS. Created a 2016-2024 practices map for Shane.
- **Wednesday, November 13.** Filled out DATCP survey they send out to gather NMP numbers across the state. Worked on more mapping/reductions.
- **Thursday, November 14.** Worked on more mapping/reductions.
- **Wednesday, November 20.** Worked on 2025 goal. Went over well shapefiles and responded to email regarding the information we have. Worked on more mapping/reductions.
- **Thursday, November 21.** Attended staff meeting. Attended jail tour.
- **Monday, November 25.** Worked on phosphorus reductions for a large farm, entered them into spreadsheets and GIS.

Activities Report for Kyle Andreae – November, 2024

- November 1 – Mine inspections, Gorst construction inspections
- November 4 – Mine inspections, Gorst construction inspections
- November 5 – Keuffer as-built
- November 6 – Keuffer as-built, Erickson site visit
- November 7 – Keuffer as-built, Erickson design
- November 8 – Lewis Design
- November 11 – Bauer as-built
- November 12 – Staff meeting, Bauer as-built, Erickson contract, Ruess permit correspondence
- November 13 – Hoffman correspondence, Ruess correspondence, Krohn site investigation, Krohn site visit.
- November 14 – Krohn Design
- November 15 – Ruess correspondence, WI Land and Water annual meeting panel correspondence, Weiler site visit
- November 16 – Ruess correspondence
- November 18 – Ruess construction inspections
- November 19 – Ruess site visit, Ruess as-built, Palo as-built, Graff as-built
- November 20 – WI Land and Water annual meeting panel correspondence, Krohn Design
- November 21 – Staff meeting, Destiny Farms plan review
- November 22 – Annual safety training, Destiny Farms plan review, Hoffmann site visit
- November 25 – Destiny Farms plan review, Krohn Design
- November 26 – Krohn Design
- November 27 – Krohn Design



Activities Report for Kendra Wilhelm – November 2024

- Continued working on and submitted the Management Plan Implementation Surface Water Grant application.
 - Focus is on implementing harvestable buffers within Wood County and within the entirety of the Mill Creek Watershed.
- Continued working on and submitted the 2025 Lake Monitoring and Protection Network Surface Water Grant application.
- Completed boat landing signage checks.
 - All data was entered into SWIMS.
- Had discussions with multiple landowners regarding cover crop and nutrient management cost-sharing as well as verified cover crops.
 - Created multiple field maps, documented information for cost-share contracts, and assisted landowners with questions as needed.
 - Directly worked with ten landowners regarding cover crops and assisted with contract creation for two others.
 - 2,400 acres of cover crops have been cost-shared so far this year.
- Watched recordings of the ATCP 50 Office Hours hosted by DATCP.
 - Each recording covered information regarding new cost-share practices according to the newly updated ATCP 50 rule.
 - Topics covered were updated conservation practices in ATCP 50 and new practice standards including cover crops, habitat diversification and conservation cover, crop rotation, harvestable buffers, and addressing soil health resource concerns with new ATCP 50 practices.
- Attended the November Lakes & Rivers Partnership meeting.
 - November's focus was on lake, river, and watershed integration.
- Participated in the November 12th staff meeting.
- Attended a Winter Water Talk focused on monitoring & protecting high-quality waters.
 - This webinar was hosted by the Water Action Volunteers and the Citizen Lake Monitoring Network.
- Attended the November Nepco Lake District Board meeting.
- Worked various days on the Lake Monitoring and Protection Network reporting and reimbursement requirements for the 2024 year.
 - Ensured all data was up to date in SWIMS.
 - Finalized the annual project report with all supporting documentation.
- Met with a City of Marshfield employee to verify an invasive Japanese knotweed population.
- Sent informational mailings to four landowners regarding Japanese knotweed.
- Looked into a report of an invasive plant in the Town of Auburndale that was causing issues with a road.
 - No invasive plants were identified to be causing road issues.
- Participated in the November 21st staff meeting.

Activities Report for Rod Mayer – November 2024

- Completed NMM (mine site reclamation permitting) inspections – visiting each site (50), GPS sites, completed notes of inspection (changes, GPSed areas, concerns, violations, etc.)
- Wetland concerns sent to DNR – private lands adjoining mine site, Fruin B&R site, Tork site, Weichelt site.
- Processed the 50 mine site inspections.
 - GPS downloads into GIS
 - Updated mine site map showing active acreage, completed roads, etc.
 - Acreage calculations for active acres.
 - Annual letters – acreage amounts, calculated Fees due, Financial Assurance due, Financial Assurance information – current holdings, expiration dates, needed amounts, etc., due dates for each, inspection notes and concerns, important notes to all operators, etc.
 - Update NMM mine site spreadsheets (2) with fee acres, FA acres, FA amounts needed, FA available, same/increase/decrease, inspection dates, etc.
 - Updated NMM software with acreage changes, fee and financial assurance obligations, due dates, etc.
 - Updated inspection binder with current maps for next year inspections.
 - Updated each mine site file with paperwork, notes, etc.

(The mine site field inspections took approx. 1 ½ weeks (this time is dependent on what find at the sites) – processing took approx. 2 ½ weeks)

- Smart goal write up to Shane for eval.
- Staff meetings on 11/12/24, 11/14/24, & 11/21/24
- Wildlife damage program correspondence/calls with crop owners – permit holders.
- Created sorted spreadsheet for NMM financial assurance expiration desktop tracking.
- Reminder calls for financial assurance expiring first week of December (3 sites).



LAND AND WATER CONSERVATION
DEPARTMENT

Activities Report for Shane Wucherpennig – November 2024

- November 1 – Land & Water Resource Management Plan follow up with DATCP
- November 4 – Special CEED Mgt., Department Head Evals, Landowner Farm Visit, Virtual Meeting
- November 5 – Landowner Field Visit, Cover Crop Verifications
- November 6 – Land & Water Resource Management Plan Support documents, LWRM Public Hearing, CEED Meeting, Field Visits
- November 7 – Phone & email correspondence, Virtual Meetings, Field Visits
- November 8 – ARPA Ad Hoc Meeting, Field Visits
- November 11 – Health and Conservation Committee Meeting, Virtual meetings
- November 12 – LWCD Staff Meeting, LWCB Electronic Voting, Emails
- November 13 – Department Head Meeting, Employee Evaluations
- November 14– Virtual meetings, Meeting with Sue Smith Health Dept. on RO Systems
- November 15 – Employee Evaluations, Virtual Meeting, Database Updates
- November 18 – Hoffman Enterprises, LLC site inspections, Dave Orcutt at Nepco Kayak Launch, Review Land & Water Resource Management Plan with Staff, Staff Meeting
- November 19 – Virtual Meeting, Database Updates, Emails, Phone Correspondence
- November 20 – Leadership Training - MSTC
- November 21 – Staff Meeting, RC&D meetings, Wood County Jail Tour, Virtual Meeting
- November 22 – Hoffman Enterprises, LLC site inspections, Employee Performance Evaluations
- November 25-29 - Vacation



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for December 4, 2024

1. Economic Development (Jason Grueneberg)

Connecting Entrepreneurial Communities (CED) Conference – on November 11th I participated in a CEC planning meeting. Wisconsin Rapids was selected to host the conference June 19th and 20th in 2025.

REDI Roundtable – On November 14th I participated in the REDI Roundtable. Updates were provided from the Digital Equity Solutions Team (DEST), the Entrepreneurial Ecosystem Steering Committee, the Child Care Task Force, the Housing Task Force, the Branding Oversight Committee, and the Outdoor Recreational Mapping Team.

Thrive Rural Wisconsin – On November 13th I participated in a Thrive Rural Wisconsin mid program check-in meeting in Wausau. At the meeting all of the Thrive Rural Communities provided updates on their projects including the city of Pittsville. Guidance was also provided on the grant reporting process that is required by the Wisconsin Economic Development Corporation Office of Rural Prosperity.

Wisconsin Rapids Downtown Planning – On November 14th I met with city of Wisconsin Rapids staff to talk about downtown planning, particularly regarding the area in front of the Courthouse.

Mid-State Technical College Advisory Meeting – On November 19th I participated in the Mid-State Technical College Wisconsin Rapids Campus advisory meeting. A college update was provided with a strategic focus for 2025 to 2030. Discussion followed on obstacles to overcome, other programming to consider, and other ways to engage the community.

Discover Wisconsin - On November 21st Park and Forestry Director, Chad Schooley and I met with Discover Mediaworks staff to discuss options for additional promotional video work for Wood County Parks as we approach the 90th anniversary in 2025. The plan is to capture some winter recreation video that can be used along with other b-roll to create a 6-minute park promotion video and four 15 to 20 second videos that can be used over social media outlets. The videos will be used to market the Wood County parks and promote recreation opportunities for all seasons.

Founders Network – On November 21st I attended the Founders Network event held at The Coven located at 211 South Central Avenue in Marshfield. The event was an opportunity for local entrepreneurs and entrepreneur-minded individuals to meet, share and cultivate ideas. A guided tour of the Coven was conducted. The event was sponsored by Wood County to promote and support entrepreneurship in the region and was attended by 25 people.

Digital Equity Solutions Team (DEST) – On November 24th I participated in the DEST meeting. Items discussed at the meeting included the Broadband Equity Access and Deployment (BEAD) grant, the County Broadband Plan, and an update on the “livable

Communities” grant funding that will support providing refurbished computers and training for elderly and persons living with disabilities.

Vesper Elementary School Housing Project – Progress continues to be made on the Vesper Elementary School housing project. I recently submitted for release of \$68,000 of Wisconsin Economic Development Corporation Idle Sites grant funds bringing the total to about \$198,000. I will submit for the release of the remaining grant funds in December.

Central Wisconsin Economic Development (CWED) – On November 20th I participated in the CWED Board of Directors’ meeting. At the meeting financial reports were approved, administrator/fund status reports presented, and approval of one micro-loan and one start-up loan.

Wood County Leadership Retreat – On November 20th I participated in the annual leadership retreat at Mid-State Technical College. The retreat topics included leader identity, team building, and communication. CliftonStrengths assessment was applied to the leadership retreat training.

Wood County Bicycle and Pedestrian Plan – On November 21st I participated in the Wood County Bicycle and Pedestrian Plan meeting. An update of the plan was provided with an overview and discussion of proposed routes. A draft plan will be available for review in December.

2. **Planning & Zoning** (Emily Arndt)

1. Worked with RPC to plan County Bike and Ped Plan meetings.
2. Organize and attended planning meetings at the Town of Rock to work on updating their comprehensive plan.
3. Working through a line by line review of the Rock draft Ordinance
4. Began updating GIS with recent zoning amendments.
5. Continued work with the Town of Cameron to update their comprehensive plan.
6. Assisted multiple towns with zoning ordinance update questions.
7. Working through review and approval of CSMs and Condo Plats
8. Continued planning the organization of future Comprehensive Plans
9. Continued working with staff to ensure that questions are answered in a proficient manner

3. **Land Records** (Paul Bernard)

- Parcel Mapping
- Address Mapping
- NEPCO Lake Park Map
- Code development for publication routines

4. **Code Administrator** (Brad Cook)

10-30-2024- (3) Reviewed soils, plan review, issued permit for new conv(s) and HT TN: 01,18 30, (1) well permit reviewed and issued TN: 11, (1) SF letter written and sent TN : 07, (1) conv insp TN: 18, (1) mound plow, abs cell, and tanks insp TN: 22

10-31-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN: 02, (1) SL permit reviewed and issued TN: 18, answer phone calls and inquires with POWTS, SL, FL

11-1-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN:07, (1) well permit reviewed and issued TN: 16, answer phone calls and inquires with POWTS, SL, FL

11-4-2024- (1) Reviewed soils, plan review, issued permit for new conv TN:07, (1) mound plow, abs cell, and tanks insp TN: 19, answer phone calls and inquires with POWTS, SL, FL

11-5-2024- (2) well permits reviewed and issued TN: 18, (1) Reviewed soils, plan review, issued permit for new conv TN:., answer phone calls and inquires with POWTS, SL, FL.

11-6-2024- - (1) POWTS onsite TN: 07 (1) Reviewed soils, plan review, issued permit for rep conv TN: 18, (2) well permits reviewed and issued TN: 02, 07, (1) conv insp TN: 30

11-7-2024- (1) mound plow, abs cell, and tanks insp TN: 13, (1) conv insp TN:07, (1) soils onsite , (1) HT insp TN: 01

11-8-2024- - (1) Reviewed soils, plan review, issued permit for rep conv TN:17, (1) mound plow, abs cell, and tanks insp TN: 13, (1) HT insp TN: 22, answer phone calls and inquires with POWTS, SL, FL.

11-11-2024- (4) Reviewed soils, plan review, issued permit for rep & new conv, HT TN:07, 17, 18. (1) SL permit reviewed and issued TN: 07, (2) mound plow, abs cell, and tanks insp TN: 17, 18, (1) conv insp TN: 13

11-12-2024- (1)Reviewed soils, plan review, issued permit for new HT TN: 15, (1)mound plow, abs cell, and tanks insp TN: 03, (1) POWTS onsite TN: 02, answer phone calls and inquires with POWTS, SL, FL.

11-13-2024-(1) SL permit reviewed and issued TN: 21, (2) conv insp TN: 07, 18, answer phone calls and inquires with POWTS, SL, FL.

11-14-2024- (1) mound plow, abs cell, and tanks insp TN: 02, (1) conv insp TN: 07 answer phone calls and inquires with POWTS, SL, FL

11-15-2024- (1)conv insp TN: 18, (1) HT insp TN: 11 answer phone calls and inquires with POWTS, SL, FL

11-18-2024- (1) Reviewed soils, plan review, issued permit for rep conv TN:07, (1) HT insp TN: 03, answer phone calls and inquires with POWTS, SL, FL

11-19-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN: 19, (1) conv insp TN: 18, answer phone calls and inquires with POWTS, SL, FL.

11-20-2024- (1) well permit reviewed and issued TN: 12, (1) mound plow, abs cell, and tanks insp TN: 21, answer phone calls and inquires with POWTS, SL, FL

11-21-2024- (1) mound plow insp TN: 17, (1) mound plow, abs cell, and tanks insp TN: 19, (1) HT insp TN: 04, (1) Reviewed soils, plan review, issued permit for new HT TN: 16, answer phone calls and inquires with POWTS, SL, FL

11-22-2024- (2) Reviewed soils, plan review, issued permit for 1 mound, HT TN: 2, 15, (1) (1) mound plow, abs cell, and tanks insp TN: 18, (1) conv insp TN:07, answer phone calls and inquires with POWTS, SL, FL

11/25/24-11/29/24- Vacation

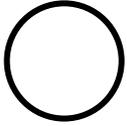
5. **Code Technician (Kayla Rautio)**

- A. Continued reviewing shoreland zoning information
- B. Reviewed POWTS and well delegation permits
- C. Worked on inspection reports
- D. Inspections/Investigations:
 - 11-6-24: POWTS on-site inspection TN: 07; Conventional inspection TN: 30
 - 11-7-24: Mound plow inspection TN: 13; Conventional inspection TN: 07; Soils on-site inspection TN: 07; Holding tank inspection TN: 01
 - 11-8-24: Mound reinspection TN: 13
 - 11-11-24: Mound plow inspection TN: 17; Mound reinspection TN: 17; Mound tank replacement inspection TN: 18; Conventional inspection TN: 13
 - 11-12-24: Mound tank inspection TN: 03; POWTS failure on-site inspection TN: 02
 - 11-13-24: Conventional inspections TN: 18, 07
 - 11-14-24: Mound tanks inspection TN: 02; Conventional inspection TN: 07
 - 11-15-24: Conventional inspection TN: 18; Holding tank inspection TN: 11
 - 11-18-24: Holding tank inspection TN: 03
 - 11-19-24: Conventional inspection TN: 18
 - 11-20-24: Mound plow inspection TN: 21; Mound reinspection TN: 21
 - 11-21-24: Mound plow inspections TN: 19, 17; Mound reinspection TN: 19; Holding tank inspection TN: 04
 - 11-22-24: Mound plow inspection TN: 18; Mound reinspection TN: 18; Conventional inspection TN: 07
 - 11-25-24: Conventional inspection TN: 07
 - 11-26-24: Conventional inspection TN: 18; Holding tank inspection TN: 16
- E. Attended Meetings/Trainings/Etc.
 - 11-12-24: POWTS Chat Update Webinar
 - 11-22-24: Department staff lunch meeting

6. **Office Activity (Victoria Wilson & Julie Mancl)**

- a. Monthly Sanitary, Zoning and Well Permit Activity – There were 16 sanitary permits, 2 shoreland permits and 13 well permits issued in November 2024.
- b. ArcGIS Pro Software Project – Julie is assisting Paul with ArcGIS projects.
- c. Zoning permits – Julie is scanning historical zoning permits.

- d. Septic System Triennial Program Fee Notices – 534 second notices for the program fee will be mailed on Monday December 9th. 2,607 payments have been processed by our office.
- e. Septic System Maintenance – 213 letters from Corporation Counsel were mailed in November. At this time, 137 septic systems have still not had their maintenance reported. Our office will meet with Corporation Counsel to discuss potential court cases.
- f. Attended the following meetings/trainings & activities:
 - i. November 6th CEED meeting (VW & JM)
 - ii. November 22nd Staff meeting (VW & JM)
 - iii. Ongoing training (VW & JM)



BAP

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

INTENT & SYNOPSIS: To seek County Board approval for the 2025-2034 Wood County Land and Water Resource Management Plan revision to address rural and urban sources of non-point pollution.

FISCAL NOTE: No cost to Wood County. To implement Plan would require no new staff or other costs.

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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, through Wisconsin Act 27 and Act 9, Wisconsin Statute 92 requires counties to develop a land and water resource management plan to address rural and urban sources of non-point pollution, and

WHEREAS, the current Land and Water Resource Management Plan expires December 31, 2024 and needs to be revised, and

WHEREAS, the purpose of this plan is to support a locally led process that streamlines administrative and delivery mechanisms, better utilizes local, state, federal and non-profit funds to protect the county’s land and water resources, and

WHEREAS, the Plan is intended to be a 10-year plan to assess current soil and water resources in Wood County and to develop an implementation plan identifying how the county will address these concerns, and

WHEREAS, the Plan shall serve as a guide to county departments, state, and federal agencies, citizens and organizations to protect and improve our county’s natural resources, and

WHEREAS, the Plan meets the requirements to keep the county eligible for state conservation grants, and

WHEREAS, the Conservation, Education and Economic Development Committee of Wood County at the November 6, 2024 meeting in Wisconsin Rapids, approved the Wood County Land and Water Resource Management Plan revision and recommends that the Wood County Board of Supervisors also approve the Plan.

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does approve the Wood County Land and Water Resource Management Plan revision.

()

Bill Leichtnam (Chair)

Tom Buttke (Vice Chair)

Tim Hovendick

Russ Perlock

Wayne Schulz

Joe Behlen – Citizen Member

Adopted by the County Board of Wood County, this _____ day of _____ 20 24 .

County Clerk

County Board Chairman

**MINUTES
JUDICIAL & LEGISLATIVE COMMITTEE**

DATE: Monday, December 2, 2024
TIME: 9:00 AM
LOCATION: Wood County Courthouse - Room 319A

MEMBERS PRESENT: Bill Clendenning, Bill Leichtnam, William Voight, Russ Perlock, Tim Hovendick

1. Chairman Clendenning called the committee to order at 9:00 AM
2. There were no public comments.
3. Motion by Hovendick/Voight to go into closed session pursuant to Wis Stats 19.85(1)(c) to conduct performance evaluations for the department heads they oversee.
4. Motion by Hovendick/Voight to move back into closed session.
5. Chairman Clendenning adjourned the meeting at 9:21 AM.

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

MINUTES
JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Friday, December 6, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Clendenning, Bill Leichtnam, William Voight, Russ Perlock, Tim Hovendick

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

1. Chairman Clendenning called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Leichtnam/Voight to approve the minutes of the November 1, 2024, meeting, as presented. Motion carried unanimously.
4. There were no notices of claim or dog claims for the month.
5. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Leichtnam/Hovendick to approve them as presented. Motion carried unanimously.
6. Supervisor Rozar discussed the Challenge Academy, located at Fort McCoy. This program is a path for troubled youth to complete a high school education in a structured, regimented format. She went through the criteria for the youth that choose to attend there and the programs offered within that structured environment.
7. The recruitment of the Corporation Counsel was discussed. HR Director McGrath stated the interviews being conducted on December 16th will include 3 applicants. There were a total of 7 that applied.
8. A resolution authorizing Supervisor Clendenning to attend the NACo Legislative Conference in Washington, D.C. was presented. Motion by Voight/Hovendick to approve the resolution and forward it onto the county board for their consideration. Motion carried unanimously.
9. Rep. Rozar provided a legislative update and focused on the loophole created when physician assistants and nurse practitioners were allowed to serve on a local Boards of Health, whereby not being able to sign orders for the Health Dept. Legislation will be introduced the next session. Also discussed was the status of the recycling program in Wisconsin.

10. Supervisor Leichtnam provided a report of the Citizens Water Group meeting recently held.
11. Chairman Clendenning asked the committee to review the first 10 pages of the current county board rules for next month for possible changes.
12. Because the committee requested Supervisor Rozar's presence at this meeting to present on the Challenge Academy, motion by Leichtnam/Voight to authorize per diem for her attendance. Motion carried unanimously.
13. Chairman Clendenning attended a meeting on Plover sponsored by Centergy and asked for per diem reimbursement. Motion by Leichtnam/Voight to approve the per diem request for Chairman Clendenning. Motion carried unanimously.
14. The next meeting will be held on Friday, January 3, 2025, at 9:00 AM.
15. Chairman Clendenning declared the meeting adjourned at 9:43 AM.

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

**Judicial & Legislative Committee
December 6, 2024**

NAME	REPRESENTING
Jeff Furkover	WCB #11
BILL VOIGHT	WCP 7
Kim McGrath	HR
Ed Newton	Finance
Russ Perlock	WCB #4
Kim Stimac	C.O.C.
Tina Jensen	Private
DONNA ROZAR	Co Bd SUPERVISOR
Tiffany Ringer	ROD
Tom Handlyk	WCB #5
Peter Kosterholz	Corp. Co.
Lance Plum	WCP
Brent Vranwink	CSA

MINUTES CRIMINAL JUSTICE TASK FOCE

DATE: September 18, 2024

TIME: 12:00 p.m.

Place: Room 114, Wood County Courthouse

MEMBERS PRESENT: Judge Gregory Potter, Caitlin Saylor, Jennifer Zima, Emily Nolan-Plutchak, Craig Lambert, Bill Clendenning, Danna Hibbard, Adam Stublaski, Kayleigh Mengel, Shawn Becker, Theodore Ashbeck, Lance Pliml, Melvin Pederson, Kimberly Stimac

1. Judge Gregory Potter called the meeting to order at 12:00 PM
2. The minutes were presented. Motion by Stimac/Nolan-Plutchak approve the minutes as presented. Motion carried unanimously.
3. There was no public comment
4. Ashley Normington – Opioid Settlement funding process update – applications were released at end of July 29th/ and were due on 8/23. There were 14 applications requesting funding and the committee is in process of scoring applications. There are about one million in funds to distribute. Wood County will continue to get funding for about 18 years. The opioid task force was formed in November 2022. There are community stakeholders and people with lived experience are on team. The opioid task force will propose funding requests to the Wood County board of supervisors. Half of funds were designated for a federally qualified health center that specializes in primary care, SUD, and dental.
5. The 2025 TAD Budget and Support Letter were presented to the committee. Motion to approve budget Stimac, second by Nolan-Plutchak. Motion passed.
6. Saylor informed the group of the current number of referrals, graduations, terminations and participant numbers of Drug Court and the Medication Assisted Recovery Program. Saylor also shared details regarding the Residential Substance Abuse Treatment Grant and DHS Grant for Opioid Abatement Efforts by Law Enforcement and plans to support a nurse practitioner position in the Wood County Jail, specializing in addiction medicine.
7. Agency Updates:
 - a. DOC: Staffing updates with new hires and challenges were shared with the group.

- b. Potter shared that the first mental health court meeting was held and there are two participants.
- 8. Judge Potter declared the meeting adjourned at 12:21 PM. Motion by Stimac and second by Nolan-Plutchak to adjourn the meeting.

Minutes are in draft form until approved by the committee.

NEXT MEETING: To be determined



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

DECEMBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- As we move into December, we will start work on annual trainings that are required by the Bureau of Child Support.
- I attended the Department Head Meeting on November 13th.
- I attended the Policy Advisory Meeting on November 14th.
- I will be attending the WCA Health and Human Services Steering Committee meeting on December 6th.
- I will be attending the WCSEA Board meeting on December 12th.
- We started the first month of the Federal Fiscal year strong. We collected 81.50% of current support.
- The current IV-D case count is 3,715.



Wood County

WISCONSIN

Kimberly A. Stimac

CLERK OF
CIRCUIT COURT

December 2024

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

November 1, 2024

- Last month, I reported on fraudulent check transactions that were attempted in Manitowoc and Racine counties. In Racine County, someone tried cashing a fraudulent check for \$75,000 using their office and the Clerk of Courts name misspelled but had the correct routing number and account number. The same happened on 3 separate checks in Manitowoc County.
- I want to thank our Treasurer, Heather Gehrt, for helping to facilitate the discussion with our bank to set up Positive Pay for the Clerk of Courts office. I'd also like to thank my bookkeeper, Michele Haas for working on creating the reports that the bank needed. We issue checks for payments on restitution, civil sheriff sale proceeds and returning payments on bonds, etc. This will help ensure that fraudulent checks like those above are caught before any damage can be done here in Wood County.

November 12, 2024

- Attended the Annual County budget hearing and Operations Committee meeting.
- Attended the County Board meeting.
- Updated the Clerk of Courts website with regards to our Pay Fines and Citations link. We made improvements to the layout and provided easier access to the links to make payments. The credit card company we were using no longer allowed us to take payments over the phone, so including a Preferred Payment Option at the top. We have received compliments on how much easier the updates have made it for customers.

November 20, 2024

- My Chief Deputy, Vicki, and I attended the Leadership Retreat at Mid-State Technical College.

November 22, 2024

- Attended the monthly judges meeting. With the retirement of Judge Potter in Branch 1, there will be a lot of changes that we have to watch for so meeting and discussing ahead of time will help us to be more proactive rather than reactive.

November 25, 2024

- The Traffic Clerk position was filled internally. Taylor, who is currently the Information Clerk, will begin her new role on January 6, 2025. We are all very excited to see Taylor move in to her new role!

Last month I forgot to report that I was elected as the Secretary for the Wisconsin Clerks of Circuit Court Association for a two year term beginning January 2025. It's so great to be part of this association!



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
November 2024

1. Brief. The decision in one of the jury trials from this past spring has been appealed, so I'm working on a brief. The County had overwhelming evidence to support its case so now it is more a matter of winnowing the evidence down to the most important pieces and presenting that in an easy-to-read document.
2. Presentation. Jason Grueneberg has asked me to provide a training session for his newer staff on enforcing the orders promulgated by the Planning and Zoning Department. I will be working on that when time allows.
3. Collections. Wrapping up a collection matter for Edgewater where the County had sued the debtor and now certain documents have to be recorded in the Register of Deed's and Clerk of Court's offices due to the account being satisfied.
4. Appeals. There are a couple of cases for which we have received notice they are going to be appealed but nothing unique.



Wood County

WISCONSIN

REGISTER IN
PROBATE

December 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- The upcoming changes in Branch 1 impact the floater position in our office and until a new judge is appointed this position can not be finalized. The next few months will be challenging for our office as we seek coverage and assistance from the floater and other judicial assistants. The judicial assistant floater position in our office is temporarily filling in as the Branch 1 judicial assistant. It is vital that we have someone in our office to assist the public when the rest of our staff is in court.
- Our office is in the process of verifying that we have received annual accounts and reports for guardianships required in 2024. New reports and accounts will be mailed from our office mid-January. Approximately 1,000 reports and accounts are required to be filed yearly with the probate office.
- 11/12 – Wood County Board Meeting
- 11/13 - Department Head Meeting
- 11/20 – Wood County Leadership Retreat at Mid-State Technical College
- 11/21– WI Indian Child Welfare Act webinar training

Tara Jensen
Register in Probate
Probate Registrar

Karrie Moore
Deputy Register in Probate
Juvenile Clerk



Wood County

WISCONSIN

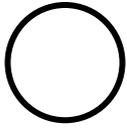
**REGISTER OF
DEEDS OFFICE**

Tiffany R. Ringer
Register of Deeds

DECEMBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

- Attended the Judicial and Legislative Committee meeting and the WCA Personnel, Finance and County Organization Steering Committee meetings on November 1st.
- Attended WCA Weekly Leadership meetings on November 4th, 11th & 18th.
- On November 5th, I was elected to serve as the Wood County Register of Deeds for another four-year term. I am incredibly grateful and honored to serve in this capacity. I look forward to continuing to work with the Judicial & Legislative Committee, the County Board of Supervisors and most importantly, serving the residents of Wood County. I will be sworn into office on Monday, January 6th at 8:00am in Branch 2. Please feel free to attend.
- I continue to work with Register in Probate Tara Jensen, on recorded documents for probate cases.
- Attended the County Board meeting on November 12th.
- Deputy Jill Vruwink and I met with Clerk of Court Kimberly Stimac and Tara Werner to discuss court order for name changes and how they affect vital records.
- Met with potential new eRecording vendor, Hopdox. Wood County currently contracts with four eRecording vendors. After the contract was reviewed by Corporation Counsel Kastenzholz, I've signed, and anticipate a set up timeframe of Jan/Feb.



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 1 of 1

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

TDM

INTENT & SYNOPSIS: To approve Supervisor Clendenning to travel to Washington, D.C., from March 1 – 4, 2025, for the 2025 National Association of Counties (NACo) Legislative Conference.

FISCAL NOTE:
Registration: \$530.00
Airfare: \$467.00
Hotel: \$1600.00
Meals: \$152.00
Per diem: \$200.00
TOTAL: \$2,949.00

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, Rozar, Buttk, Perlock, Hovendick, Breu, Voight, Hahn, Brehm, Thao, Penzkover, Valenstein, Hokamp, Polach, Clendenning, Pliml, Zurfluh, Hamilton, Leichtnam).

WHEREAS, the NACO Annual Legislative Conference is being held in Washington, D.C. from March 1-4, 2025, and

WHEREAS, the County, as a dues paying member of NACo, benefits from active participation in the organizations in which we belong, and

WHEREAS, valuable information given during the many break-out sessions can be garnered and brought back to Wood County, and

WHEREAS, Rule 16 of the Wood County Board states that out-of-state travel that is funded by tax levy dollars requires approval from the County Board.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to approve Supervisor Clendenning to attend the 2025 NACo Annual Legislative Conference being held in Washington, D.C. from March 1-4, 2025, with all expenses being paid by the Committees and Commissions budget.

{ }

Adopted by the County Board of Wood County, this 17th day of December 20 24.

County Clerk

County Board Chairman

MINUTES
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Thursday, November 7, 2024
TIME: 9:00 a.m.
PLACE: Highway Dept., Conference Room

MEMBERS PRESENT: Jake Hahn, Scott Brehm, Lee Thao, Al Breu, John Hokamp

OTHERS PRESENT: Rachel Krause, Highway Program Assistant, see attached sign-in sheet

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. Public Comment – Andy Wolf concerned about the use of brine in the fall because of its corrosive nature. He is requesting an alternative that is less corrosive. Hawk spoke to the use of brine on bridge decks for safety as these surfaces frost earlier. Committee requests that notification to the public go out before treatments are going to occur.
3. Correspondence – Hawk presented a letter drafted to the Town of Grand Rapids explaining their share of the expenses related to the trail legs of the roundabout at CTH W and the extension of the trail to connect to an existing trail.
4. The minutes of the October 3, 2024 meeting were reviewed. Motion by Breu/Thao to accept them as presented. Motion carried unanimously
5. ATV referendum did not pass in the City of Wisconsin Rapids. Hawk will communicate with city officials to see what options are available for connecting to CTH Z. Hay Creek ATV bridge is almost complete.
6. Highway Staff reports were reviewed.
7. Highway revenue report was reviewed
8. Motion to approve Highway vouchers by Hokamp/Brehm. Motion carried unanimously.
9. Hawk has been working with property owners for the CTH BB realignment and a final alignment has been agreed upon. Dairy has purchased property for Highway right of way. This alignment eliminates removing the house. Hawk is now waiting for State approval for the new CTH BB access to USH 10.
10. Hawk has savings from other project of about \$139,000 that can be allocated to CTH AA culvert failure. Ho Chunk has a bridge funding program the Hawk will apply for but plan has to be complete. Total project costs could be around a million and if funding can be secured there is a chance it could be built in 2025.

11. Hawk shared CTH A plan sheets. The plan is to keep the new design as close to the original profile as possible. A grant will be submitted in 2025. This will remain a CTH with a focus on a design speed of 55mph.
12. Motion to approve Mastic and Crack Filler quotes most advantageous to the county by Breu/Hokamp. Motion carried unanimously.
13. Parks and Forestry staff reports were reviewed.
14. No special use permits at this time.
15. Schooley presented a biological treatment which involves a wasp that is predatory of the Emerald Ash Borer. Informational sheet was shared about this biological treatment. Volunteer has been working to chemically treat the ash trees. It is experimental at this time. If the committee approved this option Powers Bluff would go on a list for treatment. Currently being used in State natural areas. More information will be gathered and brought forward at a future meeting.
16. PIT committee approved Schooley to negotiate the CERA Park lease and MOU. Schooley has been consulting with corporation council and will bring a draft to next month meeting.
17. ARPA committee requested a list of items from Parks that could be potential for allocating ARPA funds should any need allocation. Schooley shared a list shared with the ARPA committee.
18. Fritz received a request from Bill Hatch of Cranberry Creek Cranberries to clean out a drainage ditch in the County Forest. In the past the cranberry grower provides the labor and machinery. In the past County agreeable as long as all permits are obtained and county compensated for timber that is removed, in past this timber has been used for fire wood in the parks. Motion to approve Bill Hatch to clean the proposed ditches by Hahn/Breu. Motion carried unanimously.
19. WCWAAC minutes were reviewed.
20. 2025 budget. If CERA park lease were to go through the budget will have to be adjusted.
21. Parks & Forestry revenue reports were reviewed
22. Motion to approve Parks & Forestry vouchers by Hokamp/Thao. Motion carried unanimously.
23. Department head evaluations will be conducted at next regular meeting.

24. WCHA winter road school January 13-January 15, 2025 at the Chula Vista in the Wisconsin Dells. Anyone wanting to attend let Roland know.

25. The next meeting will be held on Thursday, December 5, 2024, at 9:00 a.m. at the Highway Department Conference Room.

26. Chairman Hahn declared the meeting adjourned at 10:29.

Minutes taken by Rachel Krause, Highway Department Program Assistant, and are in draft form until approved at the next meeting.

**Highway Infrastructure & Recreation Committee
November 7, 2024**

NAME	REPRESENTING
DENNIS PORACI	WCB-14
AL BREV	WCB #6
Bill Clendenny	WCB 15
CHAD SCHOOLEN	PEF
Roland Hawk	WCH
Andy Wolf	Public
Lance Fume	WCD
Fritz Schubert	WCP&F
MIKE SMITH	Town of Grand Rapids
Ed Newton (Club Ex)	
Tammy (Club Ex)	
JOSEPH M. LURELUM	CRAN CREEK CRANBERRY WCPD

MINUTES
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Thursday, December 5, 2024
TIME: 8:00 AM
PLACE: Highway Dept., Conference Room

MEMBERS PRESENT: Jake Hahn, Al Breu, Scott Brehm, John Hokamp, Lee Thao

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 November 7, 2024, meeting was reviewed. Amendments to the minutes are identified below:
 - a. Item 11: The statement should be changed from grant to grant application.
 - b. Item 18: Scrivener/spelling errors corrected.Motion by Breu/Hokamp to accept the minutes as amended. Motion carried unanimously.
4. Because the City of Wisconsin Rapids referendum failed in November, there have been requests to open up CTH Z from Sampson St. to 20th St. S so that UTV/ATVs can get from one side of STH 13 to the other side. City Staff in attendance stated there were not opposed to the proposal and suggested a letter requesting the city to open up their portion of that section (9th St to Sampson, and STH 13 to Lincoln) so that it can be routed through the proper city committees and ultimately before the city council. Motion by Hahn/Brehm to immediately open CTH Z/Griffith Ave. from Sampson to 20th St. Discussion and clarification ensued. Motion to amend by Brehm/Hokamp to further stipulate that this opening is dependent on the City of Wisconsin Rapids approving the opening of their portion of that section of road. Motion to amend carried 4-1. Voting no was Breu (motion and amendment confuses the situation for the city). The amended motion was called and carried 4-1. Voting no was Breu.
5. Representatives from the Lake Nepco Lake District were on hand and requested that the committee consider a county ordinance limiting or prohibiting wake boating on Nepco Lake. They share statistics on the damage and danger these boats have already caused on the lake. More information on sample ordinances and enforcement will be shared with the committee and will be discussed at a future meeting.
6. A resolution to amend various 2024 Highway Dept. budgets was presented. This is a yearly resolution to account for the increased revenues and subsequent overages in expenses. Motion by Brehm/Thao to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

7. Parks & Forestry Director Schooley presented the final draft of the CERA Park lease, MOU, and resolution with Consolidated Water & Power Company. This has been reviewed by Corp Counsel. The hopes is to have the transfer of ownership completed within a couple of years. Motion by Hokamp/Breu to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. Darrell Kauth, Disabled Veterans Coordinator for United Special Sportsman's Alliance discussed the handicap hunting blinds that are located near the ATV Park on county forest land and noted that they are not being used for the intent they were built for. He and Forest Administrator Schubert have been discussing, along with the DNR, whether or not sections of the county forest can be blocked off from the public. After discussion it was recommended by the committee to place signs in the area, and work on developing a locking and reservation system for these blinds (there are two of them) while investigations continue on whether or not a change to the county forest ordinance can legally be enacted. More information will be forthcoming. (Supervisor Brehm excused at 10:30 AM.)
9. Alex Hornung from Wis DNR discussed using bio-control on the Emerald Ash Borer in Powers Bluff Park. She indicated that there was a public request, and the inspections of the land concluded that this would be a good spot to try this program. It is a small wasp like insect that consumes the EAB larvae in the tree and is conducted over 2 years of releases. There is no harm to any other animal or human by this insect. Motion by Breu/Hokamp to approve the proposal as presented. Motion carried unanimously.
10. The Highway Dept. staff reports were highlighted and reviewed.
11. The Highway revenue report was reviewed.
12. Motion by Hokamp/Thao to approve the Highway Dept. vouchers. Motion carried unanimously.
13. Highway Commissioner Hawk requested permission for out of state travel for the NACE Conference and the TDA Fly In coming up in March and April. Last year, this was fully funded by the Wisconsin County Highway Association, but this year it is unknown if the total would be able to be funded without a small portion of levy support. Hawk will have resolutions drawn up to be acted on for the next meeting.
14. The Parks & Forestry staff reports were reviewed.
15. A special use permit for the Pittsville Lions Club Fisheree on February 1st and 2nd was presented. The club is requesting a fee waiver in lieu of the contributions they have made to the Dexter Park Shelter and work they do with the fish habitat. Motion by Breu/Hokamp to approve the permit with the fee waiver. Motion carried unanimously.
16. Schooley presented the 2026 Parks user fee schedule. Motion by Thao/Hokamp to approve the fee schedule as presented. Motion carried unanimously.

17. Schubert presented contract extensions on 4 timber sales outlined in the packet. He is requesting to postpone one extension (#805) until more information is gathered. Motion by Hokamp/Breu to grant contract extensions as recommended by staff except for contract #805, which is postponed. Motion carried unanimously.
18. Parks & Forestry revenue reports were reviewed.
19. Motion by Thao/Brehm to approve the Parks & Forestry vouchers. Motion carried unanimously.
20. The next meeting will be held on Thursday, January 2, 2025, at 9:00 AM at the Highway Department Conference Room.
21. Motion by Breu/Hokamp to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluation of the department heads the committee oversees. Motion carries unanimously.
22. Motion by Hokamp/Breu to return to open session. Motion carried unanimously.
23. Chairman Hahn declared the meeting adjourned at 11:41 AM.

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

**Highway Infrastructure & Recreation Committee
December 5, 2024**

NAME	REPRESENTING
Bill Cledeming	WCB #15
JEFF PERKINS	WCB#11
Mark Anderson	CWPCO
David R. Kan	ZSSA
Hendra Wilhelm	LWCD
Paul Vollett	City of WR
DENNIS POLACH	wcb-14
SCOTT STEWART	CITIZEN
Eric J. Hummel	NEPCO LAKE District
SUSAN FEITH	CITIZEN
Matt Susa	SHERIFF
Shawn Zetter	WCSD
Jeff Mauer	NLD
Kylie Mh	NLD
Rolán Hawk	WCH
Chad Schooley	P&F
Matt Zacher	City of Wisconsin Rapids
Fritz Scheibert	P&F



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSIONER

Roland Hawk
COMMISSIONER

November 25, 2024

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for December 5, 2024 HIRC meeting

Department Activities

Personnel/Administration

Highway Department has no vacancies at this time.

Commissioner submitted General Liability Clarification letter October 1 to WDNR to acquire the parcel in the SW quadrant of CTH A and Richfield Drive. WDNR has 60 days to make a determination. This property has been abandoned by owners due to contaminated soil. Bank has contacted Commissioner to see if Highway would accept property for R/W purposes. Commissioner has not received notice from WDNR at the time of this report.

Highway/Facility Projects

- WisDOT STP Project CTH F & HH Intersection **Construction 2026**
 - Design Engineering 90% Complete
 - R/W acquisition in progress.
- WisDOT STP Bridge CTH N (STH 186 – CTH N) **Construction 2025**
 - Design Engineering 100% Complete
 - LET for Bids on 12-10-24
- WisDOT STP Urban (BIL) CTH U Village of Biron **Construction 2026**
 - DNR, FERC, US ACOE coordination ongoing
 - R/W acquisition to begin January 2025
 - Environmental Document & Design Study Report submitted.
 - Borrow site (pond) anticipated winter 2024-2025.
 - Coordination of box culvert extension, to be performed by Wood Co Hwy. in 2025
- CTH BB Realignment Project
 - Final alignment selected, R/W acquisition in progress.
 - WDNR & USACE wetland documentation completed.
 - Construction anticipated to begin *late 2024 or early 2025*.
- Marshfield Brine Building
 - Foundation and floor complete
 - Trusses installed
 - Sheeting walls and roof
- CTH A Corridor Preliminary Engineering
 - Preliminary engineering underway
 - Haz Mat report

- Crash analysis
 - Alignment & Profile set
 - Cross-sections
 - Intersection analysis & Safety Certification complete
- Commissioner exploring funding options
- Abandoned property with Haz Mat being reviewed for General Liability Risk.
- CTH AA Lynn Creek
 - Contract signed
 - Geotechnical/pavement cores complete
 - Wetland Delineation Complete
 - Topo Survey Complete
 - Initial WDNR Correspondence Complete
- Unisex Locker Room/Restroom
 - Doorway cut
 - Plumbing installed
 - Mason currently installing block

Highway Maintenance

Work in November included:

- Sign replacements,
- Pavement repairs with mastic
- Beam guard repairs,
- Brush cutting
- Ditching
- Culvert replacement
- Grading & paving parking lot at WR facility
- Repairs to driveway into Sheriff's impound and Rescue buildings

WCHA Events & Misc. Meetings since last HIRC meeting

Commissioner attended the following events/meetings:

- November 11 – Machinery Management Work Group
- November 11 – WCHA, WCA <20 Local Bridge Aid, Virtual
- November 11 – WCHA Executive Committee Meeting, Virtual
- November 12 – County Board Meeting
- November 12 – CTH A RAISE Grant meeting, Virtual
- November 12 – Meeting with WisDOT Maintenance Chief, Highway Office
- November 13 – Department Head Meeting, Court House
- November 13 – Wood County Bike Path coordination meeting with NCRP, Highway Office
- November 14 – Meeting with Consultant for CTH HH Bridge Replacement
- November 18 – Safety Work Group
- November 18 – Local Road Advisory Forum, Virtual
- November 19 – WCHA Conference Coordinating Committee, Virtual
- November 20 – Wood County Leadership Retreat, Midstate Tech College
- November 20 – NACE Quarterly meeting, Virtual
- November 21 – CTH A Progress meeting, Virtual
- November 21 – CTH AA Progress meeting, Virtual
- November 21 – Wood County Bike & Ped Plan, Virtual

EQUIPMENT

Highway took delivery November 18 of tandem Mack patrol truck purchased in 2022. The single axel International patrol truck purchased in 2022 is anticipated to be delivered for service in spring 2025.

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues and Expenses

We have done a number of Road and Bridge Aid projects that bump up revenues as the invoices are approved and sent.

The Maintenance Fund is fairly low but should carry us to year-end. The Machinery Fund is in the red and may not recover by year-end. Snow Removal Fund is at about \$15,000 so it will be in the red by year-end as well. The Capital Projects fund balance has been helped by 2025 funding but the CTH Z project came in high.

Other

As is usual at this time of year, I developed a resolution for expenses that are over budget. The resolution is co-sponsored by HIRC and Operations.

This month continues the educational series, Bookkeepers Corner, which I began a few months ago. The chapter this month is on the Transportation Cost Pool –Salt Brining.

TRANSPORTATION COST POOLS – SALT BRINING

Per the Uniform Cost Accounting System manual, the Salt Brining cost pool is established for the purpose of summarizing “the costs associated with Salt Brining that cannot be directly attributed to programs and/or projects”.

Costs such as labor, fringes, machinery time (ex. Loader), utilities, and salt are combined into the expense section of the Salt Brining cost pool. This allows us to calculate a per-gallon cost to charge for salt brine.

The Salt Brining cost pool is represented in Function 53290 and 53291.

Debits to the pool – Use of equipment, such as a loader, purchase of salt, water and electricity used in production, depreciation of fixed assets used in production, and labor charges.

Credits to the pool – Sale of salt brine.

As a reminder, the cost pools encompass both expenses and revenues. Unlike most accounting systems, the revenues within the cost pools are accounted for under expense functions (50000 series of numbers in the third segment of the County’s account numbers). The revenue accounts within those expense functions are referred to as Cost Allocation accounts.

The result of this practice, when the Transportation Cost Pool is “over-recovering” its costs, and when a particular function’s expenses and cost allocations are combined, is a credit balance (number will show in parentheses on Revenue Report). When the Transportation Cost Pool is “under-recovering” its costs, the combined accounts will show a debit balance (the number will not be in parentheses on the Revenue Report).

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Saturday, November 30, 2024

		2024			
		Actual	Budget	Variance	Variance %
REVENUES					
Intergovernmental Revenues					
43300	Federal Grants-American Recovery & Reinvest Act	\$151,023.91		\$151,023.91	0.00%
43531	State Aid-Transportation	2,213,390.51	2,497,341.00	(283,950.49)	(11.37%)
43534	State Aid-LRIP	462,691.55	816,480.00	(353,788.45)	(43.33%)
	Total Intergovernmental	<u>2,827,105.97</u>	<u>3,313,821.00</u>	<u>(486,715.03)</u>	<u>(14.69%)</u>
Licenses and Permits					
44101	Utility Permits	24,223.41	29,200.00	(4,976.59)	(17.04%)
	Total Licenses and Permits	<u>24,223.41</u>	<u>29,200.00</u>	<u>(4,976.59)</u>	<u>(17.04%)</u>
Intergovernmental Charges for Services					
47230	State Charges	1,013,640.31	1,061,555.00	(47,914.69)	(4.51%)
47231	State Charges-Highway	204,049.63	307,190.00	(103,140.37)	(33.58%)
47232	State Charges-Machinery	25,671.03		25,671.03	0.00%
47300	Local Gov Chgs	536,912.51	525,383.00	11,529.51	2.19%
47330	Local Gov Chgs-Transp	1,321,735.75	1,130,895.00	190,840.75	16.88%
47332	Local Gov Chgs-Roads	206,127.45	424,793.00	(218,665.55)	(51.48%)
47333	Local Gov Chgs-Bridges	75,308.71	84,227.00	(8,918.29)	(10.59%)
	Total Charges to Other Governments	<u>3,383,445.39</u>	<u>3,534,043.00</u>	<u>(150,597.61)</u>	<u>(4.26%)</u>
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	2,712,985.68	2,481,327.00	231,658.68	9.34%
	Total Interdepartmental Charges	<u>2,712,985.68</u>	<u>2,481,327.00</u>	<u>231,658.68</u>	<u>9.34%</u>
	Total Intergovernmental Charges for Services	<u>6,096,431.07</u>	<u>6,015,370.00</u>	<u>81,061.07</u>	<u>1.35%</u>
Miscellaneous					
48100	Interest	88.74		88.74	0.00%
48340	Gain/Loss-Sale of Salvage and Waste	11,547.40	6,700.00	4,847.40	72.35%
48510	Donations	660,000.00		660,000.00	0.00%
48520	Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
	Total Miscellaneous	<u>671,636.14</u>	<u>26,700.00</u>	<u>644,936.14</u>	<u>2,415.49%</u>
Other Financing Sources					
49110	Proceeds from Long-Term Debt	2,451,500.00	2,137,517.00	313,983.00	14.69%
49280	Transfer from Trust Funds	462,691.55		462,691.55	0.00%
	Total Other Financing Sources	<u>2,914,191.55</u>	<u>2,137,517.00</u>	<u>776,674.55</u>	<u>36.34%</u>
TOTAL REVENUES		<u>12,533,588.14</u>	<u>11,522,608.00</u>	<u>1,010,980.14</u>	<u>8.77%</u>
EXPENDITURES					
Public Works-Highway					
53110	Hwy-Administration	543,279.69	413,359.51	(129,920.18)	(31.43%)
53120	Hwy-Engineer	212,435.31	271,100.38	58,665.07	21.64%
53191	Hwy-Other Administration	336,771.76	364,803.97	28,032.21	7.68%
53210	Hwy-Employee Taxes & Benefits	(778,102.63)	(0.01)	778,102.62	#####
53220	Hwy-Field Tools	(64,076.79)	(0.08)	64,076.71	#####
53230	Hwy-Shop Operations	307,817.29	331,761.59	23,944.30	7.22%
53232	Hwy-Fuel Handling	(21,521.42)	(23,105.00)	(1,583.58)	6.85%
53240	Hwy-Machinery Operations	(1,381,311.25)	(580,718.15)	800,593.10	(137.86%)
53250	Hwy-Crushing Operations	48,602.30	0.44	(48,601.86)	#####
53251	Hwy-Crushing Operations Production	123,374.50	(0.13)	(123,374.63)	#####
53260	Hwy-Bituminous Ops	126,439.09	234,143.57	107,704.48	46.00%
53266	Hwy-Bituminous Ops	1,822,653.46	1,957,351.50	134,698.04	6.88%
53270	Hwy-Buildings & Grounds	296,982.81	376,257.96	79,275.15	21.07%
53290	Hwy-Salt Brine Operations	19,590.95	(0.40)	(19,591.35)	4,897,837.50%
53291	Hwy-Salt Brine Operations	15,954.92	(0.40)	(15,955.32)	3,988,830.00%
53281	Hwy-Acquistion of Capital Assets	1,103,100.44		(1,103,100.44)	0.00%
53310	Hwy-Maintenance CTHS		23,742.92	23,742.92	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	3,286,472.74	2,895,462.40	(391,010.34)	(13.50%)
53312	Hwy-Snow Remov	555,965.62	907,384.18	351,418.56	38.73%
53313	Hwy-Maintenance Gang	257,411.03	217,092.62	(40,318.41)	(18.57%)
53314	Hwy-Maint Gang-Materials	5,893.70	3,160.00	(2,733.70)	(86.51%)
53320	Hwy-Maint STHS	1,093,760.65	1,061,555.11	(32,205.54)	(3.03%)
53330	Hwy-Local Roads	1,465,465.57	1,130,894.59	(334,570.98)	(29.58%)
53340	Hwy-County-Aid Road Construction	498,750.10	478,363.75	(20,386.35)	(4.26%)
53341	Hwy-County-Aid Bridge Construction	259,446.99	134,227.18	(125,219.81)	(93.29%)
53490	Hwy-State & Local Other Services	659,662.16	525,383.46	(134,278.70)	(25.56%)
53491	Hwy-ATV Route Signage		40,000.01	40,000.01	100.00%

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Saturday, November 30, 2024

		2024			
		Actual	Budget	Variance	Variance %
	Total Public Works-Highway	10,794,818.99	10,762,220.97	(32,598.02)	(0.30%)
	Capital Outlay				
57310	Highway Capital Projects	3,532,612.20	2,246,682.03	(1,285,930.17)	(57.24%)
57930	Depreciation & Amortization	1,967.47		(1,967.47)	0.00%
	Total Capital Outlay	3,534,579.67	2,246,682.03	(1,287,897.64)	(57.32%)
	Other Financing Uses				
59210	Transfers to General Fund	462,691.55		(462,691.55)	0.00%
	Total Other Financing Uses	462,691.55		(462,691.55)	0.00%
	TOTAL EXPENDITURES	14,792,090.21	13,008,903.00	(1,783,187.21)	(13.71%)
	NET INCOME (LOSS) *	(2,258,502.07)	(1,486,295.00)	(772,207.07)	51.96%



Parks & Forestry Department Reports

December 5, 2024

Director Report, by Chad Schooley

- Continue project management of Powers Bluff Maintenance Shop Project. Below grade plumbing and concrete floor is complete. Carpentry contractor will begin week of December 2nd.
- Working with Hwy staff on PB trailhead project. Crew is extending road and parkinglot, constructing walktrail connector, and completing building site work for future trailhead shelter building.
- Working with electrical contractor on installing conduit and light poles for future trailhead shelter building and parkinglot
- Resolution for Cera Park lease and MOU is in the packet, along with Lease and MOU final drafts.
- Alexandra Hornung, DNR Forest Health Specialist, will be attending the meeting to provide additional information on the Emerald Ash Borer biocontrol that was discussed last month.
- The 2026 fee recommendation summary table is included in the packet.
- **Special Use Permits**
 - February 2, 2025- 51st Annual Pittsville Lions ice fisheree. Lake Dexter

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- South Park-capped north fireplace chimney on Red Beach Stone Shelter.
- South Park-continue finishing interior of new Storm Shelter.
- North Park-south campground Entrance Road has been widened, uplifted and culverts replaced by Wood County Hwy. Dept. South gate is replaced and locked for the season.
- Dexter Park-Reshape and level out camp pads to appropriate size.
- Powers Bluff-shop concrete poured. Plumber & electrician adding pvc for incoming water, septic and wiring needs.

Maintenance Operations

- NEPCO/South Park: Docks pulled and boat landings will be closed for the season, once snow falls.
- South Park: Women's side of showerhouse walls being stripped of dairy board and block painted.
- South Park: Finished dredge project cleanup.
- North Park: Emerald Ash Borer Trees and Oak Wilt trees being removed. Cleaning up wood storage area.
- North Park: Fixing tables and building billboard signs.
- Dexter Park: Brush mowing trails and open areas.
- Dexter Park: Uplifting trails north and west of campground areas.
- Dexter Park: Fixing tables and building billboard signs.
- All Parks: Mulching & blowing leaves. Building plumbing winterizing and shutdown for season. Prepping parks for winter operations.
- Powers Bluff-preliminary setup for winter operations and lining up State Inspection.

Employee Matters

- Looking at potential employee needs for CERA Park.
- Currently looking for (2) Emergency Medical Responders for Winter Sports at Powers Bluff.

Snowmobile/ATV

- Attended AWSC Meeting on November 4th & December 2nd at Sherriland Ballroom. Reminded Clubs to get their paperwork in for upcoming 2024-25 Snowmobile Season.
- Auburndale (DH) Snowmobile Bridge project off of CTH N east of Arpin has been awarded to Earth, Inc. Should be started late fall early winter.
- Hay Creek ATV project: The bridge install company, Janke General Contractors, Inc. has completed bridge intall. Peterson Road section is completed with road base/culverts. Hay Creek Road section of trail has 0.8 miles of road base to lay. This will be completed when frost sets up. Once roadbase is finished the project will be completed with signage in the spring of 2025 and opened.
- Rudolph Plum Road Project is almost completed. A final load of fill and leveling out culvert site will be done this fall.

Office Supervisor Report, by Stacie Kleifgen

- Prepared document for year end budget tracking
- Attended 2024 Wood County Leadership Day at MSTC
- Prepared for 2024 Gift Certificate Special
- Assisted preparation of December Timber Sale
- Worked on 2025 Budget Book for P&F Admin
- Reconciled projects and non-lapsing accounts

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Four active timber sales in November. Logging activity started to pick up early in the month due to dry weather. Activity is likely to slow down with recent wet weather and certain markets limiting deliveries.
- Timber sale establishment Compartment 56.
- Monitored possible camper issue on Wood County Forest.
- Finalized timber sale tracts and necessary paperwork/documents for December 17, 2024 timber bid opening.
- Forestry Technician: Cleaned shooting range, conducted forest recon, mowed roads and parking areas in Wood County Forest.

FEES	2020	2021	2022	2023	2024	2025	2026
Non-Electric Camp	\$18	\$18	\$20	\$20	\$21	\$21	\$22
Electric 30/50 amp Camp	\$23	\$23	\$25	\$25	\$26	\$26	\$27
Waterfront ELEC	\$26	\$26	\$28	\$28	\$29	\$29	\$30
Water / Sewer / Electric- Full Hookup	\$30	\$33	\$35	\$35	\$36	\$36	\$40
OFF SEASON - NON-E	\$15	\$15	\$17	\$17	\$18	\$18	\$19
OFF SEASON - ELEC	\$20	\$20	\$22	\$22	\$23	\$23	\$24
OFF SEASON - Full Hookup	\$30	\$30	\$32	\$32	\$33	\$33	\$34
GROUP 1 - Dexter	\$125	\$125	\$125	\$125	\$130	\$130	\$135
GROUP 2 - Dexter	\$100	\$100	\$100	\$100	\$105	\$105	\$110
GROUP 3 - Dexter	\$125	\$125	\$125	\$125	\$130	\$130	\$135
GROUP - NORTH	\$100	\$100	\$100	\$100	\$105	\$105	\$105
RESERVATION FEE	\$10	\$10	\$10	\$10	\$10	\$10	\$10
SKI SHOW - RESER - ELEC	\$200	\$200	\$245/wk	\$35/nt	\$40/nt	\$40/nt	\$42
SKI SHOW - RESERVE - NON-E	\$170	\$170	\$210/wk	\$30/nt	\$35/nt	\$35/nt	\$37
SKI SHOW - WATERFRONT ELEC				\$38/nt	\$43/nt	\$43/nt	\$45
Dump Station	\$7	\$12	\$12	\$20	\$20	\$20	\$20
Firewood	\$6	\$6	\$7	\$7	\$7	\$7	\$7
ICE - 5# Cubes	\$3	\$3	\$4	\$4	\$4	\$4	TBD
ICE - 16# Cubes	\$6	\$6	\$7	\$7	\$7	\$7	TBD
Washer/Dryer (\$4) / Pod (\$1)	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Camper Storage Weekly	\$15	\$15	\$15	\$15	\$20	\$20	\$20
Camper Storage ONSITE DP/November	N/A	N/A	N/A	300/month	300/month	\$300/month	\$300
Trail Pass- Daily (Bike OR Ski)	\$5	\$5	\$5	\$8	\$8	\$8	\$8
Trail Pass- Annual (Bike OR Ski)	\$15	\$15	\$20	\$30	\$30	\$30	\$30
Trail Pass - Family (Bike OR Ski)	\$40	\$40	\$50	\$60	\$60	\$60	\$60
PB 1st Session Tube	\$10	\$10	\$12	\$12	\$13	\$13	\$14
PB 2nd Session Tube	\$10	\$10	\$12	\$12	\$13	\$13	\$14
PB TUBING ALL DAY PASS (2019)	\$15	15 - Aug 4 - \$20	\$20	\$20	\$22	\$22	\$24
Tube/Ski Parties (1T = 1 TUBE HILL / 2T = 2 TUBE HILLS / 1S = 1 SKI HILL / 1TS = 1 TUBE HILL & 1 SKI HILL) / 2TS = 2 TUBE HILLS AND 1 SKI HILL)	\$350/ \$450/ \$250/\$450/ \$500	\$350/ \$450/\$250/ \$450/\$500	\$400/\$550/\$300/ \$500/ \$600	\$400/\$550/\$300/ \$500/ \$600	\$515/\$655/\$515/ \$725/\$865	\$515/\$655/\$515/ \$725/\$865	\$515/\$655/\$515/ \$725/\$865
Shelter - DX ENC	\$100	\$100	\$100/\$125	\$100/\$125	\$100/\$125	\$100/\$125	\$125/\$150
<i>*Holiday Rate</i>	\$150	\$150	\$150	\$150	\$150	\$150	\$175
Shelter - DX - OPEN	\$50	\$50	\$50	\$50	\$50	\$50	\$50
<i>*Holiday Rate</i>	\$75	\$75	\$75	\$75	\$75	\$75	\$75
Shelter - SPO	\$100	\$100	\$125	\$125	\$125	\$175	\$200
<i>*Holiday Rate</i>	\$150	\$150	\$150	\$150	\$150	\$200	\$225
Shelter - SP Storm	X	X	X	X	X	\$200/\$250	\$250/\$300
<i>*Holiday Rate</i>	X	X	X	X	X	\$300	\$350
Shelter - RSBP	\$150	\$150	\$200	\$200	\$200	\$200	\$250

	<i>*Holiday Rate</i>	\$200	\$200	\$225	\$225	\$225	\$225	\$275
Shelter - WSBO		\$75	\$75	\$100	\$100	\$100	\$100	\$125
	<i>*Holiday Rate</i>	\$100	\$100	\$125	\$125	\$125	\$125	\$150
Shelter - WSBP w/Kitchen		\$100	\$100	\$125	\$125	\$125	\$125	\$150
	<i>*Holiday Rate</i>	\$125	\$125	\$150	\$150	\$150	\$150	\$175
Shelter - SPE		\$200	\$200	\$200/\$250	\$200/\$250	\$200/\$250	\$200/\$250	\$225/\$275
	<i>*Holiday Rate</i>	\$250	\$250	\$300	\$300	\$300	\$300	\$325
Shelter - NPE		\$200	\$200	\$200/\$250	\$200/\$250	\$200/\$250	\$200/\$250	\$225/\$275
	<i>*Holiday Rate</i>	\$250	\$250	\$300	\$300	\$300	\$300	\$325
Shelter - NEPCO		\$250	\$250	\$250/\$300	\$250/\$300	\$250/\$300	\$250/\$300	\$300/\$350
	<i>*Holiday Rate</i>	\$300	\$300	\$350	\$350	\$350	\$350	\$400
Shelter - PB		\$125	\$125	\$125/\$150	\$125/\$150	\$125/\$150	\$125/\$150	\$150/\$175
	<i>*Holiday Rate</i>	\$175	\$175	\$175	\$175	\$175	\$200	\$225
ATV Shelter (Hwy. 54)		\$75	\$75	\$100	\$100	\$100	\$100	\$125
	<i>*Holiday Rate</i>	\$100	\$100	\$125	\$125	\$125	\$125	\$150
Boat Launch - Daily		\$5	\$5	\$7	\$7	\$7	\$7	\$7
Boat Launch - Annual		\$20	\$20	\$25	\$25	\$25	\$25	\$25
Disc Golf - Daily		\$4	\$4	\$4	\$4	\$5	\$5	\$5
Disc Golf - Daily CAMPER		\$2	\$2	\$2	\$2	\$3	\$3	\$3
Disc Golf - Annual		\$20	\$20	\$20	\$20	\$25	\$25	\$25
Disc Golf - Family		\$40	\$40	\$40	\$40	\$50	\$50	\$50
General Park User Fee		\$50	\$50	\$50	\$50	\$75	\$75	\$75
Violations		\$50	\$50	\$50	\$50	\$50	\$50	\$50
FEES		2020	2021	2022	2023	2024	2025	2026

* Price Change

Contract Extension Notes – December 2024

#790 Schreiner Forestry

- Bid November 2021 – contract expires: December 31, 2024.
- Contract extensions: one.
- % completion = 0%.
- Job constraints: Much of sale area requires frozen conditions for harvest operations. Access for pulp trucks exists via private land. Oak Wilt restriction April 1 through July 15.
- Considerations: Contractor has completed many contracts in past years, has had a good payment history, and quality of work is good. Cut/operated, and completed **0 contracts** according to specs in the past year. Logger began opening up roads and landings for this contract last fall with hopes of logging last winter, however wet ground conditions did not allow for logging to occur. Currently cutting another contract (#799) which is 40% cut and trucking is just beginning.

Recommendation:

Grant contract extension to December 31, 2025 with **no increase in stumpage**.

#803 Koerner Forest Products LLC

- Bid November 2022 – contract expires: December 3, 2024.
- Contract extensions: none.
- 0% completion = 0%.
- Job constraints: Seasonally wet access, portions of harvest area require frozen or unusually dry ground for access/logging operations.
- Considerations: Contractor has completed many contracts in past years and has had an excellent payment history. Quality of work is very good. Cut/operated **7 contracts** according to specs in the past year (completed 5). Generated **\$187,780.58** total revenue to the Wood County Forest.
- Currently cutting another contract (#815) which is 75% cut with trucking currently under way.

Recommendation:

Grant contract extension to December 31, 2025 with **no increase in stumpage**.

#804 Koerner Forest Products LLC

- Bid November 2022 – original contract expires: December 3, 2024.
- Contract Extensions: 0
- % completion = 0%.
- Job constraints: Seasonally wet access, large portions of harvest area require frozen or unusually dry ground for access/logging operations.
- Considerations: See #803 considerations above.

Recommendation:

Grant contract extension to December 31, 2025 with **no increase in stumpage**.

#805 Yoder Logging

- Bid November 2023 – original contract expires: December 3, 2024
- Contract extensions: 0
- % completion = 0 %.
- Job constraints: Seasonally wet access, portions of harvest area require frozen or unusually dry ground for access/logging operations. Oak wilt restriction April 1 through July 15.
- Considerations: Contractor has completed many contracts in past years and has had a good payment history. Quality of work is average. Cut/operated **1 contract** according to specs in the past year. Generated **\$6,540.71** total revenue to the Wood County Forest.

Recommendation:

Grant contract extension to December 31, 2025 with **no increase in stumpage.**

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

December (November Revenue)

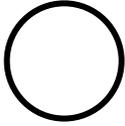
Budget Year 2024

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
780	2-16	YODER	\$42,886.00	7/10/2020	7/1/2025		\$20,012.67	\$20,012.67	\$0.00
781	5-19	YODER	\$9,720.00	7/10/2020	7/1/2025		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	\$15,600.00	11/24/2021	12/31/2024		\$0.00	\$0.00	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2025		\$0.00	\$0.00	\$0.00
799	5-22	SCHREINER	\$20,200.00	5/27/2022	7/1/2025		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	\$16,440.00	5/27/2022	7/1/2025		\$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
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
807	13-22	FLINK	\$9,450.00	12/31/2022	12/31/2025		\$2,274.03	\$2,274.03	\$0.00
809	2-23	KOERNER	\$66,089.00	6/1/2023	6/1/2025		\$76,019.72	\$76,019.72	\$0.00
812	4-23	FLINK	\$11,813.85	6/1/2023	6/1/2025	\$174.08	\$7,418.12	\$7,418.12	\$0.00
814	6-23	YODER	\$21,055.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
815	7-23	KOERNER	\$10,728.75	1/4/2024	12/31/2025	\$1,709.26	\$3,539.87	\$1,709.26	-\$1,830.61
816	8-23	KOERNER	\$31,625.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
817	9-23	KOERNER	\$17,310.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
818	10-23	MIDWEST HW	\$51,768.30	1/4/2024	12/31/2026		\$0.00	\$0.00	\$0.00
819	11-23	TNT Timber	\$124,257.30	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
820	12-23	TNT Timber	\$115,113.25	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
821	1-24	KOERNER	\$26,270.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
823	3-24	FLINK	\$9,318.70	4/30/2024	5/1/2026	\$2,023.63	\$6,921.18	\$4,839.04	-\$2,082.14
824	5-24	KOERNER	\$53,280.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$30.00	\$155.00	\$155.00	
Payments Received This Month:						\$3,936.97	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	(3,912.75)
2024 Budgeted Total Revenues						\$350,000			
2024 Total County Forestry Revenues this month (90%)						\$3,543.27			
2024 Total Township Revenues this month (10%):						\$393.70			
2024 TOTAL NET FORESTRY REVENUE TO DATE:						\$308,134.84			

Jobs Finished
Jobs Started
Jobs Continuing/Reactivated
Jobs Gone Inactive

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2024**

November Revenue - December HIRC							
BUDGETED REVENUES 2024	46721 SOURCE	FEES	YTD REVENUE 2024	YTD REVENUE 2023	NOV REV 2024	NOV REV 2023	ACTUAL REV 2023
\$ 612,000.00	Camping Reservations	\$10 Resv. Fee+/\$21/\$26/\$29/\$36	\$547,968.57	\$ 540,618.76	\$6,285.20	\$ 8,558.54	\$ 549,512.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$39,824.60	\$ 42,711.76	\$540.28	\$ -	\$ 42,845.41
\$ 10,000.00	Ice	\$4 (small) /\$7 (large)	\$7,887.62	\$ 9,891.33	\$0.00	\$ -	\$ 9,891.33
\$ 3,900.00	Non-Camper Dump Station	\$20	\$2,867.50	\$ 3,441.21	\$180.09	\$ -	\$ 3,498.08
\$ 400.00	Camper Storage	\$20/wk - \$300/mo	\$99.87	\$ 304.91	\$6.41	\$ -	\$ 304.91
\$ 900.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$799.06	\$ 811.85	\$28.44	\$ -	\$ 811.85
\$ 59,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$57,264.62	\$ 47,759.26	\$3,105.95	\$ 2,032.09	\$ 51,979.84
\$ 13,000.00	Shelters - Open	Various Fees based on location of shelter.	\$12,759.85	\$ 11,183.36	\$114.47	\$ 182.66	\$ 11,573.31
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$75 / \$10 per picnic table	\$450.24	\$ 47.39	\$0.00	\$ -	\$ 47.39
\$ 38,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$13/\$22/\$515/\$655/\$515/\$725/\$865	\$3,066.03	\$ 33,687.24	\$0.00	\$ -	\$ 33,687.24
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$4,627.74	\$ 4,054.05	\$172.95	\$ 200.36	\$ 4,175.49
\$ 8,500.00	Disc Golf	\$3 / \$5 / \$25 / \$50	\$4,650.13	\$ 7,639.09	\$39.81	\$ 22.47	\$ 7,657.44
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$24,755.49	\$ 22,496.22	\$119.20	\$ 65.24	\$ 22,496.22
\$ 17,000.00	Miscellaneous		\$9,897.77	\$ 5,674.84	\$516.63	\$ 570.02	\$ 15,433.37
\$ 8,800.00	Gift Certificates	Gift Certificates	\$355.29	\$ 277.60		\$ 45.67	\$ 7,889.91
\$ 850,000.00			\$717,274.38	\$730,598.87	\$11,109.43	\$11,677.05	\$ 761,804.11
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships)	CONTRACTED	\$308,528.54	\$ 487,875.17	\$3,936.97	\$67,834.22	\$ 629,983.14
\$ 1,200,000.00	Monthly totals = NET Revenue	TOTAL REVENUE:	\$1,025,802.92	\$1,218,474.04	\$15,046.40	\$79,511.27	\$1,391,787.25



RESOLUTION#

Introduced by Highway Infrastructure and Recreation Committee
Page 1 of 1

Committee

RRK

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

INTENT & SYNOPSIS: To grant an increase in the Highway Commissioner's compensation from a step 7 to step 8 effective January 1, 2025

FISCAL NOTE: Wages: \$3,120
Fringe: \$1,900
Total: \$5,020

Source of Money:

Intergovernmental Revenues (LRIP, GTA) \$2,761
Licenses and Permits \$ 50
Intergovernmental Charges for Service \$2,209
(State records and Reports, Supervision
Bituminous Revenues)
Total: \$5,020

WHEREAS, the Wood County Highway Infrastructure and Recreation Committee is the oversight committee for the Highway Commissioner, and

WHEREAS, the Highway Infrastructure and Recreation Committee rated the Commissioner's performance consistently and substantially exceeds expectation, and

WHEREAS, the Commissioner was elected and served as President of the Wisconsin County Highway Association from January 2022 until January 2024, and

WHEREAS, the Commissioner currently serves as the Wisconsin Board of Directors representative for the National Association of County Engineers, and

WHEREAS, Step 8 on the wage scale is more in line with neighboring Clark and Portage County's Commissioner salaries.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to increase the Highway Commissioner's pay from step 7 to step 8 effective January 1, 2025.

()

JAKE HAHN (Chairman)

AL BREU

SCOTT BREHM

JOHN HOKAMP

LEE THAO

Adopted by the County Board of Wood County, this 17th day of December 2024.

County Clerk

County Board Chairman



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

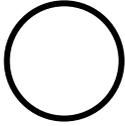
Upon completion of the 2024 annual review process, the Highway Infrastructure and Recreation Committee on December 5 agreed to increase the Commissioner's salary one additional step above the 2025 proposed increase. The McGrath Human Resources Group placed the Commissioner at Grade P, Step 7 \$60.07.

HIRC has proposed to increase the Commissioner to Grade P, Step 8 \$61.57 (\$128,065.60). The increase is more in line with neighboring Clark and Portage County Commissioner salaries at \$65.17 (\$135,553.60) and \$65.90 (\$137,072.00)

Commissioner Hawk is a licensed Professional Engineer in the State of Wisconsin as well as a certified bridge inspector. The neighboring commissioners hold neither of these credentials.

Commissioner Hawk has secured \$4.7 million in Ho-Chunk Tribal Transportation Grants for Wood County since 2013. In addition to Tribal Grants, he has secured \$3.1 million in State Grants and \$9.5 million in Federal Grants for Wood County since 2018.

Moving Mr. Hawk to Grade P, Step 8 provides a salary of \$128,065.60.



RESOLUTION#

Introduced by Highway Infrastructure & Recreation 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:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: <u>PK</u> , Corp Counsel	
Reviewed by: <u>EN</u> , Finance Dir.	

INTENT & SYNOPSIS: To authorize the Parks and Forestry Department (Department) to enter into a lease of property, currently named CERA Park, from Consolidated Water Power Company (CWPCO). Also, to authorize the Department to enter into a Memorandum of Understanding (MOU) for the purpose of outlining the responsibilities of the parties with respect to the potential future transfer of ownership of CERA Park to Wood County.

FISCAL NOTE: Annual rent for duration of lease is \$1.00.

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
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, CWPCO has opted not to extend the lease to the current tenants of CERA Park, which expires December 31, 2024, and

WHEREAS, CWPCO has communicated their desire to enter into a lease with Wood County Parks and Forestry Department to operate and manage CERA Park as a public park beginning January 1, 2025, and

WHEREAS, CWPCO and the Department also desire to enter into a MOU to evaluate and pursue the possible transfer of ownership of CERA Park to Wood County in the future, subject to approval of the Federal Energy Regulatory Commission (FERC).

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Wood County Parks and Forestry Department to negotiate and conclude the terms of a lease and MOU with Consolidated Water Power Company for CERA Park. The County Clerk is hereby authorized and directed to execute said lease and MOU, a copy of which to be held at the Office of the County Clerk.

{ }

Jake Hahn

Allen Breu

Scott Brehm

John Hokamp

Lee Thao

Adopted by the County Board of Wood County, this 17th day of December 20 24.

County Clerk

County Board Chairman

LEASE AGREEMENT

This Lease Agreement (this "**Lease**") is made and entered into as of the 1st day of January, 2025 (the "**Effective Date**") by and between CONSOLIDATED WATER POWER COMPANY, a Wisconsin corporation ("**Landlord**") and WOOD COUNTY, WISCONSIN ("**Tenant**"). Landlord and Tenant may be referred herein individually as a "**party**" and collectively as the "**parties**" to this Lease.

1. **Premises.** In consideration of the rents, terms and conditions, and covenants to be performed and observed by Tenant, as hereinafter set forth, Landlord rents to Tenant, and Tenant rents from Landlord that certain real estate located at 205 State Highway 66, Rudolph, WI 54475 and more particularly described on **Exhibit A**, attached hereto and incorporated herein by reference, together with all improvements now or hereafter located thereon (the "**Premises**"). Tenant acknowledges and agrees that Tenant accepts the Premises "AS IS." No representation or warranty, express or implied, has been made by or on behalf of Landlord as to the condition of the Premises.

2. **Term.** The initial term of this Lease shall commence on the Effective Date and shall continue for a period of ten (10) Lease Years (defined below) thereafter, unless earlier terminated as herein provided (the "**Initial Term**"). If Tenant is not in default under any provisions of this Lease, Tenant shall have the right and the option to extend the term of this Lease for two (2) consecutive additional periods of five (5) Lease Years each under the same terms and conditions as the Initial Term (but without expanding this option to extend) (each a "**Renewal Term**" and collectively, the "**Renewal Terms**"). A written notice of Tenant's exercise of a Renewal Term shall be delivered to Landlord in writing ninety (90) days prior to the end of the Initial Term in the case of the first Renewal Term, or ninety (90) days prior to the end of the first Renewal Term in the case of the second Renewal Term. The Initial Term and each Renewal Term (if any) may hereafter collectively be referred to as the "**Term**" of this Lease. Any holding over after the expiration of the Term with Landlord's consent shall be construed to be a tenancy from month to month on the same terms and conditions, terminable as permitted by Wisconsin law. The term "**Lease Year**" shall mean a period of twelve (12) consecutive calendar months, with the first Lease Year beginning on the Effective Date.

3. **Rent.** Beginning on the Effective Date and continuing during the Term, Tenant shall pay to Landlord annual rent in the amount of One Dollar (\$1.00) (the "**Rent**"), payable in one annual installment on or before January 1st of each year during the Term. In consideration of Landlord's historic financial support of the operation of the Premises and the condition of the Premises on the Effective Date of this Lease, Landlord shall remit to Tenant the amount of \$40,000 on January 1st of each year this Lease is in effect, beginning January 1, 2027. Said payments shall terminate upon Tenant's purchase of the Premises from the Landlord.

4. **Use of Premises.**

(a) **Minimum Requirements.** Tenant shall use the Premises solely for the purpose of operating a public park in a manner consistent with Landlord's license from the Federal Energy Regulatory Commission (the "**Commission**") for Project No. 2192, and for no other purpose whatsoever without Landlord's prior written consent.

Tenant shall, at all times during the Term, make the following amenities available at the Premises: sufficient vehicle parking to support all activities, a boat launch and dock, shoreline fishing piers, an Americans with Disabilities Act compliant fishing pier, sixty-two (62) campsites, toilet facilities, and picnic sites. Tenant may expand the foregoing amenities in its sole discretion, but may not reduce or eliminate such amenities without the prior express written consent of Landlord.

(b) Dates of Operation. Tenant shall, at a minimum, make the Premises available for use by the public each calendar year commencing on the Friday before Memorial Day and continuing until Labor Day. Tenant may expand the foregoing dates of operation in its sole discretion. In the event Tenant believes it is not reasonably able to make the Premises available during the period described above, Tenant agrees to provide Landlord with written notice describing the reason(s) that Tenant is unable to make the Premises available during such period.

(c) Prohibited Uses. No portion of the Premises may be used for residential or commercial development without Landlord's prior express written consent. Tenant shall not commit, or permit to be committed, any waste or nuisance on the Premises.

(d) Other Obligations of Tenant. Tenant shall comply with all applicable laws, ordinances, regulations and/or recorded easements and restrictions affecting the use or occupancy of the Premises. Tenant shall further be solely responsible for the supervision and control of the use of the Premises by the public and Tenant's employees, guests, and invitees so as to ensure: (i) that the use of the Premises does not endanger the health or safety of any person, create a nuisance, or otherwise be incompatible with overall recreational use; and (ii) that no activities occur on the Premises which might create an unusual or high degree of risk of injury to the public or the property of any persons.

5. Rights of Landlord.

(a) FERC Requirements. Notwithstanding anything contained herein to the contrary, Tenant acknowledges and agrees that this Lease and Tenant's rights hereunder are in all respects subject and subordinate to Landlord's obligations under the license issued to Landlord by the Commission for Project No. 2192. Notwithstanding any other provision contained herein to the contrary, Landlord and its successors and assigns have the right to perform any and all acts required by the conditions of the license for Project No. 2192, any Commission order or Commission delegated staff orders, or any Commission's regulations in effect from time to time. The foregoing right includes, but it not limited to, the right to terminate this Lease at any time during the Term with written notice to Tenant, if Landlord is ordered or required to do so by any governmental authority or regulation. Landlord will provide Tenant with as much advance notice of such termination as is reasonably permitted under such governmental order or regulation.

(b) Flowage and Easement Rights. Tenant further acknowledges and agrees that (i) the Premises are subject to the water, flowage and riparian rights held by Landlord and such rights are hereby expressly reserved by Landlord; and (ii) this Lease is subject to any other rights heretofore given by Landlord, or which may hereafter be given, including but not limited to, utility line easements and snowmobile trail privileges, so long as such other rights do not materially interfere with Tenant's possession, enjoyment and use of the Premises as permitted by this Lease.

6. Personal Property; Repairs and Maintenance. Upon the execution of this Lease by Tenant, Landlord agrees to convey all of Landlord's interest in any buildings, structures, fixtures, equipment and personal property located on the Premises on the Effective Date. Tenant may, in its sole discretion, dispose of any such property conveyed by Landlord, subject to Tenant's obligations described in Section 4 above. Tenant shall, at its sole cost and expense, maintain the Premises in good repair and condition, and replace from time to time as necessary, all buildings, structures, improvements, equipment, and all other mechanical systems and components of the Premises. Tenant shall also make such modifications as may be required by order or directive of any applicable governmental authority as the result of Tenant's use of the Premises in order to bring the Premises into compliance with applicable laws following the Effective Date. Tenant shall be solely responsible for all repairs, replacements, maintenance, and operating expenses of each and every kind attributable to any fixtures, equipment, signage and other personal property installed or placed on the Premises by Tenant during the Term in association with Tenant's use of the Premises.

7. Alterations and Improvements. Tenant may, with Landlord's prior written consent in each instance, make alterations or improvements to the Premises, including but not limited to, the construction of buildings, structures, fixtures, equipment and personal property. Any permitted alterations or improvements shall be in strict compliance with all applicable governmental laws, ordinances, codes, rules and regulations, and in compliance with recorded easements or covenants affecting the Premises. Further, such alterations or improvements shall be completed in a good and workmanlike manner with reasonable promptness. Before any work is commenced, Tenant shall furnish Landlord with proof of worker's compensation and public liability insurance coverage and shall procure such necessary permits, approvals and certificates in connection with the changes as may be required by the appropriate governmental agencies. At Landlord's request, Tenant shall (at Tenant's expense) provide Landlord with satisfactory payment and/or performance bonds with regard to any construction, alterations, improvements or changes undertaken by Tenant hereunder. Tenant agrees to hold the Landlord free and harmless from any and all liens that might attach to the Premises on account of labor performed or material furnished to the Premises, and agrees to pay or discharge any such liens within thirty (30) days.

8. Utilities. The installation of facilities for utilities, roadways and public improvements shall at all times be subject to the control of Landlord, and no such installations shall be made upon the Premises without Landlord's prior written consent. Tenant shall, during the Term, fully and promptly pay for all public utilities of every kind

furnished to the Premises or used by Tenant or its employees, guests, or invitees. Landlord shall not be liable to Tenant for any interruption in the aforesaid utilities.

9. Taxes. Tenant agrees to pay any and all taxes, assessments, impositions, use fees, impact fees, and governmental charges of any kind and nature that accrue against the Premises during the Term. Tenant shall disclose to the applicable taxing authority for assessment as personal property all approved leasehold improvements, fixtures, and equipment added to or located on the Premises by Tenant and shall provide any information related to such leasehold improvements, fixtures, and equipment requested by such taxing authority. Tenant shall pay all taxes levied or assessed by reason of such leasehold improvements, fixtures, or equipment added to or located on the Premises and used by Tenant, prior to the time such taxes become delinquent.

10. Insurance. Tenant shall maintain, at its sole cost and expense, ISO special form property insurance covering the full insurable value of the Premises and improvements and personal property installed, kept or placed in or adjacent to the Premises by Tenant. Tenant, at its expense, shall maintain during the Term: (a) commercial general liability insurance (providing coverage at least as broad as the current ISO form) with respect to the Premises and Tenant's activities at the Premises, on an "occurrence" basis, with minimum limits of \$2,000,000 each occurrence and \$3,000,000 general aggregate for bodily injury and property damage (and such additional umbrella coverage as Landlord may reasonably require); (b) worker's compensation insurance with no less than the minimum limits required by law; and (c) employer's liability insurance with such limits as required by law. Landlord may from time to time require reasonable increases in any such limits. The policies required in this section shall (i) name Landlord as an additional insured and loss payee, as appropriate; (ii) insure on an occurrence and not a claims-made basis; (iii) be issued by insurance companies which are reasonably acceptable to Landlord; (iv) not be cancelable unless thirty (30) days' prior written notice shall have been given to Landlord; (v) contain a contractual liability endorsement; and (vi) provide primary coverage to Landlord (any policy issued to Landlord with respect to the Premises providing duplicate or similar coverage shall be deemed excess over Tenant's policies). Such policies or certificates thereof shall be delivered to Landlord by Tenant upon commencement of the Term and upon reasonable request from Landlord.

11. Waiver of Subrogation. Both parties wish to eliminate the right of either party to assign, by way of subrogation, to any insurance company carrying fire and extended coverage policies, any cause of action which either party may have against the other because of negligence, and the resulting loss to property which is insured. Therefore, it is agreed that: (a) each party hereby expressly waives every claim which arises or may arise in its favor and against the other party during the Term for any and all loss of or damage to any of its property located within or upon the Premises, which loss or damage is covered by valid and collectable fire and extended coverage insurance policies to the extent that such loss or damage is recoverable under said insurance policies; (b) said mutual waivers shall be in addition to, and not in limitation of, any other waiver or release contained in this Lease with respect to any loss of or damage to property

of the parties; and (c) each party agrees to give to each insurance company which has issued to it policies of fire and extended coverage insurance written notice of the terms of this mutual waiver and to have said insurance policies properly endorsed (if necessary) to prevent the invalidation of said insurance coverages by reason of said waiver (and if requested, to give to the other party a certification from its insurance company to that effect).

12. Limitation of Liability. Landlord and its agents, officers, directors, shareholders, and employees assume no liability or responsibility whatsoever with respect to Tenant's use or operation of the Premises and shall have no liability for any claims related thereto. Landlord and its agents, officers, directors, shareholders, and employees shall not be liable for any accident to or injury to any person or persons or property in or about the Premises that are caused by the conduct and operation of the Premises by Tenant. Tenant agrees to hold Landlord and its agents, officers, directors, shareholders, and employees harmless against all such claims.

13. Indemnification. Tenant hereby agrees to indemnify and hold Landlord and its agents, officers, directors, shareholders, and employees harmless from and against any cost, damage, claim, liability, or expense (including attorneys' fees) incurred by or claimed against Landlord and its agents, officers, directors, shareholders, and employees, directly or indirectly, as a result of or in any way arising from: (a) Tenant's use and occupancy of the Premises, including but not limited to, any cost, damage, claim, liability or expense arising from any violation of any zoning, health, environmental, or other law, ordinance, order, rule, or regulation of any governmental body or agency; (b) the negligence of Tenant, its officers, directors, employees, and agents; (c) any default, breach, or violation of this Lease by Tenant; or (d) injury or death to individuals or damage to property sustained on the Premises.

14. Damage or Destruction. If the Premises are at any time destroyed or damaged by fire or any other casualty, Tenant shall repair such damage and restore the Premises with all reasonable diligence to substantially its condition immediately prior to the happening of such event. The insurance proceeds shall be applied to such repair and restoration.

15. Default and Remedies.

(a) Tenant's Default. The occurrence of any of the following shall constitute an "**Event of Default**" by the Tenant: (i) Tenant fails or refuses to pay Rent or any other charges herein required of Tenant when due, and such payment is not made within ten (10) days of the due date; (ii) Tenant fails or refuses to keep and perform any of the other terms, covenants, or conditions herein required of Tenant, and such default is not cured within twenty (20) days after Landlord gives Tenant written notice of such default; or (iii) Tenant willfully or maliciously damages the Premises.

(b) Landlord's Remedies. Following an Event of Default by Tenant, Landlord may declare this Lease terminated and shall have the immediate right of re-entry and may remove all persons and property from the Premises, with or without the process of law. Such property may be removed and stored in a public warehouse at the cost of, and for the account of, Tenant. Nothing contained in this section shall exclude any other right or remedy allowed by law to Landlord, nor shall the invalidity or unenforceability of any one right or remedy affect or impair the validity or enforceability of any other right or remedy. Upon any Event of Default, in addition to any other rights herein stated, Landlord shall be entitled to recover from Tenant, Landlord's reasonable costs, expenses and attorneys' fees incurred in exercising Landlord's rights hereunder.

16. Voluntary Termination by Tenant. In the event Tenant reasonably determines that it is not able to effectively operate the Premises in compliance with the requirements of this Lease, then Tenant may voluntarily terminate this Lease by providing Landlord with not less than ninety (90) days prior written notice. In the event Tenant elects to voluntarily terminate this Lease as provided in this Section 16, Tenant agrees to continue to operate the Premises in compliance with the terms of this Lease up to and through the date of termination.

17. Termination and Surrender. At the expiration or any termination of this Lease, Tenant shall surrender the Premises to Landlord in a clean and neat appearance and in the same condition as on the Effective Date, reasonable wear and tear excepted. Tenant may remove any improvements, buildings, structures, fixtures, equipment and personal property installed by Tenant during the Term, provided that Tenant shall be obligated to restore the Premises to its condition prior to the installation of such improvements and repair any damage made to the Premises by reason of such removal. If Tenant elects not to remove such improvements, then Tenant's right, title and interest in such items shall be forfeited and title to such items shall vest in Landlord. Notwithstanding the foregoing, if this Lease is terminated by Landlord as provided in Section 5 above, Tenant shall have sixty (60) days following the date of such termination to sell all of the improvements, buildings, structures, fixtures, equipment and personal property installed by Tenant during the Term. If Tenant elects not to exercise its right to sell such improvements and does not otherwise remove such improvements within the time provided, then Tenant's right, title and interest in such items shall be forfeited and title to such items shall vest in Landlord.

18. Quiet Enjoyment. Subject to the conditions of this Lease, upon payment by Tenant of the Rent and other charges herein required, and upon the observance and performance of all of the covenants and terms on Tenant's part to be observed and performed, Tenant shall have peaceful and quiet possession and use of the Premises during the Term. Notwithstanding the foregoing, Tenant shall permit Landlord and its agents and employees to enter into and upon the Premises at all reasonable times for any of the following purposes: (a) to determine whether the Premises are in good condition and whether Tenant is complying with its obligations under this Lease; (b) to do any other act or thing necessary for the safety and preservation of the Premises; or (c) to exercise Landlord's rights under Section 5 above.

19. Assignment and Subletting.

(a) Tenant's Interest. Tenant shall not sublet the Premises in whole or in part and shall not sell, assign, mortgage, pledge or in any manner transfer this Lease or any interest therein without in each case the consent in writing of Landlord first had and obtained, nor permit any transfer of Tenant's interest created hereby or allow any lien upon Tenant's interest by operation of law, nor permit the use or occupancy of the Premises or any part thereof by anyone other than Tenant.

(b) Landlord's Interest. In the event of the transfer or assignment by Landlord of its interest in this Lease to a person or entity expressly assuming Landlord's obligations under this Lease, Landlord shall thereby be released from any further responsibility hereunder, and Tenant agrees to look solely to such successor in interest of the Landlord for performance of such obligations.

20. General Provisions.

(a) Notice. Any notice, consent or other communication given pursuant to this Lease shall be in writing and shall be given by personal delivery or mailed to the address designated below, or such other address as they may designate in writing, mailed by registered or certified mail, return receipt requested, with postage prepaid. Notices shall be deemed effective when personally delivered or when deposited in the United States mail in the manner described above.

If to Landlord: Consolidated Water Power Company
Attn: _____
610 High Street
Wisconsin Rapids, WI 54495

If to Tenant: Wood County, Wisconsin
Attn: _____
400 Market Street
Wisconsin Rapids, WI 54494

(b) Entire Agreement. This Lease shall be governed by and construed in accordance with the laws of the State of Wisconsin and shall be binding upon, and shall inure to the benefit of, the parties to this Lease and their respective successors and permitted assigns. This Lease sets forth all of the covenants, conditions and understandings between Landlord and Tenant concerning the Premises. No subsequent change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and signed by them. If any provision of this Lease or any specific application shall be invalid or unenforceable, the remainder of this Lease, or the application of the provision in other circumstances, shall not be affected, and each provision of this Lease

shall be valid and enforceable to the fullest extent permitted by law. Landlord does not in any way become a partner, joint venturer or member of a joint enterprise with Tenant.

(c) Waiver. The waiver by Landlord or Tenant of the breach of any term or covenant herein shall be limited to the specific instance and shall not be deemed a waiver of the term or covenant. The acceptance of Rent by Landlord shall not be deemed a waiver of any preceding breach by Tenant of any covenant herein, other than the failure of Tenant to pay the Rent so accepted. No term or covenant of this Lease shall be waived by Landlord or Tenant, unless the waiver is in writing.

(d) Counterparts and Signatures. This Lease may be executed in any number of counterparts, all of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement. The parties agree that facsimile or PDF signatures when attached to this Lease shall bear the same legal import as original signatures on one document.

The undersigned have agreed to the above referenced terms and conditions of this Lease as of the Effective Date.

LANDLORD:

TENANT:

Consolidated Water Power Company

Wood County, Wisconsin

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Exhibit A
Description of Premises

- Parcel 1: All lands lying within the Northwest Quarter of the Northeast Quarter of Section 25, Township 23 North, Range 6 East, Town of Rudolph, Wood County Wisconsin.
- Parcel 2: The Northeast Quarter of the Northeast Quarter of Section 25, Township 23 North, Range 6 East, Town of Rudolph, Wood County, Wisconsin.
- Parcel 3: Lots 1 and 2 of Wood County Certified Survey map No. 3956 (Vol. 14, Survey Maps, Page 56) being part of the Northwest Quarter of the Northeast Quarter and the Northeast Quarter of the Northwest Quarter, Section 25, Township 23 North, Range 6 East, Town of Rudolph, Wood County, Wisconsin.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (this “**MOU**”) is made and entered into as of the 1st day of January, 2025 (the “**Effective Date**”) by and between CONSOLIDATED WATER POWER COMPANY (“**CWPCO**”) and WOOD COUNTY, WISCONSIN (the “**County**”). CWPCO and the County may be referred to herein individually as a “**party**” and collectively as the “**parties**” to this MOU.

1. **Background.** CWPCO is the owner of certain real estate located at 205 State Highway 66, Rudolph, WI 54475, Wood County, Wisconsin, commonly referred to as “CERA Park” (the “**Premises**”). The Premises has historically been operated as a recreational area for local citizens. The use of the Premises for recreational purposes is an important component of CWPCO’s license from the Federal Energy Regulatory Commission (the “**Commission**”) for Project No. 2192.

2. **Purpose.** Simultaneous with the execution of this MOU, CWPCO and the County have entered into a Lease Agreement (the “**Lease**”) whereby CWPCO agreed to lease the Premises to the County and the County agreed to operate a public park on the Premises. CWPCO and the County wish to evaluate and pursue the possible transfer of the Premises to the County in the future, subject to approval of the Commission and certain conditions described herein. The parties wish to enter into this MOU for the purpose of outlining the responsibilities of the parties with respect to the potential future transfer of ownership of the Premises to the County.

3. **Commission Approval.** The parties acknowledge that the transfer of ownership of the Premises to the County requires the prior approval of the Commission. CWPCO agrees to prepare and file an application for approval of the transfer of the Premises to the County with the Commission (the “**Application**”). The Application shall incorporate the Master Plan to be developed by the County pursuant to Section 4 below. The County agrees to provide such further assistance and cooperation regarding the preparation of the Application as is reasonably requested by CWPCO. The parties agree to use their respective commercially reasonable efforts to complete and file the Application with the Commission no later than **March 31, 2026**.

4. **Master Plan.** The County agrees to develop, at the County’s sole expense, a master plan for the use and operation of the Premises as a permanent public park (the “**Master Plan**”). At a minimum, the Master Plan shall meet the requirements of CWPCO’s license from the Commission for Project No. 2192 and shall, at all times, make the following amenities available at the Premises: sufficient vehicle parking to support all activities, a boat launch and dock, shoreline fishing piers, an Americans with Disabilities Act compliant fishing pier, sixty-two (62) campsites, toilet facilities, and picnic sites. The plan shall further require that the park be open to the public each calendar year commencing on the Friday before Memorial Day and continuing until Labor Day. The County further agrees, at the County’s sole expense, to obtain all necessary governmental approvals of such Master Plan when complete. The County

agrees to use its commercially reasonable efforts to complete the Master Plan and obtain all necessary approvals no later than **December 1, 2025**.

5. Transfer of Ownership. Following receipt of the Commission's approval, CWPCO agrees to convey ownership of the Premises to the County, subject to: (a) such terms, conditions, and restrictions required by the Commission in association with the approval of the transfer of ownership; (b) such terms, conditions, and restrictions required by the Commission in association with CWPCO's license for Project No. 2192; (c) those retained rights and reservations or other conditions and restrictions reasonably required by CWPCO; and (d) the terms of the definitive agreements described in Section 6 below.

6. Definitive Agreements. The terms and conditions of the transfer of ownership of the Premises by CWPCO to the County shall be set forth in one or more definitive agreements to be entered into between the parties, which shall include but are not limited to: (a) a real estate purchase and sale agreement, (b) a restrictive covenant agreement, and (c) such other definitive agreements reasonably necessary to consummate the transactions described herein.

7. Term and Termination. The term of this MOU shall commence on the Effective Date and shall continue until the earliest of the following to occur: (a) the transfer of the Premises to the County; (b) the rejection of the Application by the Commission; (c) the termination of the Lease for any reason; or (d) the parties agree to voluntarily terminate this MOU by written agreement signed by the parties hereto.

8. No Liability. This MOU constitutes the joint understanding of the parties with respect to the potential transfer of ownership of the Premises from CWPCO to the County, but does not address all matters upon which a definitive agreement must be reached. This MOU does not constitute a binding commitment, which can result only from the execution and delivery of a definitive agreement. In the event the parties are unable to agree to the final terms of the definitive agreement, each party agrees that neither party hereto shall have a claim against the other party hereto resulting from or related to the failure to reach a definitive agreement with regard to this transaction.

9. Interpretation and Construction. The MOU shall be governed by Wisconsin law and shall be binding on the parties hereto and their respective successors and legal representatives. Except for the Lease, this MOU represents the entire agreement between the parties with respect to the subject matter described herein. No amendment or modification to this MOU shall be binding on the parties unless such amendment is in writing and executed by authorized representative of the parties hereto.

10. Counterparts and Signatures. The undersigned warrant and represent that they have the legal authority to execute and deliver this MOU on behalf of the parties hereto. This MOU may be executed in any number of counterparts, each of which when so executed will be deemed to be an original and all of which when taken together

will constitute one agreement. The parties agree that original signatures of a party transmitted by facsimile or in portable document format (pdf) or electronic signatures affixed to this MOU shall be as valid as an original signature of such party to this MOU.

The undersigned have agreed to the terms and conditions of this Memorandum of Understanding as of the date stated below.

CONSOLIDATED WATER POWER COMPANY

By: _____

Name: _____

Title: _____

WOOD COUNTY, WISCONSIN

By: _____

Name: _____

Title: _____

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, December 2, 2024

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm, Brad Hamilton (WebEx)

OTHERS PRESENT: 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 November 4, 2024, meeting were reviewed. Motion by Hamilton/Polach to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
5. The IT report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
7. The Maintenance report was reviewed.
8. Facilities Manager Van Tassel shared an update regarding the disposition of properties adjacent to the Courthouse
9. Van Tassel shared a draft lease agreement with 4-Stools. Motion by Brehm/Penzkover to approve the lease agreement with 4-Stools as presented. Motion carried unanimously.
10. Van Tassel shared bid information for the Courthouse heating system replacement. Motion by Penzkover/Hamilton to accept the bid from JFAhern including alternates as the best bidder. Motion carried unanimously.
11. The next regular meeting date will be held on Monday, January 6, 2025, at 9:00 AM.
12. Motion by Hamilton/Penzkover to go into closed session pursuant to 19.85 (1)(c) Wis.Stats., to conduct performance evaluations on the department heads they oversee. Motion carried unanimously.
13. Motion by Breu/Penzkover to return to open session. Motion carried unanimously.
14. Chair Breu adjourned the meeting at 10:25 AM.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next meeting.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

November 2024

1. Substantial staff time continues to be spent on the preparation and configuration for the new LEC. All network hardware for the wired network has been configured, placed, and tested. A connection between the LEC and the County network was verified. Currently working with security electronics vendor to complete port configuration work to bring cameras and door control online and accessible. Working with the audio/automation vendor on the video conferencing unit configuration in the Multi-Purpose and Sheriff Training rooms. The network hardware is configured for these rooms and has been tested successfully. The Video Conferencing units that are available have been programmed and are able to make and receive video and phone calls. Network staff is waiting on additional switches that were requested by the security vendor. A lot of progress has been made on this project despite the ongoing issues with additional network requirements that Network staff work to resolve.
2. Badger TraCS, Sheriff's Department Citation System (TraCS) was migrated to the hosted environment. Sheriff office and squad computers have been updated with the TraCS hosted software.
3. Time is being spent creating custom validation and reports for Human Services Electronic Health Record System, SmartCare.
4. Completed records management and retention configuration for HR personnel files and other document stores in Laserfiche.
5. Continued a project to implement Managed File Transfer available to county employees. This system will enable secure and regulations-compliant exchange of digital files between county employees and outside entities such as members of the public, private companies, contractors, and other government agencies. Software has been selected and tested, and implementation for interested departments will begin over the next month.
6. Supported the County Clerk's office during the November election and corrected a bug related to write-in votes on the election results website.
7. Completed migration of all devices to the new virus scanning software and installation of the new client.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

8. On November 5 the Courthouse experienced a power outage. During that time the UPSs and generator were able to keep the critical systems in the datacenter and Dispatch up and running until local utilities were back online.
9. At approximately 4 PM on November 21st an issue with incoming calls to all Wood County phone numbers was reported. A ticket was opened with Spectrum and it was determined to be a large scale issue on their end. By 6:30 PM the issue was resolved, and all phone numbers were again receiving inbound calls.
10. Began selection of IRS form 1099 automation software for the Finance Department. This form is sent to all vendors and payees on a yearly basis and now electronic submission to the IRS is required. Adding software for this purpose will reduce data entry tasks related to this requirement.
11. Continue to work on the project plan for the O365 migration. The current version of Office needs to be replaced with O365 by December 31, 2024. This project is near completion. There are just two departments left to migrate, Edgewater and Sheriff's Department. Once these two departments are complete, IT will have successfully migrated all devices by the deadline. A new O365 blog about updates is available on the Intranet.
12. Staff is reviewing the configuration of O365 to ensure the environment is properly configured, easy to use and has the proper security in place as we begin to implement SharePoint, Teams, One Drive and work to migrate email servers to Exchange Online.
13. The Guardian RFID and CIS one-way interface for the new jail is complete and tested. The rest of the Guardian RFID equipment, such as the handheld Spartans, ID cards, and Zebra printer has shipped and arrived. In house testing with the equipment and interface is tentatively scheduled for the first week of January 2025.
14. Completed review of proposals for an enhancement of County court rooms A/V system. This will be to improve reliability for in room and video conference communication. A room to house the new equipment has been located. IT staff will begin work to prepare this room and finalize the details of this project. The project will begin in December.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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15. Network staff has been migrating connections to new switches and storage in the data center. The new switches will extend the support and reliability of critical network infrastructure. The equipment that runs the majority of the servers for Wood County also has a replacement and is in the process of being configured. Due to the size and connectivity requirements of the new equipment, existing hardware had to be moved strategically to reduce the impact to users. Devices continue to be migrated off old switches in the data center to new hardware. The new equipment has been configured and is being tested for production readiness.
 16. Network staff continue to work with the Communications department to complete an upgrade to the radio network. The new equipment is IP based and requires additional configuration at all the tower sites.
 17. Continue work with the Village of Port Edwards to update older systems. Placed an order for O365 and new server equipment. Preparations for implementing these solutions are underway.
 18. Preparing for the refresh of server equipment at county remote sites. This will replace machines that are soon out of support, with newer technology.
 19. System\code improvement for the in-house Planning & Zoning permitting system continues.
 20. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication support and procedure improvement and preparation for electronic transaction implementation.
 21. Support for the Highway time and materials tracking system and AWS scales system continues.
 22. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff begin the preliminary process of vetting replacement systems for HRMS and Dynamics. System preparation for Fall open enrollment is complete.
 23. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Preparations begin for migrating the 34 municipalities to the new system by late 2025. Preparations for annual tax bill creation begins.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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24. Work continues with CIS, Law Enforcement System, to update the software configurations to meet the new jail housing needs. The new jail housing configuration is now in the CIS Training environment so that Sheriff Department staff can test the system. Once testing is completed and approved, the new jail housing configuration will be added to the live environment.
 25. Continue work on preparing data for migration from Human Services IMS, current document management system & TCM, Electronic Health Record System, into Laserfiche, countywide document management system.
 26. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system. Ivanti, CMS connection software, upgrades are being scheduled quickly for all workstations\users that use Ivanti.
 27. Research and preparation begins in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. Additional new requirements for reporting begin January 1, 2025.
 28. Assisting Maintenance department with Branch I remodel tasks including sound masking for the jury room.
 29. Continued work on the WISHIN project. This project is to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. Failure to comply and meet the deadline of December 31, 2024 would result in loss of DHS financial incentives and later a reduction of CMS and DHS revenue for the Norwood Healthcare Facility. WISHIN has confirmed the ability to stand up a secure web service for the interface. Progress continues to be made to meet this deadline.
 30. Assisting Planning & Zoning on obtaining crime data from the Wood County PDs that have agreed to share data as part of a County GIS project.
 31. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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32. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management, solution. This will give us much needed insight into threat detection, security events, and compliance information and other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity. The Virtual Scanner is fully operational. Work is being spent on planning risk scanning schedules for all endpoints on the County network.
 33. Continued work consolidating programming source control systems to organize historical and ongoing software development projects, and this will eliminate a server as part of the Server OS update project.
 34. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. Several new job codes were added and mapped to the PBJ export. Configuration adjustments are underway to meet the requirements resulting from a CMS PBJ audit at Norwood. Edgewater CMS PBJ audit was last month.
 35. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. Testing to meet new Point and Pay security connection requirements is complete.
 36. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server is nearly complete. This ongoing project took considerable time to plan, test, and implement.
 37. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, for payroll reports and employee benefits open enrollment. Coding an admin view is next on the list for ESS application enhancement.
 38. Continue to work with members of the Central Records subcommittee. Working to schedule an on-site visit from CIS, current Law Enforcement Software vendor, to discuss unmet needs of the current system.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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39. The 2024 PC replacement 3rd and final order has been placed. Staff is working to configure and place the new devices. The 2nd order has been completed as has the billing. New devices include the update to Windows 11 and Office 365. The new equipment for the LEC has been configured and is ready to place prior to occupancy.
 40. The IT Security Team continues the Security Awareness Program. Members of our team have been virtually attending mentoring meetings with leaders in the cybersecurity area, as arranged by the MS-ISAC (Multi-State Information Sharing and Analysis Center). This includes monthly update meetings with the State of Wisconsin CRT (Cyber Response Team).
 41. For the month of October, 625 helpdesk requests were created, with staff completing 641 tickets and leaving 102 open requests. In addition, there are currently 219 project requests.
 42. Network analyst Brian Landowski will be transferring to the vacant Services Support Analyst position. Recruitment to fill the Network Analyst position has been unsuccessful. Steps are being taken to partner with a Temp Agency to help fill the position needs until we are comfortable beginning recruitment efforts again. With the approval of the 2025 IT Budget, recruitment for the new Cyber Security Analyst position is also underway.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments December 2024

Ongoing Projects and Planning

Jail Project – HVAC testing and balancing is nearing completion. Installation of furniture, audio/video systems, ceilings, flooring, and other finishes should be complete in the next few weeks. The architect, engineers, and management team continue working with the contractors on punch-list items.

The project team has begun a more thorough review of the upcoming demolition of the existing jail; there are extensive details to consider when disconnecting a portion of the structure. We are doing everything we can to minimize risk and avoid unnecessary disruption to staff working near the demolition area.

Courthouse – Bids have been received for the heating system replacement. The project engineer and I reviewed bids and met with the low bidder to confirm qualifications; a contract for the work is being drafted for the County to review. I will present the bids and budget to the Property and Information Technology committee at their December meeting.

The heating system replacement will be a monumental project that will require collaboration among all departments located in the Courthouse. Meetings with some of the more affected departments will begin in January.

We continue flexing space throughout our facilities to meet the often-changing needs of County departments; relocation of the Sheriff's Department will bring more opportunity to provide better space for departments in need.

Miscellaneous

Attended PIT, County Board, and numerous project meetings.

Continuing to work with City staff and adjacent property occupants regarding accessibility improvements at the Courthouse.

JUNIOR FAIR BOARD MINUTES

September 18, 2024

Hewitt Village Hall, Hewitt WI

September 18th meeting of the Central WI Jr. Fair Board was called to order by President Heather Wellach at 7:00 pm at the Hewitt Village Hall.

MEMBERS PRESENT: Lisa Blanchard, Jodie Budtke, Amanda Budtke, Romelle Bymers, Mallory Cepress, Bob Hartwig, Kurt Hartwig, Laura Huber, Katlyn Kohl, Virginia Krause, Megan Kundinger, Betty Peterson, Josh Sabo, Andrew Seefeldt, Mark Seefeldt, Beth Spindler, Laura Strigel, Heather Wellach, and Dave Urban.

EXCUSED: Brittany Bauer, Dale Christensen, George Gilbertson, Lori Haffenbredl, Tim Heeg, Emma Kundinger, Jessica Lindow, and Steve Redmond

MEMBERS ABSENT: Tracy Benson, Mark Cournoyer, and Kitty Bymers,

GUESTS: Jason Bernick, Tammy Grassel, Calvin Amunson

ADDITIONS TO THE AGENDA: Livestock Show – Jason Bernick and Small Animal Barn fans - Josh

SECRETARY'S MINUTES: Approved as presented

TREASURER'S REPORT: Approved as presented. Megan reported that several groups donated back the money they received from the Farmer's Olympic event. Donating \$50 were Kountry Kids 4-H and High on the Hog. Town & Country donated \$5.00, and Evergreen Farm Cheviots donated all the prize money for the event. \$105 was raised for the Jr. Fair. The event was a success. There are several bugs that need to be worked out for next year. If possible it was suggested to start it earlier in the evening. Everyone enjoyed the evening. Thanks will be sent to those groups.

FAIR BOARD REPORT: Heather reported that an individual from the Colby area has volunteered to work with the Fairest of the Fair program for 2025. On November 30 there will be a special event to kick-off the fundraiser for the 1st phase of the proposed building project. It will be held in the Jr. Fair Building with a Christmas theme starting at 5 pm. More information will be coming. The number of exhibitors in both Junior Fair and Open Class were up.

EXTENSION REPORT: 4-H is in the process of re-enrollment at this time. Members have until November 1. All new members must be enrolled by March 1 in order to exhibit at the 2025 fair. A new person has joined the staff. They are looking for someone to work through Americorp starting in January.

OLD BUSINESS:

- Fair Evaluations – Care to Share forms will be sent to members and will be further reviewed at the October meeting. The Dog Show would like to move to Sunday before the fair in 2025. Members were thanked for their work at the fair. The buildings looked great and everything went smoothly for the most part.
- Fair Issues – Premiums for the meat goat classes was not entered into fairentry, thus when the checks were cut, those exhibitors didn't receive any premium. This involved two exhibitors for a total of \$12.00. Megan moved to pay the premiums to those exhibitors. Laura seconded. MC.

Stipends for the rabbit and poultry judge went over the \$80 allowed by a total of \$70. It was the decision of the Board that the money to pay these two judges should come from the money raised

at the Market Sale from the auction of the rabbit or chicken each year. Josh moved that the Board pay the \$70 extra for those two judges. Beth seconded. MC. Lisa asked that the llama group only pay for half of the over stipend cost of their judge since that judge also judges the other exotic animals. This would amount to \$25 owed by the llama group.

Junior Fair would like to have access to the General Rules for the Market Animal Sale.

Josh purchased 2 fans for the small animal building. The Fair Board did not agree to pay for the second fan. Mark moved to pay Josh for the second fan. Dave seconded. MC. The fans will be stored at Josh's place when not used at the fair.

Steve reported that the old shelving has been taken apart and he has them at his house at this time. Several older units have been discarded.

NEW BUSINESS:

- Ribbons for 2025 – At this time it is not sure if Blue Ribbon Awards will be making our ribbons. Romelle will be taking them the order next Tuesday to see if they can still complete the order. The grand champion and reserve champion rosettes for the different breeds in beef, horse, and sheep will be changed to a straight 2 ½ x 14 inch ribbon because of the number of ribbons they need. There will still be rosettes for the overall grands and reserves.
- Judges – Most judges in the state will be needing to renew their fair licenses by the end of September. A new list of certified judges will be coming out in January. This means that some of the judges we have hired in the past may not be available in 2025.
- Livestock Show - Jason Bernick asked that the Board consider allowing exhibitors in the beef project to who any animal from the immediate family in the showmanship classes. He felt this is a safety issue especially for younger members. It was questioned that with the Market Animal Sale program making showmanship mandatory in sheep, swine and beef what happens when exhibitors have other projects they need to participate in at the same time. What takes priority? Jason also proposed that the Board consider adding a pair of steers lot to the fair book. This would consist of any two steers from an immediate family. He believes this would encourage more exhibitors to participate in this class.

Department Reports:

- Market Sale – Their next meeting will be October 9 at 7:00pm at the Junior Fair building. There will be discussion on change over on Thursday of the fair, animals on the midway, and electrical projects. A committee is working on scanning changes and possibly changing how Google classroom works.
- Dairy – Nothing to report
- Horse – There will be a meeting on September 29 at the Hewitt Village Hall to discuss lessons and projects for 2025.

AGENDA ITEMS FOR THE NEXT MEETING: Ribbons, Care to Share Forms, Budget Items, Membership, 2025 Schedule, Market Animal Showmanship classes

The next meeting will be October 16, 2024 at the Hewitt Village Hall starting at 7:00 pm. Amanda moved to adjourn the meeting. Bob seconded. MC Meeting adjourned at 8:15 pm.

Respectfully submitted,
Romelle Bymers,
Recording Secretary

CWSF Board of Directors Meeting Agenda
Monday, October 21st, 2024 at 6:30pm – Fair Office
513 East 17th Street, Marshfield, WI

1. Call to Order

- a. **Roll Call** – Dale Christiansen, Gary Bymers, Kari Schwingle (zoom), Scott Karl, Sandy Leonhard, Peggy Sue Behselich, Joyce Karl, Kara McManus, Heather Wellach, Brad Hamilton, Jeff V.
- b. **Not Present:** Derek Wehrman, Nick Wayerski

2. Public Comment:

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.

3. **Approval of Minutes:** Minutes from September were presented and reviewed. Brad Hamilton made a motion to approve the minutes. Heather Wellach seconded. All approved.

4. **Financial Report:** Wrapping everything up. Had a few last minute bills come up and are being taken care of. Beer has been paid for but we haven't collected from all vendors yet. Should have some income once these are settled. Brad Hamilton made a motion to approve. Gary Bymers seconded. All approved.

5. **Executive Director's Report:** Dale Christiansen – Forklift was in bad shape, Dale got an estimate but was recommended not to fix. We are renting a forklift in the meantime with option to buy but aren't going to purchase. Looking into different used options. Marshfield utilities were in to make sure everything is taken care of. Have come across several campers still on premise. A motion is made a motion to approve Dale having campers vacating premise. All approved.

6. **Junior Fair Report: Heather Wellach** – Care to share forms were discussed and there were no concerns. Looking at Junior Chair book. New officers will be voted on at next month's meeting. Would like to have an open horse show on Thursday of the fair. Information will be forwarded to Dale and Sandy and will be presented at next Board meeting.
7. **Fair Update:** We are working on a few items for entertainment already. We do have an offer on a country singer for Friday night. We will wait to see if it works out. Prices are skyrocketing and looking to lock in sooner than later. Moving away from the Demo Derby. Open up entertainment for Saturday, instead. Still looking into different waste management options.
8. **Fair Park Management:** Fair Commission held Board meeting last week. Meeting went very well, funds were approved for phase two of electrical project. Estimate was given for siding. Working on controlling water issues. There has been positive feedback on new expo building. 5-year campus master plan is being finalized.
9. **Topics to be discussed:**
 - a. **Executive Committee:** Did not meet
 - b. **Sponsorship Committee:** Did not meet
 - c. **Marketing Committee:** Have met about Christmas show. Still making steps forward.
 - d. **Fairest of the Fair** – Have a new Chair for this group. Have not received any applicants at this time.
 - e. **Volunteer Committee** – Did not meet
 - f. **Livestock Committee** – Market sale update, board has changed. Had an issue with barns not being cleaned out. Dale has spoken with company to help with changeover and additional cleaning throughout the fair and after. Will know more about cost at a later date.
 - g. **Draft Horse Committee** – Did not meet
 - h. **Building & Grounds Committee** – Discussed earlier
 - i. **WOW Committee** – We have volunteers for next year.

10.Old Business

a. **Christmas Show Update:** We are excited for this event. Dale has been encouraged to get some kind of drawings/blueprint for fair building. Has traveled and acquired some great ideas for this already. Marketing for Christmas show has started. Tickets are out! This will be heavily decorated and catered. Looking for some raffle baskets. Possibly have a group come in to bus tables or help from the Board. Looking for Christmas trees. This is taking place on Saturday, November 30th. Convention in January – rooms have been reserved. Elections are coming up next month.

11.**Agenda Items for next meetings:** Tidy up Christmas Show event.

12.**Adjournment:** Scott Karl made a motion to adjourn at 7:23pm. Brad Hamilton seconded. All approved.

Respectfully,

Kari Schwingle

South Central Library System Board of Trustees Minutes
10/24/2024, 12:15 p.m.
1650 Pankratz Street, Madison
Meeting held via Zoom & in person

Action Items

Approved the 2025 System Plan
Approved the Nomination committee appointments

Present: B. Carus, C. Clark, B. Clendenning, S. Feith, J. Fordham, N. Foth, J. Honl, S. Garcia, M. Jorgensen, M. Nelson, D. Peterson, G. Poulson, H. St. Maurice, T. Walske, J. Wright

Excused: P. Cox

Absent: M. Howe

Recorder: H. Moe

SCLS Staff Present: S. Schultz, K. Goeden

Guests: None

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

- a. Introduction of guests/visitors: None
- b. Changes/Additions to the Agenda: None
- c. Requests to address the Board: None

Approval of previous meeting minutes: 9/26/2024 Minutes

- a. Motion: S. Feith moved approved of the 9/26/2024. G. Poulson seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

M. Nelson, V. President, took over the meeting due to technical difficulties.

Financial Statements: K. Goeden provided an overview of the financial statements. It was requested that the board be presented with a one year status of “unexpected” expenses of the new building in the future.

Bills for Payments: The payment amount is \$361,578.51

- a. Motion: B. Clendenning reviewed the bills for payment and moved approval. N. Foth seconded.
- b. Discussion: None.
- c. Vote: Motion carried.

Presentation (and Tour after Adjournment)

a. Delivery Service – Corey Baumann. You may view the Power Point presentation in the documents online.

Action Items:

a. Approve 2025 System Plan

- i. Motion: N. Foth moved approval of the 2025 System Plan. H. St. Maurice seconded.
- ii. Discussion:
- iii. Vote: Motion carried.

b. Approve Nomination Committee appointments

i. Motion: M. Nelson moved approval of the nomination committee appointments of B. Clendenning, S. Feith and G. Poulson. M. Jorgensen seconded.

ii. Discussion:

iii. Vote: Motion carried.

Committee Reports: The Personnel Committee will meet 12/9/24 at 1:00 p.m. virtually to review the handbook revisions.

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

Discussion: None

Information Sharing – The November meeting will be held on FRIDAY, November 22ND. The bill examiner will be C. Clark, S. Feith – alternate.

B. Clendenning had a question about Robert's Rules.

S. Feith inquired about the amount of funds raised at the Cornerstone event. The donations received to date are \$7,122, in addition to the raffle funds of \$513.

S. Garcia noted MPL received a grant to build the 10th MPL branch at Reindahl Park. New Glarus also received a grant for a new building.

Adjournment: 1:11 p.m.

For more information about the Board of Trustees, contact Shannon Schultz
BOT/Minutes/10/24/2024

County of Wood / LIBRARY BOARD

The Wood County Library Board meet on Thursday, October 17, 2024, at 6:00 P.M. at the McMillan Memorial Library, 490 E. Grand Ave., Wi. Rapids

County Library Board Members:

Susan Feith (absent)
Brad Hamilton
Andrea Halbersma
Betsy Mancl
Linda Schmidt
Bill Voight
Joe Zurfluh

County Libraries and Library System:

Lester Public Library of Arpin
Everett Roehl Marshfield Public Library
McMillan Memorial Library, Wis. Rapids
Charles & JoAnn Lester Library, Nekoosa
Pittsville Community Library
Lester Public Library of Vesper
Jean Anderson, SCLS

AGENDA

1. Call to Order

Brad called meeting to order at 6:00 pm

2. Approve minutes of the previous meeting

Joe Z. made a motion, Betsy M. seconded the motion

3. Old Business

SCLS Board Report – (Susan Feith) - not present

4. New Business

Library and SCLS reports:

Tammy - Pittsville Community Library:

4k –3rd grade groups are being hosted at the library; Hahn Transportation provides buses to bring the school groups. They have been so popular that the 4 and 5th graders are planning on visiting too. Participants will be going to Brazil for their arm chair travel program this month. Looking ahead, there will be an acoustic guitar tribute to Elvis, a porch pot workshop, and the annual Hot Chocolate Hustle Dec. 7th. The Yarnies group, the yarn crafting group that meets at the library, had 20 people today and plan to do more community projects.

Stacy – Lester Public Library of Arpin:

Fall programs included Sept. Book club, story time and card making among others. A 1000 books before Kindergarten program started, and there was interest from older kids so they are having a 1000 Book challenge for their age too. A Skunk Hills Stories program is being held at the municipal building with the Friends of Powers Bluff donating a large number of historical things. Trick or treating, and a First-Grade field trip to the library from Auburndale elementary school are also planned. They are also doing a barn board rustic porch sign craft in December.

Wendy – Lester Public Library of Vesper (as submitted):

Vesper finished up the summer reading program with 29 kids completing the program with 36,630 minutes read which equals 610 hours of reading time. 10 adults finished the program with 23,010 minutes read which equals 384 hours read. Fall activities are in full swing with an adult book club meeting once a month. We have partnered with the early education teacher at Think Academy in Rudolph for preschool story hour and have had 3 new families attend the program. We will also be hosting the kindergarten class for a fall tour and stories at the library. We received a donation to the library in memory of a family that used to live here. With the donation we will be purchasing solar lights to light the American flag in front of the library. Some disappointing news, we did not receive any funding through the Flexible Facility program grant.

Katherine – McMillan Memorial Library WI Rapids (as submitted):

Staff development day: our second staff development day of the year was on Friday, October 11th. Traveling together on a school bus, library staff were able to visit two different libraries in our area. We first went to the Lester Library of Rome where SCLS Shawn gave a thought-provoking presentation on Organization Health, Culture, and Identity. After which staff spent some time checking out all that the Rome Library has to offer. The team had lunch together at Avocados, then went to the Charles and Jo Ann Lester Library, located in Nekoosa, WI.

Social work intern: McMillan will be part of the SCLS program of connecting social work students with practicum spaces in public libraries. Camryn, our social work intern, comes from UWSP and started in September. In one afternoon appointment, she helped one of our more intense patrons set up multiple job interviews and got them on waitlists for affordable housing opportunities. Along with Eric, Camryn has met with staff at Wood County Human Services; she's also connecting with the local area school social workers.

Program highlights:

SRP: All three summer reading programs wrapped up in mid-August with record-breaking numbers! For grown-ups, we had 113 patrons participate that ended up reading over 202,000 minutes (in just two months!). The Teen's SRP saw its highest number since 2019, with the number of children participating in SRP increasing by 86% in the past two years:

2024: Number of participants at the programs - 840

Total number of registered participants in the reading program - 577

Participants aged 0-5 - 155

Participants aged 6-11 - 422

2022: Number of participants at the programs - 482

Total number of registered participants in the reading program - 306

Participants aged 0-5 - 108

Participants aged 6-11 - 198

The 1000 Books Before Kindergarten program is officially live and being promoted in-house/online. There are initial packets to hand out to families, along with extra bookmarks and magnets to help families keep track of their books. There will be a decoration that kiddos can add to when they complete each level; prizes are available for each milestone as well!

LENA Start is a program for capturing and recording data related to the number of words

a child is exposed to during a typical day. The participating families are given a special vest that records the number of words spoken to and by the child one day per week. This data is collected each week for ten weeks by the program facilitator. This data is then shared with the parent/guardian of the child. The LENA Start program facilitator then meets with all of the parents together in a group to discuss things they can implement at home to boost the number of verbal interactions their child has in a typical day. There is a strong link between early interactive talk and optimal early childhood development in infants, toddlers, and preschoolers. This is so important for the youngest people in our community. It gives them a head start in learning and makes sure they are equipped for school. The library is a trusted community partner who has a great interest in early learning. Childcaring, Inc. connected Nicole at Children's Wisconsin with me to get the ball rolling on this partnership. Children's Wisconsin is the organization responsible for acquiring a grant from the Legacy Foundation to fund the expansion of this program in Wisconsin Rapids.

Facility updates:

Check out the beautifully painted Lincoln and Birch Street crosswalk completed by our friends at Wood County Human Services (the same humans that painted our children's room butterfly mural). We've already received lots of compliments from our patrons. To help offset the recent spurt of bike thefts, we've swapped the location of our patron bike racks with the Wood County River Riders bike share program racks, put up signage reminding patrons to lock their bikes, and increased the number of bike locks available for check out at the service desk.

The solar panels have been donated to the library and started generating power for the library again!

Community information: The United Way has released its 2024 ALICE Report. Why is this important to us? The ALICE report is the most comprehensive depiction that we have of the financial need in Wisconsin and gives us a specific breakdown of the poverty/ALICE levels in our Wood County communities.

Jill – Everett Roehl Marshfield Public Library:

SRC was average but saw much more reading than other years. Autumn has been busy, with WI Science Fest week this week with activities and a STEM program on Cranberries. Fall Fest week is next week and Clifford the Big Red Dog will be coming to the library. For our annual pumpkin decorating contest this year we have all the city departments participating and submitting their entries for our patrons to vote for their favorite. Holiday activities are already planned, including the Madrigals group from the high school, who will be coming the weekend before Thanksgiving and the local dance company will be doing a Nutcracker Story Time the weekend of Thanksgiving. Unfortunately, budget cuts are extensive this year; Sunday hours will be potentially cut along with possibly 1 full-time staff member.

Darla - Charles & JoAnn Lester Library Nekoosa:

We finalized our Teen Summer Reading program and had approximately 120 book reviews come back. Teens could win a variety of prizes: a Dinosaur Chicken Nugget pillow with McDonalds Gift Card, Plush succulent plants, and a variety of prizes that were "teen approved" by many of the teens that use the library. We have reorganized the

library a bit: our DVDs are now in cases on shelving, Patrons are enjoying the change as much as the staff. We updated our ILL pickup shelving and local history shelving. I have been reorganizing our Local history resources to make them more accessible to the public. The best part was we were only closed for 1 day, and we were able to repurpose existing shelving to meet our needs. We have added shelf markers that incorporate QR codes and smart phones to help our patrons figure our series books, and also receive additional book recommendations. Our WIFI usage is at 44,882 vs last year during the same time frame 8,164. We expanded our reach to cover the whole parking lot, and it is VERY well used in our community. Most recently, a large are of Town of Port Edwards and Town of Armenia and New Miner were without power for several hours, and we saw them at the library. We started a weekly “lunch bunch’ for special needs community members from ODC. They have been very active at our library this summer, and this was a logical progression. We resumed preschool storytimes in October, and have a consistent group attending. We have had numerous school tours; all of the 4k classes from Humke who came to the library for storytime, a library tour, and time to play. Our kid’s play area continues to be a well-loved asset in the community. I also gave tours to the entire 2nd grade, along with 4 separate presentations about the changing environment in Nekoosa, using local history resources. We welcomed the 6th graders with library tours, explanation of services, local history, and every student got a library card. They all had time to check out books, and many were surprised to discover we have snacks, drinks, video games and games/[puzzles to use in the library. Our online calendar is now working, allowing the community to book meeting rooms and see what events are happening. Kira is finalizing the details for a weekly or biweekly “tech help” hour. The library is the proud new home of the Ed “Strangler” Lewis historical marker. I am currently working on a Rural Libraries grant from ALA and looking forward to WLA. Megan and I are cleaning out our storage room, and planning for Christmas craft evenings. We will again be hosting Storytime and Cookie Decorating on December 7th as part of HomeTown Christmas. Additionally, we will also be sponsoring books and I will be handing those out one evening at Riverside Park.

Jean Anderson - SCLS report:

Grants: The 2024-25 LSTA Grant Cycle has started for the Continuing Education grants. Contact Jean Anderson with questions.

Projects: Social Work Internship Cohort- The Cohort works to match member libraries with social work interns and to help facilitate conversations about the need for social assistance in libraries. Contact Shawn Brommer or Mark Jochem with questions.

IDEA Team: Wisconsin Libraries Talk about Race - Planning is underway with help from an Advisory Committee to organize a convening centering BIPOC (Black, Indigenous, and People of Color) library staff in Spring 2025

New dashboard on the SCLS Tableau Public page: Library Statistics Summary - Dashboards available for all LinkCat members.

Kit Team (Program kits and kits for staff use) - Reviewing current kit inventory and making collection management decisions. Creating documentation forms and processes to help standardize kit circulation and availability.

Multifactor authentication (MFA) for SCLS 365 email accounts - In 2024, SCLS will implement multifactor authentication (MFA) to significantly improve security for SCLS-hosted 365 email accounts. More details are available on the SCLS website (login required).

InfoSec Training - Cybersecurity training through InfoSec was expanded to all SCLS managed

email accounts. Library directors received monthly reports about staff participation starting August 1. InfoSec training may count towards CE credit as well. Contact Jean Anderson for more information.

Youth Services - Shawn Brommer is planning Fall Check-in Meetings for YS library staff
Events and Meetings - October 23 9:00 - 9:45 AM: CCBC Shorts: A (Brief) Look at Books for Children and Teens. November 5-8: Wisconsin Library Association Conference at KI Convention Center in Green Bay. November 21: All Directors Meeting at DeForest Area Public Library. Watch for Top 5 emails (weekly) and Online Update (monthly) for information on services, events, CE opportunities, and upcoming meetings.

News: Madison and New Glarus Public Libraries received the Flexible Facilities Grants for their libraries

Wood County Library Funding Request: 100% funding approved, final approval Nov. 12th

5. Public comments on agenda items and requests for future agenda items

2025 Plan of Service

6. Date, time and place of next meeting

Jan. 16th, 2025 Meeting will be held at the Charles and JoAnn Lester Library in Nekoosa. Joe Z. motion made to change time to 6:30pm, motion passed unanimously.

7. Adjourn

Brad H. adjourned meeting at 6:45pm

Minutes

University Commission

UWSP-Marshfield/Wood County

DATE	August 8th, 2024
MEETING CALLED TO ORDER BY	Chair Donna Rozar
TIME	5:00 pm

IN ATTENDANCE

Chair Donna Rozar, Alderperson Mike Feirer, Wood County Board Rep. Al Breu, Wood County Board Rep. Jake Hahn, Alderperson Derrek Wehrman, Bookkeeper Ralph Nussbaum, Common Council Member Andrew Reigel, Lead Facilities Supervisor Tom Zink, and UWSP-Marshfield Campus Executive Dr. Anthony Andrews. Others present included Mayor Lois TeStrake, Dean Dr. Gretel Stock, and Jesse Fish. Quorum was established and there were no public comments.

APPROVAL OF MINUTES

The minutes from the prior meeting were read and a motion to approve the minutes was made by Mike Feirer, seconded by Al Breu, and unanimously approved.

REPORTS

The year-to-date Register Report was presented by Donna Rozar. A motion to approve these reports was made by Jake Hahn, seconded by Mike Feirer, and unanimously approved.

The Budget Expense Report was presented by Donna Rozar. A motion to approve this report was made by Al Breu and seconded by Mike Feirer and thus unanimously approved.

The Financial Activity Report was presented by Donna Rozar. The motion to approve Financial Activity from 05/02/24 to 08/01/24 was made by Jake Hahn, seconded by Al Breu, and unanimously approved.

Tom Zink presented the Facilities Manager's Report. The rooftops have been set and finished in Common's Area, but Maurer Roofing will begin working on roof in September working around classes and harsh weather. The landscaping has been progressing very well and is perfectly on track. Dan Umhoefer is willing to pay for the last culvert bridge and will begin work very soon. R&R Flooring will begin working on August 12th, 2024, in The Connector and Upper Commons. Johnson Controls began work on August 8th, 2024, for the fire panel. They are

currently awaiting a few parts, but otherwise the project is underway. Complete Control updated Desigo System as well as the subscription which will now be a yearly bill, so it was added into the budget. The Ahu-4 Server will receive a new bearing and blower shaft, hopefully to be completed in September to avoid harsh weather. Donna Rozar mentioned that there was around \$21,000 allocated by another committee to complete projects like this. Donna Rozar entertained motion to be approved and thus a motion was made by Al Breu to approve and then seconded by Derek Wehrman and unanimously approved

The Operational Expenses Report was presented by Campus Executive Anthony Andrews. Discussion was held about the increase in the budget. Turf Tamers no longer handles our landscaping, but the price has not shifted because of it. Tom Zink then discussed where the budget increased. The Disego System went up from \$5500 to \$7500 due to upgrades and repairs. The HVAC Control System maintenance went from \$750 to \$4000. Those were the two big increases within the budget. Discussion was held on the basis that the budget for this upcoming year is less than the previous year. Motion to approve was made by Jake Hahn and seconded by Mike Feirer and unanimously approved.

The snow and ice removal contract were presented by Tom Zink. Disregard the lawn care portion as Turf Tamer's no longer does landscaping. (Pricing may be different) Estimates were made before portion of company was sold. Discussion was had on the quality of work done by Turf Tamers. It was clarified that this "bill" is just an estimate of what will be charged in the upcoming year. Donna Rozar entertained that motion be approved and thus Derek Wehrman made one. It was then seconded by Al Breu and unanimously approved.

There was a discussion of the 23/24 and onward CIP Projects. It was passed at the county meeting held previously. Tom Zink met with the city in terms of questions to the CIP and worked through all questions they could have.

Anthony Andrews gave the Campus Executive Report. He discussed the success of the soccer team rentals, first-year admissions have increased and stabilized the count from previous years. Will give definitive numbers after the first 10 days of classes with hopes they have increased. The Villas were completely booked for the 24/25 year before the end of July. Tony will be meeting with the city to discuss space utilization for future rentals. The Boys and Girls Club has not been in contact, but there has not been a no regarding renting space. There was a discussion on The Villa's and new management.

Donna Rozar did not have a Chair's Report to present.

NEXT MEETING

The next meeting is scheduled for November 14th, 2024. The meeting was adjourned at 5:45pm.

MINUTES
JAIL CONSTRUCTION ADHOC

DATE: Tuesday, November 12, 2024

TIME: 10:21 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Laura Valenstein, Jake Hahn, William Voight, Lee Thao, Al Breu, Dennis Polach, John Hokamp

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

1. Chair Valenstein called the meeting to order at 10:21 AM.
2. There was no public comment.
3. Motion by Thao/Breu to approve the minutes of the previous meetings. Motion carried unanimously.
4. Construction update: Samuels Group reviewed progress to date. Of note:
 - a. Financially, well off with our contingency account.
 - b. Finalizing and commissioning of systems is currently ongoing.
5. There were no change orders needing committee action. Facilities Director Van Tassel reviewed some smaller change orders.
6. The ribbon cutting is being planned for Tuesday, December 17th after the county board meeting. Invitation will be sent out by the Chamber of Commerce next week. The areas open to the public will be limited, with Sheriff's Dept. employees doing some tours. More information will follow.
7. Chair Valenstein adjourned the meeting at 10:40 AM.

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

RESOLUTION # _____

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF EDWARD G. WAGNER

WHEREAS, it has pleased the Almighty to call from this life former County Board Vice Chairman Ed Wagner, and,

WHEREAS, Vice Chairman Wagner was born March 17, 1947, and passed from this world on November 24, 2024, and,

WHEREAS, Vice Chairman Wagner was elected to the Wood County Board of Supervisors in April of 2010, serving until April of 2018, and subsequently reelected in April of 2020 and serving until April of 2024, and,

WHEREAS, Vice Chairman Wagner served with honor and distinction on the Judicial & Legislative Committee (Chair), Central Wisconsin State Fair Board, North Central Workforce Development Board, ITBEC, Executive Committee (Chair), Operations Committee (Chair), and served as County Board Parliamentarian, and,

WHEREAS, Vice Chairman Wagner was elected by his peers to serve as Vice Chair of the county board from March, 2017 until April, 2018, and,

WHEREAS, Vice Chairman Wagner’s public service also included service in the US Air Force, as well as Alderman for the City of Marshfield, and Mayor of the City of Ashland, and,

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors commend Vice Chairman Wagner’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 wife, Sylvia, and,

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 17th day of December, 2024.

County Clerk

County Board Chairman