

**AGENDA FOR JUNE 19, 2018 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hamilton

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

APPOINTMENTS/Re-APPOINTMENTS: State Wildlife Area Advisory Committee – 3 year term:
John Kubisiak, Jim Winkler, Dawn Schmutzer

CONFIRMATION CHAIRMAN'S AT-LARGE APPOINTEE TO EXECUTIVE COMMITTEE –
Supervisor Polach

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS:

Retirement Plaque Presentation: Doug Passineau – Highway Commissioner
Retirement Plaque Presentation: Cynthia Cephress – County Clerk

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

SPECIAL ORDERS OF BUSINESS:

Introduction of new ADRC-CW Executive Director, Jonette Arms

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

SET DATE FOR NEXT COUNTY BOARD MEETING – July 17, 2018

ADJOURN

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

May 15, 2018 - 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on May 15, 2018.

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

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

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

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

Supervisor Pliml was recognized. Motion by Pliml/Fischer to suspend County Board Rule #40 for the duration of this term of office and refer reconsideration of the rule back to the Judicial & Legislative Committee. This would then prompt the County Board Chairman to appoint an 'at-large' committee member to the Executive Committee. Discussion ensued. Motion carried. Voting no were Winch, Hokamp, Zurfluh and Hamilton. Further discussion as to when the at-large member would be appointed. Chairman Machon will do this in the next week or so and will be on next month's agenda for confirmation by the board.

Motion by Hamilton/Clendenning to approve the following appointments: Francis Cherney and Jane Maciejewski to the Wood County Library Board, 3 year term and Nathan Weidman to the CDBG Housing Committee for a two year term. Motion carried by voice vote.

Motion by Leichtnam/Clendenning to confirm the Chairman's committee appointments. Motion carried by voice vote.

There were no public comments.

Supervisor Leichtnam on behalf of the State of Wisconsin and the Wood County Judicial and Legislative Committee, presented Child Support Agency Director Brent Vruwink a Certificate of Excellence for Outstanding Performance in 2017. Director Vruwink thanks his staff and gave a history of the agencies accomplishments.

Special Order of Business

Farm Technology Days Update

Dennis Bangart, Farm Technology Days Executive Committee Chair and Scott Larson, Marshfield Area Chamber of Commerce and Industry presented an update on the upcoming Farm Technology Days which will happen July 10th through July 12th. They distributed flyers on the event, and through a very interesting power point, highlighted the impact to our area with the number of visitors that will attend. They discussed the number of attendees expected as well as the number of volunteers needed to accomplish an event of this size. Great information given on the vast number of area facilities that produce ingredients for common grocery items that many people have no idea are produced in a four county area. To further engage their audience, samples of those items were distributed.

Chairman Machon, without objection, bypassed Item 5-1 which is a resolution regarding a change in county board rule #40. This matter has been dealt with, thus there is no action taken regarding resolution.

Committee minutes presented: Executive

RESOLUTION 18-5-1

Introduced by: Executive Committee

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

FISCAL NOTE: Offered Amount	\$100.00
R.E. Taxes	(38,563.89)
Publication fees	(129.78)
Tax Deed fees	(210.31)
LOSS	\$38,803.98

Motion by Rozar/Hamilton to adopt Resolution 18-5-1. Motion carried unanimously.

RESOLUTION 18-5-2

Introduced by: Executive Committee

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

FISCAL NOTE: Offered Amount	\$221,452.00
R.E. Taxes	(61,743.25)
Publication fees	(1,617.52)
Tax Deed fees	(2,677.95)
Special Charges	(1,371.84)
Special Assessments	(10,832.32)
GAIN	\$143,209.12

Motion by Clendenning/Breu to adopt Resolution 18-5-2. Motion carried unanimously.

RESOLUTION 18-5-3

Introduced by: Executive Committee

INTENT & SYNOPSIS: To increase Marriage License & Domestic Partnership issuance fees, effective January 1, 2019

FISCAL NOTE: Increase in yearly revenues by approximately \$9,500.00

Motion by Hamilton/Leichtnam to adopt Resolution 18-5-3. Motion carried. Voting no were Clendenning and Zurfluh.

RESOLUTION 18-5-4

Introduced by: Health and Human Services and Executive Committees

INTENT & SYNOPSIS: To amend the 2018 budget for Norwood Maintenance function (54351) for the purpose of funding the operational purchases necessary to mitigate all ligature risks on the inpatient psychiatric hospital unit.

FISCAL NOTE: To transfer \$134,976 from available balance in contingency (51590) to the Norwood Maintenance function (54351). At the time of this request, the funds available in contingency are \$469,659. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54351	Norwood Maintenance		\$134,976
51590	Contingency	\$134,976	

Motion by Clendenning/Breu to adopt Resolution 18-5-4. Motion carried. Voting no was Hamilton.

Committee minutes presented: Health and Human Services, Public Safety, Central Records, Conservation, Education and Economic Development, Golden Sands Sub Committees – Personnel Finance/ Waters/Forestry/Agriculture/Wildlife/Business/Executive, Judicial & Legislative, Highway, Infrastructure & Recreation. Supervisor Clendenning was recognized and requested an update to Parks activities. Without objection, Parks Director Schooley informed the board of two upcoming open houses they are hosting to supply information on a summary of the public survey that was done related to their 5 year Master Plan. Schooley looks forward to any feedback given at these events. South Central Library Board, Wood County Library Board, University Commission.

Upon motion of Hamilton/Fisher and a voice vote taken, Chairman Machon declared the meeting adjourned at 10:25 a.m. Next scheduled county board meeting is June 19, 2018.

Respectfully Submitted
Cynthia Cephress
County Clerk

REFERRALS FOR JUNE 19, 2018 – COUNTY BOARD

- Resolution from Outagamie County allowing for a county-wide, non-binding referendum question being placed on the November 6, 2018 ballot requesting the legislature to enact legislation closing the “Dark Store Loophole”. Referred to Judicial & Legislative Committee

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EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, May 29, 2018
TIME: 8:00 a.m.
PLACE: Room 115, Wood County Courthouse
PRESENT: Clendenning, Curry, Fischer, Machon, Polach, Rozar, Winch
OTHERS PRESENT (for part or all of meeting): Marla Cummings, Brenda Nelson, Cindy Robinson, Brandon Vruwink, Doug Passineau, Roland Hawk, Shane Wucherpennig, Cindy Joosten, Chad Schooley, Reuben Van Tassel, Jordan Bruce, Amy Kaup, Steve Kreuser

Chair Machon called the meeting to order.

Public Comments – There were no public comments.

Discuss 2019 CIP

Edgewater – Cindy Robinson presented the 2019 Edgewater requests. The request for 300 North Room Renovations was modified to only 3 sets of rooms at a cost of \$120,000. All other 2019 requests were included unchanged.

Emergency Management – Steve Kreuser presented the 2019 request that was discussed and unchanged.

Highway – Doug Passineau and Roland Hawk presented the 2019 Highway requests and answered questions from the Committee. After some discussion, Fischer, who is Chair of HIRC suggested taking these requests back to the Committee for further discussion.

Human Services – Brandon Vruwink presented the 2019 requests, including an explanation of the need for video conferencing equipment within his Department. He also explained how the Transportation grant program works. A Committee member asked a question as to why video conferencing equipment is not in the IT budget. This question will be discussed later. Both requests were included in the CIP and unchanged.

Information Technology – Amy Kaup presented her 2019 CIP requests. Discussion ensued regarding her request for Video Conference Refresh and its necessity. She stated the software was almost to end-of-life; however, her request also included hardware. This request will be revisited to determine what parts (with dollar amounts associated), if any, are necessary. Requests for rewiring the 3rd Floor, WC Security Appliance, and Human Services Document Management were eliminated. Remaining requests were included and unchanged.

Land Conservation – Shane Wucherpfennig presented his 2019 request which was left in and unchanged.

Maintenance – Reuben Van Tassel presented the 2019 CIP requests for his Department. The following requests were eliminated at this time: Jail Boiler Replacement, Courthouse Ceilings, South Courthouse Parking Lot, South Courthouse Exterior Steps, DA Office 3rd Floor, Corporation Counsel 3rd Floor, and Victim Witness 3rd Floor. The request for Courthouse Remodeling was amended to a dollar amount of \$100,000 to allow for completion of the Emergency Management office relocation to 1st floor. The Courthouse Security request was amended to \$115,000, which will allow for securing the front entrance to the Courthouse. The remaining requests were left in and unchanged.

Norwood – Jordan Bruce presented the 2019 CIP requests for Norwood, eliminating the requests for Window Replacement Phase 1 and Wheelchair Van Replacement. Discussion was held regarding phasing in the Crossroads Unit Remodel. The Health & Human Services Committee will revisit the Crossroads request and bring back a plan to do the remodel in phases.

Parks & Forestry – Chad Schooley presented his requests with the following revisions: funding for the Forest Administrator's Vehicle Replacement will be out of the Department's non-lapsing fund, funding the County's portion for the South Park Campground Expansion and White Beach Remodel not covered by grants will be out of the Department's non-lapsing fund, and monies from the annual Ho-Chunk Nation grant will be used for the Powers Bluff Trail Construction. The remaining requests were left in and unchanged.

Sheriff and Corrections – The 2019 request for Vehicles remained unchanged.

UW Wood Co/Marshfield – Discussion was held regarding Wood County's shared expenses with the City of Marshfield for the UW Marshfield/Wood County campus and the future of this partnership as the campus will soon be under the umbrella of UWSP. Chair Machon will look further into this partnership and its viability.

Finance Director Cummings requested guidance from the Committee for the bonding resolution that needs to come before the Executive Committee at their June meeting.

Motion (Rozar/Clendenning) to approve a bonding resolution not to exceed \$4 million which would include \$2.5 million for the Highway Department. Motion carried.

Discussion of Chairman's Budget Letter of Parameters

Chairman Machon stated he would like to see a 1% decrease in operating expenses across the board for the 2019 budget. Increasing revenue through fee increases was discussed. Machon will wait until after the June 6th meeting to draft his letter.

Agenda items for Executive Committee meeting: Marshfield Human Services space needs
Post-employment health benefits
Central WI State Fair funding discussion

Chairman Machon adjourned the meeting at 11:04 a.m.

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna M. Rozar
Secretary

All minutes taken and prepared by Brenda Nelson and reviewed by the Executive Committee (EC) Secretary. Minutes in draft form until approved at the next EC meeting.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, June 5, 2018
TIME: 8:00 a.m.
PLACE: Wood County Highway Department
PRESENT: Doug Machon, Donna Rozar, Bill Winch, Ken Curry, Bill Clendenning, Adam Fischer, Dennis Polach

OTHERS PRESENT (for part or all of the meeting): Robert Ashbeck, Mike Feirer, Kim McGrath, Kelli Quinnell, Adam Fandre, Amy Kaup, Shane Wucherpennig, Heather Gehrt, Reuben Van Tassel, Jordon Bruce, Brandon Vruwink, Doug Passineau, Marla Cummings, John Peckham, Amanda Handrahan (Aspirus), Tim Deaton (Horton Group)

EXCUSED: None.

The meeting was called to order by Chairman Machon.

Public Comment – Supervisor Ashbeck inquired into the agenda item of the Central Wisconsin State Fair money. Chairman Machon delayed any discussion until the agenda item could be moved forward.

Chairman Machon called for nominations for Vice Chair of the Executive Committee. Polach nominated Clendenning. Winch nominated Fischer. Chairman Machon called three times for other nominations. No other nominations were offered.

A show of hands vote was taken with Clendenning receiving three votes and Fischer receiving four votes. Chairman Machon announced that Supervisor Fischer is Vice Chair of the Executive Committee.

Consent Agenda

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

Without objection, Chairman Machon moved the Central Wisconsin State Fair money, Wellness Update, and Horton Group presentation items forward on the agenda.

Discussion was held at length regarding the funding that Wood County contributes for the Central Wisconsin State Fair. The contract between the City of Marshfield and the County was discussed and noted that there are two years left on the current contract. It was noted that in two years, the County will have a decision to make regarding the level of funding to contribute to the Central Wisconsin State Fair.

Adam Fandre and Amanda Handrahan presented the Wood County Employee Wellness Aggregate Report.

Human Resources (HR) Director McGrath introduced Tim Deaton of the Horton Group. Mr. Deaton presented information about Wood County health insurance use trends and projections for 2019. Specific discussion was held regarding stop-loss insurance coverage and Elap Services. Mr. Deaton will return for the July meeting at which time the Committee will make final decisions about insurance plan design for 2019.

Break at 9:41 a.m. Meeting reconvened at 9:48 a.m.

There was no discussion regarding a freeze related to new, tax levy funded positions as this was accidentally left on the agenda from the previous month.

Maintenance Manager Van Tassel discussed plans that were developed to utilize the \$115,000 in the CIP for courthouse security. Chairman Machon and Van Tassel had a meeting with Judge Brazeau. Opinions differed regarding the appropriate use of the \$115,000 for courthouse security with Brazeau desiring an armed officer in the courthouse and Machon and Van Tassel proposing metal detectors and a new public entrance.

Motion (Curry/Rozar) to send the courthouse security issue back to the Judicial and Legislative Committee. Motion carried unanimously.

A discussion was held regarding the Ad Hoc Property Committee and its necessity. Supervisor Clendenning expressed that there should be a stand-alone Property Committee rather than an Ad Hoc Property Committee. Discussion ensued at length.

Motion (Clendenning/Rozar) to dissolve the Ad Hoc Property Committee as it now stands. Motion carried unanimously.

Treasurer Gehrt gave an update on the Airport Avenue property. No offers to purchase have been received after the month of being posted as "For Sale by Owner". Van Tassel stated that there have been multiple interested parties.

Motion (Fischer/Clendenning) to extend "For Sale by Owner" of the 1010 Airport Avenue Property for 90 days and to reduce the asking price to \$150,000. Discussion ensued. Motion (Machon/Clendenning) to amend the original motion, changing the asking price to \$169,000. Amendment carried, voting no was Winch. Amended motion carried, voting no was Winch with the reason being that he thinks the property should be listed with a realtor.

Finance Director Cummings presented an initial resolution for borrowing for 2019 Highway Projects and Capital Improvement Projects.

Motion (Rozar/Fischer) to approve the resolution for borrowing for 2019 Highway Projects and Capital Improvement Projects. Motion carried unanimously.

There was no discussion regarding the budget and actual reports for 5 months ending May 31, 2018 that Cummings presented.

The Performance Evaluation of the Finance Director was tabled to take place at a future meeting.

Supervisor Rozar discussed Marshfield Human Services space needs. All options are dependent upon the ownership of City Hall, therefore, the Health and Human Services (HHS) Committee will be waiting to see what happens with City Hall before any further decisions are made. HHS toured a space that would be suitable for Cornerstone that is across the street from City Hall.

The Post Employment Health Plan (PEHP) benefit was discussed. Supervisor Winch stated that the Committee should evaluate this benefit and determine if it is necessary. Chairman Machon stated that he

will be meeting with HR Director McGrath about this benefit and will bring more information to the next Committee meeting.

Norwood Health Center Administrator Bruce noted that there was no longer a need for the consideration of a permanent layoff as the situation has resolved itself.

Agenda items for next meeting: PEHP Benefits
Horton Group Presentation

Next month's Executive Committee meeting is scheduled for Tuesday, July 10th at 2:00 p.m. and will be held at the Marshfield Community Center.

A special Executive Committee meeting is scheduled for Tuesday, June 19th at 8:00 a.m. with the only agenda item being the Performance Evaluation of the Finance Director in closed session

Chairman Machon declared the meeting adjourned at 10:58 a.m.

Submitted and signed electronically,

Donna Rozar

Donna Rozar
Secretary

Minutes taken and prepared by Kelli Quinnell All minutes reviewed by the Executive Committee secretary.

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Comments from the County Clerk
June 2018 Executive Committee Meeting

Thank you to the Executive Committee and the entire county board for support of an increase to the marriage license and waiver fee. This action will keep Wood County in line with surrounding counties and reflects ever rising costs to provide statutory services.

Looking forward, June 1st is the filing deadline for filing ballot access paperwork to get on the November ballot. It looks already that several county offices will have primaries in August. Remember this is a partisan primary, which means that you can only vote in one party. There is no crossover voting allowed. In November, you can cross party lines all you wish, but not in August.

As relates to elections, I coordinate with our election vendor the preventative maintenance checks on all of the election equipment in the county. This is a big undertaking as each municipality has as least two types of machines and the larger cities have more. To make it convenient for most municipal clerks, I set up a space in the north end and one here at the courthouse, where they can drop their machines off so that the techs can work on many units at once. This has worked well in past years. PM's ensure that going forward with elections that each machine is in perfect working order. Each machine is test publicly before each election.

My office has been working closely with the new county board chairman. He has an office of his own now in the courthouse. It's located on the first floor near the elevator. This is the fifth county board chairman in my time. Learning the wants and needs and of each one has been unique and interesting and I look forward to working with him during his term of office.

I'm still talking with IT regarding a change in the way that supervisors access their packet materials online. The problem continues with supervisors marking up a .pdf document and saving it, not in their Ipad documents file, but back out to where they obtained it in Dropbox documents. Several conversations as to what to do moving forward and also the real issue of the expected end of life of the current Ipads, will determine what steps we'll take. Just know that it is being discussed and worked through.



Wood County

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HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

May 31, 2018

To: Wood County Executive Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – May 2018

General Highlights- Kim McGrath:

- Attended May Executive Meeting where the committee discussed 2019 benefits (presented by Tim Deaton of the Horton Group) and the committee upheld the termination of a former employee who is appealing termination through the Complaint Resolution Process.
- Met with a Department Head, their oversight Committee Chairperson, and the County Board Chairman to discuss a workplace conduct and culture complaint. Conducted an investigation. Will share conclusion with Department Head upon completion.
- Attended a telephone call with Bob Moore- Schwab Investments, and Heather Gehrt- Wood County Treasurer, on the status of the Wood County Health Fund investments.
- Met with Reuben Van Tassel, Maintenance Manager, on the FTE status of the Administrative position in the Maintenance department.
- Attended the Stevens Point Area Human Resources Association monthly meeting on the topic of "Mapping Team and Business Dynamics" in Stevens Point on May 9th.
- Met with the Human Services Director, Edgewater Administrator and Norwood Administrator to discuss the topic of nursing staff shift differential for the 2019 budget.
- Attended the quarterly Wellness Board meeting on May 10th. Presented a draft of a Wood County Code of Conduct for review.
- Attended a call with The Horton Group on the status of an employee's appeal regarding coverage through a referral under the Aspirus Arise medical plan.
- Attended a call with Patrick Glynn of Carlson Dettmann Consulting on the status of the positions submitted last month for grade reviews (these were the positions submitted for JDQ review in 2017). Patrick had some follow-up questions that need clarification and we will meet again by phone next month.
- Attended the Public Safety Committee Meeting on May 14th.
- Attended the Wisconsin Association of County Personnel Directors (WACPD) in Lake Geneva on May 17th and 18th. Topics presented were "Public Sector Health Insurance", "Public Records and Open Meeting Requirements", "Preventing and Managing Workplace Violence- Defense and Safety Tactics", and "Safety and Risk Management".
- Attended a Department of Workforce Development Equal Rights Division "Hearing on the Issue of Probable Cause" at the Wisconsin Rapids State Building on May 22nd and 23rd. The hearing is not yet concluded and will resume at a later date which has not yet been scheduled.
- On May 25th, attended the monthly conference call with The Horton Group to discuss our benefit offerings and future projections. Tim Deaton, of the Horton Group, attended the May 1st Executive Committee meeting and plans to attend the June and July meetings to best prepare the committee for final decisions on the 2019 Wood County benefit offerings.

- Met with the spouse of a current Norwood patient who had concerns about his wife's care. Forwarded the complaint to the Administrator for follow-up.
- Responded to several open records requests.
- At the request of the Wood County Board Chairman, prepared a report of all open Wood County positions/vacancies.
- Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.

Benefits & HRIS Administrator – Jodi Pingel (working limited hours due to LOA)

- Processed Family Medical Leave requests and a Personal Leave of Absence request
- Employee updates including employee transfers, deductions, address changes, etc.
- New Hire Entries and Benefit Elections/Qualifying Events – Add in HRMS and vendor websites
- Terminations – Cancel insurance benefits, COBRA notification, report final earnings and hours to WRS, PEHP
- Exit Interviews – review payout and benefit/COBRA information with terminated employees
- May 2018 COBRA Remittance
- April 2018 Unemployment charges
- May 2018 TASC Admin Fees
- IRS Audit – gather information requested
- PEHP Accounts set-up and voucher completed
- AXA Life and Long-Term Disability Billing Statements
- Vacation Donation and Maximum Accrual of hours Communication sent out to all employees
- STD Claim form and claims process for employees
- Employee Count sent to EAP
- Attended May Executive Meeting with Benefits Discussion from Tim Deaton from the Horton Group
- Attended Horton Monthly Call to discuss concerns and outstanding issues:
 - Determination of effective and termination dates with qualifying events
 - Claims Appeal
 - AXA EOI, Claims Status, Premium Payments
 - Mutual of Omaha Enrollments
 - PCORI Fees
 - June Executive Meeting – Benefits presentation information
- TimeStar
 - Set Up new hires
 - Assisting with employee and supervisor questions related to the usage of TimeStar and Time Off Balances
 - Term payouts entered
 - Secondary rates created
 - Accrual adjustments
 - Review of Exempt employees getting paid for over 80 hours per pay period

Human Resource Generalist- Angel Butler-Meddaugh

- Answered phones and assisted customers and employees with questions
- Attended Dynamics demo on April 27 with the rest of the HR team, Finance and IT Departments.
- Coordinated interviews for Summer Help positions in the Highway and Parks Departments. Offers extended with various start dates. Assisted in scheduling drug tests for returning Summer Help employees.

- Finalized job descriptions and posted multiple Human Services positions: Social Worker – Foster Care Coordinator, Social Worker – Juvenile Justice Ongoing and the Intensive Social Work Supervisor. Currently coordinating interviews.
- Ran 11 Human Service caregiver backgrounds with Department of Justice. Results forwarded to supervisor for review.
- References and backgrounds completed on one full-time Crisis Interventionist, one part-time Crisis Interventionist and one casual Residential Aide. Offers were made and accepted, start dates vary.
- Replied to two requests from other counties requesting job description and wage information for various positions.
- Conducted four exit interviews with outgoing employees. Sent to Department Head and HR Director for review.
- Background and references completed for the Community Behavioral Health Nurse Manager. Offer extended and accepted, with a start date of May 29, 2018.
- Coordinated and scheduled 2nd interviews for the Deputy HS Director position. Final candidate was selected and references and background are currently being completed.
- Ordered five retirement plaques.
- Coordinated and scheduled interviews for full-time Economic Support Specialist. References and background are being completed.
- Posted and coordinated interviews for the Deputy Register in Probate position.
- Assisted in filling the 4-H Intern in the University Extension Office. Starts on 6/10/18.
- Sent out mandatory DOT letters to three departments. Deadline to receive results in 5/25/18.
- Provided all collection sites with new DOT Chain of custody forms.
- The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

Refilled Position	Department	Position	Status
Replacement	Branch I	Deputy Register in Probate	Interviewing
New Position	Corp Counsel	Legal Secretary	Interviewing
Replacement	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment by Edgewater
New Position	Finance	Accounts Payable Administrator	Filled
Replacement	Highway	LTE Truck Operators	Filled
Replacement	Highway	Summer Help (3)	Deadline 4/8/18
Replacement	Human Services	Social Worker – Fam Services Ongoing	Interviewing
New Position	Human Services	Deputy Director	References/Background
Replacement	Human Services	Bus Drivers (1 FT, 1 PT)	Filled
Replacement	Human Services	Community Behavioral Health Nurse Manager	Filled
Replacement	Human Services	Family Resource Coordinator	References/Background
Replacement	Human Services	Social Worker – Foster Care Coordinator	Interviewing
Replacement	Human Services	Economic Support Specialist	Background/References
Replacement	Human Services	Residential Aides (1 FT and 1 Casual)	FT Filled
New Position	Norwood	COTA, Occupational Therapist, Dietary Aide, Cook, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood
Replacement	Parks	Seasonal Maintenance Worker (3)	Filled
Replacement	Sheriff	Corrections Officers-Female & Male	Interviews completed

Human Resources Assistant – Kelli Quinnell

- Entered multiple HR vouchers for payment.
- Attended the May Executive Committee Meeting to take minutes for the HR portion of the meeting. Prepared the minutes for approval.
- Conducted new hire orientations on May 14th and May 24th for seven new employees.
- Assisted five LTE summer help workers with completing their new hire paperwork.
- A previous employee requested to inspect their personnel file. Sat with the employee as they inspected their file. Made copies of documents requested. Answered any questions regarding the contents of the file that they had.
- Sent JDQ Review Forms to multiple employees and supervisors that have requested them and explained the process.
- Responded to various requests for information from employees and supervisors.
- Completed multiple Verification of Employment requests.
- Gathered information and responded to an open records request.
- Responded to two other counties requesting information on our vacation, sick and comp time policies.
- Participated in a call with the Horton Group and Aspirus Arise regarding the status of an employee's appeal regarding an out-of-network referral.
- Along with Kim McGrath, conducted an investigation. A conclusion will be shared with the Department Head upon completion.

- Attended SPAHRA “Untangling the Web: Mapping Team Dynamics” on May 9th with Kim McGrath.
- Began initial stages of implementation of Laserfiche electronic filing system. Select trial employee personnel files have been scanned into Laserfiche. I continue to learn about the system and IT continues to assist in creating workflows to make the process more efficient.
- Added new hires and rehires into both HRMS and TimeStar.
- Assisted multiple employees with qualifying event questions and issues.
- Assisted multiple supervisors and employees with questions related to TimeStar.

For specific information on HR activities, please contact the HR Department.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

May 2018

- ◆ The IT Security Team continues to expand the Security Awareness Program. To continue to remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month. Those that click on an email that is part of a simulated Phishing test will continue to be enrolled in additional training. Those that repeatedly click on Phishing tests were enrolled in more in-depth training. This month's training focus was on providing training to users that have clicked on a Phishing Test.
- ◆ The RtVision, Highway department software for tracking time and materials, kiosks, PCs used by user to access RtVision software, will be scheduled for upgraded functionality that will include access to the County Wellness program, County intranet and a weather application. The new RtVision virtual server will be upgraded for the third time this year. The Phoenix, software that replaces the "Gas Boy" software, server installation is complete. The Gas Boy application that was used for fuel tracking at the highway department was at end-of-life. Hardware installation and connectivity to the gas pumps is complete and the new system is now in use at both Wisconsin Rapids and Marshfield locations. Initial software training is complete and a second training will be scheduled.
- ◆ The TimeStar, electronic time card and time tracking, system configuration is complete. IT works to adjust settings as changes occur. Training for separation and sharing of duty between HR and Finance is progressing rapidly and smoothly. Creation of enhanced training documentation is ongoing. Vacation accrual limitation is now automatically enforced by the TimeStar software as of May 6, 2018. This software setting was placed on hold during the migration and implementation for quality assurance purposes. PBJ reports are submitted using TimeStar data for both the Edgewater and Norwood Facilities.
- ◆ Work on the Planning and Zoning Sanitary Permit system continues. Zoning permit data entry into the SCO Unix system needs to be replaced with added functionality in the sanitary permit web application. Sanitary permit entry into the web based system is complete.
- ◆ Discovery phase of conversion for the remaining 5 systems on the SCO Unix server is complete. Replacement system creation and implementation of these system continues as we plan to decommission the SCO Unix server in 2018.
- ◆ Coordinated IT response during the River Block power outage. Went onsite to provide customer support. Workstations and phones were also setup at Courthouse for River Block staff.
- ◆ Moved network drops in Child Support to accommodate the office re-configuration.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ Setup windows 2016 server to host the newest version of Sophos Antivirus software. Worked with vendor representative to migrate the existing Sophos configuration to the new server. Developed deployment automation tools and test environment. The new configuration is being tested on select machines.
- ◆ Completed upgrade of the Aristotle compliance server. This server monitors network activity and assists with HIPAA compliance.
- ◆ Installed several updates to our Ironport Email appliance. This appliance is now on a current release after being more than two major releases behind. Being current provides the ability to have email scanned for viruses as it enters the organization.
- ◆ Windows Updates are again being pushed out to all County PCs on a weekly basis. To accomplish this Update servers are placed at Norwood, Marshfield City Hall, Edgewater, WR Highway, River Block, and the Courthouse. The Update Server at the Courthouse brings in all needed updates, which are then released to the outlying locations. Computers at each location reach to the onsite Update Server to receive necessary updates. Having these servers placed at each location decreases the network utilization tremendously as each PCs does not need to download each update from the Courthouse.
- ◆ Facilitated meeting between IT, Dispatch, and Solarus to discuss ongoing issues in Dispatch. Great progress was made as Solarus agreed to several requests that would benefit Wood County. Such as having 911 calls automatically rolling over to Portage County if Wood County were to experiencing technical issues and using star codes when transferring 911 calls to other Counties. Using a star code allows a clean transfer of the Call and removes the call from Wood County phone lines.
- ◆ Rebuilt fire interface for Wisconsin Rapids and Marshfield. CAD data files are sent to WR and MF Fire for up-to-date fire call information.
- ◆ Applied the latest ProQA (Medical Call Instruction Software) for dispatchers to use while on 911 calls.
- ◆ Developed and applied new feature for Emergency Management software so that fine payoff amounts can be reallocated to other fines as directed by the Clerk of Courts.
- ◆ Developed and deployed in-house project management tracking software for IT staff to better manage larger projects. This will help track the average time it takes for projects and IT will be able to give better estimates on completion times and project start times to other departments.
- ◆ Work continues on the Park Reservations system. A major update is still in development, and new changes have been deployed in response to changes in policy related to group sites and how far in advance reservations can be made.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ Continued work on an updated design for Wood County websites, which includes improved mobile device support and accessibility for people with disabilities. The design has started to see use in our internal web applications, and a public test website will be available soon.
- ◆ 553 helpdesk requests were created in April, with staff completing 537 tickets and leaving 222 open requests. These numbers represent service requests from departments throughout the County. Twenty one new computers were configured and placed in various departments.
- ◆ Worked with HS Staff and CDS, Clinical Data Systems, to identify Taxonomy number inaccuracy issue with Security Health Insurance.
- ◆ Continued work and investigation into Client Balance Aging report and reconciliation with General Ledger for Human Services.
- ◆ Completed a software major version upgrade to the Laserfiche document imaging system. This upgrade solved ongoing issues with the HR implementation. HR is beginning the process of scanning in personnel files and IT will continue to assist with streamlining the process as much as possible.
- ◆ Deployed TCM version 2018.02.01.06 in production. Met with Human Services TCM core team to discuss next steps in light of web-enabled TCM failure.
- ◆ Working with TCM support on multiple issues caused by the recent version upgrade, while attempting to band-aid those issues for users. Finished a project to recreate lost payment data in TCM. Continue to work with TCM support to determine cause of web client failures. Dr. First e-prescribing software is on hold due to issues.
- ◆ A tremendous amount of time is being spent by Network staff on upgrading the County's Citrix environment. Not only will this upgrade get us on a current version of Citrix, it will allow the County to run in a supported configuration for another 10 years. Some of the new design elements in the new environment will enhance overall stability and experience for the end users. Citrix is a software solution that enables easy delivery of applications and information. Some examples of applications that are served to users via Citrix are: CIS, the Countywide Law Enforcement Software; TCM, Human Services billing software; Dynamics, the County financial software; HRMS, the County HR & Payroll system; Laserfiche, Child Support & HR Document Management software.
- ◆ Several IT staff attended the Annual GIPAW (Governmental Information Processing Association of Wisconsin) Spring Conference. This was a 3-day event held in Appleton, WI. Wood County Programmers lead a session specifically for programmer/analysts regarding SQL Reporting. This session was extremely well received by other agencies. The conference was extremely informative and provided great information on several important topics facing government IT.



Wood County

WISCONSIN

Office of
Finance Director

Marla A. Cummings
Finance Director

April 3, 2018

To: Executive Committee

From: Marla Cummings, Finance Director

Subject: Finance Department Letter of Comments

Departmental Activities

Staff

Brenda Nelson started on May 14th in her new role as the Accounts Payable Administrator. She has been researching the best ways to clean up the vendor database, helping departments with Vendor request and A/P issues, processing vouchers and checks, etc. She is also being trained as our Payroll back up person, for when the Payroll Administrator goes on maternity leave and will serve as our Payroll back up person for the future. She is filling in for the Deputy Finance Director by keeping up with journal entries, new general ledger accounts and anything else that the Deputy does that I can have her do.

The Payroll Administrator PaNyia still finds items in the payroll database that need to be fixed from bad data that has been imputed and set up issues with the current software both TimeStar and HRMS. Overall payroll is better than it has been in the past. Any complaints or issues that are brought to our attention are addressed as they come up and with courtesy, professionalism and in a timely manner. The benefit of this is our manual check processing is down to almost nonexistent.

Deputy Finance Director is still on maternity leave.

2017 Audit

Our auditors from Wipfli were on site from April 30th to May 10th. This is the first year we did not have a prior period adjustment or a restatement of Financial Statements. Next year we will because Norwood will be going back to an enterprise fund.

The auditors might have either a comment or deficiency in their Management Letter regarding the software that Human Services uses called Target Case Management (TCM), which could affect our Single Audit.

There were some items that came to light during this audit on how departments are handling invoices and the timing of those payments. I will be addressing these issues in the near future with department heads and the Executive Committee.

For the most part, what Finance gets from the departments for audit preparation and documentation is sufficient and in a timely manner. There are some instances where I have to rely on or trust what I get from the departments with no real supporting documentation. I would like to see some changes in this area because I believe we can do better with stronger documentation. In addition Finance needs to have that information

earlier so we have more time to spend going over the data to prevent audit entries while the auditors are here in the field.

2017 Municipal Financial Report (MFR)

The Deputy Finance Director and I worked on and submitted the MFR to the State of Wisconsin before the deadline of May 15th.

May's Wellness Meeting

I attended the May 10th Wellness meeting to discuss the tax implementations of awards and prizes from the Wellness program that our employees receive.

2017 Comprehensive Annual Financial Report (CAFR)

The past two weeks I have been busy writing the CAFR to meet the deadline for submission. This will give us plenty of time to have the report finalized and submitted to the Governmental Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting Program Award.

Capital Improvement Plan (CIP)

I met and worked with the County Board Chairman and Department Heads on the CIP and attended Committee meetings where the CIP was on the agendas. Participated in the May 29th Executive Committee Meeting on CIP. You will find the updated or the **revised** CIP projects for the years 2019 – 2023 in your packet.

Budget

I have met with the County Board Chairman and some Department Heads on the 2019 budget. I have two days of training scheduled in the month of June for Budget training; one on June 26th for Department Heads, Accountants and any County Board Supervisor that wishes to attend and one on June 27th for support staff.

Budget to Actual Income Statement

Budget and actual reports for 5 months ending May 31, 2018.

Other Post Employee Benefits (OPEB) Also called Post Employee Health Plan (PEHP)
Ten Year Activity and Average
2008 - 2017

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	Total
Revenues	\$ 515,211.41	\$ 514,143.00	\$ 516,357.14	\$ 506,883.97	\$ 497,838.69	\$ 247,688.44	\$ 250,176.85	\$ 263,412.78	\$ 85,459.82	\$ 78,562.64	\$ 3,475,734.74
Expenses	293,096.46	330,511.30	259,299.95	149,301.94	200,996.84	465,332.24	374,433.59	122,402.88	138,221.73	326,324.76	2,659,921.69
Net Income (Loss)	\$ 222,114.95	\$ 183,631.70	\$ 257,057.19	\$ 357,582.03	\$ 296,841.85	\$ (217,643.80)	\$ (124,256.74)	\$ 141,009.90	\$ (52,761.91)	\$ (247,762.12)	\$ 815,813.05
Fund Balance	\$ 815,813.05	\$ 593,698.10	\$ 410,066.40	\$ 153,009.21	\$ (204,572.82)	\$ (501,414.67)	\$ (283,770.87)	\$ (159,514.13)	\$ (300,524.03)		

	10 Year Average
Revenues	\$ 347,573.47
Expenses	265,992.17

Net Income (Loss) \$ 81,581.31

5/31/2018

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Thursday, May 31, 2018

	Actual	2018 Budget	Variance	Variance %
REVENUES				
Taxes				
41110 General Property Taxes	\$10,685,644.15	\$25,645,906.00	(\$14,960,261.85)	(58.33%)
41150 Forest Cropland/Managed Forest Land	54,996.68	20,000.00	34,996.68	174.98%
41220 General Sales and Retailers' Discount	50.65	180.00	(129.35)	(71.86%)
41221 County Sales Tax	1,787,960.29	6,046,482.00	(4,258,521.71)	(70.43%)
41230 Real Estate Transfer Fees	47,001.30	85,000.00	(37,998.70)	(44.70%)
41800 Interest and Penalties on Taxes	198,912.27	405,000.00	(206,087.73)	(50.89%)
41910 Payments in Lieu of Taxes	17,924.20	18,500.00	(575.80)	(3.11%)
Total Taxes	12,792,489.54	32,221,068.00	(19,428,578.46)	(60.30%)
Intergovernmental Revenues				
43211 Federal Grants-Emergency Government		800.00	(800.00)	(100.00%)
43210 Federal Grants-General Government		1,200.00	(1,200.00)	(100.00%)
43410 State Aid-Shared Revenue		3,059,556.00	(3,059,556.00)	(100.00%)
43430 State Aid-Other State Shared Revenues		291,141.00	(291,141.00)	(100.00%)
43511 State Aid-Victim Witness		81,150.00	(81,150.00)	(100.00%)
43512 State Aid-Courts	168,544.48	378,464.00	(209,919.52)	(55.47%)
43514 State Aid-Court Support Services		57,000.00	(57,000.00)	(100.00%)
43516 State Aid-Modernization Grants	58,120.00	58,120.00		0.00%
43521 State Aid - Law Enforcement	14,305.72	136,500.00	(122,194.28)	(89.52%)
43523 State Aid-Other Law Enforcement	18,736.00	18,000.00	736.00	4.09%
43528 State Aid-Emergency Government	9,347.52	93,250.00	(83,902.48)	(89.98%)
43531 State Aid-Transportation	524,147.98	1,823,120.00	(1,298,972.02)	(71.25%)
43549 State Aid-Private Sewage		20,000.00	(20,000.00)	(100.00%)
43551 State Aid-Health Immunization	9,992.00	65,078.00	(55,086.00)	(84.65%)
43554 State Aid-Health WIC Program	45,687.00	354,641.00	(308,954.00)	(87.12%)
43557 State Aid-Health Consolidated Grant	9,041.00	64,895.00	(55,854.00)	(86.07%)
43560 State Aid-Grants	7,384.00	66,317.00	(58,933.00)	(88.87%)
43561 State Aids	3,521,120.17	11,292,655.00	(7,771,534.83)	(68.82%)
43567 State Aid-Transportation	205,315.15	203,436.00	1,879.15	0.92%
43568 State Aid-Child Support	278,532.79	928,443.00	(649,910.21)	(70.00%)
43571 State Aid-UW Extension		11,500.00	(11,500.00)	(100.00%)
43572 State Aid-ATV Maintenance		6,715.00	(6,715.00)	(100.00%)
43574 State Aid-Snowmobile Trail Maint		67,925.00	(67,925.00)	(100.00%)
43576 State Aid-Parks		62,500.00	(62,500.00)	(100.00%)
43581 State Aid-Forestry	46,750.25	47,489.00	(738.75)	(1.56%)
43586 State Aid-Land Conservation	39,670.15	296,358.00	(256,687.85)	(86.61%)
43640 State Aid-Co Share Managed Forest Lands		20,000.00	(20,000.00)	(100.00%)
43690 State Aid-Forestry Roads	3,248.56	3,280.00	(31.44)	(0.96%)
Total Intergovernmental	4,959,942.77	19,509,533.00	(14,549,590.23)	(74.58%)
Licenses and Permits				
44100 Business and Occupational Licenses	69,630.27	342,924.00	(273,293.73)	(79.70%)
44101 Utility Permits	475.00	1,050.00	(575.00)	(54.76%)
44102 Driveway Permits	280.00	860.00	(580.00)	(67.44%)
44200 DNR & ML Fees	12,210.00	22,500.00	(10,290.00)	(45.73%)
44201 Dog License Fund		1,000.00	(1,000.00)	(100.00%)
44260 Moving Permits	50.00	1,025.00	(975.00)	(95.12%)
44300 Sanitary Permit Fees	11,000.00	45,000.00	(34,000.00)	(75.56%)
44411 County Planner Plat Review Fees	780.00	2,500.00	(1,720.00)	(68.80%)
44412 Wisconsin Fund Application Fees		750.00	(750.00)	(100.00%)
44413 Shoreland zoning Fees & Permits	1,150.00	4,250.00	(3,100.00)	(72.94%)
44415 HT Database Annual Fee	7,800.00	56,000.00	(48,200.00)	(86.07%)
Total Licenses and Permits	103,375.27	477,859.00	(374,483.73)	(78.37%)
Fines, Forfeits and Penalties				
45110 Ordinances Violations	3,220.87	1,700.00	1,520.87	89.46%
45115 County Share of Occupational Driver	40.00	200.00	(160.00)	(80.00%)
45120 County Share of State Fines and Forfeitures	55,794.67	160,000.00	(104,205.33)	(65.13%)
45123 County Parks Violation Fee	50.00	750.00	(700.00)	(93.33%)
45130 County Forfeitures Revenue	31,870.77	110,000.00	(78,129.23)	(71.03%)
45191 Private Sewage Fines	9,839.00	20,000.00	(10,161.00)	(50.81%)
Total Fines, Forfeits and Penalties	100,815.31	292,650.00	(191,834.69)	(65.55%)
Public Charges for Services				
46110 County Clerk-Passport Fees	9,320.00	20,000.00	(10,680.00)	(53.40%)

5/31/2018

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Departments
Thursday, May 31, 2018

	Actual	2018 Budget	Variance	Variance %
46121 Treasurer Fees-Redemption Notices	2,996.04	3,000.00	(3.96)	(0.13%)
46122 Property Conversion Charges		100.00	(100.00)	(100.00%)
46130 Register of Deeds-Fees	122,557.27	309,000.00	(186,442.73)	(60.34%)
46135 Land Record-Fees	33,232.00	92,880.00	(59,648.00)	(64.22%)
46140 Court Fees	61,086.31	174,500.00	(113,413.69)	(64.99%)
46141 Court Fees and Costs-Marriage Counseling	2,800.00	12,300.00	(9,500.00)	(77.24%)
46142 Court/Juvenile	11,851.71	20,000.00	(8,148.29)	(40.74%)
46143 Other Professional Reimbursements	5,758.51	15,120.00	(9,361.49)	(61.91%)
46144 Circuit Court Branch I	12,017.52	28,600.00	(16,582.48)	(57.98%)
46146 Circuit Court Branch III	7,113.00	5,817.00	1,296.00	22.28%
46191 Public Charges-Clerk	1,960.00	8,000.00	(6,040.00)	(75.50%)
46192 Public Chgs-Temp Licenses	3,477.60	7,000.00	(3,522.40)	(50.32%)
46194 County Clerk Copy Fees	52.50	425.00	(372.50)	(87.65%)
46195 Public Chgs-Map & Data Sales		100.00	(100.00)	(100.00%)
46196 Public Chgs-Human Resources	558,140.21	1,441,717.00	(883,576.79)	(61.29%)
46210 Sheriff-Public Charges	75.00	400.00	(325.00)	(81.25%)
46211 Sheriff Revenue-Civil Process Fees	25,474.00	60,000.00	(34,526.00)	(57.54%)
46212 Sheriff Cost Reimbursement/Witness Fees	26,691.20	52,000.00	(25,308.80)	(48.67%)
46214 Reserve Deputy Revenue	408.00	12,000.00	(11,592.00)	(96.60%)
46215 Sheriff Escort Service	10,899.89	29,000.00	(18,100.11)	(62.41%)
46216 Restitution		300.00	(300.00)	(100.00%)
46217 OWI Restitution	781.71	1,600.00	(818.29)	(51.14%)
46221 Public Chgs-Coroner Cremation	18,585.00	60,000.00	(41,415.00)	(69.03%)
46230 Death Certificates	5,700.00	15,000.00	(9,300.00)	(62.00%)
46241 Jail Surcharge	11,918.25	38,000.00	(26,081.75)	(68.64%)
46242 Huber/Electronic Monitoring	103,739.25	252,044.00	(148,304.75)	(58.84%)
46243 Inmate Booking/Processing Fee	7,514.72	21,000.00	(13,485.28)	(64.22%)
46244 Other County Transports	10,527.08	23,000.00	(12,472.92)	(54.23%)
46245 Jail Stay Fee	15,244.98	50,370.00	(35,125.02)	(69.73%)
46330 Public Chgs-Ho Chunk/AODA		27,500.00	(27,500.00)	(100.00%)
46510 Public Chgs-Crisis Stabilization	166,438.26	677,225.00	(510,786.74)	(75.42%)
46520 Institutional Care-Private Pay	421,968.32	1,049,475.00	(627,506.68)	(59.79%)
46521 Institutional Care-Other Pay	2,178.00	6,800.00	(4,622.00)	(67.97%)
46525 Public Chgs- Medicare	642,476.76	3,543,571.00	(2,901,094.24)	(81.87%)
46526 Public Chgs- Medicaid	1,627,489.83	5,883,458.00	(4,255,968.17)	(72.34%)
46527 Public Chgs-Veterans EW	30,531.47		30,531.47	0.00%
46530 Public Charges	1,792,228.92	4,873,724.00	(3,081,495.08)	(63.23%)
46531 Public Chgs- Private Insurance	328,033.99	1,936,512.00	(1,608,478.01)	(83.06%)
46532 Public Chgs-County Responsible	89,813.06	217,475.00	(127,661.94)	(58.70%)
46533 Public Chgs-NW Mental Health Inpatient	103,072.06	319,464.00	(216,391.94)	(67.74%)
46534 Public Chgs-NW Mental Health Inpatient	717,537.96	1,311,122.00	(593,584.04)	(45.27%)
46536 Third Party Awards & Settlements		232,688.00	(232,688.00)	(100.00%)
46537 Contractual Adjustment	(1,684,968.46)	(4,643,902.00)	2,958,933.54	(63.72%)
46590 Provision for Bad Debts-Edgewater	(4,000.00)	(12,000.00)	8,000.00	(66.67%)
46621 Child Support-Genetic Tests	1,967.83	4,500.00	(2,532.17)	(56.27%)
46623 Child Support-Filing Fees	20.00	200.00	(180.00)	(90.00%)
46624 Child Support-Service Fees	5,141.63	12,000.00	(6,858.37)	(57.15%)
46625 Child Support-Extradition Charges		500.00	(500.00)	(100.00%)
46721 Public Chgs-Parks	175,874.23	475,000.00	(299,125.77)	(62.97%)
46772 UW-Extension Project Revenue	4,995.72	4,050.00	945.72	23.35%
46813 County Forest Revenue	181,064.32	385,000.00	(203,935.68)	(52.97%)
46825 Land Conservation Fees & Sales	70,736.84	63,525.00	7,211.84	11.35%
46826 Private Sewage Charges	540.00	3,000.00	(2,460.00)	(82.00%)
Total Public Charges for Services	5,743,062.49	19,124,160.00	(13,381,097.51)	(69.97%)
Intergovernmental Charges for Services				
47210 Intergovernmental Charges	187,708.69	580,700.00	(392,991.31)	(67.68%)
47230 State Charges	659,429.54	1,403,610.00	(744,180.46)	(53.02%)
47231 State Charges-Highway	132,699.25	250,030.00	(117,330.75)	(46.93%)
47232 State Charges-Machinery	922,478.77	2,177,319.00	(1,254,840.23)	(57.63%)
47250 Intergovernmental Transfer Program Rev		511,615.00	(511,615.00)	(100.00%)
47300 Local Gov Chgs	83,573.05	561,660.00	(478,086.95)	(85.12%)
47310 Local Gov Debt Service Charges		22,000.00	(22,000.00)	(100.00%)
47320 Local Gov Chgs-Public Safety	14,131.83	29,000.00	(14,868.17)	(51.27%)
47330 Local Gov Chgs-Transp	186,353.26	1,207,485.00	(1,021,131.74)	(84.57%)

5/31/2018

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Departments
Thursday, May 31, 2018

		2018			
	Actual	Budget	Variance	Variance %	
47332	Local Gov Chgs-Roads	403,360.00	(403,360.00)	(100.00%)	
47333	Local Gov Chgs-Bridges	27,440.00	(27,440.00)	(100.00%)	
47350	Local Gov Chgs-Hlth & Human Svcs	39,073.00	69,050.00	(29,977.00)	(43.41%)
47351	Local Gov Chgs-Other Governments	2,000.00	2,000.00		0.00%
47391	Local Gov Chgs-BNI (Materials)	26.23	3,200.00	(3,173.77)	(99.18%)
47392	Local Gov Chgs-BNI (Staff)	37.50	800.00	(762.50)	(95.31%)
47393	Local Gov Chgs-Work Relief	1,170.75	5,000.00	(3,829.25)	(76.59%)
47395	Local Gov Chgs-EM Vehicles	1,727.24	5,000.00	(3,272.76)	(65.46%)
47396	Local Gov Chgs-EM Equipment	430.00	800.00	(370.00)	(46.25%)
	Total Charges to Other Governments	2,230,839.11	7,260,069.00	(5,029,229.89)	(69.27%)
Interdepartmental Charges for Services					
47410	Dept Charges-Hlth Benefits & Other	4,295,869.99	10,126,260.00	(5,830,390.01)	(57.58%)
47411	Dept Charges-Purchasing	13,414.50	73,303.00	(59,888.50)	(81.70%)
47412	Dept Charges-Insurance		475,000.00	(475,000.00)	(100.00%)
47413	Dept Charges-Gen Govt	474,289.87	1,003,569.00	(529,279.13)	(52.74%)
47415	Dept Charges-Systems	190,398.32	295,155.00	(104,756.68)	(35.49%)
47421	Dept Charges-Public Safety	15,271.77	21,000.00	(5,728.23)	(27.28%)
47430	Dept Charges-Bldg Rent	380,331.04	919,124.00	(538,792.96)	(58.62%)
47432	Dept Charges-Rent Unified		704.00	(704.00)	(100.00%)
47435	Dept Charges-Sheriff Lockup Rent	6,830.00	16,000.00	(9,170.00)	(57.31%)
47438	Dept Charges-Riverblock Rent	241,565.00	575,520.00	(333,955.00)	(58.03%)
47440	Dept Charges	3,298.00	3,400.00	(102.00)	(3.00%)
47460	Dept Charges-Drug Court	18,250.00	73,000.00	(54,750.00)	(75.00%)
47470	Dept Charges-Highway	35,993.49	1,938,500.00	(1,902,506.51)	(98.14%)
	Total Interdepartmental Charges	5,675,511.98	15,520,535.00	(9,845,023.02)	(63.43%)
	Total Intergovernmental Charges for Services	7,906,351.09	22,780,604.00	(14,874,252.91)	(65.29%)
Miscellaneous					
48000	Miscellaneous	516,377.95		516,377.95	0.00%
48100	Interest	4.40	80.00	(75.60)	(94.50%)
48110	Interest-Capital Projects	0.31	10.00	(9.69)	(96.90%)
48113	Unrealized Gain/Loss on Investment	(32,598.74)	48,430.00	(81,028.74)	(167.31%)
48114	Interest-Investment	30,321.20	115,959.00	(85,637.80)	(73.85%)
48115	Interest-General Investment	49,301.87	25,000.00	24,301.87	97.21%
48116	Interest-Section 125 & Health	113.29	219.00	(105.71)	(48.27%)
48117	Interest-Clerk of Courts	112.47	300.00	(187.53)	(62.51%)
48200	Rental Income	48,905.68	134,931.00	(86,025.32)	(63.76%)
48201	Rental Income- CSP/CCS		50,400.00	(50,400.00)	(100.00%)
48300	Gain/Loss-Sale of Property	198,578.46	53,000.00	145,578.46	274.68%
48320	Gain/Loss-Sale of Surplus Property	105.00	500.00	(395.00)	(79.00%)
48340	Gain/Loss-Sale of Salvage and Waste	701.55	6,700.00	(5,998.45)	(89.53%)
48440	Insurance Recoveries-Other	58,170.42	487,000.00	(428,829.58)	(88.06%)
48500	Donations	234,645.75	1,629,800.00	(1,395,154.25)	(85.60%)
48501	Donations-Designated Projects	220.00		220.00	0.00%
48502	Donations-Veterans Loan Repayment	311.11		311.11	0.00%
48503	Donations-Services ATV Club		6,000.00	(6,000.00)	(100.00%)
48540	Donations & Contributions	6,545.24	20,000.00	(13,454.76)	(67.27%)
48830	Recovery of PYBD & Contractual Adj	42,107.21	46,500.00	(4,392.79)	(9.45%)
48860	Revenue from Meals	7,392.60	20,000.00	(12,607.40)	(63.04%)
48880	Food Vending Machine Income	1,334.00	4,500.00	(3,166.00)	(70.36%)
48900	Other Miscellaneous Revenue	3,191.99	39,125.00	(35,933.01)	(91.84%)
48901	Other/Miscellaneous Revenue	669.04	1,500.00	(830.96)	(55.40%)
48910	Vending/Cafeteria Revenue	4,236.59	11,000.00	(6,763.41)	(61.49%)
48920	Vending Machine Revenue	1,711.35	4,600.00	(2,888.65)	(62.80%)
48940	Canteen Income		500.00	(500.00)	(100.00%)
48970	Rental Income- NHC, Health Annex	7,295.00	17,508.00	(10,213.00)	(58.33%)
48980	Misc/Other Workshop Revenue	8.34	100.00	(91.66)	(91.66%)
48990	Other Operating Income	995.31	2,500.00	(1,504.69)	(60.19%)
48991	Copier Revenue	602.35	2,000.00	(1,397.65)	(69.88%)
	Total Miscellaneous	1,181,359.74	2,728,162.00	(1,546,802.26)	(56.70%)
Other Financing Sources					
49210	Transfer from General Fund		260,000.00	(260,000.00)	(100.00%)
49220	Transfer from Special Revenue	950,347.13	6,086,765.00	(5,136,417.87)	(84.39%)
49270	Transfer from Internal Service		283,903.00	(283,903.00)	(100.00%)

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Thursday, May 31, 2018

	Actual	2018 Budget	Variance	Variance %
Total Other Financing Sources	950,347.13	6,630,668.00	(5,680,320.87)	(85.67%)
TOTAL REVENUES	33,737,743.34	103,764,704.00	(70,026,960.66)	(67.49%)
EXPENDITURES				
General Government				
51120 Committees & Commissions	79,739.39	202,513.00	122,773.61	60.63%
51212 Circuit Court Branch I	149,160.60	395,614.00	246,453.40	62.30%
51213 Circuit Court Branch II	43,851.04	119,902.00	76,050.96	63.43%
51214 Circuit Court Branch III	46,841.61	124,761.00	77,919.39	62.45%
51215 Drug Court	78,180.51	215,817.00	137,636.49	63.77%
51217 Clerk of Courts-Divorce Mediation	4,900.00	17,000.00	12,100.00	71.18%
51220 Family Court Commissioner	29,851.52	105,233.00	75,381.48	71.63%
51221 Clerk of Courts	460,444.09	1,353,334.00	892,889.91	65.98%
51231 Coroner	52,685.85	139,842.00	87,156.15	62.32%
51310 District Attorney	110,553.05	304,049.00	193,495.95	63.64%
51315 Victim Witness Program	64,991.85	156,044.00	91,052.15	58.35%
51316 Task Force	240.00	900.00	660.00	73.33%
51320 Corporation Counsel	91,787.33	256,297.00	164,509.67	64.19%
51330 Child Support	379,283.53	1,022,205.00	642,921.47	62.90%
51420 County Clerk	122,037.69	323,430.00	201,392.31	62.27%
51424 County Clerk-Postage Meter	3,630.61	14,300.00	10,669.39	74.61%
51430 Health Benefit Payments	2,934,334.77	11,678,993.00	8,744,658.23	74.88%
51431 Health-Wellness	111,828.18	283,903.00	172,074.82	60.61%
51433 Human Resources-Labor Relations	236.00	28,200.00	27,964.00	99.16%
51435 Human Resources-Personnel	187,297.36	437,707.00	250,409.64	57.21%
51436 Human Resources-Programs	198.72	7,097.00	6,898.28	97.20%
51440 County Clerk-Elections	37,359.50	94,621.00	57,261.50	60.52%
51450 Data Processing	686,216.50	1,804,291.00	1,118,074.50	61.97%
51451 Voice over IP	59,627.40	128,000.00	68,372.60	53.42%
51452 PC Replacement	69,449.28	200,600.00	131,150.72	65.38%
51453 Co Clerk-Inform & Commun	5,581.04	18,500.00	12,918.96	69.83%
51510 Finance	139,149.22	365,313.00	226,163.78	61.91%
51520 Treasurer	163,664.35	429,490.00	265,825.65	61.89%
51550 Purchasing	20,261.50	51,970.00	31,708.50	61.01%
51590 Contingency		334,683.00	334,683.00	100.00%
51611 Bldg Maint-Courthouse and Jail	524,643.64	1,152,179.00	627,535.36	54.47%
51630 Bldg Maint-Unified Svcs Building	3,365.17	10,889.00	7,523.83	69.10%
51640 Bldg Maint-Joint Use Building	3,516.39	11,851.00	8,334.61	70.33%
51650 Bldg Maint-Sheriff Lockup	1,463.21	4,547.00	3,083.79	67.82%
51660 Bldg Maint-CBRF's	1,152.18	7,471.00	6,318.82	84.58%
51670 Bldg Maint-River Block	121,453.50	681,520.00	560,066.50	82.18%
51710 Register of Deeds	168,634.17	423,055.00	254,420.83	60.14%
51711 Register of Deeds-Redaction	11,493.18	32,387.00	20,893.82	64.51%
51931 Property and Liability Insurance	521,958.20	612,071.00	90,112.80	14.72%
51933 Workers Comp Insurance	122,746.81	491,569.00	368,822.19	75.03%
51934 Sick Leave Conversion	94,800.51	500,000.00	405,199.49	81.04%
Total General Government	7,708,609.45	24,542,148.00	16,833,538.55	68.59%
Public Safety				
52110 Sheriff-Administration	1,063,579.77	2,641,365.00	1,577,785.23	59.73%
52130 Radio Engineer	75,616.70	232,110.00	156,493.30	67.42%
52131 Sheriff-Indian Law Enforce	7,012.43	33,933.00	26,920.57	79.33%
52140 Sheriff-Traffic Police	1,128,236.42	3,065,437.00	1,937,200.58	63.19%
52150 Sheriff-Civil Svc Comm		1,000.00	1,000.00	100.00%
52510 Emer Mgmt-SARA Title III	13,833.45	52,085.00	38,251.55	73.44%
52520 Emergency Management	101,529.28	297,272.00	195,742.72	65.85%
52601 Dispatch	651,044.47	1,784,049.00	1,133,004.53	63.51%
52530 Emer Mgmt-Bldg Numbering	980.62	3,000.00	2,019.38	67.31%
52540 Emer Mgmt-Work Relief	65,558.74	140,926.00	75,367.26	53.48%
52710 Sheriff-Jail	879,455.39	2,505,702.00	1,626,246.61	64.90%
52712 Sheriff-Electronic Monitoring	73,462.71	123,188.00	49,725.29	40.37%
52713 Sheriff-PT Transp/Safekeeper	355,179.51	1,066,197.00	711,017.49	66.69%
52721 Sheriff-Jail Surcharge	38,763.18	187,570.00	148,806.82	79.33%
Total Public Safety	4,454,252.67	12,133,834.00	7,679,581.33	63.29%

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Thursday, May 31, 2018

	Actual	2018 Budget	Variance	Variance %
Public Works-Highway				
53110 Hwy-Administration	134,957.94	288,760.00	153,802.06	53.26%
53120 Hwy-Engineer	81,947.50	245,004.00	163,056.50	66.55%
53191 Hwy-Other Administration	113,373.81	335,112.00	221,738.19	66.17%
53210 Hwy-Employee Taxes & Benefits	(714,921.22)		714,921.22	0.00%
53220 Hwy-Field Tools	(5,160.70)	13,236.00	18,396.70	138.99%
53230 Hwy-Shop Operations	96,113.72	280,244.00	184,130.28	65.70%
53232 Hwy-Fuel Handling	2,966.99	12,100.00	9,133.01	75.48%
53240 Hwy-Machinery Operations	428,248.84	1,713,616.00	1,285,367.16	75.01%
53260 Hwy-Bituminous Ops	74,260.99	224,207.00	149,946.01	66.88%
53262 Hwy-Bituminous Ops		111,922.00	111,922.00	100.00%
53266 Hwy-Bituminous Ops	51,847.48	1,345,590.00	1,293,742.52	96.15%
53270 Hwy-Buildings & Grounds	64,438.55	164,134.00	99,695.45	60.74%
53281 Hwy-Acquistion of Capital Assets	172,914.90		(172,914.90)	0.00%
53310 Hwy-Maintenance CTHS		3,300.00	3,300.00	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	589,769.36	1,655,124.00	1,065,354.64	64.37%
53312 Hwy-Snow Remov	737,876.71	939,941.00	202,064.29	21.50%
53313 Hwy-Maintenance Gang	34,191.50	102,104.00	67,912.50	66.51%
53314 Hwy-Maint Gang-Materials	1,235.00	900.00	(335.00)	(37.22%)
53320 Hwy-Maint STHS	721,846.62	1,364,109.00	642,262.38	47.08%
53323 Hwy-Maint STHS PBM		52,600.00	52,600.00	100.00%
53330 Hwy-Local Roads	231,510.06	1,187,637.00	956,126.94	80.51%
53340 Hwy-County-Aid Road Construction		444,834.00	444,834.00	100.00%
53341 Hwy-County-Aid Bridge Construction	3,480.00	200,269.00	196,789.00	98.26%
53490 Hwy-State & Local Other Services	123,775.87	552,901.00	429,125.13	77.61%
Total Public Works-Highway	2,944,673.92	11,237,644.00	8,292,970.08	73.80%
Health and Human Services				
54121 Health-Public Health	684,410.16	1,776,598.00	1,092,187.84	61.48%
54122 Health-WIC Program	142,312.20	354,641.00	212,328.80	59.87%
54128 Health-Public Health Grants	30,057.31	64,895.00	34,837.69	53.68%
54129 Humane Officer	14,108.93	35,519.00	21,410.07	60.28%
54130 Health-Dental Sealants	52,634.62	128,779.00	76,144.38	59.13%
54132 Adams-Juneau Sanitation	96,266.05	266,514.00	170,247.95	63.88%
54210 Edgewater-Nursing	1,490,631.79	4,134,094.00	2,643,462.21	63.94%
54211 Edgewater-Housekeeping	53,750.66	131,548.00	77,797.34	59.14%
54212 Edgewater-Dietary	247,740.61	723,423.00	475,682.39	65.75%
54213 Edgewater-Laundry	26,022.20	150,061.00	124,038.80	82.66%
54214 Edgewater-Maintenance	118,154.69	382,204.00	264,049.31	69.09%
54217 Edgewater-Activities	62,423.50	169,940.00	107,516.50	63.27%
54218 Edgewater-Social Services	56,672.02	156,283.00	99,610.98	63.74%
54219 Edgewater-Administration	229,390.57	621,781.00	392,390.43	63.11%
54315 Mental Health/AODA Ho Chunk		27,500.00	27,500.00	100.00%
54316 Mental Institutions State Charge		360.00	360.00	100.00%
54317 Human Services Crisis Stabilization	191,342.63	466,116.00	274,773.37	58.95%
54324 Norwood-SNF-CMI	403,698.42	1,047,175.00	643,476.58	61.45%
54325 Norwood SNF TBI	352,639.07	910,060.00	557,420.93	61.25%
54326 Norwood-Inpatient	1,226,263.49	3,567,009.00	2,340,745.51	65.62%
54330 Norwood Nursing Administration	113.03		(113.03)	0.00%
54350 Norwood-Dietary	399,762.35	1,010,031.00	610,268.65	60.42%
54351 Norwood-Plant Ops & Maint	248,917.82	815,365.00	566,447.18	69.47%
54363 Norwood-Medical Records	64,711.49	168,904.00	104,192.51	61.69%
54365 Norwood-Administration	483,961.91	1,244,555.00	760,593.09	61.11%
54401 Human Services-Child Welfare	1,263,023.25	3,607,277.00	2,344,253.75	64.99%
54405 Human Services-Youth Aids	1,157,409.61	3,310,128.00	2,152,718.39	65.03%
54410 Human Services-Child Care	47,392.93	140,048.00	92,655.07	66.16%
54413 Human Services-Transportation	127,104.92	369,556.00	242,451.08	65.61%
54420 Human Services-ESS	539,872.80	1,383,902.00	844,029.20	60.99%
54425 Human Services-FSET	978,443.31	2,789,886.00	1,811,442.69	64.93%
54435 Human Services-LIEAP	47,897.83	125,628.00	77,730.17	61.87%
54440 Human Services-Birth to Three	166,260.53	486,247.00	319,986.47	65.81%
54445 Human Services-Childrens COP	95,935.33	291,898.00	195,962.67	67.13%
54450 Human Services-Childrens Waivers	87,242.93	249,481.00	162,238.07	65.03%

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Departments
Thursday, May 31, 2018

		2018			
		Actual	Budget	Variance	Variance %
54455	Human Services-CSP	200,280.42	569,147.00	368,866.58	64.81%
54460	Human Services-OPC MH	520,664.46	1,394,982.00	874,317.54	62.68%
54465	Human Services-CCS	646,615.36	1,760,681.00	1,114,065.64	63.27%
54470	Human Services-Crisis Legal Svc	259,541.02	724,832.00	465,290.98	64.19%
54475	Human Services-MH Contr COP	388,046.21	1,538,677.00	1,150,630.79	74.78%
54480	Human Services-OPC AODA	205,105.02	484,555.00	279,449.98	57.67%
54485	Human Services-OPC Day Treatment	32,518.08	80,368.00	47,849.92	59.54%
54495	Human Services-AODA Contract	24,207.40	136,100.00	111,892.60	82.21%
54500	Human Services-Administration	1,293,453.77	3,236,780.00	1,943,326.23	60.04%
54611	Aging-Committee on Aging		198,278.00	198,278.00	100.00%
54710	Veterans-Veterans Relief	463.22	5,411.00	4,947.78	91.44%
54720	Veterans-Veterans Service Officer	127,504.49	330,151.00	202,646.51	61.38%
54730	Veterans Relief Donations		300.00	300.00	100.00%
54740	Veterans-Care of Veterans Graves	256.00	2,865.00	2,609.00	91.06%
54750	Veterans-WDVA Grant	3,123.73	11,500.00	8,376.27	72.84%
	Total Health and Human Services	14,888,348.14	41,582,033.00	26,693,684.86	64.20%
	Culture, Recreation and Education				
55112	County Aid to Libraries	454,951.00	891,144.00	436,193.00	48.95%
55210	County Parks	573,496.34	1,625,697.00	1,052,200.66	64.72%
55441	Maintenance Snowmobile Trails	25,506.07	67,925.00	42,418.93	62.45%
55442	ATV Maintenance	297.51	12,715.00	12,417.49	97.66%
55460	Marshfield Fairgrounds	25,000.00	25,000.00		0.00%
55620	UW-Extension	201,629.35	516,662.00	315,032.65	60.97%
55630	UW-Extension Center-Marshfield	24,041.00	48,082.00	24,041.00	50.00%
55650	UW-Extension Junior Fair	32,000.00	32,000.00		0.00%
55660	UW-Extension Projects	974.19	27,700.00	26,725.81	96.48%
55661	UW-Ext Farm Technology Days	43,000.00	43,000.00		0.00%
	Total Culture, Recreation and Education:	1,380,895.46	3,289,925.00	1,909,029.54	58.03%
	Conservation and Development				
56111	State Forestry Roads		3,300.00	3,300.00	100.00%
56121	Land Conservation	81,392.99	241,959.00	160,566.01	66.36%
56122	DATCP Grant	82,711.77	250,593.00	167,881.23	66.99%
56123	Wildlife Damage Abatement	14,530.64	59,785.00	45,254.36	75.70%
56125	Non-Metalic Mining Reclamation	14,885.27	40,054.00	25,168.73	62.84%
56127	Don Aron Memorial Fund	15,892.98	22,000.00	6,107.02	27.76%
56310	County Planner	144,504.99	369,261.00	224,756.01	60.87%
56320	Land Record	39,993.71	255,729.00	215,735.29	84.36%
56340	Surveyor	9,449.20	44,750.00	35,300.80	78.88%
56730	Transp & ED-Airport Aid		17,500.00	17,500.00	100.00%
56740	Payment in Lieu of Tax		77,345.00	77,345.00	100.00%
56750	Transp & Economic Develop	131,945.47	141,075.00	9,129.53	6.47%
56780	CDBG-ED	520.73	30,000.00	29,479.27	98.26%
56911	State Wildlife Habitat		2,500.00	2,500.00	100.00%
56913	Park & Forestry Capital Proj	28,843.21	165,063.00	136,219.79	82.53%
56943	Private Sewage System	65,183.89	196,939.00	131,755.11	66.90%
	Total Conservation and Development	629,854.85	1,917,853.00	1,287,998.15	67.16%
	Capital Outlay				
57120	Cap Projects-Gen Government	7,715.71		(7,715.71)	0.00%
57121	Cap Projects-Parks	31,312.57	140,000.00	108,687.43	77.63%
57127	Cap Projects-Computers	70,566.90	93,000.00	22,433.10	24.12%
57208	Cap Projects-Dispatch		40,000.00	40,000.00	100.00%
57213	Cap Projects-Emergency Management		225,000.00	225,000.00	100.00%
57216	Cap Projects-Computer Software		29,000.00	29,000.00	100.00%
57310	Highway Capital Projects	198,956.30	2,499,999.00	2,301,042.70	92.04%
57410	Cap Projects-Human Services	(500.00)		500.00	0.00%
57412	Cap Projects-Edgewater	64,883.95	337,367.00	272,483.05	80.77%
57420	Cap Projects-Norwood	105,251.27	196,500.00	91,248.73	46.44%
57640	UW Remodeling/Construction	55,610.43	111,000.00	55,389.57	49.90%
57930	Depreciation & Amortization	(1,737.00)		1,737.00	0.00%
57940	Depreciation & Amortization	80,259.80		(80,259.80)	0.00%

5/31/2018

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Departments
Thursday, May 31, 2018

	Actual	2018 Budget	Variance	Variance %
Total Capital Outlay	612,319.93	3,671,866.00	3,059,546.07	83.32%
Debt Service				
58110 Debt Service Principal-Gen Gov		465,000.00	465,000.00	100.00%
58140 Debt Service Principal-Highway	8,400.00	4,156,800.00	4,148,400.00	99.80%
58210 Debt Service Interest-General Gov	65,320.27	99,567.00	34,246.73	34.40%
58230 Debt Service Interest-2017 Capital Projects	34,417.80	75,477.00	41,059.20	54.40%
58240 Debt Service Interest-Highway	178,930.98	365,973.00	187,042.02	51.11%
Total Debt Service	287,069.05	5,162,817.00	4,875,747.95	94.44%
Other Financing Uses				
59210 Transfers to General Fund	950,347.13	6,592,243.00	5,641,895.87	85.58%
59220 Transfer to Special Revenue		12,162.00	12,162.00	100.00%
59270 Transfer to Internal Service		(138,847.00)	(138,847.00)	100.00%
Total Other Financing Uses	950,347.13	6,465,558.00	5,515,210.87	85.30%
TOTAL EXPENDITURES	33,856,370.60	110,003,678.00	76,147,307.40	69.22%
NET INCOME (LOSS) *	(118,627.26)	(6,238,974.00)	6,120,346.74	(98.10%)

Wood County, WI

Capital Plan

2019 thru 2023

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Debt								
Bituminous Overlays/Construction	16-19-007	1	2,300,000					2,300,000
Courthouse Loading Dock/Sheriff's Lot	19-20-004	4		250,000				250,000
Clerk of Courts Office 3rd Floor	19-20-005	3		225,000				225,000
Fourth Courtroom	19-21-002	3			350,000			350,000
Branch 1 Office Remodel	19-21-005	3			150,000			150,000
Second Courthouse Elevator	19-22-001	4				275,000		275,000
Debt Total			2,300,000	475,000	500,000	275,000		3,550,000

Departmental Rent

HVAC Updates	19-19-002	3	50,000					50,000
Courthouse Remodeling	19-19-006	3	100,000					100,000
Courthouse Backup Generator	19-19-007	3	85,000					85,000
Jail Sewer Lines	19-19-008	2	25,000					25,000
Sheriff's Department Entrance Remodel	19-19-012	3	40,000					40,000
Courthouse Security	19-19-013	3	115,000					115,000
Tractor for Snow Removal	19-19-014	2	25,000					25,000
Digital Controls Heat - A/C	19-20-001	3		30,000				30,000
HVAC Updates	19-20-002	3		50,000				50,000
Jail Chiller	19-20-003	3		80,000				80,000
Register in Probate/Juvenile Office	19-20-006	3		25,000				25,000
Jail Sewer Lines	19-20-007	2		25,000				25,000
Courthouse Remodeling	19-20-008	3		50,000				50,000
Courthouse Elevator Controls	19-21-001	3			85,000			85,000
HVAC/Infrastructure Updates	19-21-003	3			50,000			50,000
Jail Sewer Lines	19-21-004	2			25,000			25,000
Courthouse Remodeling	19-21-006	3			50,000			50,000
HVAC/Infrastructure Updates	19-22-002	3				50,000		50,000
Courthouse Remodeling	19-22-003	3				50,000		50,000
River Block Steps/Ramps/Railings	19-22-004	3				50,000		50,000
HVAC/Infrastructure Updates	19-23-001	3					50,000	50,000
Courthouse Remodeling	19-23-002	3					50,000	50,000
Departmental Rent Total			440,000	260,000	210,000	150,000	100,000	1,160,000

Other

Election System Upgrade	06-20-001	3		52,350				52,350
Heavy Duty Slicer	20-19-003	3	5,600					5,600
Ice Machine Dispenser	20-19-004	3	7,340					7,340
Forest Admin Vehicle Replacement	21-19-001	3	30,000					30,000
South Park Campground Expansion	21-19-004	4	100,000					100,000
White Beach Remodel	21-19-005	2	62,500					62,500
Powers Bluff Trail Construction	21-19-006	3	5,000					5,000

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Sheriff's Department Forensic Server	27-21-003	3			17,500			17,500
Bus Purchase	40-19-002	4	14,400					14,400
Other Total			224,840	52,350	17,500			294,690

State/Federal Grant

South Park Campground Expansion	21-19-004	4	100,000					100,000
White Beach Remodel	21-19-005	2	62,500					62,500
Powers Bluff Entrance Road and Open Shelter	21-20-001	3		500,000				500,000
North Park Open Shelter	21-21-001	4			100,000			100,000
North Park Lower Dam Repairs	21-21-002	1			200,000			200,000
South Park Trail Paving	21-22-006	4				50,000		50,000
Bus Purchase	40-19-002	4	57,600					57,600
State/Federal Grant Total			220,100	500,000	300,000	50,000		1,070,100

Tax Levy

300 North Room Reno 3 Sets	12-19-001	3	120,000					120,000
Bladder Scanner	12-19-002	2	17,000					17,000
Steamer	12-19-003	2	6,000					6,000
4 Burner, 2 Oven Range with Griddle	12-19-004	3	6,000					6,000
Roll In Refrigerator	12-19-005	3	15,000					15,000
Ice Machine	12-19-006	3	5,000					5,000
300 South Room Reno 9 Sets	12-20-001	3		330,500				330,500
300 South Room HVAC	12-20-002	1		45,500				45,500
Dura Therm Meal Delivery System	12-20-003	3		18,000				18,000
Meal Delivery Carts	12-20-004	3		14,000				14,000
500 South Room Reno 7 Sets to 1 Single Upgrade	12-21-001	3			246,500			246,500
Convection Oven	12-21-002	3			5,000			5,000
Call Light with Security System	12-22-001	4				35,000		35,000
Closet Doors - Rooms on 400 North and South	12-23-001	4					11,500	11,500
Service Monitor	13-19-001	3	24,000					24,000
Communication Truck	13-20-001	3		35,000				35,000
New Vehicle	18-19-001	2	34,000					34,000
Roof Replacement Phase 3	20-19-001	3	100,000					100,000
HVAC Renovations Phase 3	20-19-002	3	50,000					50,000
Kitchen Compressor Replacement #1	20-19-005	3	7,500					7,500
Parking and Walkway Upkeep	20-19-008	3	50,000					50,000
Crossroads Unit Remodel	20-19-009	4	250,000					250,000
Wood County Annex Video Conference Equipment	20-19-010	4	15,337					15,337
Roof Replacement Phase 4	20-20-001	3		100,000				100,000
HVAC Renovations Phase 4	20-20-002	3		100,000				100,000
Heating Water Circulating Pump	20-20-003	3		9,000				9,000
Window Replacement Phase 2	20-20-004	3		40,000				40,000
Unit Remodel	20-20-005	3		350,000				350,000
Cabinet Replacements	20-20-006	3		25,000				25,000
Flooring Replacement	20-20-007	4		30,000				30,000
Roof Replacement Phase 5	20-21-001	3			100,000			100,000
Window Replacement Phase 3	20-21-002	3			40,000			40,000
HVAC Renovations Phase 5	20-21-003	3			100,000			100,000
Kitchen Compressor Replacement #2	20-21-004	3			7,500			7,500
Water Heater Replacement #3	20-21-005	3			7,500			7,500
Mini Van Replacement	20-21-006	3			25,000			25,000
Lobby Updates	20-21-007	4			35,000			35,000

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Kitchen Compressor Replacement #3	20-22-001	3				7,500		7,500
Building Security Updates	20-22-002	4				50,000		50,000
Lawn Mower Replacement	20-22-003	3				25,000		25,000
Front Entryway	20-22-004	4				165,000		165,000
Mini Van #2	20-23-001	3					25,000	25,000
New Food Truck	20-23-002	3					35,000	35,000
North Park Wood Shed	21-19-002	3	20,000					20,000
South Park Willow Run Toilet Remodel	21-19-003	2	7,000					7,000
Powers Bluff Entrance Road and Open Shelter	21-20-001	3		500,000				500,000
North Park Open Shelter	21-21-001	4			100,000			100,000
North Park Lower Dam Repairs	21-21-002	1			200,000			200,000
Nepco Walking Trail and Rip Rap Repairs	21-21-003	3			35,000			35,000
Fleet Vehicle Replacement	21-22-001	2				35,000		35,000
Dexter Trail Improvements	21-22-002	3				25,000		25,000
Single Axle Dump Truck Replacement	21-22-003	3				35,000		35,000
Powers Bluff Snow Making Equipment	21-22-004	4				400,000		400,000
D3 Cat Replacement	21-22-005	3				40,000		40,000
South Park Trail Paving	21-22-006	4				50,000		50,000
Playground Replacement	21-23-001	2					75,000	75,000
South Park 3rd Loop Restroom Replacement	21-23-002	2					35,000	35,000
Powers Bluff Maintenance Shop	21-23-003	3					100,000	100,000
Vehicles	25-19-001	2	245,086	249,988	254,988	260,088	265,290	1,275,440
Server Operating System Upgrade/Licensing	27-19-002	2	80,000					80,000
SharePoint	27-19-003	2	47,000					47,000
Countywide Email Server Upgrade	27-19-007	2	127,000					127,000
Wood County Wireless Upgrade	27-20-001	3		50,000				50,000
WC Microsoft Office Upgrade	27-20-002	3		220,000				220,000
WC Network Upgrade	27-20-003	2		150,000				150,000
WC Firewall Replacement	27-21-001	2			58,000			58,000
WC IT Server & Network Infrastructure	27-21-002	3			180,000			180,000
WC Countywide Storage	27-21-004	3			120,000			120,000
WC IT Continuity Infrastructure Part II	27-22-001	3				78,000		78,000
WC Video Conference Upgrade	27-22-002	3				75,000		75,000
Core Switch Upgrade	27-22-003	3				95,000		95,000
Gateway Equipment	27-22-004	3				95,000		95,000
County Web Filter	27-23-001	3					23,000	23,000
Cornerstone Video Conference Equipment	40-19-001	2	15,337					15,337
Library, Classroom & Office Space Renovations	UW-19-001	3	135,000					135,000
Building Perimeter Drainage	UW-20-001	3		22,000				22,000
Sidewalk and Parking Lot Repairs	UW-20-002	3		12,000				12,000
Green House Replacement/Refurbish	UW-20-003	3		37,000				37,000
Roof Replacements	UW-20-004	3		48,000	51,000			99,000
HVAC Upgrades	UW-21-001	3			36,000			36,000
Kitchen Expansion and Upgrades	UW-22-001	3				58,000		58,000
Flooring Replacements	UW-23-001	3					51,000	51,000
Exterior Door Security System	UW-23-002	3					18,000	18,000
Felker and Clark Building Upgrades	UW-23-003	3					79,000	79,000
Arboretum Trails	UW-23-004	3					14,000	14,000
City Soccer & Baseball Field Parking Lot & Fence	UW-23-005	3					68,000	68,000
Tax Levy Total			1,376,260	2,385,988	1,601,488	1,528,588	799,790	7,692,114

User Fees

Engineer Pickup	16-19-001	3	30,000					30,000
Recycle Hopper	16-19-002	3	100,000					100,000

Source	Project #	Priority	2019	2020	2021	2022	2023	Total
Loader (Small)	16-19-003	3	150,000					150,000
Asphalt Plant Drum	16-19-004	3	500,000					500,000
Patrol Truck	16-19-005	3	160,000					160,000
Batwing Mower and Tractor	16-19-006	3	125,000					125,000
Quad Axle Truck	16-20-001	3		150,000				150,000
Two (2) Tractors	16-20-002	3		160,000				160,000
Patrol Superintendent Truck	16-20-003	3		35,000				35,000
Commissioner's Car	16-20-004	3		35,000				35,000
Loader	16-20-005	3		200,000				200,000
Skid Steer	16-20-006	3		40,000				40,000
Dozer	16-21-001	3			200,000			200,000
Hydro-Seeder	16-21-002	3			75,000			75,000
Patrol Trucks (2)	16-21-003	3			325,000			325,000
Small Loader	16-21-004	3			150,000			150,000
Grader	16-21-005	3			200,000			200,000
Rubber Tarpot	16-21-006	3			75,000			75,000
Moving Truck	16-22-001	3				130,000		130,000
Lowboy Trailer	16-22-002	3				100,000		100,000
Rubber Tire Excavator	16-22-003	3				250,000		250,000
Chipper	16-22-004	3				70,000		70,000
Routers (2)	16-22-005	3				40,000		40,000
Quad Axle Truck	16-22-006	3				150,000		150,000
Forklift	16-22-007	3				50,000		50,000
Shaping Tractor	16-23-001	3					125,000	125,000
Patrol Trucks (2)	16-23-002	3					325,000	325,000
Shop Supervisor Truck	16-23-003	3					35,000	35,000
Quad Axle Truck	16-23-004	3					150,000	150,000
Air Compressor	16-23-005	3					15,000	15,000
Mastic Machine	16-23-006	3					70,000	70,000
Welding & Shop Truck	16-23-007	3					100,000	100,000
User Fees Total			1,065,000	620,000	1,025,000	790,000	820,000	4,320,000
GRAND TOTAL			5,626,200	4,293,338	3,653,988	2,793,588	1,719,790	18,086,904

Report criteria:

Active Projects
 All Categories
 All Contacts
 All Departments
 All Priority data
 All Priority Levels
 All Projects
 All Source Types
 Type: B or E or L or O or V or Z

Wood County, WI

Capital Plan

2019 thru 2023

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
County Clerk								
Election System Upgrade	06-20-001	3		52,350				52,350
County Clerk Total				52,350				52,350
Edgewater Haven Nursing Home								
300 North Room Reno 3 Sets	12-19-001	3	120,000					120,000
Bladder Scanner	12-19-002	2	17,000					17,000
Steamer	12-19-003	2	6,000					6,000
4 Burner, 2 Oven Range with Griddle	12-19-004	3	6,000					6,000
Roll In Refrigerator	12-19-005	3	15,000					15,000
Ice Machine	12-19-006	3	5,000					5,000
300 South Room Reno 9 Sets	12-20-001	3		330,500				330,500
300 South Room HVAC	12-20-002	1		45,500				45,500
Dura Therm Meal Delivery System	12-20-003	3		18,000				18,000
Meal Delivery Carts	12-20-004	3		14,000				14,000
500 South Room Reno 7 Sets to 1 Single Upgrade	12-21-001	3			246,500			246,500
Convection Oven	12-21-002	3			5,000			5,000
Call Light with Security System	12-22-001	4				35,000		35,000
Closet Doors - Rooms on 400 North and South	12-23-001	4					11,500	11,500
Edgewater Haven Nursing Home Total			169,000	408,000	251,500	35,000	11,500	875,000
Emergency Management								
Service Monitor	13-19-001	3	24,000					24,000
Communication Truck	13-20-001	3		35,000				35,000
Emergency Management Total			24,000	35,000				59,000
Highway								
Engineer Pickup	16-19-001	3	30,000					30,000
Recycle Hopper	16-19-002	3	100,000					100,000
Loader (Small)	16-19-003	3	150,000					150,000
Asphalt Plant Drum	16-19-004	3	500,000					500,000
Patrol Truck	16-19-005	3	160,000					160,000
Batwing Mower and Tractor	16-19-006	3	125,000					125,000
Bituminous Overlays/Construction	16-19-007	1	2,300,000					2,300,000
Quad Axle Truck	16-20-001	3		150,000				150,000
Two (2) Tractors	16-20-002	3		160,000				160,000
Patrol Superintendent Truck	16-20-003	3		35,000				35,000
Commissioner's Car	16-20-004	3		35,000				35,000
Loader	16-20-005	3		200,000				200,000
Skid Steer	16-20-006	3		40,000				40,000
Dozer	16-21-001	3			200,000			200,000
Hydro-Seeder	16-21-002	3			75,000			75,000
Patrol Trucks (2)	16-21-003	3			325,000			325,000
Small Loader	16-21-004	3			150,000			150,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Grader	16-21-005	3			200,000			200,000
Rubber Tarpot	16-21-006	3			75,000			75,000
Moving Truck	16-22-001	3				130,000		130,000
Lowboy Trailer	16-22-002	3				100,000		100,000
Rubber Tire Excavator	16-22-003	3				250,000		250,000
Chipper	16-22-004	3				70,000		70,000
Routers (2)	16-22-005	3				40,000		40,000
Quad Axle Truck	16-22-006	3				150,000		150,000
Forklift	16-22-007	3				50,000		50,000
Shaping Tractor	16-23-001	3					125,000	125,000
Patrol Trucks (2)	16-23-002	3					325,000	325,000
Shop Supervisor Truck	16-23-003	3					35,000	35,000
Quad Axle Truck	16-23-004	3					150,000	150,000
Air Compressor	16-23-005	3					15,000	15,000
Mastic Machine	16-23-006	3					70,000	70,000
Welding & Shop Truck	16-23-007	3					100,000	100,000
Highway Total			3,365,000	620,000	1,025,000	790,000	820,000	6,620,000

Human Services

Cornerstone Video Conference Equipment	40-19-001	2	15,337					15,337
Bus Purchase	40-19-002	4	72,000					72,000
Human Services Total			87,337					87,337

Information Technology

Server Operating System Upgrade/Licensing	27-19-002	2	80,000					80,000
SharePoint	27-19-003	2	47,000					47,000
Countywide Email Server Upgrade	27-19-007	2	127,000					127,000
Wood County Wireless Upgrade	27-20-001	3		50,000				50,000
WC Microsoft Office Upgrade	27-20-002	3		220,000				220,000
WC Network Upgrade	27-20-003	2		150,000				150,000
WC Firewall Replacement	27-21-001	2			58,000			58,000
WC IT Server & Network Infrastructure	27-21-002	3			180,000			180,000
Sheriff's Department Forensic Server	27-21-003	3			17,500			17,500
WC Countywide Storage	27-21-004	3			120,000			120,000
WC IT Continuity Infrastructure Part II	27-22-001	3				78,000		78,000
WC Video Conference Upgrade	27-22-002	3				75,000		75,000
Core Switch Upgrade	27-22-003	3				95,000		95,000
Gateway Equipment	27-22-004	3				95,000		95,000
County Web Filter	27-23-001	3					23,000	23,000
Information Technology Total			254,000	420,000	375,500	343,000	23,000	1,415,500

Land Conservation

New Vehicle	18-19-001	2	34,000					34,000
Land Conservation Total			34,000					34,000

Maintenance

HVAC Updates	19-19-002	3	50,000					50,000
Courthouse Remodeling	19-19-006	3	100,000					100,000
Courthouse Backup Generator	19-19-007	3	85,000					85,000
Jail Sewer Lines	19-19-008	2	25,000					25,000
Sheriff's Department Entrance Remodel	19-19-012	3	40,000					40,000
Courthouse Security	19-19-013	3	115,000					115,000
Tractor for Snow Removal	19-19-014	2	25,000					25,000

Department	Project #	Priority	2019	2020	2021	2022	2023	Total
Digital Controls Heat - A/C	19-20-001	3		30,000				30,000
HVAC Updates	19-20-002	3		50,000				50,000
Jail Chiller	19-20-003	3		80,000				80,000
Courthouse Loading Dock/Sheriff's Lot	19-20-004	4		250,000				250,000
Clerk of Courts Office 3rd Floor	19-20-005	3		225,000				225,000
Register in Probate/Juvenile Office	19-20-006	3		35,000				35,000
Jail Sewer Lines	19-20-007	2		25,000				25,000
Courthouse Remodeling	19-20-008	3		50,000				50,000
Courthouse Elevator Controls	19-21-001	3			85,000			85,000
Fourth Courtroom	19-21-002	3			350,000			350,000
HVAC/Infrastructure Updates	19-21-003	3			50,000			50,000
Jail Sewer Lines	19-21-004	2			25,000			25,000
Branch 1 Office Remodel	19-21-005	3			150,000			150,000
Courthouse Remodeling	19-21-006	3			50,000			50,000
Second Courthouse Elevator	19-22-001	4				275,000		275,000
HVAC/Infrastructure Updates	19-22-002	3				50,000		50,000
Courthouse Remodeling	19-22-003	3				50,000		50,000
River Block Steps/Ramps/Railings	19-22-004	3				50,000		50,000
HVAC/Infrastructure Updates	19-23-001	3					50,000	50,000
Courthouse Remodeling	19-23-002	3					50,000	50,000
Maintenance Total			440,000	745,000	710,000	425,000	100,000	2,420,000

Norwood Health Center

Roof Replacement Phase 3	20-19-001	3	100,000					100,000
HVAC Renovations Phase 3	20-19-002	3	50,000					50,000
Heavy Duty Slicer	20-19-003	3	5,600					5,600
Ice Machine Dispenser	20-19-004	3	7,340					7,340
Kitchen Compressor Replacement #1	20-19-005	3	7,500					7,500
Parking and Walkway Upkeep	20-19-008	3	50,000					50,000
Crossroads Unit Remodel	20-19-009	4	250,000					250,000
Wood County Annex Video Conference Equipment	20-19-010	4	15,337					15,337
Roof Replacement Phase 4	20-20-001	3		100,000				100,000
HVAC Renovations Phase 4	20-20-002	3		100,000				100,000
Heating Water Circulating Pump	20-20-003	3		9,000				9,000
Window Replacement Phase 2	20-20-004	3		40,000				40,000
Unit Remodel	20-20-005	3		350,000				350,000
Cabinet Replacements	20-20-006	3		25,000				25,000
Flooring Replacement	20-20-007	4		30,000				30,000
Roof Replacement Phase 5	20-21-001	3			100,000			100,000
Window Replacement Phase 3	20-21-002	3			40,000			40,000
HVAC Renovations Phase 5	20-21-003	3			100,000			100,000
Kitchen Compressor Replacement #2	20-21-004	3			7,500			7,500
Water Heater Replacement #3	20-21-005	3			7,500			7,500
Mini Van Replacement	20-21-006	3			25,000			25,000
Lobby Updates	20-21-007	4			35,000			35,000
Kitchen Compressor Replacement #3	20-22-001	3				7,500		7,500
Building Security Updates	20-22-002	4				50,000		50,000
Lawn Mower Replacement	20-22-003	3				25,000		25,000
Front Entryway	20-22-004	4				165,000		165,000
Mini Van #2	20-23-001	3					25,000	25,000
New Food Truck	20-23-002	3					35,000	35,000
Norwood Health Center Total			485,777	654,000	315,000	247,500	60,000	1,762,277

Park & Forestry

Forest Admin Vehicle Replacement	21-19-001	3	30,000					30,000
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Department	Project #	Priority	2019	2020	2021	2022	2023	Total
North Park Wood Shed	21-19-002	3	20,000					20,000
South Park Willow Run Toilet Remodel	21-19-003	2	7,000					7,000
South Park Campground Expansion	21-19-004	4	200,000					200,000
White Beach Remodel	21-19-005	2	125,000					125,000
Powers Bluff Trail Construction	21-19-006	3	5,000					5,000
Powers Bluff Entrance Road and Open Shelter	21-20-001	3		1,000,000				1,000,000
North Park Open Shelter	21-21-001	4			200,000			200,000
North Park Lower Dam Repairs	21-21-002	1			400,000			400,000
Nepco Walking Trail and Rip Rap Repairs	21-21-003	3			35,000			35,000
Fleet Vehicle Replacement	21-22-001	2				35,000		35,000
Dexter Trail Improvements	21-22-002	3				25,000		25,000
Single Axle Dump Truck Replacement	21-22-003	3				35,000		35,000
Powers Bluff Snow Making Equipment	21-22-004	4				400,000		400,000
D3 Cat Replacement	21-22-005	3				40,000		40,000
South Park Trail Paving	21-22-006	4				100,000		100,000
Playground Replacement	21-23-001	2					75,000	75,000
South Park 3rd Loop Restroom Replacement	21-23-002	2					35,000	35,000
Powers Bluff Maintenance Shop	21-23-003	3					100,000	100,000
Park & Forestry Total			387,000	1,000,000	635,000	635,000	210,000	2,867,000
Sheriff and Corrections								
Vehicles	25-19-001	2	245,086	249,988	254,988	260,088	265,290	1,275,440
Sheriff and Corrections Total			245,086	249,988	254,988	260,088	265,290	1,275,440
UW Wood Co/Marshfield								
Library, Classroom & Office Space Renovations	UW-19-001	3	135,000					135,000
Building Perimeter Drainage	UW-20-001	3		22,000				22,000
Sidewalk and Parking Lot Repairs	UW-20-002	3		12,000				12,000
Green House Replacement/Refurbish	UW-20-003	3		37,000				37,000
Roof Replacements	UW-20-004	3		48,000	51,000			99,000
HVAC Upgrades	UW-21-001	3			36,000			36,000
Kitchen Expansion and Upgrades	UW-22-001	3				58,000		58,000
Flooring Replacements	UW-23-001	3					51,000	51,000
Exterior Door Security System	UW-23-002	3					18,000	18,000
Felker and Clark Building Upgrades	UW-23-003	3					79,000	79,000
Arboretum Trails	UW-23-004	3					14,000	14,000
City Soccer & Baseball Field Parking Lot & Fence	UW-23-005	3					68,000	68,000
UW Wood Co/Marshfield Total			135,000	119,000	87,000	58,000	230,000	629,000
GRAND TOTAL			5,626,200	4,303,338	3,653,988	2,793,588	1,719,790	18,096,904

Wood County, WI
Capital Plan
2019 thru 2023

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2019				
Priority 1. Mandated				
Bituminous Overlays/Construction	Highway	16-19-007	1	2,300,000
<i>Total for: Priority 1</i>				2,300,000
Priority 2. Urgent				
Bladder Scanner	Edgewater Haven Nursing Home	12-19-002	2	17,000
Steamer	Edgewater Haven Nursing Home	12-19-003	2	6,000
Cornerstone Video Conference Equipment	Human Services	40-19-001	2	15,337
Server Operating System Upgrade/Licensing	Information Technology	27-19-002	2	80,000
SharePoint	Information Technology	27-19-003	2	47,000
Countywide Email Server Upgrade	Information Technology	27-19-007	2	127,000
New Vehicle	Land Conservation	18-19-001	2	34,000
Jail Sewer Lines	Maintenance	19-19-008	2	25,000
Tractor for Snow Removal	Maintenance	19-19-014	2	25,000
South Park Willow Run Toilet Remodel	Park & Forestry	21-19-003	2	7,000
White Beach Remodel	Park & Forestry	21-19-005	2	125,000
Vehicles	Sheriff and Corrections	25-19-001	2	245,086
<i>Total for: Priority 2</i>				753,423
Priority 3. Necessary				
300 North Room Reno 3 Sets	Edgewater Haven Nursing Home	12-19-001	3	120,000
4 Burner, 2 Oven Range with Griddle	Edgewater Haven Nursing Home	12-19-004	3	6,000
Roll In Refrigerator	Edgewater Haven Nursing Home	12-19-005	3	15,000
Ice Machine	Edgewater Haven Nursing Home	12-19-006	3	5,000
Service Monitor	Emergency Management	13-19-001	3	24,000
Engineer Pickup	Highway	16-19-001	3	30,000
Recycle Hopper	Highway	16-19-002	3	100,000
Loader (Small)	Highway	16-19-003	3	150,000
Asphalt Plant Drum	Highway	16-19-004	3	500,000
Patrol Truck	Highway	16-19-005	3	160,000
Batwing Mower and Tractor	Highway	16-19-006	3	125,000
HVAC Updates	Maintenance	19-19-002	3	50,000
Courthouse Remodeling	Maintenance	19-19-006	3	100,000
Courthouse Backup Generator	Maintenance	19-19-007	3	85,000
Sheriff's Department Entrance Remodel	Maintenance	19-19-012	3	40,000
Courthouse Security	Maintenance	19-19-013	3	115,000
Roof Replacement Phase 3	Norwood Health Center	20-19-001	3	100,000
HVAC Renovations Phase 3	Norwood Health Center	20-19-002	3	50,000
Heavy Duty Slicer	Norwood Health Center	20-19-003	3	5,600
Ice Machine Dispenser	Norwood Health Center	20-19-004	3	7,340
Kitchen Compressor Replacement #1	Norwood Health Center	20-19-005	3	7,500
Parking and Walkway Upkeep	Norwood Health Center	20-19-008	3	50,000
Forest Admin Vehicle Replacement	Park & Forestry	21-19-001	3	30,000
North Park Wood Shed	Park & Forestry	21-19-002	3	20,000

Project Name	Department	Project #	Priority	Project Cost
Powers Bluff Trail Construction	Park & Forestry	21-19-006	3	5,000
Library, Classroom & Office Space Renovations	UW Wood Co/Marshfield	UW-19-001	3	135,000
<i>Total for: Priority 3</i>				2,035,440
Priority 4. Desirable				
Bus Purchase	Human Services	40-19-002	4	72,000
Crossroads Unit Remodel	Norwood Health Center	20-19-009	4	250,000
Wood County Annex Video Conference Equipment	Norwood Health Center	20-19-010	4	15,337
South Park Campground Expansion	Park & Forestry	21-19-004	4	200,000
<i>Total for: Priority 4</i>				537,337
Total for 2019				5,626,200

2020

Priority 1. Mandated

300 South Room HVAC	Edgewater Haven Nursing Home	12-20-002	1	45,500
<i>Total for: Priority 1</i>				45,500

Priority 2. Urgent

WC Network Upgrade	Information Technology	27-20-003	2	150,000
Jail Sewer Lines	Maintenance	19-20-007	2	25,000
Vehicles	Sheriff and Corrections	25-19-001	2	249,988
<i>Total for: Priority 2</i>				424,988

Priority 3. Necessary

Election System Upgrade	County Clerk	06-20-001	3	52,350
300 South Room Reno 9 Sets	Edgewater Haven Nursing Home	12-20-001	3	330,500
Dura Therm Meal Delivery System	Edgewater Haven Nursing Home	12-20-003	3	18,000
Meal Delivery Carts	Edgewater Haven Nursing Home	12-20-004	3	14,000
Communication Truck	Emergency Management	13-20-001	3	35,000
Quad Axle Truck	Highway	16-20-001	3	150,000
Two (2) Tractors	Highway	16-20-002	3	160,000
Patrol Superintendent Truck	Highway	16-20-003	3	35,000
Commissioner's Car	Highway	16-20-004	3	35,000
Loader	Highway	16-20-005	3	200,000
Skid Steer	Highway	16-20-006	3	40,000
Wood County Wireless Upgrade	Information Technology	27-20-001	3	50,000
WC Microsoft Office Upgrade	Information Technology	27-20-002	3	220,000
Digital Controls Heat - A/C	Maintenance	19-20-001	3	30,000
HVAC Updates	Maintenance	19-20-002	3	50,000
Jail Chiller	Maintenance	19-20-003	3	80,000
Clerk of Courts Office 3rd Floor	Maintenance	19-20-005	3	225,000
Register in Probate/Juvenile Office	Maintenance	19-20-006	3	35,000
Courthouse Remodeling	Maintenance	19-20-008	3	50,000
Roof Replacement Phase 4	Norwood Health Center	20-20-001	3	100,000
HVAC Renovations Phase 4	Norwood Health Center	20-20-002	3	100,000
Heating Water Circulating Pump	Norwood Health Center	20-20-003	3	9,000
Window Replacement Phase 2	Norwood Health Center	20-20-004	3	40,000
Unit Remodel	Norwood Health Center	20-20-005	3	350,000
Cabinet Replacements	Norwood Health Center	20-20-006	3	25,000
Powers Bluff Entrance Road and Open Shelter	Park & Forestry	21-20-001	3	1,000,000
Building Perimeter Drainage	UW Wood Co/Marshfield	UW-20-001	3	22,000
Sidewalk and Parking Lot Repairs	UW Wood Co/Marshfield	UW-20-002	3	12,000
Green House Replacement/Refurbish	UW Wood Co/Marshfield	UW-20-003	3	37,000
Roof Replacements	UW Wood Co/Marshfield	UW-20-004	3	48,000

Project Name	Department	Project #	Priority	Project Cost
<i>Total for: Priority 3</i>				3,552,850
Priority 4. Desirable				
Courthouse Loading Dock/Sheriff's Lot	Maintenance	19-20-004	4	250,000
Flooring Replacement	Norwood Health Center	20-20-007	4	30,000
<i>Total for: Priority 4</i>				280,000
Total for 2020				4,303,338
2021				
Priority 1. Mandated				
North Park Lower Dam Repairs	Park & Forestry	21-21-002	1	400,000
<i>Total for: Priority 1</i>				400,000
Priority 2. Urgent				
WC Firewall Replacement	Information Technology	27-21-001	2	58,000
Jail Sewer Lines	Maintenance	19-21-004	2	25,000
Vehicles	Sheriff and Corrections	25-19-001	2	254,988
<i>Total for: Priority 2</i>				337,988
Priority 3. Necessary				
500 South Room Reno 7 Sets to 1 Single Upgrade	Edgewater Haven Nursing Home	12-21-001	3	246,500
Convection Oven	Edgewater Haven Nursing Home	12-21-002	3	5,000
Dozer	Highway	16-21-001	3	200,000
Hydro-Seeder	Highway	16-21-002	3	75,000
Patrol Trucks (2)	Highway	16-21-003	3	325,000
Small Loader	Highway	16-21-004	3	150,000
Grader	Highway	16-21-005	3	200,000
Rubber Tarpot	Highway	16-21-006	3	75,000
WC IT Server & Network Infrastructure	Information Technology	27-21-002	3	180,000
Sheriff's Department Forensic Server	Information Technology	27-21-003	3	17,500
WC Countywide Storage	Information Technology	27-21-004	3	120,000
Courthouse Elevator Controls	Maintenance	19-21-001	3	85,000
Fourth Courtroom	Maintenance	19-21-002	3	350,000
HVAC/Infrastructure Updates	Maintenance	19-21-003	3	50,000
Branch 1 Office Remodel	Maintenance	19-21-005	3	150,000
Courthouse Remodeling	Maintenance	19-21-006	3	50,000
Roof Replacement Phase 5	Norwood Health Center	20-21-001	3	100,000
Window Replacement Phase 3	Norwood Health Center	20-21-002	3	40,000
HVAC Renovations Phase 5	Norwood Health Center	20-21-003	3	100,000
Kitchen Compressor Replacement #2	Norwood Health Center	20-21-004	3	7,500
Water Heater Replacement #3	Norwood Health Center	20-21-005	3	7,500
Mini Van Replacement	Norwood Health Center	20-21-006	3	25,000
Nepco Walking Trail and Rip Rap Repairs	Park & Forestry	21-21-003	3	35,000
Roof Replacements	UW Wood Co/Marshfield	UW-20-004	3	51,000
HVAC Upgrades	UW Wood Co/Marshfield	UW-21-001	3	36,000
<i>Total for: Priority 3</i>				2,681,000
Priority 4. Desirable				
Lobby Updates	Norwood Health Center	20-21-007	4	35,000
North Park Open Shelter	Park & Forestry	21-21-001	4	200,000
<i>Total for: Priority 4</i>				235,000
Total for 2021				3,653,988

Project Name	Department	Project #	Priority	Project Cost
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2022

Priority 2. Urgent

Fleet Vehicle Replacement	Park & Forestry	21-22-001	2	35,000
Vehicles	Sheriff and Corrections	25-19-001	2	260,088

Total for: Priority 2 295,088

Priority 3. Necessary

Moving Truck	Highway	16-22-001	3	130,000
Lowboy Trailer	Highway	16-22-002	3	100,000
Rubber Tire Excavator	Highway	16-22-003	3	250,000
Chipper	Highway	16-22-004	3	70,000
Routers (2)	Highway	16-22-005	3	40,000
Quad Axle Truck	Highway	16-22-006	3	150,000
Forklift	Highway	16-22-007	3	50,000
WC IT Continuity Infrastructure Part II	Information Technology	27-22-001	3	78,000
WC Video Conference Upgrade	Information Technology	27-22-002	3	75,000
Core Switch Upgrade	Information Technology	27-22-003	3	95,000
Gateway Equipment	Information Technology	27-22-004	3	95,000
HVAC/Infrastructure Updates	Maintenance	19-22-002	3	50,000
Courthouse Remodeling	Maintenance	19-22-003	3	50,000
River Block Steps/Ramps/Railings	Maintenance	19-22-004	3	50,000
Kitchen Compressor Replacement #3	Norwood Health Center	20-22-001	3	7,500
Lawn Mower Replacement	Norwood Health Center	20-22-003	3	25,000
Dexter Trail Improvements	Park & Forestry	21-22-002	3	25,000
Single Axle Dump Truck Replacement	Park & Forestry	21-22-003	3	35,000
D3 Cat Replacement	Park & Forestry	21-22-005	3	40,000
Kitchen Expansion and Upgrades	UW Wood Co/Marshfield	UW-22-001	3	58,000

Total for: Priority 3 1,473,500

Priority 4. Desirable

Call Light with Security System	Edgewater Haven Nursing Home	12-22-001	4	35,000
Second Courthouse Elevator	Maintenance	19-22-001	4	275,000
Building Security Updates	Norwood Health Center	20-22-002	4	50,000
Front Entryway	Norwood Health Center	20-22-004	4	165,000
Powers Bluff Snow Making Equipment	Park & Forestry	21-22-004	4	400,000
South Park Trail Paving	Park & Forestry	21-22-006	4	100,000

Total for: Priority 4 1,025,000

Total for 2022 2,793,588

2023

Priority 2. Urgent

Playground Replacement	Park & Forestry	21-23-001	2	75,000
South Park 3rd Loop Restroom Replacement	Park & Forestry	21-23-002	2	35,000
Vehicles	Sheriff and Corrections	25-19-001	2	265,290

Total for: Priority 2 375,290

Priority 3. Necessary

Shaping Tractor	Highway	16-23-001	3	125,000
Patrol Trucks (2)	Highway	16-23-002	3	325,000
Shop Supervisor Truck	Highway	16-23-003	3	35,000
Quad Axle Truck	Highway	16-23-004	3	150,000
Air Compressor	Highway	16-23-005	3	15,000

Project Name	Department	Project #	Priority	Project Cost
Mastic Machine	Highway	16-23-006	3	70,000
Welding & Shop Truck	Highway	16-23-007	3	100,000
County Web Filter	Information Technology	27-23-001	3	23,000
HVAC/Infrastructure Updates	Maintenance	19-23-001	3	50,000
Courthouse Remodeling	Maintenance	19-23-002	3	50,000
Mini Van #2	Norwood Health Center	20-23-001	3	25,000
New Food Truck	Norwood Health Center	20-23-002	3	35,000
Powers Bluff Maintenance Shop	Park & Forestry	21-23-003	3	100,000
Flooring Replacements	UW Wood Co/Marshfield	UW-23-001	3	51,000
Exterior Door Security System	UW Wood Co/Marshfield	UW-23-002	3	18,000
Felker and Clark Building Upgrades	UW Wood Co/Marshfield	UW-23-003	3	79,000
Arboretum Trails	UW Wood Co/Marshfield	UW-23-004	3	14,000
City Soccer & Baseball Field Parking Lot & Fence	UW Wood Co/Marshfield	UW-23-005	3	68,000
<i>Total for: Priority 3</i>				1,333,000
Priority 4, Desirable				
Closet Doors - Rooms on 400 North and South	Edgewater Haven Nursing Home	12-23-001	4	11,500
<i>Total for: Priority 4</i>				11,500
Total for 2023				1,719,790
GRAND TOTAL				18,096,904

Report criteria:

Active Projects
 All Categories
 All Contacts
 All Departments
 All Priority data
 All Priority Levels
 All Projects
 All Source Types
 Type: B or E or L or O or V or Z



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – May 2018

Safety/Risk/Insurance/Work Comp - News & Activities:

- 2018 safety training by employees being completed.
- Issue cert of insurance for new transportation bus.

Lost Time/ Restricted Duty/Medical Injuries: 0

- 04/22/2018 – Dept.
- 05/00/2018 – Dept.
- 05/00/2018 – Dept.

First Aid Injuries: 4

- 03/28/2018 – Norwood – Employee sustained contusions when a combative resident shoved her into a door.
- 04/04/2018 – Edgewater – Employee sustained a cut to the right hand when it caught on a nail.
- 00/00/2018 – Sheriffs - Employee sustained a contusion to the bottom lip when struck by an air soft round.
- 00/00/2018 – Corrections – Employee sustained a contusion to left finger and arm from a roll away cart.

Property/Vehicle Damage Claims: 1

- 04/10/2018 – Parks – Windshield cracked from rock strike. Estimated loss of \$230.00

Liability – Wood County - Notice of Injury and Claim: 0

- 01/16/2018 – Dept. – Claim & cost.

Liability – Active Lawyer Notice of Injury and Claim / Lawsuits/ Court Cases/ EEOC claims/ etc.:

- Currently 3 active suicide claims.
- Currently 2 active EEOC claims.

2018 Goals: Continue Pro Active Injury and Loss Control Initiatives.

Continue to encourage departments and employees to call the Alaris Care line when injured at work and require medical treatment. This will help control work comp claims costs in the future.

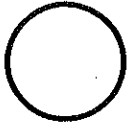
Possibly continue to lower work comp department charges for 2019 budget if Work Comp reserve fund remains high.

TREASURER'S REPORT

06-05-2018

By: H. Gehrt

- Attended Executive Committee meeting on May 1.
- Facilitated a phone conference with HR Director and the County Financial Advisor on the Health Insurance investment account on May 2.
- Attended a conference in Stevens Point hosted by the WI DNR regarding brownsfields on May 10.
- Attended County Board on May 15.
- I am waiting for the Board of Reviews to be done by the municipalities to see who I need to send out the Agricultural Land Conversion Charges to. These are fees that the landowner needs to pay for taking their lands out of agriculture and converting to something else.
- The end of this month has been very busy with the office remodel beginning and ending. The office is about 97% completed with a few things to be done yet. Most work was done in-house and I thank the Maintenance Department employees for their hard work and efficiency as the department stayed open and working during this time. The office was done in 2 phases, the first being the main area and the Real Property Lister and Admin Services were relocated into my office. When that was completed everyone was out in the front area while the 2 offices were completed. Nothing unexpected was found, however, an additional IT contractor had to be hired to run data lines, but I am confident that this project will come in under the budgeted amount even with the additional unanticipated contractor. When you are in the Courthouse, please feel free to stop in for a tour!



RESOLUTION#

Introduced by Executive Committee
Page 1 of 1

ITEM#

1-1

DATE

June 19, 2018

Effective Date

Upon passage and
publication

Committee

BLN

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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Three-Fourths
Reviewed by: <u>PAK</u> , Corp Counsel	
Reviewed by: <u>MAC</u> , Finance Dir.	

INTENT & SYNOPSIS: Initial resolution authorizing the issuance of general obligation promissory notes in an amount not to exceed \$4,000,000 for Highway Projects and Capital Improvement Projects

FISCAL NOTE: Proceeds from general obligation promissory notes not to exceed \$4,000,000 designated as follows:

Highway Projects - \$2,300,000
Capital Improvement - \$1,700,000

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

BE IT RESOLVED, by the County Board of Supervisors of Wood County, Wisconsin that there shall be issued, pursuant to Section 67.12(12), Wisconsin Statutes, general obligation promissory notes in an amount not to exceed \$4,000,000 for the public purpose of financing highway projects and capital improvement projects. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

2

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: May 10, 2018

PLACE: City Hall Plaza (lobby) - Marshfield

PRESENT: Donna Rozar, Adam Fischer, Al Breu, Marion Hokamp, Mark Holbrook, Lori Slattery-Smith R.N., Jessica Vicente

ABSENT: Eric Quivers M.D., Tom Buttke

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Stephanie Gudmunsen, Ryan Soyk (Human Services); Nate Mueller, Bill Mueller (Mueller Electric of Central Wisconsin LLC), Doug Machon (County Board Chair), Reuben Van Tassel (Maintenance)

1) Call to Order

Meeting called to order at 4:00 p.m. by Chair Rozar.

2) Quorum

A quorum was declared and introductions around the room were done.

3) Public Comments

None

4) Tour of vacant space

The Committee proceeded to tour the square footage (currently the tennis court) under discussion for renovation in the part of City Hall recently occupied by Marshfield Parks and Rec Department.

5) Discussion of Human Services space needs in Marshfield

A review of an architect's rendering of a possible build-out was presented and discussed with the amount of square footage needed to house Cornerstone and Human Services offices in Marshfield. Rent, length of lease, cost sharing for build-out, janitorial services, and utility costs were also discussed. Questions were asked and answered. This issue will be placed on the agenda for the regular Health & Human Services Committee meeting, May 24th for further discussion. The Muellers will bring updated cost information and possible design changes to that meeting.

6) Next meeting

- May 15, 2018, 9:00 am, Wood County Courthouse – Wisconsin Rapids (this will be a joint Executive Committee / Health & Human Services Committee meeting)
- May 24, 2018, 5:00 pm, Wood County Annex & Health Center, Classroom - Marshfield

7) Adjourn

Chair Rozar declared the meeting adjourned at 5: 14 p.m.

Minutes taken by Chair Rozar.

Minutes subject to Committee approval

Adam Fischer, Secretary

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: May 15, 2018

PLACE: Wood County Courthouse, Room 114 – Wisconsin Rapids

PRESENT: Donna Rozar, Adam Fischer, Al Breu, Marion Hokamp, Mark Holbrook, Jessica Vicente, Doug Machon, Bill Clendenning, Bill Winch

EXCUSED: Lori Slattery-Smith R.N., Eric Quivers M.D., Tom Buttke, Ken Curry

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce (Human Services), Dennis Polach (County Board Supervisor), Reuben Van Tassel (Maintenance), Marla Cummings (Finance)

1) Call to Order

Meeting called to order at 9:00 a.m. by Health & Human Services Chair Rozar.

2) Quorum

A quorum was declared.

3) Public Comments

None

4) Resolution for funding to complete ligature mitigation plan for Norwood

Jordon Bruce explained reasons for a ligature mitigation plan with pictures of noncompliant issues and a spreadsheet with the cost of each item. Motion (Fischer/Breu) to support the resolution as presented and forward to the County Board for approval. All ayes. Motion carried.

5) Replacement of Edgewater Haven sign

This item has been resolved and no action is necessary.

6) Adjourn

Chair Rozar declared the meeting adjourned at 9:25 a.m.

Minutes subject to Committee approval

Adam Fischer, Secretary

Minutes taken by Secretary Fischer during the meeting and typed into template provided by Kathy Alft by Chair Rozar.

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: May 24, 2018

PLACE: Wood County Annex & Health Center Classroom - Marshfield

PRESENT: Donna Rozar, Adam Fischer, Al Breu, Marion Hokamp, Mark Holbrook, Jessica Vicente, Lori Slattery-Smith, R.N. (via phone), Eric Quivers, M.D. (via phone)

EXCUSED: Tom Buttke

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Cindy Robinson, Stephanie Gudmunsen, Jo Timmerman, Jordon Bruce, Beth Ferdon (Human Services); Sue Kunferman, Kathy Alft (Health Department); Rock Larson (Veteran Services); Reuben Van Tassel (Maintenance); Bill Clendenning (County Board Supervisor)

1) Call to Order

Meeting called to order at 5:00 p.m. by Supervisor Rozar

2) Quorum

Rozar declared a quorum.

3) Public Comments

None

4) Human Services space needs in Marshfield

Committee members shared their impression of the available space presented during the tour of City Hall Plaza. Reuben Van Tassel shared his thoughts with possible/projected build-out costs. Discussions continued regarding construction of a new building versus leased space with the Committee further addressing all space needs with Human Services presence in Marshfield. Dr. Quivers shared his perspective with potential for partnership with Marshfield Clinic regarding adolescent services. Motion (Fischer/Quivers) to schedule a joint meeting with Executive and Health & Human Services Committees to discuss a proposed Human Services building in Marshfield. All ayes. Motion carried.

5) Consent Agenda

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

6) Discussion and consideration of items removed from consent agenda

- n/a

7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center

Department staff answered specific questions regarding information in the financial statements.

8) Discussion of representation on North Central Community Action Program (NCCAP) Board of Directors

Rozar described the composition of the NCCAP Board of Directors. Motion (Fischer/Hokamp) to allow Rozar to continue serving on the NCCAP Board of Directors. All ayes. Motion carried.

9) Update from Adhoc Committee (out-of-home placement research)

Minutes from May meetings were in the packet. Motion (Fischer/Breu) to extend the Adhoc Committee assignment through the end of the 1st quarter of 2019 to allow continued research with needs and explore options for out-of-home placement. Brandon Vruwink shared concerns with crisis stabilization. Sue Kunferman described a comprehensive home visitation evidence-based model that may provide positive outcomes. Supervisor Fischer stated the reality is we need both prevention efforts and treatment. Supervisor Clendenning shared his opinion that the full committee should be involved with these discussions. Question called and motion fails with Fischer, Breu, Vicente, Slattery-Smith in favor and Rozar, Quivers, Hokamp, Holbrook opposed. Motion (Rozar/Hokamp) to end the AdHoc Committee assignment in July and to schedule two Health & Human Services Committee meetings per month thereafter until the end of the 1st quarter of 2019 for adequate input with out-of-home placement discussions. Motion carries 6-2 (Fischer/Breu opposed). Motion (Rozar/Hokamp) to authorize per diem compensation to all Committee members at the May 31st scheduled AdHoc Committee meeting where a tour of Bridgeway is planned. All ayes. Motion carried.

10) Discussion of department CIP requests

Department heads described their capital improvement plan requests. Chair Rozar asked them to carefully review CIP requests and be prepared to explain how the IT section affects their departments.

11) Governing Body By-laws for Norwood Health

Jordon Bruce explained the requirement for Governing Body By-laws distributed to the Health & Human Services Committee and changes to the Medical Staff By-laws. Motion (Breu/Holbrook) to approve the Governing Body By-laws as presented. All ayes. Motion carried. Motion (Hokamp/Vicente) to approve the Medical Staff By-laws as presented. All ayes. Motion carried.

12) Human Services review of Bridgeway Unit

Jo Timmerman provided an updated financial report identifying program surplus/deficit for previous twelve months. A surplus in the optional Bridgeway stabilization unit offsets the deficit in the mandated crisis line.

13) Service line options to replace Pathways

Jordon Bruce initiated discussions with service-line options (similar to Crossroads) to replace Pathways after its relocation to Edgewater Haven. Next steps will be to put together a budget for staffing and renovation costs. There was Committee consensus to gather additional information with the direction of service-line option as presented.

[Lori Slattery-Smith excused]

14) Request to use Wood County Annex and Health Center gymnasium for wellness activities

Brandon Vruwink shared an employee request to use the gymnasium for basketball-related activities. Terry Stelzer and Peter Kastenholtz were contacted for their input regarding liability concerns. Motion (Holbrook/Hokamp) to allow use of the Wood County Annex and Health Center gymnasium for wellness activities. A liability waiver will be required. All ayes. Motion carried.

[Al Breu excused]

15) Discussion on Wood County Emergency Protective Placement Options

Brandon Vruwink shared concerns with current emergency protective placement options. Stephanie Gudmunson explained the process of placement and historically the costs and risks associated with referrals. Cindy Robinson addressed why Edgewater Haven is not an ideal option. This was intended to be an agenda item for discussion only at this time to bring awareness with the situation. Discussions will be ongoing.

16) Health Department request to accept Human Impact Partnership Health Equity Awakened Year Long Fellowship with all out-of-state travel and expenses paid with grant funds

Fellowship details and learning objectives were shared in Committee packet. Motion (Fischer/Vicente) to authorize attendance to the Human Impact Partnership Health Equity Awakened Year Long Fellowship with all expenses paid with grant funds. All ayes. Motion carried.

17) Veterans Service out-of-state travel request to attend the National CVSO Association Contract Accreditation Training in Peoria IL, September 23-28, 2018 with all expenses paid with grant funds

Training details and learning objectives were shared in Committee packet. Motion (Fischer/Holbrook) to authorize attendance to the National CVSO Association Contract Accreditation Training with all expenses paid with grant funds. All ayes. Motion carried.

18) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

19) Items for Future Agenda

The Chair noted items for future agendas.

20) Next Meeting(s)

- June 28, 2018, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards

21) Adjourn

Chair Rozar declared the meeting adjourned at 8:15 p.m.

Minutes taken by Kathy Alft and reviewed by Adam Fischer, Secretary.

Minutes subject to Committee approval

Adam Fischer, Secretary
Health and Human Services Committee

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, April 9, 2018 at the United Way of Marathon County offices in Wausau. The meeting was called to order at 6:00 pm by President Donna Rozar.

Denis Burgess, Secretary/Treasurer, took roll:

Present	Absent	Staff
Rozar	Rotter (ex)	Diane
McDonald		Pam
Mach		
Burgess		
Yang		
Degner		
Kieper		
Sippel		
Hass		
Cass		
Robinson		
Breit		
Clark		
Saal		

Minutes: Donna Rozar declared the minutes accepted.

Membership: Diane commented we have 3 vacant seats but hopefully Lincoln County will appoint someone to replace Patsy Woller. Frank Saal reported Lincoln County Board members were supposed to turn in their committee preferences by today. Diane will reach out to the Lincoln County clerk for another Board member to replace Patsy Woller.

Finance Committee: Pam distributed copies of the financial statements for February, 2018. Denis pointed out the 2018 budget has been added to the Statement of Revenue and Expenses. Denis Burgess moved from committee to approve the February, 2018 financial statements. Motion carried. Donna Rozar asked Pam to explain the Executive Director and staff compensation scales. Pam explained the process, at a minimum, is the entire wage and benefit scale is reviewed and compared to other Community Action agencies throughout Wisconsin. Staff job descriptions, annual reviews, and wage reviews are also reviewed by fiscal auditors as well as reported in our agency 990 report.

WIPFLI Audit Presentation: Stephanie Cavadeas distributed audit summary reports. Stephanie reviewed the summary. Donna Rozar asked why the increase in management and general expenses. Pam explained the new spreadsheet we received from Wipfli that estimates a more realistic dollar amount that is management and general.

Annual Audit Approval: Board members received a full copy of the 2017 audit report in the mail. Motion was made by Steve Robinson to accept the 2017 audit report as printed. Second was made by Denis Burgess. Motion carried.

Board Member Orientation: Donna Rozar asked if there were any questions regarding the manual members received at the last meeting. Pam gave everyone an updated list of Board members and an updated list of staff with email addresses. Lenore Breit asked if the strategic plan was scheduled to be reviewed again this year as it is 3 years old. Diane explained the CSBG requirements that require the strategic plan to be reviewed every 3 years. Donna suggested we review it in the fall.

Weatherization: Pam distributed the weatherization report thru March, 2018. Our completed unit goal for the contract ending June 30, 2018 is 313 units; actual units completed thru March were 280. Limited weatherization unit goal for the contract is 69 units; actual units completed thru March were 83. Deferral rate contract to date is 48% which is still a high percentage.

Weatherization Administrative Review: Pam reported the administrative and quality assurance reviews went well. We have a conference call this Thursday with State staff.

Marshfield United Way: Diane discussed the Marshfield United Way funding process. We have been awarded \$32,500 for the 4/1-3/31 contract cycle. Diane also reported the United Way is keeping \$40,000 in additional housing funding if additional direct service dollars are needed.

Associated Bank: Diane reported we received a \$3,000 grant from the Associated Bank for our Skills program.

ETH Housing Grant: Diane discussed the grant process and sub recipients. The grant is due April 20, 2018. Donna Rozar asked how much the grant was for and Diane reported \$175,000. Diane also reported we received our letter from HUD approving the SHP program grant for \$180,539.

Next Meeting Date: Our next meeting will be June 18, 2018.

Adjourn: Donna Rozar declared the meeting adjourned at 7:12 pm.

Health Department Report

May 24, 2018

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- We completed another round of Incident Command System (ICS) training for staff. These trainings are required as part of our emergency preparedness grant. The training was held on-site and was free of charge.
- We had our mid-year review with the WI Department of Health Services to assure we are on track with meeting our consolidated contract objectives and requirements. The review went great and there are no concerns or technical assistance requirements.
- The management team has been working very hard on preparing for reaccreditation by the National Public Health Accreditation Board. We need to submit our application by June 30 and then will have eight weeks to upload all of the required documentation, which will consist of hundreds of pages of narratives and evidence.
- We have concluded our work with the students we had for the spring semester.

PERFORMANCE MANAGEMENT REPORT – AMBER FRANCE, MS, MPH, IBCLC

Staff continues to work on their performance management measures and quality improvement projects. After Quarter 1 data reporting, there have already been 22 of 93 measures met.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy People Wood County

Health Impact Assessment (HIA): The advisory team had a meeting to learn how the City of Appleton was able to implement a Health in All Policies (HiAP) ordinance and we brainstormed different ideas of how we can work towards a HiAP approach in the City of Wisconsin Rapids in the coming years. We also decided to move forward on conducting the first Rapid HIA on a new senior housing development between May-August. Niki Euhardy, our UW-Population Health Fellow, is serving as co-project manager for this project along with Madelin Petz at the City of Wisconsin Rapids.

Community Engagement: We are in the midst of our community engagement plan with UWSP. A plan has been created for door knocking, which the Healthy People Wood County team will conduct in May. We attended a Healthy Family Night event at the Boys & Girls Club, which was put on through our community engagement work. At that event, we collected contact information from people who were interested in talking more one-on-one about improving health in the county. We will be doing one on ones with these folks in the next month or so.

Health Equity: New data on health equity measures came out with the 2018 County Health Rankings. A draft of a one-pager has been created to explain health equity more broadly in the community. We are also still working to complete the action plan and overall health equity plan for the department.

Brighter Futures

The Brighter Futures Coalition is finalizing the Youth Risk Behavior Survey (YRBS) booklet that displays the results of the 2017 survey. The booklet will be printed and disseminated to partners and those who are interested in the results. We are working with the Department of Public Instruction (DPI) to determine the questions for the 2019 survey. In the coming months, there will be a meeting of the Family Support Action Team to determine the next steps needed to implement an evidence-based family visiting program in Wood County.

AOD Prevention Partnership

The Wood County Drug Task Force met April 11th and walked through the kNOw Meth report that was recently released in January by Marshfield Clinic, Northwoods Coalition, and Alliance for Wisconsin Youth. The report contains recommendations for reducing the use and impact of methamphetamine at the local, regional, and state level. The five pillars did not meet the previous month due to the brainstorming session around recovery housing options.

The national DEA and Wisconsin DOJ prescription drug take-back event was held April 28. Wood County had all seven law enforcement agencies participate and collected 160 pounds of medications from the 1-day event and over 1,000 pounds of medications from the permanent disposal sites located within each law enforcement agency. Since 2013, over 11,800 pounds of medications have been disposed of from Wood County collection efforts.

The Alcohol Workgroup met April 17th and reviewed the results from a questionnaire to determine next steps in providing support and resources to alcohol-licensed establishments to properly serve and sell alcohol. The *Parents Who Host Lose the Most* campaign is running April through June during prom and graduation season to remind parents and other adults that it is illegal to host underage drinking parties. There are seven Wood County agencies

participating in the campaign; three agencies requested materials from Healthy People Wood County and four agencies actively participate in collaboration with Marshfield Area Coalition for Youth (MACY) each year in the Marshfield area. The Alcohol Workgroup identified three community festivals in which assessment on the serving and sales of alcohol will be conducted to determine if outreach is needed. Materials on best practice recommendations for the proper serving and selling of alcohol at community festivals and checking various forms of identification have been developed for the group to begin distributing to agencies providing liquor licenses.

The AOD Prevention Partnership is in the process of developing a teen bedroom and backpack display to point out common hiding places, disguised drug paraphernalia, and other signs that may indicate drug use. The group plans to include materials with talking points for parents/guardians and resources available in the community.

Mental Health Matters

The month of April held the first regularly scheduled full coalition meeting. For this meeting, Sarah Reed from the Wisconsin Initiative for Stigma Elimination (WISE) presented on stigma within Wood County. After the presentation, Sarah led a group discussion around potential action items and objectives the coalition could take to address stigma within Wood County. There were three populations of interest to work with and action item ideas underneath each group. The coalition ended up deciding on working with the veteran population in Wood County and finding ways to address stigma that they face. The initial big project identified by the group is to do a non-traditional town hall that will help raise awareness of resources for veterans and families of veterans. The coalition will be identifying follow up projects that would serve as next steps proceeding the town hall.

The Advisory Council for Mental Health Matters lost one council member and gained two new ones. The council member who left said that they would like to focus more on their work. The Advisory Council is looking to hold their next meeting in early June.

The Trauma Informed Care Toolkit is entering a more finalized state after review by internal health department employees. The hope is to have the toolkit reviewed by coalition partners and finalized by a cooperative effort between health department, human services, and partnering agencies. Once the toolkit is finished, partner organizations within Wood County can utilize the toolkit to take their first steps in becoming trauma sensitive agencies.

Recreate Health

River Riders Bike Share, in Partnership with Zagster, will be rolled out the second week of June. There will be 30 bikes available at six locations; Quality Foods West Grand, Quality Foods Baker Street, McMillan Library, Wisconsin Rapids Municipal Zoo, Veterans Memorial Park, and Goodwill on 8th Street. All locations are in the process for final permitting approval. Additionally, two side-by-side tandem bikes and one tricycle will be added to the fleet at the end of June. Bike memberships are available through the app or codes accessed online. Bikes are grant funded for years 1 and 2. After rollout in June, Recreate Health will start meeting with partners for sponsorships for years 3 and 4. Niki Euhardy, UW Population Health Fellow, gave a presentation on River Riders Bike Share at UW Madison and people were very impressed with the program!

The Wisconsin Rapids Downtown Farmers market will open on Saturday June 2nd. Recreate Health has procured picnic tables and a bike rack to be used at the market. Additionally, Farm to School AmeriCorps and Wood County WIC are working to program family friendly activities on Thursdays and Saturdays of the market. Recreate Health will convene to plan for the future market, as the market will need to move in 2019 due to construction.

Farm to School AmeriCorps have assisted in the implementation of local lettuce into the Marshfield and Wisconsin Rapids School District. Pam Walk of ColdSnap Aquaponics provided a tour to food service staff in February. ColdSnap is a large indoor aquaponics facility in Wisconsin Rapids. They are able to provide the volume needed and delivery schedule to the schools. Both districts plan to continue purchasing lettuce from ColdSnap to be used in the school lunch programs.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

New Business

Gardner Cheese in Arpin was licensed to sell cheese online. This establishment was referred to us by the Department of Agriculture, Trade and Consumer Protection (DATCP). Upper Ferry Treasures opened in Nekoosa. They sell ice cream and baked goods. Slice of Heaven was licensed as a cake baker, using the ODC kitchen in Wisconsin Rapids. Ascendancy Ink had a consultation on the steps needed to move to a combined Tattoo and Piercing license.

Water Lab Certification

In April, the Wood County Water Laboratory was certified as a bacteria lab by the Department of Agriculture, Trade and Consumer Protection. All bacteria samples are now analyzed in-house. This is a huge time saver for our spring water sampling activities when area park wells are tested before the public has access to them to ensure a safe water supply for campers and visitors. Nitrate samples are batched and sent to the UW-Oshkosh lab for analysis.

Staff Training

Logan Manthe attended training on Meth Labs. The training was put on by the Centers for Disease Control (CDC) in conjunction with law enforcement. The training covered things to look for to identify a potential meth lab, chemical and explosive hazards, dealing with individuals who are using meth, and the rapid process of addiction to meth. The program also strongly stressed that response to a Meth situation requires working in partnership with law enforcement, hazmat teams, healthcare, and human services personnel. Logan will be providing staff training to individuals who do home visits in the community. Environmental Health Staff attended DATCP Campground and Recreational/Educational Campground training, which is made up of instructions on how to correctly mark violations, and on-site training to help identify potential public health hazards at campgrounds. All staff attended Active Shooter training and annual DNR Transient Non-Community Water System training.

County Park Water Sampling – Vending Inspections

All of the Wood County park wells were tested for bacteria and nitrate prior to the opening of the parks for the season. One well tested positive for bacteria and will not be used until it tests safe. All vending inspections were completed for the year.

Complaints

Fifteen complaints were received and investigated in Wood County in April.

- A complaint was received regarding a lack of hot water for a Wisconsin Rapids rental unit. The same hot water heater services all 20 units in the building and there were no other complaints. Tenant did not respond to our call back. The complaint is dropped.
- A consumer complained of a restaurant without hot water. An onsite visit revealed that all sinks do have hot water. Case Closed.
- One complaint of a dirty restaurant with an employee's pet allowed inside. The investigation revealed no cleaning issues, and the manager said a service dog was in the restaurant recently. The manager was reminded of the laws regarding animals in a restaurant.
- One complaint of mold and illness from the mold in a Wisconsin Rapids rental unit. Landlord was contacted and agreed to install bathroom fans and a dehumidifier. The excessive use of fragrances and air fresheners was discussed with the tenant.
- DATCP reported that an individual is doing online sales of cheese without proper labeling or licensing. DATCP took legal action against this individual, and then referred them to our department for licensing.
- One report of continuing issues with cockroaches at an apartment building. This has been going on for several months. There was a hoarding situation in the apartment building that hampered efforts. That apartment is now clean and the roaches spread to other apartments. Slow progress is being made. Pest control estimates that the situation will be remedied within the next 2 months.
- One report of human and animal illness believed to be caused by area businesses. Caller claims many neighbors have had animals die, or have health issues. She just wanted us to log the complaint.
- One complaint of a restaurant that forces employees to work while sick. The owner was contacted and reminded of the food code requirements regarding ill food handlers.
- A report was made of a neighbor with a burn pile of items that cannot legally be burned. The DNR was also called. A warning letter was sent to the neighbor, with information on what can and cannot be legally burned.
- One complaint of a restaurant without proper sinks, or the proper license. The operator has a State license for a temporary restaurant and sets up temporary sinks when in operation. We attempted to inspect the setup but the operator was not serving at the time of the inspection. He works during bar time at area taverns.
- A report was made of sewage in the basement of a rental home. There are small children in the home. The landlord said there is water on the floor during the snow melt. The upstairs sink was clogged from bacon grease. The tenant did not respond to a request to view the home. The investigation is ongoing.
- One report of a restaurant with a handicap bathroom stall that is not working. The restaurant was called. An onsite visit revealed that the handicap restroom was operational.
- One report of a frog and crickets being kept on a restaurant counter. This was discussed with the owner and the frog and tank were removed from the restaurant.
- One complaint of bare hand contact at a grocery food stand. EH Staff visited the store and the manager will make sure everyone uses gloves at the food stand.

- A social worker requested a mold evaluation at a rental unit. There was mold present due to a roof leak that had been repaired. The landlord and tenant were instructed to clean the moldy area and that a fan should be installed in the bathroom. The fan must run while occupants are showering and 15 to 30 minutes after showering to reduce moisture in the home.

COMMUNICABLE DISEASE TEAM REPORTS

Communicable Disease Update – Jean Rosekrans & Alecia Pluess

- During the month of April, Wood County had 20 cases of chlamydia and 1 case of gonorrhea reported. Three cases of Hepatitis C were also investigated. A presentation was done for participants in the Human Services Day Treatment Program on the topics of Hepatitis C and sexually transmitted infections.
- Wood County had one probable case and one confirmed case of Lyme disease during April.
- One case of cryptosporidiosis, two cases of campylobacter, and two cases of E. coli were investigated.
- Influenza activity continues to decline. There were 10 cases of hospitalized influenza during April. Two long-term care facilities reported acute respiratory infection outbreaks with both staff and residents testing positive for Influenza B, respiratory syncytial virus and pneumonia.
- The Wisconsin Student Immunization Law requires that licensed childcare centers assess and report the immunization status of children enrolled in the center each spring. This year, childcare centers were required to send their assessment reports to the health department by April 30th, 2018. The health department mailed letters to Wood County childcare centers in early April reminding them of the due date. Assessment report forms have been reviewed for completion as they have been received, and assistance in completing the form has been offered to individual childcare centers as needed.
- Jean and Alecia participated in the North Central Wisconsin Healthcare Emergency Readiness Coalition Communicable Disease Multi-Jurisdictional Outbreak Tabletop Exercise on April 24th.

FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Lactation – Amber France

Amber France met with pediatricians at Aspirus Doctors Clinic to create a plan on direct referrals to the Health Department for lactation services.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – AMBER FRANCE, MS, MPH, IBCLC

- Camen Haessig completed the Certified Lactation Consultant course. All seven WIC staff are now certified in lactation.
- I will be presenting on WIC and Community Breastfeeding Collaborations at the Wisconsin WIC Conference in June.
- Outreach efforts last month were focused on foster parent programs and developing a more enhanced relationship with the food pantry (SWEPS).
- Monitoring Evaluation (ME) was done in February 2018. Highlights of the ME were:
 - Excellent No-Show rate.
 - Great home visits made to support breastfeeding!
 - Excellent systems approach to outreach for WIC. WIC does fabulous outreach activities in the community resulting in a solid increase in caseload.
 - Good outcomes for children all ages (2 - <5 years) at a healthy weight.
 - Great breastfeeding incidence of all infants.
 - \$1,000,813 food dollars were spent in 2017. \$4,956 was spent at farmers markets.

Caseload for 2018 (Contracted caseload 1382)

	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>
	<u>2017</u>											
<u>Active</u>	<u>1347</u>	<u>1328</u>	<u>1355</u>	<u>1341</u>	<u>1362</u>							
<u>(initial)</u>												
<u>Active (final)</u>	<u>1422</u>	<u>1412</u>	<u>1402</u>	<u>1409</u>								
<u>Participating</u>	<u>1489</u>	<u>1488</u>	<u>1449</u>	<u>1458</u>	<u>1474</u>							

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT May 15, 2018

Director's Report by Brandon Vruwink

On May 3rd, I had the opportunity to attend a forum on Juvenile Justice Reform sponsored by WCA. Wood County was well represented at this forum; Health & Human Services Committee Chair Rozar, County Board Chair Machon, Supervisor Clendenning, Supervisor Pliml, Family Services Division Administrator Beth Ferdon and Juvenile Justice Supervisor Craig Rasmussen also attended. The information shared provided a great overview of the reform plan as well as the work that counties will need to undertake as this process moves forward. The bill provides more incentives for counties that currently have the largest Youth Aids allocations to develop regional centers. Developing a regional center in Wood County would not be a viable option financially. This process will continue to move forward; as more information becomes available I will be sure to keep you updated.

The Wisconsin Counties Human Services Association (WCHSA) has developed a Child Protective Service Caseload Study Committee. This committee has been meeting for several months to determine what an appropriate caseload to worker ratio should be in the area of Child Welfare. Several states across the nation have developed and implemented standards over the past decade. Currently Wisconsin does not have a standard for Child Welfare cases; as a result caseload size varies from one county to another. The WCHSA workgroup plans to engage counties, and look to other states that have already implemented caseload standards as a guide. With the increasing number of children placed in out of home care, the demand on workers continues to increase. The increases have resulted in higher caseloads which have caused higher rates of burnout and worker turnover. The workgroup plans to finish up their work by February of 2019, which will provide recommendations and an advocacy plan to address the issues that counties are currently facing.

Wood County Human Services was notified on April 30th that we were awarded a five-year contract to continue providing FoodShare Employment and Training Services for Wood County and the entire North Central Region. Wood County Human Services in collaboration with our partner, CW Solutions, has been recognized as one of the top performing FSET providers in the state over the past three years. This is a testament to the quality service that is provided by our entire team throughout the region. I am very proud of this group and look forward to working collaboratively with them over the next five years.

Interviews for the Human Services Deputy Director position have been ongoing. I intend to begin second interviews by the end of this month. If a qualified candidate is identified through this process I would anticipate having this position filled by July 16th. I would like to thank the Human Resources Department and in particular Angel Butler-Meddaugh for her assistance in this process. Angel has been very helpful throughout the recruitment process and has worked hard to ensure that we are making this position as visible and attractive as possible.

Administrative Services Update by Jo Timmerman

Norwood: Census on the Admissions Unit for April averaged 8.30. The average for January 1st through April 30th was 8.31; which is 3.44 patients per day under our budgeted census of 11.75 per day. At budgeted net revenues this translates to a \$415,826 shortfall in revenues per budgeted 2018 revenues. Managers at Norwood are accessing their respective areas for cost containment to address the deficit resulting from the revenue shortfall.

Norwood's segment of the annual audit for the county went well. An audit adjustment was made to increase the Accounts Receivable allowances to net collectability based on current trends in contractual adjustments from third party payers.

Community: The audit progressed well for the Community Programs as well. An audit adjustment was made to the TCM Accounts Receivable allowances to reduce the level held as allowance.

Billing and Intake staff participated in a meeting with Inlusa. This meeting went well and staff will plan to meet on a quarterly basis with the Inlusa group. Some of our staff will be attending training in June to learn how to use Inlusa's new portal and to learn their new Prior Authorization process.

Beginning the first Tuesday in June, Outpatient Clinic staff will work the later open clinic hours on Tuesdays and Thursdays to provide intake services. This additional service is added to help address the wait list for clinic services. No additional staff cost will be incurred as staff will adjust their weekly work schedules to allow for the two longer days.

Edgewater: Census for April averaged 56.20. The average for January 1st through April 30th was 53.45; which is 6.55 patients per day under our budgeted census of 60 per day. At budgeted net revenues this translates to a \$177,424 shortfall in revenues per budgeted 2018 revenues. Managers at Edgewater have been receiving scheduling data reports as well as projection reports to aid them in cost containment to address the deficit resulting from the revenue shortfall.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

Dr. Steven Andrews has announced his plan to retire from Wood County Human Services Department on August 2, 2018. Dr. Andrews has been serving the residents of Wood County for over 40 years. He has not only provided great care to our residents but also provided a sense of hope that many did not have before meeting him. Throughout his career he has had a lasting and positive impact on countless staff, community members, service providers and most importantly the patients that he has cared for. While he will no longer be working directly with us, his presence and legacy will continue as we work to continually meet the high standard that he has set over the past 40 years.

Christa Pierce, APN, will be providing the bulk of the coverage for medication management services in the clinic, and we are also increasing time with Dr. Shelia Rao for tele-health services. Dr. Rao will see clients both at the Wood County Annex and Health Care Center and at the River Block building beginning June 4, 2018. We will continue to recruit to hire a new Psychiatrist/Medical Director for Behavioral Health Outpatient Services.

I am pleased to announce that Samantha Vick has been hired as the new Behavioral Health Nurse Manager. Samantha has a great deal of experience in behavioral health, primary care and management. She most recently was a Clinic Director for a large outpatient clinic in Milwaukee. Samantha will be starting her position on 5/29/18.

We are currently completing our annual reporting for the 2017 Substance Abuse Block Grant. In addition to funding treatment services, one of the requirements for this grant is that 20% of the funding must be used to fund primary substance abuse prevention activities. We are fortunate to have great community coalition partners including Marshfield Area Coalition for Youth and Healthy People Wood County that we collaborate with each year to put together a prevention plan. In 2017

our prevention plan activities included staff participation on both of these coalitions including the Wood County Drug Task Force, assisting with and supporting numerous community presentations designed to increase awareness and reduce stigma associated with trauma, mental health and substance abuse, offering various supportive and educational services to teach positive, healthy coping skills to avoid turning to substances, and providing an underage diversion program for youth who have received an underage drinking ticket.

Community Resources Update by Steve Budnik

Transportation: The Transportation Department is happy to report that Denise Wosick has started as a full-time bus driver out of the Wisconsin Rapids River Block location. Denise brings a lot of transportation experience which will be useful for our Human Services program. She is familiar with the area since she is a native to Wood County. Additionally, she is familiar with working among the elderly and disabled.

Energy Assistance: The winter moratorium has gone into effect allowing energy and fuel vendors to disconnect customers with unpaid or overdo energy bills. The Energy Assistance department has been diligently working on crisis applications to ensure customers are not disconnected by being proactively making outbound phone calls and working at outreach locations to help customers in the rural areas with their applications.

FSET: The FoodShare Employment and Training program was visited by DHS (Department of Health Services) in April for an onsite review. The state reviewers provided positive reinforcement of how well the FSET case managers treat their customers and conduct their appointments.

Norwood Health Center Update by Jordon Bruce

In late April, the hospital underwent our Medicare and Medicaid recertification survey. Overall, we had a positive survey. At this time, we are still waiting for the statement of deficiencies which will detail what our deficiencies are. Once we receive those we will correct these deficiencies and provide the state and feds our plan of correction. We have identified a final candidate for our Occupational Therapist position and hope the candidate will accept our offer.

Pathways Update: The month of April we averaged three overflow mental health patients and 2.4 TBI patients. We had two TBI referrals in April, zero admissions, and one discharge.

Our Crossroads census maintains at capacity and our census was at 15 the entire month. We had to leave one bed open for an admission of a Wood County patient from another facility, which didn't come until the end of April.

I will be discussing ideas for service lines at the May HHS committee meeting.

Norwood Nursing Department by Liz Masanz

The census on the hospital unit at the start of this year has been lower but has picked up this month. We continue to look at ways to improve the safety on the unit. Training was completed for all the staff on Vistelar, which is a de-escalation tech and physical hold technique for how to approach and deal with dangerous patients. We had a much better survey on the hospital unit compared to the survey we had three years ago. The main point focusing on ligature risks on the unit. We are in the works to address these issues on the unit with the maintenance department.

Norwood Maintenance Department by Lee Ackerman

Big news of the month is we underwent a State/Federal survey of our Hospital license. The focus of the Maintenance portion was on the new Disaster Preparedness Plan requirements. We received no cites on that issue. The Engineer did offer some guidance for improving areas of the plan that will be more closely examined in future surveys. This is always helpful to gauge the direction their oversight may be heading. We also received compliments on the building and hazard vulnerability assessments and building layout maps. We did receive a couple cites for fire doors that did not self-latch at the time of inspection and a 5-year inspection of the check valves in the sprinkler system we overdue. These deficiencies were addressed immediately and corrections were made or scheduled to be done soon. There were also numerous issues noted in patient bedrooms and bathrooms regarding suicide prevention measures. I am working with Jordon and Liz to find solutions.

Roof replacement is underway on the Crossroads wing. Work is being done in sections to ensure that each area is waterproofed as soon as possible after tear-off of the existing material. I have been inspecting the workers periodically to ensure safe and productive activity. I did have to ask that they pick up debris as it was blowing all over the roof and grounds, which they did immediately.

Complete Control has been working on converting the next three fans to digital controls and adding them to our software program. We are paying extra attention to maintaining the smoke management function of the fans as they are converted as this is integral to maintaining the waiver we hold for the building not having fire dampers between floors.

Norwood participated in the statewide tornado drill in April. Both LTC units were evacuated to the basement for the drill; response was good.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of April totaled 9,937 and y-t-d meals are 41,472. Revenues for April totaled \$44,994 and y-t-d is \$187,709. Two days of congregate meals were cancelled due to the weather.

Norwood Health Information Department by Jerin Turner

All receptionists and Jerin went through the Vistelar training, learning skills to help them deal with both clients and residents that might need to be de-escalated or talked to before the point of escalation.

April was busy for medical records. We saw 36 admissions and 43 discharges. Every discharge requires us to send medical records for follow-up appointments, so a lot of time was invested in sending releases.

April 2018 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info (Insurance/appropriate)
4/3/2018	Aspirus Wausau	75 male	denied	Not TBI, Medicare; looking for SNF
4/6/2018	Mayo Eau Claire	63 male	denied	not tolerating therapy

Edgewater Haven Update by Cindy Robinson

In the month of April we had 21 admissions and 3 readmissions.
Current census on the Behavior Wing is 9 residents.

Census comparison to last year:

April 2017 – 58.50 average census with 7.26 rehab

April 2018 – 56.16 average census with 6.46 rehab

Admissions/Discharges Comparison:

April 2017 – Admissions 11 Discharges 17 Readmissions 5

April 2018 – Admissions 21 Discharges 12 Readmissions 3

April snowstorms bring admissions! April was a very active month and with 21 admissions, it is the highest number of admissions in one month since before 2017! May is off to a very strong start and both in April and May, we have met or exceeded our budgeted census of 60, more than once!

Lisa Peeters, Director of Nursing, JoAnne Rodriguez, Nursing Supervisor and I attended a T.B.I. conference. It was an excellent opportunity to educate ourselves and marketing our new T.B.I. there was extremely beneficial.

C.I.P. is back in full swing. Fortunately, the board passed the additional four rooms on the 300 North Wing to be updated!

Marketing: As mentioned above, the T.B.I. conference was an opportunity to make contacts and begin relationships with those in need of utilizing our T.B.I. We continue our monthly screenings and there were more than the usual number of on-site visits and assessments related to the high number of referrals. Activities Director is actively recruiting for additional schools, church groups, clubs, any community unit that could offer some type of activity to our residents, such as a choir group singing.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: May 24, 2018

Caseload activity for April - 9 new veterans served. During the month of April we completed/submitted 310 federal forms to include:

- 25 intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 1 Notice of Disagreement (appeal)
- 20 new claims for disability compensation
- 1 new claim for pension
- 2 new claim for surviving spouse benefits (DIC or surviving spouse pension)
- 13 new applications for VA Healthcare
- 31 appointment of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 12 burial and marker applications

Activities:

1. Completed as of May 11:
 - a. April 21-VFW VA Benefit fair Plover VFW.
 - b. April 24 – National Veterans Legal Services Program (NVLSP) webinar on VA mental health disability claims.
 - c. April 30 – Listening session with US Representative Ron Kind
 - d. May 2 – Veterans Court planning meeting with Wood County Judges.
2. Near Future:
 - a. May 14-18 CVSO Association Spring Training Conference in Fond Du Lac.
 - b. May 24 - Comprehensive Community Services Coordination (CCS) committee joint meeting with Portage County.
 - c. May 25 – Wood County Veterans Memorial Ceremony.
 - d. June 13 – Tomah VA Medical Center quarterly CVSO and Congressional representative update.
 - e. June 26 – Wood County Budget training for Department Heads and Accountants.
 - f. July 10-12 Wood County Veterans Office table in the Family living area of Farm Technology Days.
 - g. August 8 – Central Wisconsin Veterans Benefit Fair Hosted by our office, the Tomah VA Medical Center and the Wisconsin Rapids Heroes Café.
 - h. August 21-26 Central Wisconsin State Fair.
 - i.
3. Long Range:
 - a. Sep 24-28 National Association of County Veterans Service Officer Association contract accreditation training in Peoria Illinois.
 - b. Sep 24-28 CVSO Association of Wisconsin fall training conference in Lake Tomahawk, WI.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period.
2. Case study- For once we can state we actually will put money directly into the Wood County treasury. Working with a county employee who is a veteran we were able to get them service connected for a condition that previously was being maintained by daily prescriptions paid for by our self-insured plan.

These maintenance medications will now be provided free to the veteran by the VA. In addition the veteran will receive a monthly amount of \$600.90 (tax free). The veteran's children are eligible for a UW or Wisconsin Technical college tuition waiver. Any care and medications that the veteran receives from the VA for non-service connected conditions will still be billed to WPS (county plan) but at the Medicare rate which is much lower than the regular approved fee schedule.

3. Veterans Court planning. Concerned advocates met with the Judges to discuss the possibility of Wood County establishing a veteran's court. Review of the number of veterans incarcerated in the Wood County jail over the past six months supports the concept. Areas of concern are the judge's current workload as another specialty court is very time consuming and the need for women mentors. We currently have several trained male mentors but no females. Recent changes to the mentor training program allowing most to be conducted online hopefully will allow more volunteers.

3

Minutes of the Wood County Public Safety Committee

DATE: April 24, 2018

PRESENT: Mike Feirer, Dennis Polach, Joe Zurfluh, Bill Winch, Jason Zaleski

EXCUSED:

OTHERS Bill Clendenning, Steve Kreuser, Lori Heideman, Tom Reichert, Jake Hahn, Kelli

PRESENT: Trzinski

LOCATION: Pittsville Fire Department

1. Call to Order:

Kelli Trzinski called the meeting to order at 10:00 a.m.

2. Election of Chairperson, Vice-Chairperson, and Secretary:

Nomination by Zurfluh to nominate Feirer as Chairperson.

Nomination by Polach to nominate Winch as Chairperson.

Feirer received two votes-Zurfluh and Feirer.

Winch received three votes-Polach, Winch, and Zaleski.

Bill Winch is elected as the Chairperson for the Public Safety Committee with three votes.

Motion by Zurfluh, second by Winch to approve Bill Winch's nomination as Chairperson of the Public Safety Committee. Motion carried unanimously.

Nomination by Zaleski to nominate Feirer as Vice-Chairperson.

Feirer declined the nomination for Vice-Chairperson.

There were no other nominations for Vice-Chairperson. Chairman Winch appointed Polach as Vice-Chairperson of the Public Safety Committee.

There were no nominations for Secretary. Chairman Winch appointed Zaleski as the Secretary of the Public Safety Committee.

3. Public Comments:

No public comments

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

May 14, 2018

1:00 pm

Wood County Annex and Health Center Marshfield

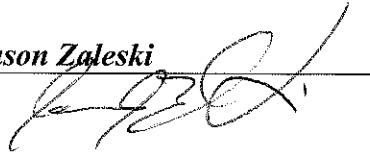
5. Adjourn:

Motion by Feirer, second by Zurfluh to adjourn at 10:04 a.m. Motion carried unanimously.

Minutes taken by Wood County Sheriff's Department.

Electronically signed by Jason Zaleski

Jason Zaleski, Secretary
Public Safety Committee

A handwritten signature in black ink, appearing to read 'Jason Zaleski', is written over a horizontal line.

Humane Officer Olson
April 22nd – May 5th 2018

10a
3

- 4-22; WR7310 Victim bit by a stray cat-open case 0
- 4-22; WR7948 Dog bite @ 1000 block of Washington Street WR-open case 14
- 4-22; WC5965 Welfare check on horses and improper burial 68
- 4-23, 26; WC5087 Improper confinement of dogs @ 8500 block of County Road F Town of Sherry currently the loose dogs are in the barn owner is to make better arrangements for their housing. 46, 46
- 4-23; WC4361 Welfare Check-open case 16
- 4-24,25; WC6208 Child bit by a muskrat that wandered into the family garage @ 10600 block of Eagle Road Town of Lincoln. While we don't quarantine muskrats protocol states they are to be euthanize and the head sent into Madison for testing of Rabies. Case discussed with the Health Department, two Veterinarians and Marshfield Police Department 96, 96
- 4-25; WC6329 Improper confinement of four dogs @ 3300 block of Ranger Road Town of Saratoga who have been loose in the neighborhood and acting aggressive towards neighbors 2
- 4-26; WR8339 Dog bite reported @ 1700 block of Smith Street WR on April 26, 2018 bite happened two days prior to it being reported. 20
- 4-26, 28; PE925 Dog bit two people who were trying to break up two dogs fighting over food-first victim is also the owner of the dog that bit, the second victim is her boyfriend. Victims refused the ambulance that was called @ 200 block of Letendre Avenue Port Edwards. 22, 22
- 4-27; WC5014 Welfare check on dog-open case 72
- 4-30; GR1491 Dog bit its victim in the shoulder area three days prior to this bite being reported @ 7800 Forestview Drive, WR. 18
- 5-1, 5; WR7316 Three dogs attacked another dog, open. 16, 16
- 5-2; WR6606 Follow-up for proper confinement as this dog has a bite history 22
- 5-3, 4; WR6046 Dog attacking another dog-follow-up on restrictions 16, 16

TIME CARD

COUNTY OF WOOD

10a

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

Olson

4/22/2018

THROUGH

5/5/2018

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
04/22/18	WR7310	\$50.00	0	8a	9a	1.00	Cat Bite
04/22/18	WR7948	\$50.00	14	9a	11a	2.00	Dog Bite
04/22/18	WC5965	\$50.00	68	12p	3p	3.00	Welfare Check
04/23/18	WC5087	\$50.00	46	8a	11a	3.00	Improper confinement
04/26/18	WC5087	\$50.00	46	9a	12p	3.00	Improper confinement
04/23/18	WC4361	\$50.00	16	1p	3p	2.00	Welfare Check
04/24/18	WC6208	\$50.00	96	2p	5p	3.00	Muskrat bite
04/25/18	WC6208	\$50.00	96	8a	11a	3.00	Muskrat bite
04/25/18	WC6329	\$50.00	2	3p	4p	1.00	Improper confinement
04/26/18	WR8339	\$50.00	20	4p	6p	2.00	Dog Bite
04/26/18	PE925	\$50.00	22	7p	9p	2.00	Dog Bite
04/28/18	PE925	\$50.00	22	8a	9a	1.00	Dog Bite
04/27/18	WC5014	\$50.00	72	9a	12p	3.00	Welfare Check
04/30/18	GR1491	\$50.00	18	4p	6p	2.00	Dog Bite
05/01/18	WR7316	\$50.00	16	8a	10a	2.00	Attack
05/05/18	WR7316	\$50.00	16	4p	5p	1.00	Attack
05/02/18	WR6606	\$50.00	22	10a	12p	2.00	Improper confinement
05/03/18	WR6046	\$50.00	16	8a	10a	2.00	Attack
05/04/18	WR6046	\$50.00	16	11a	1p	2.00	Attack
04/22/18						3.00	report writing
TOTAL		\$950.00	624			43.00	\$340.08

(Mileage Check)

Per Diem: 101-3901-54129-000-101

Mileage: 101-3901-54129-000-331

Humane Officer Nanci Olson
April 8th – April 21, 2018

*4-9; Public Safety Meeting 14

4-9; WR6448 Dog bite @ 200 block of 18th Avenue North WR 18

4-9, 10; WR6606 Dog bite 3100 block of Reddin Road, WR-follow-up for proper confinement as this dog has a bite history. 22, 22

4-10; WC4814 Welfare check-open case 40

4-10; WC5014 Welfare check on dog-open case 72

4-19, 21; WR7948 Dog bite @ 1000 block of Washington Street WR-open Case 14,14

4-19; WC5682 Follow-up on a dog bite which happened on April 14, 2018 @ 1000 block of Larry Avenue 8

4-19, 21 WC5965 Welfare check on horses where one is dead @ 7600 block of Richfield Drive Arpin 68, 68

4-20; WC5087 Improper confinement of dogs-open case 46

4-20, 21; WR7316 Three dogs attacked another dog @ 300 Drake Street WR which was being walked by its owner-follow-up 16, 16

4-20; WR7310 Victim bit by a stray black cat that had wondered into her home @ 2200 block of 4th Street South WR, but then ran off and couldn't be held for quarantine. The victim underwent Rabies prevention shots. 12

4-21; WC4361 Welfare check-open case 16

Humane Officer Nanci Olson
March 25 – April 7, 2018

3-25; WR6121 Cat bite-owner was bit by his own cat. 14

3-25, 26; WC4582 Dog bite-owner was bit by her St. Bernard on her arm seven days prior @ 7000 block of Nelson Lane, but went to the ER today for an on-going infection. 44, 44

3-26, 27; WC4361 Welfare Check-open Case 16, 16

3-26; WR6046 Dog attacking another dog @ 500 block of 4th Street South, WR 16

3-28, 29; WR6356 Dog bite-victim was bit by a loose dog while delivering newspapers near Dewey and Cliff Street. He said the owner wrapped up his hand prior to the victim going to the doctor. Victim refused to give address of where the dog lived. I called the clinic to let them know the dog is not under quarantine, so they can offer the victim Rabies prevention shots. 18, 18

3-29, 31; WC4766 Dog bite-victim stopped at a farm to ask if he could buy scrap metal @ 5500 block of 3rd Avenue Rudolph. When the owner opened the front door is when the Shepard-Pit mix came out growling then bit the victim in the left arm and right leg. 28, 28

3-29; WR6424 Reported as a dog bite-mother of a child @ 2000 block of Saratoga Street, WR said her son was bit on the arm by the neighbors puppy. He did not receive medical treatment. There was no mark on the child. Case closed 16

3-30, 31; WR6448 Dog bite-postal worker was bit on his hand requiring seven stitches by a terrier type dog @ 200 block of 18th Avenue North WR. Victim opened the gate of a fenced in yard to put packages on the owner's deck when he was bit. 18, 18

3-30, 4-6; WC4814 Welfare check-case open 40, 40

4-2, 3, 4; WR6606 Dog bite-child was bit while walking home from school @ 2400 block of Lincoln Street WR. He received medical attention for a bite to his left hip area. Women was 'dog sitting' a Black Lab mix at the Lincoln address when she left the front door open to go to her vehicle. Dog actually lives at 3100 block of Reddin Road, WR. 16, 16, 22

4-3, 6; WC5014 Welfare check on dog-open case 72, 72

4-5; WC5087 Improper confinement of dogs-open case 46



Wood County

WISCONSIN

11a
OFFICE OF CORONER

DARA HAMM

DATE: 5/5/18
TO: Wood County Public Safety Committee
FROM: Dara Hamm, Wood County Coroner
SUBJECT: Monthly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies for April 2018:

Calls for Service/Death Investigations	73
Investigations Involving Sudden or	
Suspicious Deaths and Falls	23
Death Certificates Signed.....	15
Cremation Permits Signed.....	58
Traffic Fatalities Investigated.....	0
Suicides Investigated.....	1
Drownings	0
Fire Fatalities.....	0
Homicides.....	0
Autopsies Performed	1
Suspected Overdoses.....	0
Disinterments	0

Remarks:

I was contacted by a Wood County Board Member this past month who inquired as to how a mortuary/cremation service is chosen. In the event any other citizen would ask the same question I wanted to provide you all with an answer.

CHOOSING A MORTUARY/CREMATION SERVICE

The decedent will be taken to the funeral home that has been chosen by the family, providing the family is known and can be reached within a reasonable amount of time. If the family is not known/cannot be reached, the Coroner or Deputy Coroner will use a funeral home, based on a rotation, to respond and assist with the remove of the decedent. The responding mortuary will hold the decedent at their facility until next of kin is notified. This by no means obligates the next of kin to use that mortuary for their funeral arrangements. Once next of kin is notified it is explained to that Funeral arrangements can then be made through that mortuary or any other mortuary or cremation service. Again, the next of kin is never obligated to use the duty mortuary for the funeral arrangements.

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner



Wood County

WISCONSIN

122
SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

May 7th, 2018

Sheriff Reichert:

During the month of April the Crime Stoppers program received 48 tips that were forwarded to the appropriate agencies for follow-up. Our monthly meeting was cancelled due to inclement weather. April 2nd we launched our new P3 tips reporting software and we received 19 tips with that software already this month.

Our next meeting is scheduled for 5/15/18.

Scott Drew



Wood County

WISCONSIN

12d
SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

TO: Sheriff Thomas Reichert

FROM: Lieutenant Charles Hoogesteger

DATE: 4/30/2018

RE: K9 Program – APRIL 2018

TRAINING – During April, Deputy Christianson and K9 Ace conducted several on duty training exercises. These trainings consisted of narcotic detection using methamphetamine, heroin, marijuana, and cocaine. The team also worked on track work as well. During the on duty trainings, no issues or concerns were observed. They also took part in a day of training in Wisconsin Rapids with Deputy Pidgeon and K9 Toro. During this training, they worked on Narcotics detection, tracking, building searches with that ended in a bark and hold as well as apprehension work. During this training there were no issues observed.

COMMUNITY/DEMOS – On April 23, 2018 Deputy Christianson and K9 Ace completed a presentation for Boy Scout Troop 178 at Woodside Elementary School. Presentation was for approximately 25 boy scouts and their parents. On April 28, during a CTLE Grant Deputy Christianson came across a group of five children near the Casino in Nekoosa. He stopped and talked with these children as well as parents and gave each a department card of Ace and I. On April 27 Deputy Christianson and K-9 Ace did a presentation at St. Luke's Pre-School for 4K class. This class was approximately 15 kids with three adults. On April 28, Deputy Christianson and K9 Ace attended the Port Edwards Safety Fair. While at this event I had Ace out and let children meet Ace and explained to the attendees our job responsibilities.

DEPLOYMENTS (K9 ACE) – During April, Deputy Christianson and K9 Ace were deployed on 8 occasions. The deployments varied between vehicles, search warrants and residence searches. During the vehicle deployments, there were 6 positive indications. In one of the indications nothing was located but there was prior drug use confirmed by occupants. Two indications resulted in nothing being located. Two indications resulted in the discovery of marijuana and paraphernalia. The deployment during the residence search revealed 32.6 g of marijuana and 0.2 g of methamphetamine.

DEPLOYMENTS (K9 TORO) – During April Deputy Pidgeon and K9 Toro were deployed on four occasions on vehicles. These deployments were for our department and resulted in three positive indications. After the positive indications, searches were conducted of the vehicles. During the search of two vehicles, drug paraphernalia was located and in the third, 7.5 g of marijuana and drug paraphernalia was located.

WOOD COUNTY JAIL

January - June 2018

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	202	80	46	222	74	48	218	73	52	227	75	55	221	76	50	0	0	0
2	207	80	46	213	76	49	214	75	51	228	75	54	231	75	50			
3	208	79	46	208	76	47	211	75	48	223	74	53	233	74	49			
4	207	78	47	208	76	46	216	76	48	224	72	53	234	73	49			
5	210	78	48	210	76	46	217	76	48	220	70	53	224	81	49			
6	204	78	49	210	76	46	215	75	49	219	74	53	230	81	49			
7	211	83	49	212	76	45	214	74	50	220	73	53	230	81	48			
8	215	78	49	207	74	45	215	74	53	218	73	52	228	79	45			
9	207	77	48	209	75	45	218	77	55	219	73	52						
10	217	75	49	207	74	44	218	82	52	215	73	53						
11	219	76	49	210	74	44	221	82	52	224	70	53						
12	219	75	49	208	74	43	223	82	52	221	74	52						
13	218	70	50	204	73	43	222	80	52	224	78	53						
14	217	69	50	211	72	45	226	78	53	220	76	53						
15	222	69	50	205	74	47	227	76	54	219	76	53						
16	221	68	50	210	74	46	224	73	57	225	76	53						
17	218	73	50	209	76	46	222	73	57	223	75	52						
18	218	76	48	211	76	46	223	73	57	216	75	52						
19	207	75	47	211	76	46	227	73	57	216	72	50						
20	207	73	46	215	74	49	225	72	57	216	77	52						
21	206	73	45	222	77	51	228	73	60	218	80	54						
22	209	73	45	218	78	50	231	72	59	225	80	54						
23	209	73	45	225	77	50	230	69	60	223	80	53						
24	209	73	45	223	76	51	228	72	58	223	78	53						
25	208	78	45	222	76	50	230	72	57	225	77	52						
26	214	77	45	228	76	50	231	72	55	222	76	51						
27	215	76	47	222	72	51	232	69	54	217	76	50						
28	212	76	46	218	70	51	223	69	54	216	75	49						
29	213	76	45				229	71	56	215	75	49						
30	213	72	46				222	75	55	216	75	49						
31	215	71	48				222	75	55									
WCJail	212.16			213.50			222.65			220.57			228.88			0.00		
Shipped	75.10			74.93			74.45			75.10			77.50			0.00		
EMP	47.35			47.14			54.10			52.27			48.63			0.00		
Avg Length of Stay (Days)	28.59			27.90			29.50			25.90			0.00			0.00		

Overtime Breakdown 2018 (hrs.)

12e

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
<i>TOTALS</i>	0	0	0	0	0	0

Overtime Breakdown 2017 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
<i>TOTALS</i>	0	0	0	0	0	0

Electronic Monitoring 2018 Monthly Savings vs. Out of County Housing

Month	Monthly Savings	YTD 2018 Total Amount	2017 Total Amount
January	\$76,372.23	\$76,372.23	\$26,290.75
February	\$68,675.43	\$145,047.66	\$52,368.18
March	\$87,259.51	\$232,307.17	\$90,433.32
April	\$81,588.24	\$313,895.41	\$129,455.82
May	\$0.00	\$313,895.41	\$175,424.33
June	\$0.00	\$313,895.41	\$220,534.34
July	\$0.00	\$313,895.41	\$264,244.74
August	\$0.00	\$313,895.41	\$317,794.01
September	\$0.00	\$313,895.41	\$370,396.34
October	\$0.00	\$313,895.41	\$428,461.82
November	\$0.00	\$313,895.41	\$502,292.39
December	\$0.00	\$313,895.41	\$572,293.55
TOTAL	\$313,895.41	\$313,895.41	\$572,293.55

EMP Average for month x number of days in month = bed days
 Bed Days x \$52.03 = Monthly Savings

SAFEKEEPER HOUSING

2018

MONTH	Facilitiy	Facility	Facility	WAUPACA	MONTH TOTAL	2018 YTD TOTAL	2017 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$82,125.00	\$82,125.00
FEBRUARY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$164,250.00	\$82,125.00
MARCH	\$0.00	\$0.00	\$0.00	\$0.00	\$82,125.00	\$246,375.00	\$82,125.00
APRIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
MAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
JUNE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$246,375.00	\$82,125.00
TOTALS	\$0.00	\$0.00	\$0.00	\$164,250.00	\$246,375.00		\$985,500.00

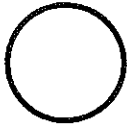
2017 is a 75 average

12e

Wood County Sheriff's Department Kitchen Report 2018						
MONTH	Breakfast	Dinner	Lunch	Sack	Total meals	Food Cost plus Labor
January	2611	2717	2581	255	8164	\$19,053.26
February	2598	2707	2535	251	8091	\$19,057.63
March	2677	2729	3385	254	9045	\$19,188.08
April	3384	3590	3378	442	10794	\$24,491.81
May	0	0	0	0	0	\$0.00
June	0	0	0	0	0	\$0.00
July	0	0	0	0	0	\$0.00
August	0	0	0	0	0	\$0.00
September	0	0	0	0	0	\$0.00
October	0	0	0	0	0	\$0.00
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
TOTAL	11270	11743	11879	1202	36094	\$81,790.78

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

12a



RESOLUTION#

Introduced by

Public Safety Committee

Page 1 of 2

Committee

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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MAC</u> , Finance Dir.		

INTENT & SYNOPSIS: To amend the 2018 Emergency Management Budget (52520) for additional expenditures that were not anticipated during the initial budget process.

FISCAL NOTE: \$26,000.00 total cost. At the time of this request, the funds available in contingency are \$334,683. The adjustment to the budget is as follows:

Function	Account Name	Debit	Credit
52520	Emergency Management		\$8,000
51590	Contingency Fund	\$8,000	
52520	Emergency Management		\$8,000
52530	BNI Carryover	\$8,000	
52520	Emergency Management		\$10,000
52130	Communications Carryover	\$10,000	

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

Source of Money: Emergency Management would use monies that are in the BNI carryover account and the Communications carryover account, and requests the remaining amount of money from the Contingency Fund account.

WHEREAS, the Emergency Management Emergency Operations Center was a temporary build when Wood County Dispatch took over the previous Emergency Operations Center location 12 years ago and have since vacated that area for their new offices on the second floor, and the Maintenance Department has not budgeted for this project in 2018, and

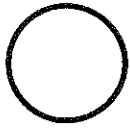
WHEREAS, the current location is not suitable to emergency operations due to the outgrown space and the water issues it has. Being able to prepare for emergencies, respond and mitigate those same emergencies is a primary function of the Emergency Management Department and support agencies.

WHEREAS, An emergency operations center (EOC) is a central command and control facility responsible for carrying out the principles of emergency preparedness and emergency management, or disaster management functions at a strategic level during an emergency, and ensuring the continuity of operation of a company, political subdivision or other organization. This is the central operations center for the County Planning Team and Emergency Response personnel.

WHEREAS, these carry over account funds, and contingency account funds would be used to provide proper workable space to carry out the mission of the Emergency Management Department, while utilizing the Emergency Operations Center for all emergencies in the County, both large and small.

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 Emergency Management Department budget for 2018 by transferring \$8,000 from the Contingency Fund (51590) and \$8,000 from the BNI Carryover

**RESOLUTION#**

ITEM#

DATE

July 17, 2018

Effective Date: When approved

Introduced by Public Safety Committee
Page 2 of 2

Committee

Account (52530), and \$10,000 from the Communications carryover account (52130) to the Emergency Management Budget (52520) function, and

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

(14)

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, JUNE 6, 2018
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Bill Leichtnam, Mark Holbrook, and Harvey Petersen. (Dave LaFontaine was excused)

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn, Jeff Brewbaker and Stevana Skinner
Land & Water Conservation Staff: Shane Wucherpennig, Adam Groshek and Alex Delaney
UW Extension Staff: Jason Hausler and Katie Tomsyck

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Nancy Eggleston (Health Dept.), Jeremy Sickler (Alexander Field), Jeff Gaier (Roy Shwery Airport)

1. **Call meeting to order.** Chairperson Curry called the meeting to order at 9:03am
2. **Public Comments.** None
3. **Review Correspondence.** None.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the May 2, 2018 CEED meeting, and the April 24th special CEED meeting. 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Shane Wucherpennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Alex Delaney, Matt Lippert, Jodi Friday, Chris Viau, Laura Huber, Jackie Carattini and Jeremy Erickson

Motion by Robert Ashbeck to approve and accept the minutes of the May 2, 2018, and April 24th, 2018 meetings, the bills from Planning & Zoning, Land & Water Conservation, and UW-Extension, and the staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.

5. **Risk and Injury Report.** None.
6. **Economic Development**
 - a. Activity update Alexander Field and Roy Shwery Airport. Jeremy Sickler gave a report on the projects happening at Alexander Field in Wisconsin Rapids. They received grant funds from the state and the FAA to increase capacity and safety at the airport. There has been a large spike in airport activity since the opening of Sand Valley Golf Course. They will be increasing the capacity for 20 more aircraft. There will not be any renovations to the terminal at this point. Jeff Gaier shared a report on the Roy Shwery Airport in Marshfield. They are currently working on a hangar development project. Last year, they hosted a law enforcement canine training for aviation. They recently acquired a 12ft broom and truck to help with snow removal. They have also been working with the Sheriff's Department to get drone applications for the vendors at Farm Tech Days. They are expecting anywhere from 20 to 50 aircraft for the event. LifeLink III will now be based from the Marshfield Clinic, so helicopter activity will increase. The Marshfield Hamburger Social will be during Farm Tech Days on July 11th. The Wisc. Rapids Hamburger social is Wednesday, June 27th. These are both fundraisers for the local EAA chapters.
 - b. Wood County ATV Trail committee update- A committee met on May 17th between the Highway, Planning & Zoning and the Parks and Forestry departments. They asked the municipalities in

Wood Co. about their current ATV ordinances and collected information on all the ATV trails in the county. They want to identify some mainline routes in the county, and possibly try to link up some key destinations in the county. They are also identifying routes that go through county forests to determine if there is potential for ATV trails. They are looking at different funding sources and connecting with ATV clubs in the area. There are many things to consider including state standards and the county's liability if ATVs are allowed on county roads. The next meeting will be held June 13th. Mark Holbrook suggested having a multi-purpose trail system, not just ATV trails to include things like snowmobiles and off-road biking. This will stay as an agenda item.

7. Private Sewage

- a. Presentation on Private Onsite Waste Treatment permitting, maintenance and compliance. Jeff Brewbaker gave an overview of his background in soil science. He gave an educational presentation on the oversight of onsite waste systems. There are 12,000 total septic systems in the county. He educated the committee on the bacteria and microbes in septic systems and explained how mound systems work. People seem to be seeking out mounds more than before. He then explained how a conventional septic system works.

8. County Surveyor. Nothing to report.

9. Planning. Nothing more to report.

10. Land & Water Conservation Department

- a. Groundwater Committee discussion. In July, there will be a representative from the Portage County Groundwater Committee speaking to the CEED Committee. The Wood County Health Department will be giving a report in August. Bill Leichtnam shared that the Central Sands Citizens Groundwater Committee is continuing to meet and reorganize. The next meeting will be held at Riverblock on June 18th at 2:00pm. At the last meeting, the group took action steps to rename themselves to the Central Sands Citizens Groundwater, to send a letter to invite all municipal heads and to make a regularly scheduled meeting on the third Monday of each month at the Wood County Riverblock building. Shane also shared that the Land & Water Conservation department is going through the process of writing the 9-key element plan for Mill creek, which is due in September. Shane will present it to the DNR for approval, and then on to the EPA for approval. At that time, Shane will need the committee's approval to open an account to receive funds for this into.
- b. Open and approve low bid for closure of a manure storage facility on property owned by Michael Van Wyhe. Six bid packets were sent out. One bid was received from Troy Weichelt in the amount of \$3,282.50.

Motion by Ken Curry to approve the bid for the Michael Van Wyhe manure storage facility closure to base the low bid for cost sharing on. Second by Harvey Peterson. The motion carried unanimously.

- c. Update on Notice of Discharge for Schiferl & Accola. Shane Wucherpennig and Adam Groshek passed out a report on the Lee Accola manure abandonment situation. During an inspection in April, Groshek discovered definite evidence that liquid manure from Accola's farm was reaching the Black River. Accola has had continuous violations over the past 15 years, despite many conservation projects in which he received over \$100,000 in aid. Wood County is working with the current contractor to finish abandoning the western pit, and then will let the Department of Justice and the Wisconsin DNR deal with the legal proceedings. To date, the DNR has not fined this individual, but the county has.
Schiferl Discharge: The Randy/Alan Schiferl farm has had a 10 year history of poor manure management and questionable manure spreading. In 2016, a complaint of manure discharge resulted in 100,000+ gallons of manure flowing into Mill Creek. The facility was found out to be of CAFO size without a CAFO permit. Cost share assistance and multiple other sources of funds were offered to assist the Schiferl farm if they reduced their facility below the CAFO threshold,

but they refused to do so. They denied access to DNR to come on to the farm. The DNR is taking this to the Department of Justice. Wucherpennig stated that unless we have state legislative changes that allow us to regulate more, there is not much more the county can do.

- d. Update on Notice of Noncompliance for Dave Huser slurry-store system overflow. In this case, the solids were a foot above the rim of the slurry-store system. The owner took immediate corrective action and was therefore not fined.
- e. Discuss Capital Improvement Plan request for pickup truck. The 5-year capital plan earmarked the replacement of a 14-year-old 2WD truck. This will be brought to the Executive Committee as part of the Land & Water Conservation Department's budget plan.

Motion by Mark Holbrook to recommend to the Executive Board that the truck be replaced. Second by Harvey Peterson.

Discussion: Robert Ashbeck will support this if they finance it on a 4-year plan.

Motion carried unanimously.

- f. Discussion on concerns with small dairy businesses going out of business. Shane Wucherpennig explained that there is a big concern in Wisconsin with small dairy business being forced out of business. Some counties are taking action in the form of a moratorium to limit CAFO expansion until some kind of a plan is developed on how these expansions should occur. Portage County is looking into this. Discussion followed. The committee directed Shane to bring back what the other counties are doing in print.
- g. Update on Badger Sandstone contested court hearing. Wucherpennig gave an update on the hearing. There was a site visit on May 25th and a hearing was on May 26th which was rescheduled for August 1st. Wucherpennig and Tracy Arnold will testify. The contested hearing will be overseen by a hearing officer, Bill Weiland. The LWCD will likely be billed for this.
- h. Nonferrous Metallic Mining & Reclamation Ordinance review & possible action. Adam DeKleyn shared that the Wisconsin Counties Association published a model zoning ordinance this morning. Taylor County has not received comment from their outside attorney on their licensing ordinance. The CEED committee gave the following guidance for the licensing ordinance:
 - 803.08- Administrator shall be the Land & Water Conservation Department.
 - 803.10- the metallic mining committee shall be the Wood Co. CEED committee.
 - 803.13- Use direction from the WCA ordinance to see how they address financial assurance.
 - 803.15- fee shall be \$25,000
 - 803.17 (2)- fee shall be \$25,000.
 - 803.20- fee shall be \$50,000.
 - 803.21- The CEED committee shall be in charge of overseeing the administration of the ordinance.
 - 803.22- fee shall be \$50,000.
 - 803.25- The committee gave direction to contact the Highway commissioner to see if \$100,000 is sufficient.
 - 803.25 (5) (b)- the Trust Administrator shall be Land & Water Conservation Department Head.
 - 803.26 (1) - In regards to workload, the LWCD will likely hire outside consulting. The CEED committee will absorb the workload then direct it to LWCD.
 - 803.26 (2) In regards to workload, the LWCD will likely hire outside consulting. The CEED committee will absorb the workload then direct it to LWCD.
 - 80329- Land and Water Conservation

DeKleyn and Wucherpennig will continue to review the WCA model ordinance and Taylor County's ordinance.

- i. Update on Juneau/Wood County well testing program in the Armenia area. Shane Wucherpennig and Nancy Eggleston gave an update on the program. Eighteen wells were tested in Wood County of the 104 total wells that were sampled. A \$25.00 discount was given to participants. After the results are received, the sites that come back high will be resampled. This would be a good project that the Central Wisconsin Citizens Groundwater Group could give a recommendation to the CEED committee on what else needs to be done.
- j. North Central Land & Water Conservation Assoc. meeting report – Robert Ashbeck gave a report on the meeting.
- k. LCC supervisor training. This will be held on July 24th in the Lincoln County Board room from 4:00-6:00pm.

Motion made by Bill Leichtnam to pay supervisor attendees per diem and mileage. Second by Mark Holbrook. Motion carried unanimously.

- l. 2018 National Envirothon.

Motion made by Mark Holbrook to approve Conservation Program Coordinator, Tracy Arnold to travel to the 2018 National Envirothon in Idaho at no cost to the county. Second by Robert Ashbeck. Motion carried unanimously.

11. UW Extension

- a. Staffing Update – Fifteen people applied for the Extension Communities Educator position. Six people were interviewed and two people received final interviews. Jason Hausler is currently making reference checks and will extend an offer to one of the candidates.
- b. Office Furniture Update- Jason shared three quotes for the office furniture and requested that savings from wages be transferred into office supplies to purchase the furniture. Emmons had the lowest quote including installation. If the money is not spent, it will go back to the general fund at the end of the year.

Motion by Bill Leichtnam to appropriate the unused wage funds for office supplies, not to exceed \$21,000 and to accept the lowest furniture quote. Second by Ken Curry. Motion carried unanimously.

- c. Organizational Update / Presentation. Jason met with Chairman Machon about this presentation and shared what he will be presenting with the CEED committee.
- d. UW-Extension presentation to County Board.

Motion by Ken Curry for the UW-Extension Department head to present to the Wood County Board at the July 17th meeting. Second by Robert Ashbeck. Motion carried unanimously.

- e. Area 7 Situational Analysis. Jason Hausler explained that UW-Extension is undergoing a statewide needs assessment and a formal process is happening in every county. The CEED committee will schedule a special meeting on July 18th at 9:00am to cover this and UW-Extensions other agenda items.

12. Schedule next regular committee meeting –

The next regular CEED Committee meeting is scheduled for Thursday, July 5th, 2018 at 9:00am at the Wood County Courthouse, Room 115.

13. Agenda items for next meeting.

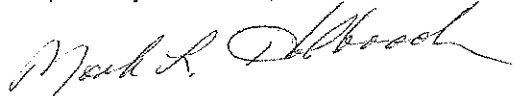
- a. Wisconsin LWC Association annual meeting.
- b. Groundwater County Committee discussion and direction.

14. Schedule any additional meetings if necessary-

There will be a special CEED committee meeting on Wednesday, July 18th at 9:00am at the Wood County Courthouse, Room 115 to discuss the UW-Extension Situational Analysis.

Chairperson Ken Curry declared the meeting adjourned at 1:03pm.

Respectfully submitted,



Mark Holbrook, Secretary

Minutes by Katie Tomsyck, UW-Extension

Review for submittal to County Board by Mark Holbrook (approved on June 12, 2018)

④

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Adam DeKleyn, County Planner
Justin Conner, GIS Specialist
Jeff Brewbaker, Code Administrator
Stevana Skinner, Code Technician
Kim Keech, Admin Services 5
Victoria Wilson, Admin Services 4

RE: Staff Report for June 6, 2018

1. Economic Development (Jason Grueneberg)

- a. Convention and Visitor Bureau Marketing – On Thursday, May 3rd, I met with the Laura Nelson (Wisconsin Rapids CVB), Matt Mclean (Marshfield CVB), and Chad Schooley (Wood County Parks and Forestry) to discuss collaborative marketing efforts for Wood County. Efforts in 2018 will likely focus on a marketing plan for anticipated ATV routes and trails. A marketing plan will be developed by the CVBs and will include a variety of efforts including a Route App so that routes and trails can be easily identified by ATV and UTV riders. Discussion also took place regarding potential marketing opportunities for 2019.
- b. Marshfield Economic Development Board – On Thursday, May 3rd, I attended the Marshfield Economic Development Board Meeting. Agenda items that were discussed included an update on the Wenzel Family Plaza, options for updating the Housing Study, and next steps for the 2nd Street Redevelopment Plan.
- c. Central Housing Region (CHR) – On Tuesday, May 8th, I attended the Central Housing Region meeting. Attached is a summary of loan activity of the 9 counties in the region. Funds from the 2013-2014 grant cycle need to be spent by June 30th of 2018, and if they are not an extension will likely be granted. The 2017-2018 grant cycle amounts for the region has been released by the State and it is approximately \$2,000,000. The Juneau County Housing Authority administers the Central Housing Region Program and provided an update on the ways that they are marketing it in the region. A variety of changes were made to the Housing Procedures Manual primarily to adjust to HUD and State guidelines. The most significant changes made were to promote more loans for repairs to rental housing. The new interest rate for rental housing is 0% for a term that is negotiable.

Currently, there is plenty of funding available for home repairs to low-to-moderate income households including rentals. I have pamphlets available in the Planning & Zoning Office, or anyone interested can check out the Juneau

County Housing Authority web page at
www.juneaucountyhousingauthority.com.

- d. 17th Avenue Rezoning Hearing – On Monday, May 7th, I represented the County at the city of Wisconsin Rapids Plan Commission meeting public hearing on the rezoning of 7.71 acres of land that the County has agreed to sell for market-rate housing. The County has applied to rezone the property from A-1 to R-3. The hearing was well-attended by many neighbors in close proximity to the County-owned land. The neighbors that attended the hearing spoke in opposition to the rezoning for a variety of reasons. The Plan Commission voted not to recommend the rezoning of the property to the City Council. The WR City Council denied a request by the County to delay consideration of the rezoning request, and voted at the May 18th Council meeting to deny the rezoning request.
- e. Central Wisconsin Economic Development Fund – On Wednesday, May 9th, the CWED Nomination Committee met to develop a slate of candidates for the upcoming election of officers.
- f. Central Economic Development Summit – On Thursday, May 17th, I attended the Central Wisconsin Economic Development Summit. The summit started off at the Hotel Mead in Wisconsin Rapids with panel discussion on Workforce Development, Central Place Innovation and Regional Opportunities. The afternoon included a bus tour of local projects including the Tribune Building, YMCA, and Triangle Development. The group was then taken to Alexander Field for a ground breaking ceremony. The summit ended with a reception at Sand Valley Golf Resort.
- g. ATV Trails and Routes Planning – Progress continues to be made in the effort to develop a route and trail network in the County. An inventory map has been completed and copies of local ATV ordinances have been obtained. On May 17th, Parks and Forestry, Planning & Zoning, and Highway Department staff met to review the inventory map and develop a process to identify future route and trail opportunities.
- h. Central Wisconsin Economic Development Board – On Wednesday, May 16th, I participated in the CWED Board of Directors meeting. This was the annual meeting and election of officers took place. I was again elected as the Treasurer. Other agenda items included consideration of a loan request, and modifications of 2 existing loans.
- i. Central Wisconsin HATCH – On Wednesday, May 16th, I attended a Central Wisconsin HATCH event at the Eron event barn in Steven's Point. HATCH events are a platform for area entrepreneurs to pitch their idea or product to a panel of local judges. The winner of the event wins a cash prize. All HATCH events are open to the public and everyone is invited to help support local

entrepreneurism. The next HATCH event will be held on June 20th at Mid-State Technical College.

2. Planning (Adam DeKleyn)

- a. Plat Review Officer – (7) CSM's were submitted for review/approval. (7) CSM's were approved/recorded. (6) CSM's are pending approval.
- b. Water Quality Management (WQM) Review – Letter of non-conformance issued for proposed sanitary sewer extensions along Huffman Road, Village of Biron. Proposed extensions are not located within delineated SSA boundary.
- c. Sewer Service Area Planning (Type I Amendment) – Working with the Village of Biron and Lampert-Lee & Associates to draft a petition to amend the WI Rapids SSA boundary to allow for sanitary sewer extensions to the Bridgewater Development. Final petition will be submitted to DNR for approval.
- d. Town of Lincoln Comprehensive Plan Update – Presented a resolution before the Town Board adopting public participation procedures for the plan update (approved). Plan Commission is finalizing a community survey to be sent out to all Town of Lincoln residents to gather public input.
- e. Wood County Parks, Recreation, and Open Space Plan – Presented final survey results at two separate open houses/public meetings, one at Powers Bluff and the other at Nepco County Park. Additional public input was collected. All public input will be incorporated into the updated plan.
- f. Wisconsin Rapids Downtown Steering Committee – Met to review and discuss downtown maps, wayfinding signage and the WI Main Street Program. Potential projects and action steps were identified.
- g. Heart of Wisconsin (HOW) Community Leadership Program – Attended the final HOW community leadership session. The group toured ODC and developed a personal leadership profile.
- h. Nonferrous Metallic Mining – Work group met to review/discuss preliminary draft of the Nonferrous Metallic Mining and Reclamation Ordinance. Direction is needed from CEED Committee in certain areas of the ordinance.
- i. ATV/UTV Planning – Work group met to start discussions on potential ATV/UTV trails and routes in Wood County. P&Z developed an inventory and map of existing trails and routes for all municipalities. Initial tasks/action items were assigned in preparation for the next meeting.
- j. May Lunch & Learn – Presented community survey results from the Wood County Parks, Recreation and Open Spaces Plan – 2018 update.

3. Land Records (Justin Conner)

- a. Residential Options Committee – The committee is a creation of the state statutes, specifically Wis. Stat. § 980.08(4)(dm). The committee is to meet when directed by a Wood County Circuit Court for the purpose of locating a residential option within the county for placement of a civilly committed sexually violent person who is to be placed on a supervised release in the county. There have not been any such placements within the past 10 years.
- b. Move scanning workstation – The scanning workstation move is in response to Corporation Counsel using the space for a new employee. Scanning workstation will likely end up in the Register of Deeds vault.
- c. Highway Dept. Sign Inventory – Continued development and refinement of the new sign inventory app. New GIS based inventory is hosted in the ESRI cloud and is accessible on any device anywhere it is needed.
- d. ATV Trails – Mapping existing ordinances and routes. Attended meeting to discuss status and next steps.
- e. Parcel Mapping – Parcel editing as new deeds and CSMs arrive.
- f. Surveyor Records – Last of the surveyor records have been scanned. Scanned documents are available here:
<http://woodcogis.com/index.html/Surveyor/>
- g. Census LUCA – Began reviewing Census address list.
- h. Multiple Map Requests – Village of Hewitt recreation maps.

4. Code Administrator's (Jeff Brewbaker and Stevana Skinner)

- a. Private Sewage Program, Permitting, Maintenance and Violations
 - i. (22) on-site investigations/inspections/compliances
 - ii. (2) septic system verification letters & failing system investigations
 - iii. (1) failing septic system orders, (2) holding tank maintenance violations & settlements
 - iv. (10) soil tests reviewed, (1) soil on-sites, (4) hydrograph reports reviewed, (0) interpretive soils report reviewed
 - v. (6) holding tank plan reviews, (6) conventional plan reviews, (1) mound plan review, (0) system and fill plan
 - vi. (6) sanitary permits reviewed
 - vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals invoices & maintenance
 - viii. (0) sanitary system easements (0) Undersized System Affidavit
 - ix. (0) camper complaints
 - x. (0) court cases for failure to comply with septic tank maintenance program 4/24/18
 - xi. (0) meetings with holding tank offenders in office (0) meetings at property owners residence regarding holding tank violations

- xii. Answered phone calls, emails and met in office regarding permitting and inspection questions.

b. Floodplain Ordinance Investigations and Permitting

- i. (5) site inspections, meetings or enforcement
- ii. (2) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (0) DNR Approved flood studies reviewed
- iv. (0) Cranberry farm certification
- v. (4) Meetings in office regarding citizens building near floodplain
- vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

c. Shoreland Ordinance Investigations and Permitting

- i. (3) general shoreland permits reviewed & issued
- ii. (1) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (26) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. (2) wetland evaluation/site visit
- vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

5. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity. There were 7 sanitary permits issued in April 2018 (3 New, 3 Replacements, 1 Reconnect and 0 Non-Plumbing) with revenues totaling \$3,250. There were 24 sanitary permits issued in April 2017 (13 New, 8 Replacements, 2 Reconnects and 1 Non-Plumbing) with revenues totaling \$8,450.

There were 27 sanitary permits issued through April 2018. For comparison purposes, the following are through the same period for the previous five years: 2017 – 46, 2016 – 32, 2015 – 28, 2014 – 24 and 2013 – 34.

- b. 2018 Tax Refund Intercept Program (TRIP) – As of May 21st, Wood County has received \$1,784.00 on six outstanding cases.
- c. 2018 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 23rd with a due date of Friday, August 10th. There were 3,041 mailed between the four notices.

- d. Enforcement Activities Update – Small Claims action has been completed on 2017 Septic Maintenance notices and \$20 program fee.
 - i. Small Claims Court Cases Summary:
 - (29) Failure to pay \$20 program fee (2017)
 - (9) Failure to provide servicing (2017)
 - (2) Failure to provide servicing & failure to pay \$20 program fee (2017)
 - (4) Failure to maintain & inspect the holding tank system
 - Settlement Summary:
 - (30) Settlements
 - (2) Monthly Payment Plans
 - (7) TRIP/Default Judgements
 - (2) Voluntary Dismissals (Wood Co Sheriff unable to serve)
 - (3) Pretrials Scheduled
- e. Document Imaging Projects – Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2016 are available for viewing on Wood County's website www.co.wood.wi.us/Departments/PZ. 2017 Sanitary Permits will be prepped and scanned in fall 2018.
- f. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11th on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021.
 - i. (7) Wisconsin Fund Applications FY2019 – Wisconsin Fund Grant Applications were emailed to the State of Wisconsin on January 30th meeting the deadline date of January 31st. Disbursement of Wisconsin Fund Grant is expected late fall 2018.
 - ii. (0) Wisconsin Fund Applications FY2020

**Central Housing Region CDBG Statistics for
2014-2015 Grant Year**

Totals as of 05/03/2018

Total Grant Statistical Information

Applications Received	128
Ineligible/Inactive/Referred	18/20/31
On Waiting List	0
Projects in Progress	9
Homeowner's with Mortgages	61

Total Grant Financial Information

Total of All Counties	\$1,606,613.71
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Adams County

Grant Statistical Totals as of 05/03/2018

Applications Received	19
Ineligible/Inactive/Referred	6/3/5
On Waiting List	0
Projects in Progress	0
Number of Mortgages	7

Total for Adams County	\$186,586.50
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Green Lake County

Grant Statistical Totals as of 05/03/2018

Applications Received	7
Ineligible/Inactive/Referred	0/0/6
On Waiting List	0
Projects in Progress	0
Number of New Mortgages	1

Total for Green Lake County	\$17,982.05
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Juneau County

Grant Statistical Totals as of 05/03/2018

Applications Received	23
Ineligible/Inactive/Referred	4/6/5
On Waiting List	0
Projects in Progress	4 (2 are rentals)
Number of New Mortgages	9

Total for Juneau County	\$202,815.62
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Marathon County

Grant Statistical Totals as of 05/03/2018

Applications Received	24
Ineligible/Inactive/Referred	4/4/1
On Waiting List	0
Projects in Progress	0
Number of New Mortgages	12

Total for Marathon County	\$293,228.08
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Marquette County

Grant Statistical Totals as of 05/03/2018

Applications Received	6
Ineligible/Inactive/Referred	2/0/1
On Waiting List	0
Projects in Progress	1 (rental)
Number of New Mortgages	2

Total for Marquette County	\$81,291.00
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Portage County

Grant Statistical Totals as of 05/03/2018

Applications Received	8
Ineligible/Inactive/Referred	1/1/0
On Waiting List	0
Projects in Progress	1
Number of New Mortgages	6

Total for Portage County	\$206,315.96
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Waupaca County

Grant Statistical Totals as of 05/03/2018

Applications Received	15
Ineligible/Inactive/Referred	0/3/4
On Waiting List	0
Projects in Progress	2
Number of New Mortgages	10

Total for Waupaca County	\$352,692.50
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Waushara County

Grant Statistical Totals as of 05/03/2018

Applications Received	13
Ineligible/Inactive/Referred	1/2/4
On Waiting List	0
Projects in Progress	1
Number of New Mortgages	6

Total for Waushara County	\$104,496.00
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Wood County

Grant Statistical Totals as of 05/03/2018

Applications Received	13
Ineligible/Inactive/Referred	0/1/5
On Waiting List	0
Projects in Progress	0
Number of New Mortgages	8

Total for Wood County	\$161,206.00
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HISTORY OF
PRIVATE
WOOD COUNTY
PRIVATE SEWAGE SYSTEM ORDINANCE

ADOPTED - 7/14/70

AMENDMENTS:	8/8/78	Comprehensive - state changes Increase fees
	6/10/80	Comprehensive - state changes Mandatory inspections Increase fees
	7/15/83	Increase fees
	9/13/83	Applicants pay for hearing notices
	6/15/84	Increase fees for DNR surcharge
	1/15/85	Septic tank maintenance program created
	8/19/86	State changes, "H" to "ILHR"
	9/15/93	Ordinance codified
	2/15/00	Amend maintenance and reporting for all holding tanks
	1/1/01	Comprehensive revision per new Comm 83
	1/1/05	Amend maintenance and reporting for all sewage systems, establish separate fee for tank replacements for previously permitted systems, and establish a triennial POWTS program fee to replace the annual holding tank fee.
	3/16/10	Added low flow holding tank language and non-plumbing sanitation section
	Spring 2014	Started Post Cards for Maintenance and the Program Fee
FEE INCREASES:	9/13/83	State portion increased
	6/19/84	\$25.00 groundwater surcharge

11/10/87	Cover \$20.00 loss in state revenue
6/30/92	County fees increased
11/15/00	Increase holding tank fee by \$20.00 (cover EHTD entry fee)
01/01/04	County fees increased.
01/01/05	Annual \$36.00 EHTD fee for holding tank owners changed to triennial \$25.00 POWTS Program Fee for all POWTS owners.
01/01/08	\$25.00 triennial POWTS program fee was eliminated
01/01/11	\$20.00 triennial POWTS program fee for all types of POWTS was re-established
Fall 2014	Separate post card for Program Fee created

**WOOD COUNTY ORDINANCE #702
PRIVATE SEWAGE SYSTEM ORDINANCE**

702.01 STATUTORY AUTHORIZATION, FINDING OF FACT AND PURPOSE

- (1) **Statutory Authority.** This ordinance is adopted and ordained by the Wood County Board of Supervisors pursuant to the mandate and authorization contained in § 59.70(1), 59.70(5), 145.04, 145.19, 145.20 and 145.245 of the Wisconsin Statutes.
- (2) **Findings of Fact.** Uncontrolled use of private onsite wastewater treatment systems (POWTS) in Wood County, Wisconsin (hereinafter referred to as "county") adversely affects the public health, safety, general welfare, and natural resources. This danger is recognized by the Wood County Board of Supervisors.
- (3) **Statement of Purpose.** The purpose of this ordinance is to promote and protect the public health, safety, general welfare and natural resources of the county by assuring:
 - (A) The proper siting, design, installation, inspection, maintenance, and management of POWTS and non-plumbing sanitation systems.
 - (B) Timely repair or replacement of failing POWTS and non-plumbing sanitation systems.
 - (C) Prevention and control of surface water and groundwater pollution.

702.02 GENERAL PROVISIONS

- (1) **Jurisdiction.** The jurisdiction of this ordinance shall include all lands and waters within Wood County, Wisconsin.
- (2) **Compliance.** All structures or premises in Wood County that are permanently or occasionally intended for human habitation or occupancy, that are not serviced by a public sewer, shall have a system for holding or treatment and dispersal of sewage and wastewater that complies with the provisions of this Ordinance.
 - (A) The private sewage system or non-plumbing sanitation system for newly constructed structures or structures requiring a reconnection permit shall be installed, inspected and approved before the structure may be occupied.
 - (B) No person shall locate, install, move, reconstruct, extend, enlarge, convert, substantially alter or change the use of a POWTS or any of its component parts without the appropriate sanitary permit and without full compliance with the provisions of the permit and this ordinance and all applicable local, county and state regulations.
 - (C) Emergency repairs or the removal of stoppages in a POWTS may be performed without a sanitary permit provided such work is reported to the Administrator as soon as possible for a determination as to whether a sanitary permit is required.

SEPTIC MAINTENANCE NOTICE



Wood County Planning and Zoning Department records indicate that your septic system is due for inspection, maintenance or servicing per section 702.07, Wood County Private Sewage Ordinance. The service event is required to take place by Friday, August 10, 2018. You are responsible for making sure that proof of the servicing is recorded by your licensed service provider electronically with the Department within 30 calendar days from the date of service. This notice does not need to be returned.

Please be advised that **this is your only notice** and failure to comply with this requirement will result in a violation of the Wood County Private Sewage Ordinance. Penalty for violation of this ordinance shall include forfeitures of \$25.00 to \$200.00 per day for each day the violation exists.

Do you have any questions regarding this notice?

Call: 715-421-8466 Monday - Friday 8:00am to 4:30pm

Check out our website: www.co.wood.wi.us/Departments/PZ/CodeEnforcement.aspx

Visit our office: Wood County Courthouse – 400 Market St.- Wisc. Rapids – Room 217



County of Wood – Planning & Zoning Office
Courthouse – 400 Market Street
P.O. Box 8095
Wisconsin Rapids, WI 54495-8095

Return Service Requested

Regarding Property Location:

Site Address: SiteStreetNumber SiteAddress1

Parcel ID: TaxKey

Permit #: PermitNumber

Notice ID: NoticeBatchID NoticeID

Property Owner ***see info below
Or Current Property Owner
Mailing Address

2018 CALENDAR

Septic Maintenance and Program Fee

APRIL 2018

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	1st 23	24	25	26	27	28
29	30					

AUGUST 2018

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	Due 10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 2018

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	*3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	2nd 24	25	26	27	28	29
30						

OCTOBER 2018

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	1st 26	27
28	29	30	31			

NOVEMBER 2018

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	Coro 12	13	14	15	16	17
18	19	20	21	*22	*23	24
25	26	27	Due 28	29	30	

DECEMBER 2018

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	2nd 11	12	13	14	15
16	17	18	19	20	21	22
23	*24	*25	26	27	28	29
30	*31					

JANUARY 2019

SUN	MON	TUE	WED	THU	FRI	SAT
		*1	2	3	4	5
6	7	8	9	10	11	12
13	Coro 14	15	16	17	18	19
20	21	22	23	24	25	26
26	27	28	29	30	31	

FEBRUARY 2019

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	



SEPTIC MAINTENANCE



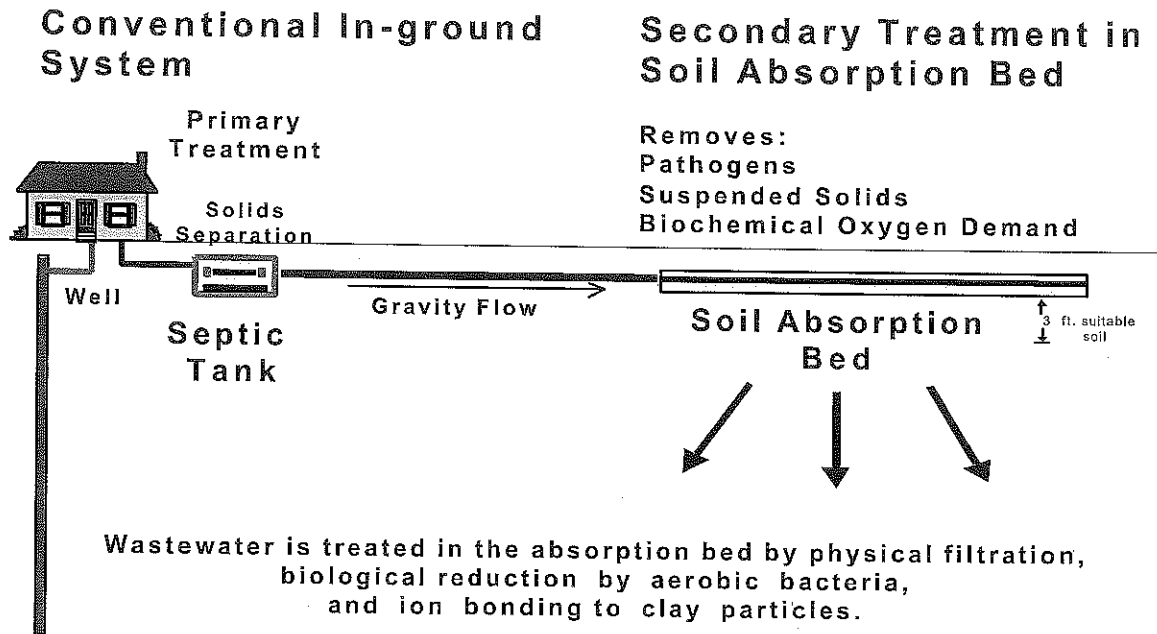
\$20 PROGRAM FEE

*

HOLIDAY

Due Date in red color.

1st & 2nd postcards correspond to postcard color mailed.



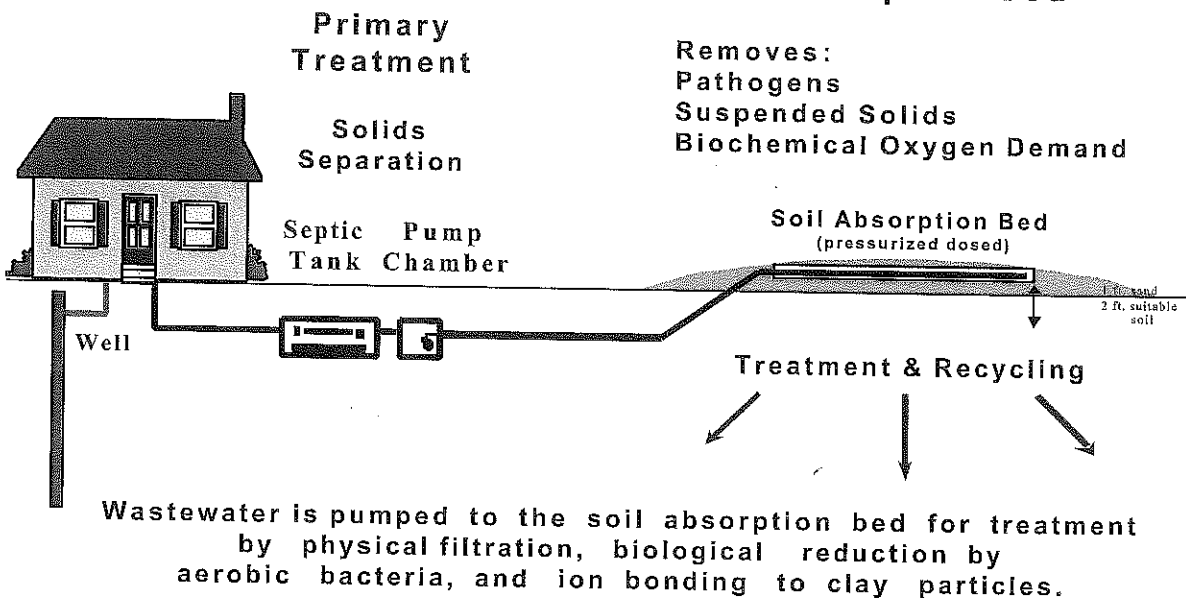
A conventional in-ground septic system consists of a septic tank and a subsurface soil absorption bed. In the septic tank, solids settle out of the waste stream and anaerobic bacteria facilitate the partial breakdown of organic matter (primary treatment). Clarified effluent from the septic tank discharges via gravity to a soil absorption bed.

The soil absorption bed removes pathogens, organic matter, and suspended solids from the septic tank effluent via physical filtration, biological reduction of contaminants by aerobic microorganisms, and ion bonding to negatively charged clay particles. The soil serves as a fixed porous medium on which beneficial aerobic microorganisms grow. These organisms feed on organic matter present in the wastewater and help eliminate pathogens. Research indicates that 3 feet of suitable soil between the distribution trench and bedrock or high groundwater is sufficient to protect public health and groundwater quality. Because a conventional system includes a gravel distribution trench and overlying fill material, the system requires about 5 feet of suitable native soil.

The conventional system is a passive system that relies on gravity flow. The flow volume entering the septic tank controls the volume discharge to the soil. The discharge enters the distribution pipe via gravity, and usually drains out of the first few holes in the pipe, creating areas of favored distribution. This type of distribution can result in localized clogging along the trench as solids and bacterial biomass accumulates in these areas of preferential flow. The effectiveness of a conventional system depends on the type and permeability of native soils and the slope and drainage pattern of the site. The septic tank requires periodic pumping of accumulated solids, as well as inspection to determine that the tank remains watertight.

The conventional system is typically the least expensive system in use in Wisconsin and it is also the most common. These simple, passive systems that rely solely on unsaturated soil for wastewater treatment have been codified in Wisconsin since 1969 and could be used on 47% of the state's land area. They are also in use in most other states. In Wisconsin, they still constitute approximately 63% of all new systems installed and 57% of all replacements.

Wisconsin Mound

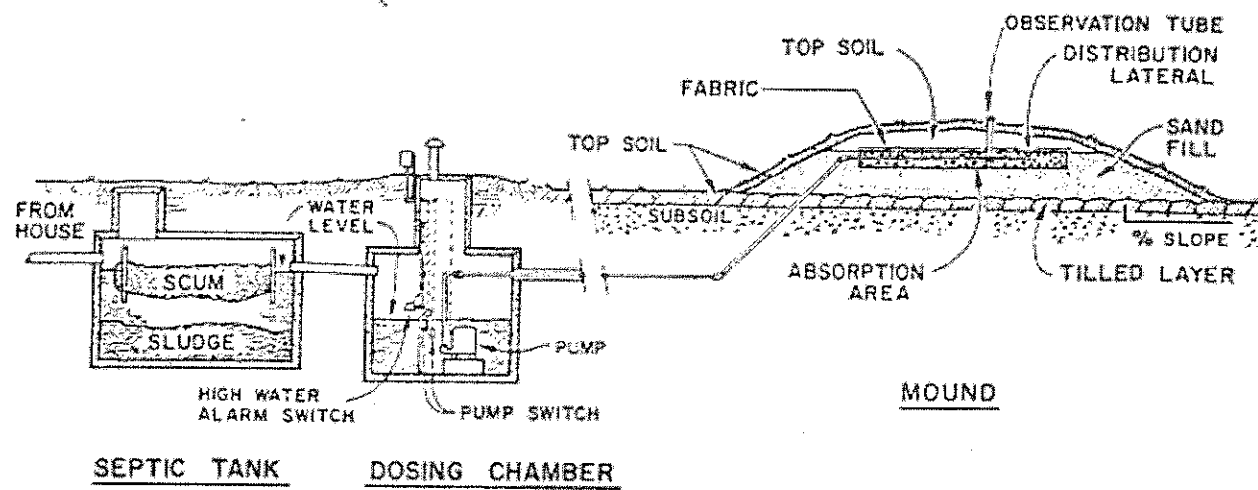


A mound system, like a conventional system, consists of a septic tank and a soil absorption bed. In the mound system, however, sand is added where suitable native soil is insufficient. Clarified effluent from the septic tank is pumped, in controlled pressurized doses, to an aboveground, free-standing sand layer. The sand layer, placed upon a specially prepared area of native soil, serves as the medium on which aerobic bacteria facilitate much of the secondary treatment.

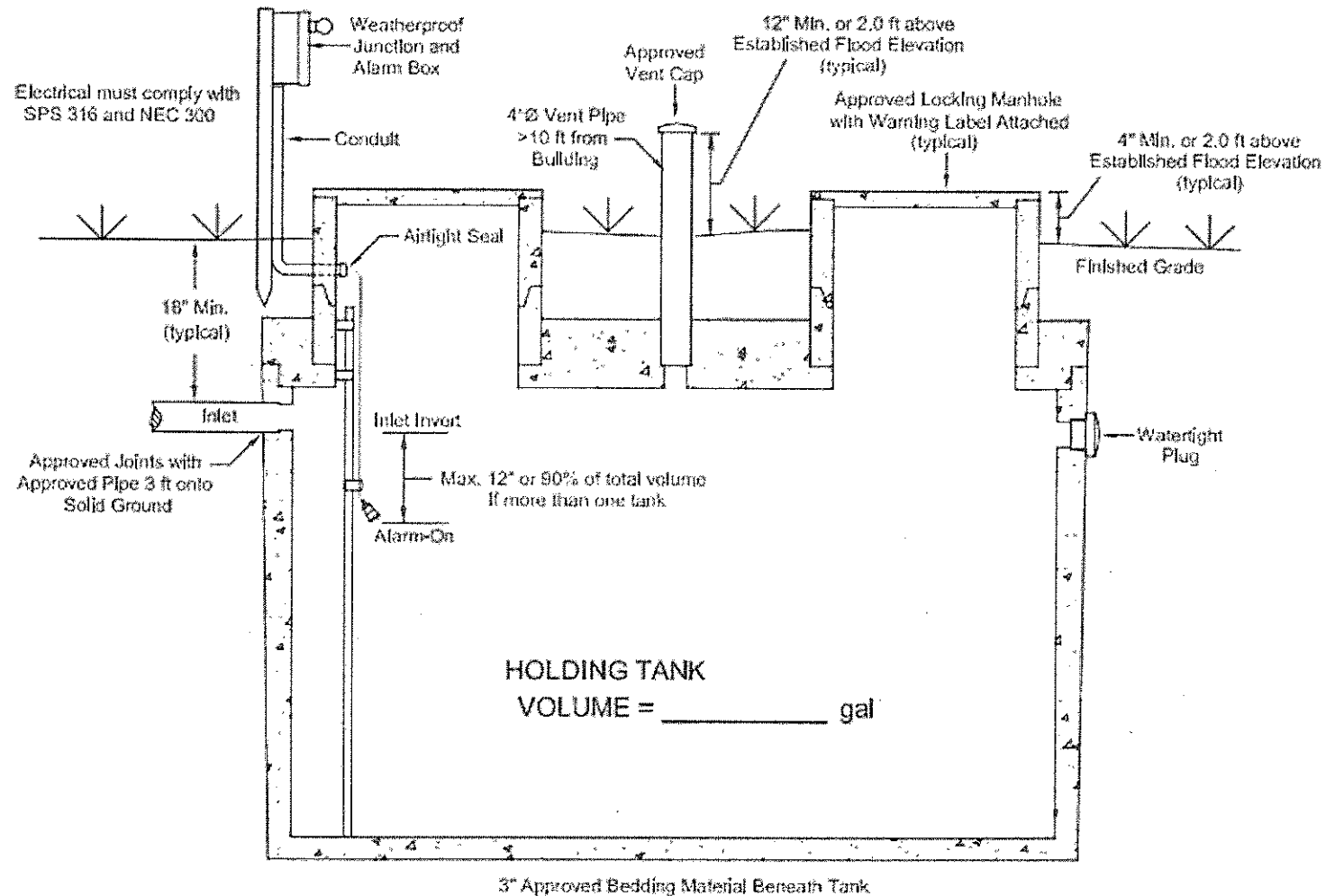
In a mound, the sand layer and native soil combined provide 36 inches of soil depth for treatment. Thus treatment is at least as effective as a conventional system. Delivering effluent to the soil absorption bed in controlled pressurized doses has some additional advantages. Wastewater is equally distributed, which reduces the chances for localized clogging. And the absorption bed has a "rest period" between doses that can result in superior pathogen and nutrient removal. Additional research over the past 20 years has provided increasingly effective specifications for mound geometry, sand characteristics, dosing frequencies, and loading rates.

Solids must be periodically pumped from the septic tank, as well as from the pump chamber to insure proper functioning of the pump mechanism. Proper site preparation protocols must be taken to prevent the leakage of effluent at the base of the mound.

The use of sand as a medium for wastewater treatment, rather than native soil, is more than 100 years old. In Wisconsin, beginning in 1971, the legislature funded research intended to provide effective systems for sites where a lack of native soil prohibited a conventional system. The mound system using sand as a medium became available for general use in 1980, but new construction was restricted to sites with 24 inches of native soil. This increased the suitable land area by 10 percentage points. There are no technical or public health reasons for this restriction. The proposed code will allow mound systems on sites with 6 inches of native soil, which will increase the suitable land area by another 25 percentage points. Currently, in Wisconsin, mound systems constitute approximately 20% of all new systems installed and 23% of replacements. These systems are also used in many other states.



HOLDING TANK SPECIFICATIONS (No Scale)





Activities Report for Shane Wucherpennig May, 2018

- **April 30** – Worked on Mill Creek Watershed 9 Key Element Plan, Radio Spot in Marshfield, attended Executive meeting.
- **May 1**– Helped with Tree Sale, Worked on Mill Creek Watershed 9 Key Element Plan,
- **May 2** – Attended CEED meeting, Worked on Mill Creek Watershed 9 Key Element Plan
- **May 3** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **May 4** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **May 7** – Discovery Farms Field Edge Monitoring site meeting in Mill Creek, Jim Coenen Farm by Rudolph.
- **May 8** – Worked on Mill Creek Watershed 9 Key Element Plan
- **May 9, 10** – Worked on Mill Creek Watershed 9 Key Element Plan, Otter Creek Farms Design.
- **May 11**– Lee Accola Enforcement meeting on Site.
- **May 14** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **May 15** – Attended County Board.
- **May 16** – Worked on Mill Creek Watershed 9 Key Element Plan, Met with Peter Kastenholz regarding the Joan Arnold case.
- **May 18** – Met with Land & water and P&Z to discuss and draft the Wood County Nonferrous metallic mining ordinance.
- **May 21** – Summer Intern Orientation, Field visit to Catherine Gustafson site for Wetland and Flood Plain issues, Staff Meeting.
- **May 20** – Met with Portage County, Wood LWCD along with Parks and the Wi Wind shed Partnership coordinator to discuss a joint AmeriCorps application to get them for summer project within the County.
- **May 22** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **May 23**– Met with Peter Kastenholz, Attorney Gary Drier, Contested Hearing Judge (William Weiland), Joan Arnold, her witnesses, Tracy Arnold on the Badger Sandstone site for a field visit to look at the reclamation done as part of the Contested Hearing being held.
- **May 24** – Contested Court Hearing for Joan Arnold versus Wood County on the Badger Sandstone reclamation case.
- **May 25** – Otter Creek Farms design, Email & phone correspondence.
- **May 28** – Memorial Day.
- **May 29** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **May 30**– Well Sampling sites in Southern Wood County as part of the Juneau County Well quality survey.
- **May 31** - Worked on Mill Creek Watershed 9 Key Element Plan, Otter Creek Farms Design.

Activities Report for Tracy Arnold 05-2018

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Re-enrolling Wood County landowners for the 2018 crop year
- Coordinating paperwork for the WDACP 2018 season
- Designed 2 WDACP permanent fences for 2018. Working with landowners for final approval and will submit them to DNR for funding approval
- Start the designs for 4 additional permanent fences to submit to DNR for approval
- Submitted 2 fence for DNR approval
- Submitted 1st QTR reimbursement for WDACP
- Preparing for 2018 WDACP Fence inspections

Non-metallic mining reclamation program

- Met with Peter K several times regarding the Joan Arnold/Badger Sandstone hearing (170 hours to date invested)
- Joan Arnold/Badger Sandstone hearing
- Scheduled 2nd day for Joan Arnold/Badger Sandstone hearing
- Updating NMM databases
- Working with Adam D and Shane W to draft a metallic mining ordinance
- Formatted the draft metallic mining ordinance
- Formatted a CEED review sheet for the metallic mining ordinance
- Processing pond exemptions as they come in

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 11 sites (authorized by state to enter data)
- Chair of the Youth Education Committee for the WI Land+Water
- Delivered awards to Marshfield FFA for winning 1st place FFA at the 2018 WI Envirothon
- Nominated to be Secretary of the North Central Land and Water Conservation Area Association again
- Attended North Central Land and Water Conservation Area Association meeting 5-17-18
- Ordering re-supplies for tree sale needs
- Preparing for 2018 Transect
- Completed the 9th season of Rusty Crayfish Trapping Research Project with Pittsville High School
- Requested new tree sale program from IT, current one is from 1995

Activities Report for Adam Groshek – May 2018

Land and Water Resource Management Program/Animal Waste Storage Ordinance/CREP Activities:

- ~Farm walk-through and planning for soil test holes, nutrient management plan, and potential future manure storage pit for farm near Nasonville.
- ~Planning for a streambank improvement project.
- ~Accola manure abandonment pumped discharge investigation, site visits with Warden and other DNR staff, water runoff samples proving contaminated runoff discharge, ongoing working with contractor to get the abandonment done in a timely fashion. Going through NMP for the proper fields and acreage to spread the mostly manure solids in an environmentally friendly way.
- ~Review of the draft state standard for the proper design of rain gardens.
- ~Sorting, bagging, and distributing 23,000+ trees to ~200 landowners for the Wood County annual tree sale.
- ~Discussion and phone calls involving manure tank overflow for Huser farm. Neighboring farm pits provided to Huser to temporarily move manure until field conditions allow spreading to occur.
- ~Site visit to Barry Richardson's farm to work out barnyard pump problems and plan for future cattle land/concrete or gravel drive to alleviate manure spreading equipment problems with road traffic.
- ~Spreading complaint discussion with DNR over Schiferl Farms manure spreading issues before rainfall.
- ~Design checking, site inspection, permitting for a manure transfer hopper for Mike Duckett to tie into future manure bedding stacking pad to prevent dialing hauling and ensure 6 months storage through winter months.
- ~Scheduling well sampling for Southern Wood Co residents along with Juneau County well testing efforts.
- ~Setting up new LWCD laptop with AutoCAD Civil 3D and ArcGIS for out-of-office design drafting and GIS mapping and for intern to be able to assist in BMP project designs and planning.
- ~Bid prep, cost estimate, and bid packets mailed out to contractors for abandonment of a manure pit for Mike Van Whye.
- ~Attendance of Concrete training webinar hosted by DATCP.
- ~Attendance of follow-up onsite concrete training going over inspection responsibilities, materials, specifications, mix design, contractor vs LWCD responsibilities, and other technical concrete items.
- ~Investigation and ongoing technical assistance of a past overflowing manure storage pit on the Schill farm near Auburndale. Discussion over NMP difficulties with farmers not wanting to commit to allowing Schill to spread for at least the next 10 years in a contract. Discussion over whether or not to pursue project on farm if it is in danger of going out of business with the current conditions of the dairy economy.
- ~Assisting with the maintenance payments to Jeff Richardson for the mowing recently performed on his CREP grassland.
- ~Discussion with a landowner on how Cranberry operations are Ch. 30 exempt from water control affecting neighboring properties, and how any flooding/underwater field problems is a civil dispute and how DNR/LWCD can't do anything legally to prevent because Cranberry operators are Ch. 30 exempt.

Activities Report for Emily Salvinski May 2018

- **Tuesday, May 1.** Tree sorting and filling orders
- **Wednesday, May 2.** Tree sale order filling
- **Thursday, May 3.** Tree sale costumer pick up
- **Friday, May 4.** Tree sale costumer pick up
- **Monday, May 7.** Worked on multiple maps for watershed plan.
- **Tuesday, May 8.** Extra trees distribution. Found new mapping sources from EPA, explored what they had available to public.
- **Wednesday, May 9.** Entered in checklist and address info to get ready for NMFE reimbursements. Re-did lost mill creek article and sent to Ken Shraeder.
- **Thursday, May 10.** Worked out how to send high resolution images to Ken for newsletter. Re-worked previously made watershed maps into high resolution maps.
- **Friday, May 11.** Worked on transect database/snapplus file-missed labelling some fields, uploaded map to snapmaps, downloaded to snapplus. Added in crops that will be needed during transect.
- **Monday, May 14.** Placed for 75 free prairie/pollinator plants. Contacted agronomist for checklist, processed checklist. Looked into spreading plan without restrictions for farmer without an updated NMP. Created livestock farm map for watershed plan.
- **Tuesday, May 15.** NMP database updates. 1 NMP Review. Put together Palmer info.
- **Wednesday, May 16.** Vacation Day.
- **Thursday, May 17.** Area meeting in Crandon.
- **Friday, May 18.** Processed checklists from NMFE class. Reviewed 1 NMP. Created layout for pollinator garden.
- **Monday, May 21.** Typed addresses for NMFE reimbursement letter. Staff meeting. Created new shapefile for soil test P visual. Added data to shapefile.
- **Tuesday, May 22.** Worked on soil test P data entry. NMFE mailing (folding/stuffing).
- **Wednesday, May 23.** Worked on soil test P data entry.
- **Thursday, May 24.** Reviewed 1 NMP. Soil test P entry.
- **Friday, May 25.** Worked on form to help farmer put NMP on paper to be transferred to computer.
- **Monday, May 28.** Holiday Off.
- **Tuesday, May 29.** Soil test P data entry

Activities Report for Lori Ruess – May 2018

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Wednesdays & Fridays.
- Reviewed general ledger and payroll registers and completed journal entries to correct payrolls.
- Completed April sales tax report and submitted report to Finance.
- Attended May 21st and May 29th staff meetings.
- Worked with auditors and provided all information they requested for the audit.
- Assisted with the sorting, bagging and distribution of trees to over 200 landowners for the Wood County annual tree sale.
- Completed CREP Practice Payment Reimbursement form for Jeff & Sue Richardson and forwarded request to DATCP.
- Received and mailed CREP incentive payment to Glen Peplinski.
- Processed 58 vouchers - reimbursement for Nutrient Management Farmers Education class participants.
- Working on cleaning/organization of electronic files.
- Organized County Board and CEED packet information and took to County Clerk's office.

Activities Report for Alex Delaney- May 2018

5/21

- First day orientation (safety PowerPoints, safety videos, and paperwork for employment).
- Site visit to Catherine Gustafson's property to inspect a flooding issue in her pasture.

5/22

- Attendance of concrete seminar in Appleton, WI. Topics included admixtures, batch tickets, hot and cold weather concrete pouring, reinforcing steel, consolidation and finishing, and waterstops.

5/23

- Sorted and organized tree tags for various species for the annual tree sale.
- Reviewed safety PowerPoints and videos.
- Reviewed bid for abandonment of manure pit for Mike Van Whye. (Attempted to estimate cost of removal).

5/24

- Rebuilt Wisconsin Wildlife Damage Abatement and Claims Program (WDACP) reference handbook.
- Sorted and organized tree tags for various species for the annual tree sale

5/25

- Site visit to Schill Farm near Auburndale to investigate manure pit overflow into Mill Creek. Also, discussed NMP with farmer for future years.
- Investigate manure runoff into the Yellow River which is located in North Wood County Park.
- Rebuilt Wisconsin Wildlife Damage Abatement and Claims Program (WDACP) reference handbook.

CEED Committee Report

May 2018

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- I met with the Executive committee for the Farm Technology Days Event, also the financial committee and the all committee group. Planning is now in its final and results stage.
- I met with the MACCI Agri-Business committee. I also attended a meeting they sponsored where Wisconsin DNR Secretary Meyer spoke to the group about the agency's efforts in the state.
- I attended three evening sessions in Neillsville sponsored by Wisconsin Farm Bureau about milk pricing. The program included UW specialist Mark Stephenson, Beth Schaeffer from Dairy Farmers of Wisconsin (WMDB) and a final session where guests and producers discussed solutions to the current milk pricing situation.
- Currently our office is coordinating the outstanding senior recognition program for agriculture students from 12 area school districts. The youth will be recognized at the Mayor's breakfast in Marshfield on June 1. They each will receive \$100 and recognition in the media.
- The Cranberry Crop Management Journal was produced during the month. This is sponsored by a grant from the Wisconsin Cranberry board and is available to every cranberry grower in the state, and is produced ten times each season during the growing season.
- I was on the radio with both WDLB and WFHR (2X) during the month.
- I traveled to Arlington, WI twice during the month. Once for a sheep production in-service and once for a dairy team planning session.
- I attended the Joint Council of Extension Professionals program in Wisconsin Dells at the beginning of the month.
- I assisted with a meeting sponsored by USDA- Farm Service Agency and Mid-State Technical College regarding the revised Margin Protection Program for dairy farmers.
- I met with the District 4 Holstein Breeders group to plan for upcoming events and shows.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Finished my series of lessons with Kindergarten students. Taught in 12 classrooms with approximately 200+ teaching contacts. (5/7, 10, 11, 14, 18, 21).
- Participated in a tour of the Wood County jail facilities (5/9)
- Taught "Healthy Cents at the Pantry" at the South Wood County Emerging Pantry. The topic was 'Container Gardening.' I collaborated with Horticulture Educator Jeremy Erickson who led the participants in planting their own container garden. It was a great success! (5/15)
- Participated in the Area 7 Zoom meeting (5/22)
- Participated in the monthly Wood/Portage FoodWise meeting (5/24)
- Recruited participants at the Huntington House Apartments for my upcoming senior series "Nutrition for the Young at Heart" through the ADRC (5/24)
- Attended the Community Food Center planning meeting (5/30)
- Attended the South Wood County Hunger Coalition meeting (5/31)
- Participated in weekly Wood County Staff meetings (5/7, 14, 21)

CHRIS VIAU

Wood County UW-Extension, 4-H Youth Development Educator

The following is a summary of Youth Development activities:

4-H Club and Program Management:

- Leadership Washington Focus Trip Planning and Logistics
 - Orientation Prep
 - Pre-Travel Logistics-shirt sizes and ordering, rooming lists
 - Cancellation management and replacement recruitment
- 4-H Club and Volunteer Management concerns
- Creative Arts Day 2.0 set-up and event management assistance

Central WI State Fair

- Junior Fair Board Meeting-UWEX coverage @ Jr. Fair Bldg. Premium withholding
- FairEntry software updates and prep for 2018
- Youth for the Quality Care of Animals (YQCA) Training sessions, April 24 and May 10
- Market Sale Committee Meeting-next meeting July 2018

Other

- WDLB and WFHR Radio-Youth Safety Guidelines for Agricultural Tasks (Jobs)
- Areas 3-4-7-8 4-H In-service- Langlade Co. UWEX (Antigo)

Administrative

- Interview Summer Intern Candidates
- State and Regional Phone Conferences and Meetings
- UW-Extension All-Colleague Meeting
- 4-H Youth Development Liaison Responsibilities- 25% FTE

Laura Huber

Wood County UW-Extension, 4-H Program Assistant

- Attended the Statewide UWEX All Colleague and JCEP meetings in Wisconsin Dells (1-2 May)
- Attended Kountry Kids 4-H meeting (7 May) to introduce myself and discuss upcoming opportunities
- Responded to questions and reviewed resumes about the summer intern position.
- Interviewed candidates for the summer intern position (11 & 14 May)
- Participated in Area 7 Situational Analysis Committee Zoom meeting (15 May)
- Listened to WI 4-H Wisline (17 May)
- Coordinated, set up, and attended Creative Arts Day (18-19 May)
- Worked with PALS to plan summer activities and fundraising events (21 May)
- Attended 4-H Leaders Associations meeting (21 May)
- Participated in Northeastern Region 4-H Youth Development meeting in Antigo (22 May)

- Attended Farm Tech Days Future Generations Committee meeting (23 May)
- Appeared on WDLB and WFHR radio (29 and 31 May)
- Listened to statewide Situational Analysis Zoom meeting (30 May)
- Planned educational session for UW-Marshfield's STEM Day
- Worked with volunteers to develop special summer opportunities like Shooting Sports – shotgun, Rockets 101, Robotics, Quilt Camp, and Wood County Youth Llama Project
- Assisted planning the "Triple Crown Summer Blast" 4-H shotgun tournament scheduled for 22 July at the Marshfield Trap and Skeet Club. This is the first year this event will take place in Wood County.

Ongoing responsibilities:

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 716 followers.
 - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 270 followers
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
- Ongoing assistance for new leaders and the volunteer background checks

Jackie Carattini

Wood County UW-Extension, Family Living Educator

- Attended the Deans Conference in WI. Dells.
- Attended and presented at the annual JCEP conference and WEAFCs annual meeting (Wisconsin Association of Family and Consumer Sciences- Currently State President) in WI. Dells.
- Taught a monthly parenting and financial education program at the Ho-Chunk HeadStart.
- Attended the HCE Annual County Day event -Attended the Wellness Committee meeting - Attended and Presented on "Taking Care of You" at the 51 Homemakers Club in Nekoosa.
- Attended a 2 day Financial Coaches Training.
- Facilitated one poverty simulation.
- Wrote revisions for the UW-Extension's Rent Smart Curriculum chapter 3.
- May was the first month in a 6 month Food Preservation series with the Wood County Libraries. Classes will be offered in Nekoosa, WI. Rapids and Marshfield throughout the summer and into fall on safe food preservation methods.

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: June 7, 2018
 TIME: 1 p.m.
 PLACE: Room 115 Wood County Courthouse
 TIME ADJOURNED: 2:40 p.m.
 MEMBERS PRESENT: Chairman William Clendenning, Bill Leichtnam,
 Kenneth Curry, Brad Hamilton, Jake Hahn
 OTHERS PRESENT: Peter Kastenholz, see attached list.

1. At 1:00 p.m., Chairman Clendenning called the meeting to order.
2. Public comments. None.
3. Moved by Hamilton, seconded by Leichtnam, to approve the minutes for the May 3, 2018, meeting. All ayes.
4. The Committee reviewed monthly voucher and department reports of the departments they oversee. Moved by Hamilton, seconded by Curry, to approve the reports and payment of department vouchers. All ayes.
5. The Committee reviewed the claim of Danette Lussmyer. This claim will be forwarded to the county board.
6. There were no new animal claims against the County.
7. The Committee reviewed correspondence and legislative issues.
 - a. Central Sands Water Committee report. Supervisor Leichtnam reported that CEED has yet to develop a recommendation on how to proceed with a Water Committee. Leichtnam also reported on the last meeting of the Citizens Water Committee and the report of that committee will be attached.

The Judicial & Legislative Committee authorizes Supervisors Hamilton and Hahn to attend the next Citizens Water Committee meeting.

- b. Review resolution to increase Public Defender compensation.

Moved by Clendenning, seconded by Hamilton, to support the increase of compensation for Public Defenders and to forward the resolution to the county board. All ayes. Clerk of Court Joosten provided background information.

- c. Review resolution on constitutional amendment on campaign contribution limits.

Moved by Hamilton, seconded by Hahn, to approve presenting a resolution to the county board in support of a referendum. All ayes.

d. Lance Pliml was elected as the president of the Wisconsin Counties Association for the next two-year term.

8. Courthouse security update. Reuben Van Tassel gave an update on projected courthouse security improvement costs.

Judge Brazeau weighed in on the proposal but advised the courthouse security committee will be meeting to discuss matters soon. The funding is the key as well as the staffing costs.

The Executive Committee is suggesting \$115,000 in capital expenditures for 2019.

9. County Board rules. No action taken.
10. Agenda items for the July 2018, meeting:
 - Courthouse security.
11. The next committee meeting will be July 5, 2018, at 1 p.m.
12. Moved by Hamilton, seconded by Clendenning, to change the pay grade of an administrative services 3 to administrative services 5 position in the Register of Deeds office as that position will be deputized and have greater responsibilities. The pay increase is .26 per hour and funds are in the budget. All ayes. (See attached information and position description.)

Moved by Leichtnam, seconded by Hamilton, to move from a Step 7 to Step 8 effective July 1 for the Child Support Director. All ayes. It was noted that funds are in the budget for the increase and 2/3rds of the wages are reimbursed with federal dollars.

13. Meeting adjourned without objection by the Chairperson at 2:40 p.m.

Minutes taken by Peter Kastenholz and approved by Kenneth Curry.

Kenneth Curry

Kenneth Curry, Secretary (signed electronically)

General Claims

6-7-18

REUBEN VANTASSE	MAINT.
DOUG MACHON	WCB
Mary Anderson	RIP
Cindy Jazlin	COC
DENNIS POLACH	WCB-14
Brent Vunith	CSA
Ben Dorshorst	United to Amend
Deane Matthews	United to Amend
Nick Brazeau	Circuit Court Judge
Ben Dorshorst	Citizen
Dean Matthews	Citizen

5

RESIDENTIAL OPTIONS COMMITTEE MINUTES

DATE: May 15, 2018

TIME: 2 p.m.

LOCATION: Wood County Courthouse, Room 115

MEMBERS: Daniel Schroeder, Department of Corrections – Field Supervisor; Scott Timm, DHS Bureau of Community Forensic Services Contract Specialist; Justin Conner, Wood County Land Records Coordinator; Stephanie Gudmunsen, Wood County Human Services BHS/LTS Division Administrator; Peter Kastenholtz, Wood County Corporation Counsel

1. At 2 p.m., the meeting was called to order.
2. Discuss committee membership. The committee is a creation of the state statutes, specifically Wis. Stat. § 980.08(4)(dm). The committee's membership is dictated by law and consists of representatives of the state's DHS and DOC as well as the county's Human Services, Planning & Zoning GIS Specialist, and Corporation Counsel. For future meetings a representative of the Sheriff's Department will be invited for advisory purposes and in light of § 980.08(4)(dm)2.
3. The objective of the committee is to meet when directed by a Wood County Circuit Court for the purpose of locating a residential option within the county for placement of a civilly committed sexually violent person who is to be placed on a supervised release in the county. The committee will have 120 days to accomplish that task.

It is worth noting that there have not been any such placements within the past 10 years. There are, however, three Wood County residents at the Sandridge inpatient treatment facility that are annually eligible to seek placement in the community.

The purpose of this meeting is primarily organization. The various members of the committee needed to meet and confer about their respective roles in the committee's function and to ascertain what each member brings to the table.

4. Discuss when and how meetings will be called. If and when a Wood County Circuit Court orders the county to identify a placement in the community for a person on supervised release, a meeting will be called. The Corporation Counsel can be tasked with making the arrangements.
5. Public comments. None.
6. At about 3:05 p.m. the committee adjourned.

Minutes prepared by Peter Kastenholtz



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
June 2018

1. Rodeghier ERD/EEOC Complaint. Mr. Rodeghier, the former Norwood employee who was terminated for refusing to go from the lobby to perform his duties, has appealed his termination based upon allegations of discrimination. A part of Rodeghier's claims extended beyond the 300 day look back period and, therefore, those allegations were dismissed. Rodeghier timely appealed the dismissal of that aspect of his case and now the Administrative Law Judge has affirmed that dismissal. Rodeghier will be able to appeal that part of the case further to the Labor & Industry Review Commission itself but not until the hearing component of the case addressing the discrimination allegations that were timely filed are addressed. A hearing on those claims was conducted on May 22 and 23 here in Wood County. There wasn't enough time to take all of the testimony so the case has been continued until July when the rest of the testimony can be presented.
2. Additional Staff. There were 11 applications filed for the ½ time legal secretary opening and none of them met my standards. Human Resources was asked to continue posting the position for another 10 days and to notify the past applicants that they will not be offered the position. Eight more applications were received and two interviews set up for the end of the month. It is worth noting that most of the applications were not only for the part-time legal secretary position but also for other full-time county positions. A person can complete one application for county employment and have it pertain to a dozen different openings. I am not inclined to hire someone just so that they have an inside track to the next full-time opening with the county. Likewise, I am not going to hire someone just to fill a spot; they need to be a decent fit. None of this is surprising, but I did want to share it with you. Hopefully the interviews will lead to a successful candidate.
3. Rodeghier Settlement Offer. Mr. Rodeghier floated a settlement offer in this case of \$165,000 and then followed that up with what was essentially a three business day time limit to respond to the offer. Some of us staff have made clear in this specific case that we do not support any settlement due to our strong position, the message such a settlement would send to others and the fact our insurer is covering the defense costs but not damages. The time period for the offer has lapsed and the case is proceeding to a hearing. I bring this to your attention primarily because the presentation of the offer again lays bare the shortcomings of our county government system that we are not set up to quickly respond to such settlement situations in both litigation and pre-litigation matters. I will be looking to discuss this with the committee as some of these settlement offers really call for actions by the committee(s) and the county board and not just staff.
4. UW Wood County – Marshfield Campus. Several months back the UW Commission in conjunction with the county, the City of Marshfield and the Board of Regents came to terms with Begley Wireless Consulting Services with respect to a ground lease agreement for property on the campus to be used for a cell tower. Although the county board approved the contract via resolution Begley has been unable to get the party it was negotiating on behalf of, that being PI Tower Development, LLC, to sign off on the agreement. It isn't clear why but it would seem that whatever cell company that has PI Tower working for it to develop new tower sites has backed off either temporarily or long term on this site. I really don't know what is going to happen with respect to this matter but I did want to report that the contract the county board approved via resolution has not been signed and unless and until it is, there won't be a cell tower going up on the UW campus as a result of it.

5. Sale of land across from the Highway Dept. In March the county board approved a resolution authorizing the sale of 7.71 acres of a 32+ acre unimproved (but with accessible utilities) site the county owns that sits across from the Highway Dept. on 17th Avenue in Wisconsin Rapids. The offer the county had received was for \$120,000 and was contingent upon the buyer obtaining at their expense the necessary approvals to construct a multi-million dollar apartment complex. Oddly, even though the buyer/developer was not looking for any contributions from the city in establishing the development, the city council denied the request of the buyer to rezone the property to enable the development to proceed. This will likely nix the deal and leave the county sitting with the property with its current zoning of agricultural use.

COPY

NOTICE OF INJURY AND CLAIM

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

RECEIVED

MAY 04 2018

WOOD CO. CORP. COUNSEL

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

THE INCIDENT

Date: Apr 13 or 14, 2018

Time: late PM on 13th or early AM on 14th

Place: 523 Hwy 73 S NeKosca, WI

The circumstances giving rise to my claim are as follows:

snow plow hitting mailbox. Damage done to post.

The names of county personnel involved are: _____

The names of other witnesses are: _____

THE CLAIM

I request the following monetary or other relief: reimbursement of
new mailbox

Apr. 27, 2018
Date

Danette Lussmyer
Signature
Print Name: Danette Lussmyer
Address: 523 Hwy 73 S
NeKosca WI 54457
Phone: (715) 886-1918

RECEIVED

MAY - 4 2018

MENARDS - PLOVER
1901 Plover Road
Plover, WI 54467

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for
items on this receipt will be in the form
of an in store credit voucher if the
return is done after 07/30/18

If you have questions regarding the
charges on your receipt, please
email us at:
PLOVfrontend@menards.com



Sale Transaction

GENTLY POST MOUNT COMBO	
2151213	58.79
3" BLACK DIE CUT #5	
2158374 3 @0.29	0.87
3" BLACK DIE CUT #3	
2158358 3 @0.29	0.87
3" BLACK DIE CUT #2	
2158345 3 @0.29	0.87
PT 2X GLOSS REAL ORANGE	
5574804	3.85
PT 2X SATIN ESPRESSO	
5574854 2 @3.85	7.70
MINWAX POLYURETHANE SATI	
5557736	6.95
PT 2X GLOSS GRAPE	
5574814	3.85
GARDEN GLOVE W/ PVC DOTS	
6601212 2.00 @1.99	3.98
TOTAL	87.73
TAX PORTAGE-WI 5.5%	4.83
TOTAL SALE	92.56
CASH	100.00
CHANGE	7.44

TOTAL NUMBER OF ITEMS = 17

THANK YOU, YOUR CASHIER, Ann

89459 04 6884 05/01/18 01:55PM 3107

WISCONSIN'S "CLEAN" WATER HOW GOOD OR BAD?

(to CEED Committee, June 6, 2018)

WATER QUALITY

1. The Natural Resources Defense Council's May 2017 report places Wisconsin as the 11th WORST state with nearly 1,400 "Safe Drinking Water Violations" in 2015.
2. 2012 studies show that 47 "water systems" in Wis. have nitrate levels exceeding the federal limit / maximum contaminant level of 10 ppm compared to just 14 systems in 1999.
3. The WDNR is providing TEMPORARY EMERGENCY DRINKING WATER when tests show that a water supply is contaminated & is likely due to groundwater contamination by manure, a person on the property contracts a water-borne illness or there is a sudden change in color or odor of well water.

WATER QUANTITY

1. There are 13,000 high-capacity wells (HCW) in Wisconsin with a maximum DAILY pumping rate of at least 100,000 gallons per well.
2. Studies link aquifer depletion to the proliferation of HCW over the last 5 decades.
3. Since October 2016, the WDNR has approved requests for a billion gallons per month in NEW groundwater withdrawals (2017 legislation to allow the replacement, repair, or relocation of existing HCW) from locations where the state's own experts warned that higher pumping levels could be expected to harm vulnerable lakes, streams, and drinking water supplies--many of them in the Central Sands region.

PHOSPHORUS AND NITRATES

1. According to DATCP estimates, nitrate is at unsafe levels in an estimated 94,000 Wis. households (estimated 263,200 people). One in 5 wells in heavily agricultural areas is now too polluted with nitrate for safe drinking,
2. UW Madison Dept. of Agriculture statistics show that the average level of available phosphorus reached optimum levels of 29-35 ppm in the mid 1970's. Those average levels rose an average of 2-4 ppm every 4 years through the 1990's.
3. A new study from UW Madison, published March 13, 2017, quantifies the negative effects of LEGACY PHOSPHORUS (accumulated phosphorus in soil) in the Yahara Basin. Currently, the amount of manure production by livestock in the Upper Yahara Watershed study area indicates an excess of up to nearly DOUBLE the manure phosphorus IN COMPARISON TO CROP UPTAKE.
4. Croplands supply 76% of the sediment and 65% of the phosphorus load in Wisconsin

runoff.

5. Nitrate is the most widespread groundwater contaminant in Wisconsin and, on a statewide basis, about 90% of the nitrate detected in groundwater is from agricultural sources (fertilizer, manure, and legumes).
6. Phosphorus and nitrates contribute to algal blooms in rivers, streams, and lakes and have led to hypoxic areas (dead zones) in Green Bay, the Great Lakes, the Gulf of Mexico and worldwide. Locally, nine years ago 2/3 of the fish in the Big Eau Pleine Flowage died due to suffocation.

HUMAN HEALTH & WELFARE

1. There is growing evidence of correlation between nitrate and diabetes. Birth defects & "Blue Baby Syndrome" have also been linked to nitrate exposure. In the human body, nitrate can convert into compounds "which are some of the strongest known carcinogens". Health concerns related to nitrate-contaminated drinking water include "increased risk of non-Hodgkin's lymphoma, gastric cancer, and bladder and ovarian cancer in older women". (Bill Berry, in the Capital Times.)
2. Ingesting high levels of nitrate has been associated with increased risk of thyroid conditions and reproductive problems.
3. Pathogenic viruses, bacteria, and protozoa live in manure, often for months if not composted or otherwise treated.
4. Sources of infection from pathogens include fecal-oral transmission, inhalation, drinking water, or incidental water consumption during recreational water activities.
5. The American Journal of Public Health confirms that hazardous air emissions are associated with physiological and psychological effects which include high blood pressure, depression, anxiety, and sleep disturbances.
6. Ammonia emissions from hog farms react with other gases in the air to form fine particle pollution, a public health threat linked to decreased lung function, cardiovascular ailments and most seriously, premature death.
7. There is consistent evidence suggesting that factory farms increase asthma in neighboring communities, as indicated by children having higher rates of asthma.

ECONOMIC IMPACT

1. According to a 2012 WDNR survey, 47 of the state's 611 municipal systems spent more than \$ 32.5 million to mitigate nitrate contamination up from \$ 24 million in 2004. (Bill Berry, the Capital Times)

SOURCES--Sustain Rural Wisconsin Network, the Capital Times, and Peter Weinschenk in Tribune Phonograph.

Wood County

Position Description

Name:

Date: June 1, 2018

Position Title: Deputy Register of Deeds

Department: Register of Deeds

Reports to: Register of Deeds

Pay Grade:

FLSA: N

GENERAL FUNCTION

The Deputy performs a variety of duties as principal assistant to the Register of Deeds in maintaining the efficient operation as required by State Statutes. This position is responsible for professional and administrative work assisting and directing and controlling the provision of record keeping services for real estate, personal property and vital statistics. The work is performed under managerial direction of the Register of Deeds. Appointed by the Register of Deeds. An oath of office is taken and recorded every four years. Acts in the absence of the Register of Deeds.

SUPERVISES

No supervisory responsibilities.

DUTIES AND RESPONSIBILITIES

- Acts in the absence of the Register of Deeds performing all duties and responsibilities as required by Wisconsin Statutes.
- Deliver friendly, timely and accurate customer service to the public and county employees on all forms of requests and inquiries with courtesy and tact.
- Reviews real estate documents presented for recording according to Wisconsin State Statutes and makes a determination as to whether to accept or reject the documents.

- Receive, review and collect recording fees for real estate documents.
- Reads, interprets and translates legal descriptions of land records prior to their recording to accurately index the data.
- Indexes real estate documents, i.e. grantor/grantee and tract
- Reviews, receipts, records and verifies plat and subdivisions
- Reviews, receipts, records and verifies corporation names, name changes, by-laws and by-law changes
- Maps and tracts all real estate descriptions to the proper plat or section, town and range tract indexes.
- Reviews and records Certified Survey Maps.
- Scans documents in accordance with established practices and procedures; reviews images for quality, accuracy and defects.
- Search and issue certified copies of vital records and veteran's discharges after application and identification is checked. Collect appropriate fees and issue receipts.
- Input vital record application information and payment data for vital records using the mandated State Vital Records Information System.
- Ensure confidentiality of all vital records and military discharges as required by oath in addition to upholding all security measures within and outside of the office.
- Review, analyze and process requests from attorneys, lenders, realtors, appraisers and the public.
- Assists genealogists, realtors, attorneys, title searchers, surveyors, appraisers and the general public in the use of office indexes and computer systems.
- Provide the public with copies of recorded real estate documents and records filed in the office, including processing certified copies.
- Work with historical real estate documents relative to data conversion projects. Includes verifying and indexing, and scanning records while applying quality review and control standards.
- Monitor/oversee public use of Register of Deeds records to insure integrity of the record.

- Perform title searches in the office indexes to locate various real estate documents.
- Process payments through online credit card payment vendor as well as cash payments.
- Prepare outgoing mail daily.
- Receives mail and compiles according to order received, per statute.
- Maintains the daily and monthly bookkeeping system.
- Prepares monthly, annual and state agency reports.
- Prepares daily deposit of receipted funds.
- Interacts directly with the Department of Revenue, State Vital Records Office, Fidar computer systems and other Register of Deeds Offices.
- Perform other duties as deemed necessary by the Register of Deeds.

EXPERIENCE, TRAINING, QUALIFICATIONS

- High school graduate, or equivalent, supplemented with one (1) to two (2) years of additional education or equivalent clerical experience.
- Minimum of one year accounting/bookkeeping coursework or experience.
- Further requirements include typing skills of 45 wpm; proficient in Microsoft Word, Outlook, Access and Excel is required and the ability to learn multiple software programs and utilize any upgrades.
- Accuracy and attention to detail, as well as excellent organizational skills are a must.
- Ability to adapt to a fast paced environment.
- Ability to communicate effectively with fellow employees and the general public.
- Reading, writing, adding, and subtracting is needed for reading and understanding requests, performing data entry and accounting of daily money transactions.
- Basic everyday living skills are needed, as is the ability to understand and follow oral and written directions.

PHYSICAL DEMANDS OF THE ESSENTIAL FUNCTIONS

Seventy-five percent (75%) of time is spent sitting, medium to high fingering (typing; writing), using near vision, low handling (manipulating paperwork; stuffing envelopes), feeling. Fifty percent (50%) of time is spent walking, using far vision, talking, standing (at the counter, copy machine), reaching, medium handling (pick up and shelve a book), low lifting (raising or lowering an object weighing 20 lbs. or less from one level to another), low fingering (handling coins), hearing, grasping, bending/twisting. Approximately twenty-five percent (25%) of time is spent medium pushing/pulling (exerting force to move an object weighing 20-40 lbs.), medium lifting (raising or lowering an object weighing 20-40 lbs. from one level to another), and medium carrying (transporting an object weighing 20-40 lbs.). About ten percent (10%) of time is spent stooping, kneeling, high pushing/pulling (exerting force to move an object weighing 50-80 lbs.), high lifting (raising or lowering an object weighing 50-80 lbs. from one level to another), high carrying (transporting an object weighing 50-80 lbs.), crouching, climbing (using legs, feet and arms for support), balancing. Some situations may require very high pushing/pulling, lifting, and carrying.

Reclassification of Rita Eichsteadt.txt

Details regarding the reclassification of Rita Eichsteadt:

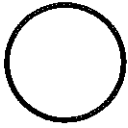
Currently Grade 3, step 11 - \$17.45/hour

Would like to change her position to Grade 5. Per the wage chart she would then be at a step 3; earning \$17.71/hour. A difference of \$.26/hour. I would like this to be effective Aug 1, if possible. Please see the attached financial form showing our office is not using any levy. We expect the same this year as well. This grade increase will not put us over as my position was not paid for 3 months.

Per statute listed below, I am also going to deputize Rita.

59.43(3) REGISTER OF DEEDS; DEPUTIES. Every register of deeds shall appoint one or more deputies, who shall hold office at the register's pleasure. The appointment shall be in writing and shall be recorded in the register's office. The deputy or deputies shall aid the register in the performance of the register's duties under the register's direction, and in case of the register's vacancy or the register's absence or inability to perform the duties of the register's office the deputy or deputies shall perform the duties of register until the vacancy is filled or during the continuance of the absence or inability

Rita is receiving documents at our window and reviewing them to be sure we can accept them. She is also not able to sign certified copies at this time. Per statute, she needs to be a deputy to be doing these acts. In my time here, I have been listening to staff communicate with customers and Rita has excellent customer service.



RESOLUTION#

Introduced by

Judicial & Legislative Committee

Page 1 of 1

LAD

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: _____, Finance Dir.		

INTENT & SYNOPSIS: To hold a non-binding referendum to ascertain if the voters of Wood County support an amendment to the United States Constitution that would allow for financial limits on political campaign contributions.

FISCAL NOTE: There may be an increase in the costs of ballots.

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

WHEREAS, free and fair elections are a core element to the democratic process, and

WHEREAS, the appearance of buying access to candidates or influencing policy, governance and judicial decisions because of large outsider donations erodes voter confidence in our elections and our democratically elected governments, and

WHEREAS, the County of Wood has an interest in protecting its citizens against intrusions on local, state and federal elections by entities with significant economic resources that are used unfairly to sway these elections, and

WHEREAS, The U.S. Supreme Court's decisions in the *Citizens United* and related cases allow unlimited spending by certain groups known as Super PACs to influence local, state and federal elections, and

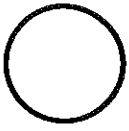
WHEREAS, the above-mentioned Supreme Court cases:

- Have granted corporations, unions, non-profits and other entities (such as Super PACs) the same election related constitutional rights and protections that should only be given to individual human beings, and
- Have determined the use of money constitutes "free speech" within the context of elections,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to direct the Wood County Clerk to place on the November 2018 ballot the following referendum question:

Do you agree that the United States Constitution should be amended to state:

1. Only human beings are endowed with individual constitutional rights – not corporations, unions, non-profits or other artificial entities (such as Super PACs), and
2. Money is not speech, and, therefore, limiting political contributions and spending is not limiting political speech.



RESOLUTION#

ITEM#

5- 2

DATE

June 19, 2018

Effective Date

June 19, 2018

Introduced by

Judicial & Legislative Committee

Page 1 of 1

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 checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: _____, Finance Dir.		

LAD

INTENT & SYNOPSIS: To encourage the state legislature to increase the rate of pay of private attorneys who accept appointments to handle Public Defender cases.

FISCAL NOTE: Anticipated cost savings to the county. The economic impact to the county's taxpayers would likely be slightly increased as there would be higher costs via the state attenuated somewhat by lower costs from the county.

WHEREAS, the state and federal constitutions both give criminal defendants the right to counsel paid for at public expense if the defendants are unable to afford it on their own, and

WHEREAS, the state operates and finances the Office of Public Defender (PD) which provides representation to defendants via both in-house counsel as well as private attorneys willing to accept the appointments at the legislatively set rate of \$40/hr. for time spent providing legal services and \$25/hr. for travel time, and

WHEREAS, these hourly rates for private attorneys accepting PD work have not increased for over 20 years, are the lowest in the nation, and prevent the vast majority of attorneys from accepting such cases as the rates do not cover overhead (staff, office, liability and health insurance, retirement) much less allow for any actual compensation for the attorney and are often only taken by attorneys as a form of free public service, and

WHEREAS, when the PD's office is unable to locate private counsel willing to accept appointment to a case, the circuit court judge is constitutionally obligated to appoint counsel and does so at county expense,

which in Wood County the rate is \$70/hr. The county is not reimbursed anything by the PD's office for making these appointments and the frequency of such appointments is increasing, and

WHEREAS, the local PD's office is doing its best to locate private attorneys to accept appointments for PD cases but it is becoming commonplace for attorneys from the Madison area to drive to Wood County to take cases and these same attorneys are taking cases throughout northern Wisconsin, which is obviously an inefficient allocation of resources, the fix of which is readily apparent, to increase the PD private attorney pay rate, and

WHEREAS, there are secondary and tertiary effects to the drastic underpayment of private attorneys taking PD appointments including the lack of attorneys in the northern half of the state and rural areas generally and law school graduates, many of whom have their cost of education partially subsidized by the state, being financially encouraged to leave the state upon graduation.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to go on record in support of a significant increase in the compensation rate of private attorneys taking Public Defender cases to the modest rate of \$70 per hour for court time.

BE IT FRUTHRER RESOLVED that a copy of this resolution be provided to the state legislators representing any part of Wood County and that a copy also be provided to the Wisconsin Counties Association in support of a legislative initiative sponsored by it.

6

**MINUTES OF THE
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE**

DAY & DATE: Thursday, June 7, 2018 at 7:00 AM
PLACE: Powers Bluff County Park Shelter
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 10:50 A.M.
MEMBERS PRESENT: Chairman Adam Fischer, Supervisor Marion Hokamp,
Supervisor William Winch, Supervisor Lance Pliml,
Supervisor Dennis Polach
EXCUSED: None.
OTHERS PRESENT: Supervisor Bill Clendenning; Supervisor Doug Machon;
Douglas Passineau, Highway Commissioner; Roland
Hawk, Highway Engineer; Chad Schooley, Parks and
Forestry Director; Fritz Schubert, Forest Administrator;
Caitlin Carmody, Highway Accounting Technician; Nancy
Levy, Highway Administrative Assistant; Maxine Kremer,
Maxine's Sweet Treats

1. Call meeting to order. Meeting called to order by Supervisor Fischer at 8:00 am.
2. Quorum declared.
3. Public comments.

Supervisor Polach inquired why the agenda format had changed to have a "Consent Agenda" section and if committee members would still be able to ask questions on the items within the consent agenda. Fischer explained that the agenda was changed to expedite the approval of departmental reports. If a supervisor has a question on an item within the consent agenda, that item can be pulled out for review following the approval of the consent agenda.

1. Correspondence. None.
2. **CONSENT AGENDA**
 - a. Approve Minutes from previous committee meetings
 - b. Department Staff Reports
 - c. Department Vouchers
 - d. Department Revenue Reports

Motion to approve the consent agenda made by L. Pliml and seconded by W. Winch. All in favor. Motion carried.

3. Review items, if any, pulled from consent agenda

Winch had pulled out the Department Vouchers to discuss further. He stated that he would like to see departments purchasing items from Wood County businesses instead of Menards (which is technically located in Marathon County) whenever possible.

Motion to instruct departments to purchase items within Wood County whenever possible made by W. Winch and seconded by L. Pliml.

Fischer stated that he would prefer to provide a consensus on the issue rather than make a motion. Winch stated a consensus has been done in the past, but it hasn't changed actions by the departments. Pliml stated he believed the departments were doing everything they

could in the best interest of the County but that sometimes, the cost is higher to travel to multiple in-county stores to obtain supplies rather than making one stop at Menards.

Fisher called for a vote. Aye: Polach, Hokamp, Winch. Nay: Pliml, Fischer. Motion carried.

At this time, the committee jumped to item 9a, followed by remaining Special Use Permits, and then returned to item 7.

4. ATV Update

R. Hawk shared that he and Schooley had met with the Planning and Zoning Department in May to do an inventory of ATV opportunities in Wood County. Planning and Zoning has created a map of what is currently available. Future meetings will include the following topics:

1. Identify areas that are easily accessible
2. Identify those areas that are attractive for use as trailheads or access points
3. Identify opportunities to extend ATV opportunities further north

They have another meeting set for next Wednesday to continue their efforts.

5. HIGHWAY

- a. Bids for County Highway Improvement Project – County Highway B

There was one bidder – WK Construction for a total of \$475,927.20.

Motion to accept the bid for the County Highway Improvement Project on County Highway B by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

- b. Quotes for Pittsville Shop

There was one bidder for this as well – Hay Creek Pallet. They had two proposals, both came in significantly under the appraised value of the lots. The recommendation of Commissioner Passineau was to reject the quotes and put it out again for quotes.

Motion to extend the deadline on the quotes for Pittsville Shop for an additional 60 days made by L. Pliml and seconded by D. Polach. All in favor. Motion carried.

- c. Personnel

Passineau stated that Diane Bannerman, the Highway Department's Administrative Assistant recently retired and they are in the process of hiring to fill that vacancy.

There is an employee who had their Commercial Driver's License terminated as of June 7th. His court date was established for August 2nd, and in the meantime, he has been granted an occupational license so that he can drive to work and back. However, it is a condition of his employment to maintain a valid CDL. Passineau believed it would be appropriate, based on previous occurrences, human resources policy, and the job requirement to therefore terminate the employee. The committee provided consensus to support the Commissioner in the termination of the employee.

- d. Capital Improvement Projects

Passineau shared with the committee the five year capital improvement plan for construction work on county roads. The project schedule is determined based on road ratings and average daily traffic counts. Passineau stated that he believed a \$2.5 million annual debt service grant would be sufficient to maintain the current road rating status, but that it is possible that \$2.3 million could also be sufficient.

Motion to direct the Highway Department to seek \$2.3 million in bonding for 2019 for the continuation of the capital improvement plan by M. Hokamp and seconded by L. Pliml. All in favor. Motion carried.

e. Permit Fees

Passineau stated that in the packet, there is a review of the permit fee schedule for many other highway departments. He will be revisiting this list and coming up with recommendations to reasonably increase our current fee schedule for the July meeting.

The committee took a break at 9:12 AM and reconvened at 9:20 AM.

6. PARKS AND FORESTRY

a. Fee for ice cream vendor special use permit

Maxine Kremer was present to represent her ice cream vending business, Maxine's Sweet Treats. She is requesting a special use permit to sell in North Wood County Park for the remainder of the summer up to October. The permit would allow her access to the park from noon to 8:00 PM, 7 days a week for the purposes of driving her ice cream truck around and selling treats to campers and park visitors. The committee had approved the permit last summer on a trial basis, but due to scheduling conflicts, she was unable to visit the parks at all.

Director Schooley had inquired with a few other government entities at the bequest of the committee regarding permit fees for this type of vending. He obtained three responses and shared those responses with the committee. Schooley stated that he would like to put together a more formal agreement process for vendors and perhaps go to bidding it out in the future. Ms. Kremer stated she has permits from many local villages and none exceed \$25 annually. The items she sells are low cost, and she views it more as a service to the community than a money making endeavor.

Motion to approve the special use permit for Maxine's Sweet Treats with no fee for one year made by L. Pliml and seconded by W. Winch. All in favor. Motion carried.

Schooley shared another special use permit with the committee.

Limitless Boot Camp 6k Run and Obstacle Course

South Park, August 26th, 2018

Renting all three shelters, wooded area and open field by Red Sands beach. Fundraiser for cancer research.

Motion to approve the special use permit by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

b. Powers Bluff Development Project update presentation

Schooley presented on the revised Powers Bluff Development Project, which breaks the whole project into four phases. In addition to these four phases, there are three phases of trail development that will be funded separately and hopefully completed with mostly volunteer work. Schooley expressed difficulty getting community support for the project, in the current format as a \$4.3 million Capital Campaign. By breaking it up into 4 phases, there is more grant opportunities and less matching funds that will have to be raised. This will also get more people into the park which will increase awareness and interest in following through with the other 3 phases. Schooley also asked for support from the committee members at meetings and public events, which has been lacking in the past.

Motion to approve the four phase structure for the Powers Bluff Development Project and encourage the Parks and Forestry Director to seek funding from private donors and grants by L. Pliml and seconded by M. Hokamp. All in favor. Motion carried.

c. Spring Timber Bid Results and Award Contracts

F. Schubert stated that there were eight timber bids up for sale. Six were ultimately sold. He will be rebidding the other two for June 19th opening. If there are no bidders, he can then attempt to direct sell them.

Motion to accept the recommendation of the highest bidders by L. Pliml and seconded by D. Polach. All in favor. Motion carried.

d. Wood County Wildlife Area Advisory Committee – Recommendation for Appointment to Fill Vacancy

Fischer stated he had interviewed the two applicants to the vacancy. It is his recommendation to appoint Dawn Schmutzer to the vacant position on the Wood County Wildlife Area Advisory Committee. Schmutzer showed significant interest and passion and has a long history of involvement in the Area.

Motion to recommend Dawn Schmutzer as appointment to Wood County Wildlife Area Advisory Committee by A. Fischer and seconded by L. Pliml. All in favor. Motion carried.

e. 2018/19 HIRC Meeting Location Schedule

Schooley provided the 2019 HIRC Meeting Location Schedule developed by his office.

7. Future Agenda Items

Fischer stated the ATV Update will remain on the agenda indefinitely.

Pliml requested that an update on the quotes for the Pittsville Shop be added to the August meeting agenda.

8. Set next regular meeting date: July 5, 2018 at the Dexter County Park Shelter Building 3715 State Hwy 80, Pittsville, WI 54466 at 8:00 AM.

9. Tour of the Powers Bluff County Park for those wishing to attend.

10. Fischer declared the meeting adjourned at 10:50 AM.

Signed electronically by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Caitlin Carmody, Accounting Technician

Powers Bluff County Park Trails Concept Plan



Arpin, WI
May 2018

Prepared For: Wood County Parks and Forestry Department

Prepared By: The International Mountain Bicycling Association – Trail Solutions Program

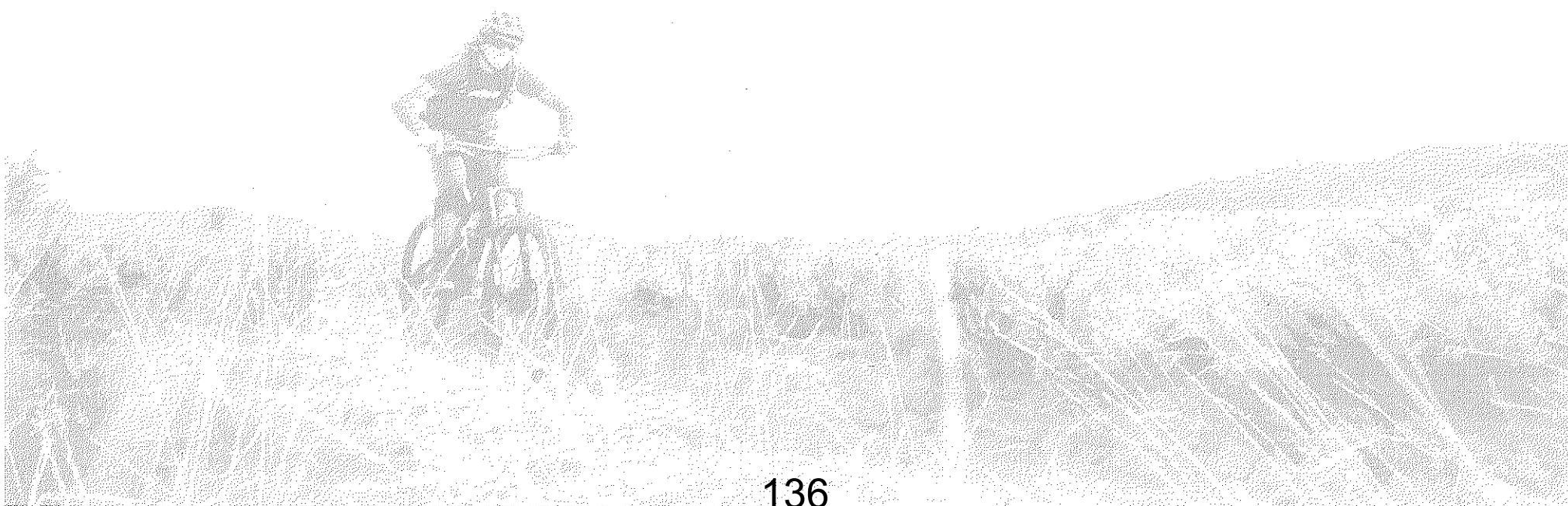


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- 2. Goals and Objectives**
- 3. Benefits of Mountain Bike Trails**
- 4. Present Day Mountain Bicycling**
- 5. Existing Trail Network**
- 6. Park Planning**
- 7. Conceptual Trail Network**

Multi-use Pathways

Beginner, Intermediate, and Advanced Mountain Bike Trails

Bike Park Zones and Alternative Technical Trail Features

Winter Use

Summary

Appendix A: Trail Specifications Table

Appendix B: General Trail Planning and Design Guidelines

Appendix C: IMBA Trail Difficulty Rating System

Appendix D: Trail Design and Build Field Guide

Appendix E: NICA Races and Event Considerations

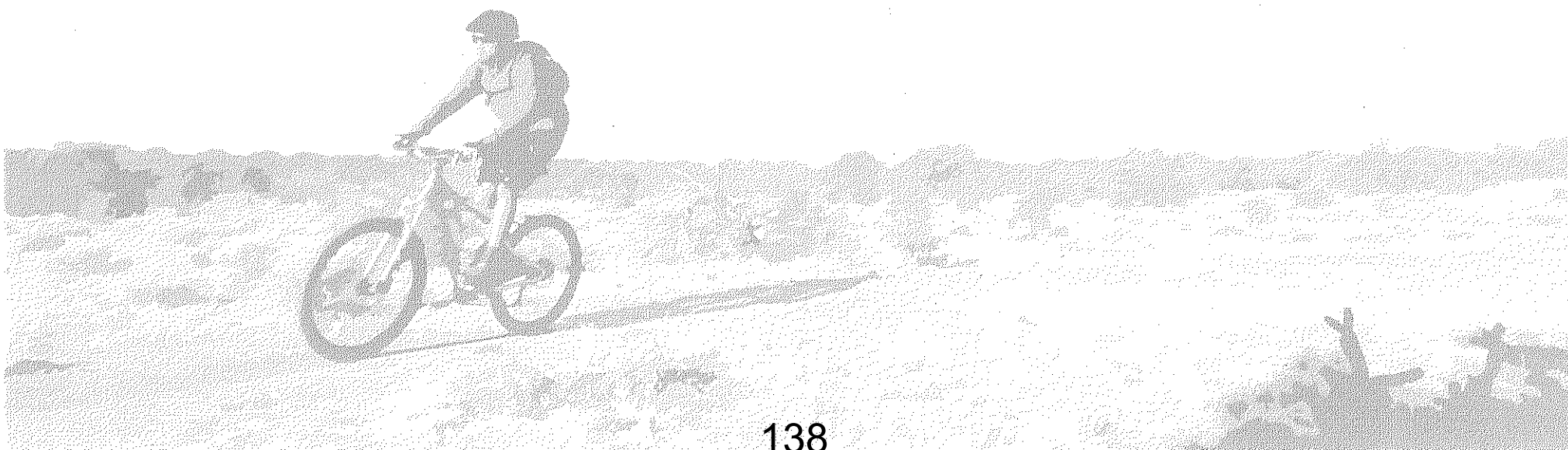
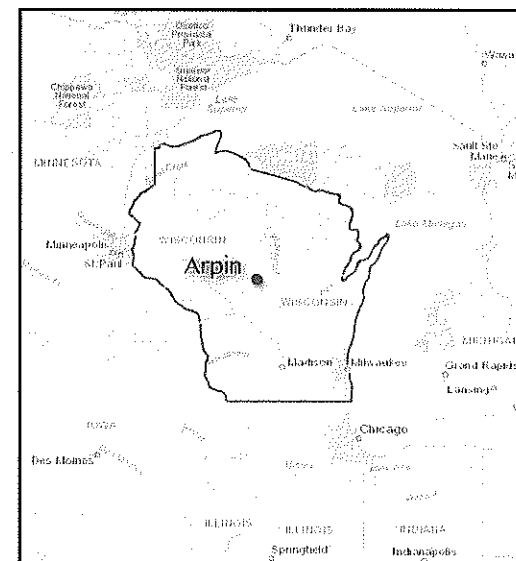
Powers Bluff County Park Trails Concept Plan



1. Project Background

This trails concept plan provides guidance and recommendations for developing a comprehensive trail network at the Powers Bluff County Park in Wood County, 2.5 miles southwest of Arpin, Wisconsin. This trail system will capitalize on the growing demand in the Midwest region for trails that are optimized for mountain biking. It will serve the needs of all recreation users by adding upon the existing Powers Bluff Trail network with new multi-use trails and the creation of bike-optimized trails for all ages and ability levels.

Master Planning for Powers Bluff County Park (PB) has been ongoing since 2003, and was revitalized when Wood County acquired 223 acres of property directly north of the existing park. Since that time, planning has been done to include a multi-use shelter building, fishing pond, ice skating rink, northern entrance road with parking lots, improvements to the existing ski/tubing infrastructure, additional trail development, and support facilities.



Powers Bluff County Park Trails Concept Plan

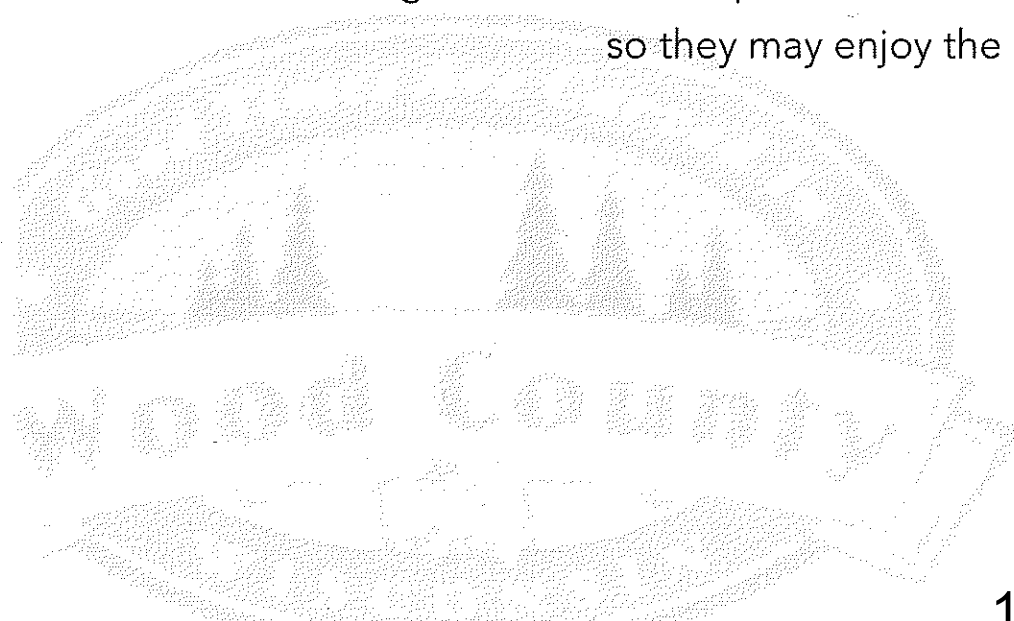


About IMBA

The International Mountain Bicycling Association (IMBA) is a 501(c)(3) non-profit educational association whose mission is to Create, Enhance and Protect Great Places to Ride Mountain Bikes. Since 1988, IMBA has been bringing out the best in conservation-minded mountain bicyclists by encouraging low-impact riding, volunteer trail work participation, cooperation among different trail user groups, grassroots advocacy, and innovative trail management solutions. Based in Boulder, CO, and with staff distributed across the country and the world, IMBA meets its goals through programs, such as the Trail Solutions (TS) consulting team.

Wood County Parks and Forestry Department Vision for Powers Bluff

"Powers Bluff County Park is a unique natural, cultural and recreational resource. The long-term vision is to protect it for future generations of Wood County residents so they may enjoy the park for years to come."



2. Goals and Objectives

The goal of the following plan is to develop a trail network that offers trails for multiple uses including hiking, trail running, Nordic skiing, snowshoeing, and Beginner to Advanced level mountain biking. As purpose built trails are developed and mileages increase, so will visitation from residents, regional, and destination trail users. While planning and design of the new trails is being done in a bike-optimized manner careful consideration has been made for hikers, runners, Nordic skiers, and snowshoe'rs to be sure their needs will also be met.

This trails concept plan is crafted with the idea of developing an expanded network of multi-use paths, bike-optimized trails, and bike specific skills development area. Trails and features will be designed and built in a sustainable manner, and meet conservation, education, and recreation objectives. The trail network development will create a progression of experiences and challenges as trail users explore them in more depth with each visit. The design of this system is similar to that of a well-designed ski trail system, with a collection of easier/green, more challenging/blue, and most challenging/black trails. This network should be enhanced by efficient way-finding signage, and a variety of trail types. These characteristics will appeal to a broad cross section of off-road bicyclists, from family-oriented entry-level riders to highly skilled enthusiasts to those looking for race training/event opportunities.

The objectives of a high quality trails concept plan are:

- Provide a trail network for multiple uses including hiking, running, Nordic skiing, snowshoeing, mountain biking,
- Plan approximately 7 miles of beginner/family-friendly (green), intermediate (blue), and advanced (black) trails in the network,
- Provide the quality and quantity of experiences in the system to a level of a regionally significant trail destination that merits a half- or full-day drive to the area,
- Create a trail system that is environmentally and socially sustainable, and that best highlights the natural beauty of PB County Park and surrounding landscape,
- Develop a trail network and facility that is able to host events including the popular Wisconsin High School Cycling League, a program of the National Interscholastic Cycling Association (NICA).
- Create a trail system that can be implemented in a phased approach.

3. Benefits of Mountain Bike Trails

Promoting Active and Healthy Lifestyles

The benefits of mountain biking may start on the trails, but they don't end there. Learning to ride a bike is a rite of passage. Bikes and the sport of mountain biking provide a multitude of opportunities to teach children valuable lessons that will carry on into adulthood.



Obesity rates are at all time highs, while activity levels among Americans are plummeting. With its progressive nature and way of stimulating the senses, mountain biking is appealing, especially to youth, and provides an excellent form of recreation for reversing the trend away from negative health habits. Since riding a bike provides an excellent cardio workout, improves strength and coordination, and burns several hundred calories an hour, it is an activity as appealing to parents as it is to kids.

The unstructured play that mountain biking provides inspires people to explore and appreciate the natural world, leading to positive associations with outdoor activities and exercise. IMBA members donate nearly one million volunteer hours to trails throughout North America every year, making volunteerism a large part of mountain bike culture.

Mountain biking allows individuals to advance at their own pace, so kids looking for a challenge can have just as much fun as children who are more interested in exploring the scenery. Riding in nature provides an environment where children can work on their skills, have fun, and pedal their bikes without parents having to worry. Mountain biking is a cross-generational endeavor, accessible to all ages and levels of physical fitness. Going for a trail ride is an excellent way for parents to do more than support their children's activities, it's a way to share the experience. Every ride is an opportunity to create a healthy lifestyle and pass on lessons that are best learned through experience.

Benefits of Trails to the Local Communities

IMBA works to assist local communities in increasing mountain bicycling tourism as a sustainable, renewable source of economic development. A mountain biking destination is one that attracts tourists to an area for the benefits of the mountain biking trail experiences; provides visitors with all of the amenities needed to compliment, ease and enhance their visit; and in turn creates word of mouth about their community that will draw new and repeat visits.

While mountain bicyclists are certainly willing to travel to ride, they will only do so if their destination contains a key ingredient: high-quality trails. These trails must be of a sufficient length and contain a variety of experiences, such as; traditional singletrack, bike optimized singletrack, and bike parks components. The competition for these "destination-quality" locations is slowly increasing over time.

Mountain bicycle trail systems have benefits to local communities beyond economic development. Several studies on physical activity have indicated that proximity to recreational facilities, such as trails, is a predictor for physical activity. Simply put, if there are walking and biking trails nearby then residents are more likely to use them and therefore be healthier. Access to trails also correlates to a higher quality of life, thus making the community more desirable.



Powers Bluff County Park Trails Concept Plan



According to the Outdoor Industry Alliance (OIA), mountain bicyclists represent approximately 3.4% of the US population, or nearly 10.6 million participants. IMBA's own research indicates that enthusiasts, who represent a portion of this overall number, travel extensively within a four-hour range and will typically devote one week per year specifically to travel to reach mountain bicycling destinations. Same-day visitors spend approximately \$35 per day in local communities while destination visitors spend closer to \$193 per day (due in part to lodging and increased meal purchases).

Minnesota Department of Transportation 2016 Study Assessing the Economic Impact and Health Effects of Bicycling in Minnesota

The study shows that in 2014, the bicycling industry generated \$778 million of economic activity, which includes \$209 million of labor income and 5,519 jobs. Nearly 80 percent of that economic activity came from manufacturing and wholesale business.

Minnesota community's host more than 100 bicycle events annually and bring an estimated 50,212 visitors to the state. Trail rides, races, mountain bicycling events and bicycle tours generated \$14.3 million of economic activity, which included \$4.6 million in labor income and 150 jobs, the study found.

A 2018 economic impact study released by the Walton Family Foundation describes in detail the \$137 million benefit from Northwest Arkansas to the Arkansas economy in 2017, of which that \$27 million came from tourism dollars.

OAI also suggests that 60 million adult Americans ride a bike each year, and bicycling creates major economic growth in the United States:

- Contributes \$133 billion annual contribution to the U.S. economy
- Supports nearly 1.1 million jobs across the U.S.
- Produces \$53.1 billion annually in retail sales and services
- \$6.2 billion in bicycling gear sales and services
- \$46.9 billion in bicycling trip-related expenditures
- Generates \$17.7 billion in annual federal and state tax revenue
- Provides sustainable growth in rural communities

4. Present Day Mountain Bicycling

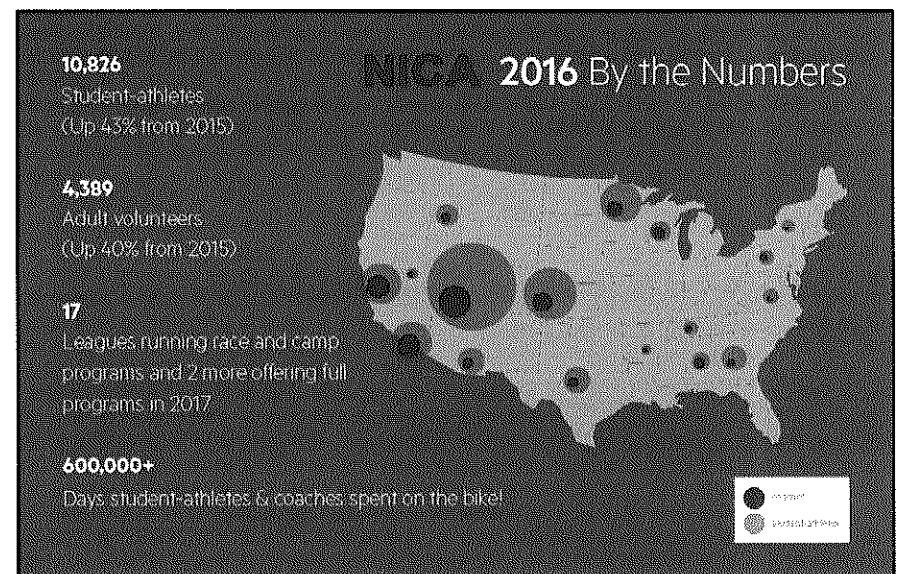
The sport of mountain bicycling has evolved radically since its recognized birth in the mid 1980s. Bicyclists began tinkering with fat tires to hybridize bicycles so that they could leave the paved roads to explore dirt roads, routes, and singletrack trails. Lower gearing, powerful brakes, and lightweight frames allowed riders to get further in a single backcountry outing than by hiking or running.

Mountain bikes and riders continue to evolve, with dozens of types of mountain bicycling alternatives. Purpose-built trails, bike parks, and amenities have improved to accommodate any skill level from beginner to expert. Until recently trails in Wisconsin were rocky, steep, and technical, limiting the range of difficulty choices.

Today's rider is sophisticated, desiring every possible choice from being able to take young children on gently groomed trails to the rider who seeks intense experiences with higher consequences.

Not only has the sport grown in popularity to meet the needs of extreme riders, but it has widened to accommodate the gentler side as well. When the sport began, there was no allowance for children or youth. Trails were very difficult and bikes were not "kid friendly." Both issues have now been solved in the development of modern trail systems and bike park facilities.

Wisconsin's own high school mountain bicycle league, an affiliate of the National Interscholastic Cycling Association (NICA), gives youth immediate access to mountain bicycling. As of 2017, the Wisconsin NICA league had nearly 40 teams with 750 total students and five races on their schedule. The closest teams to Wisconsin Rapids are in Stevens Point and Marshfield.



Modern Trail Network Components

Purpose Built Singletrack Trails

Singletrack is defined as a dirt path narrower than double-track or fire road, usually 12 to 36 inches wide. Singletrack trails are not typically accessible by ATVs or other four-wheeled vehicles. Singletrack may be smooth or rocky, flat or steep, among many other attributes and building techniques.

Maintainable trails have grades that average 3 – 10% and do not exceed half of the grade of the sideslope, also called the “fall line.” Keeping trail grades within certain ranges ensures both positive trail experience by users and proper stormwater drainage without erosion. Mountain bikers have become sophisticated, longing for purpose-built trails that offer a wide range of difficulty levels, terrain diversity, and genre types. Purpose-built trails are constructed with specific users in mind in order to optimize their experience with features and design.

These trails meet users’ needs and provide meaningful recreation experiences that highlight natural features and view sheds while minimizing environmental impacts of trails and trails-based recreation. Looking to the future, understanding what users may look for and providing it before off-trail travel begins increases the sustainability of the trails and the overall trail system.

- Beginner (Green) trails have smoother and wider tread, lower trail grades, and less exposure.
- Intermediate (Blue) trails can be steeper, and contain more technical difficulty or longer experiences.
- Advanced (Black) trails offer a combination of difficult trail tread and long distances for those looking for technical challenge and/or endurance-oriented experiences.
- Expert (Double Black or Red) trails will be the most difficult and challenging in skill level difficulty.

The ridership within each category can be divided into the following groups: novice, intermediate and advanced. Using a basic bell curve distribution it can be assumed the majority of mountain bicyclists in any category and as a whole are intermediate riders. Novice riders correspond with (GREEN) rated trails, Intermediate with (BLUE) rated trails and Advanced with (BLACK) rated trails. More Advanced trails, Double Black, are typically required by a relatively small but very passionate contingent of ridership at any one trail system. A reasonable percentage of Black trails should be built as Double Black as follows demand.

Powers Bluff County Park Trails Concept Plan



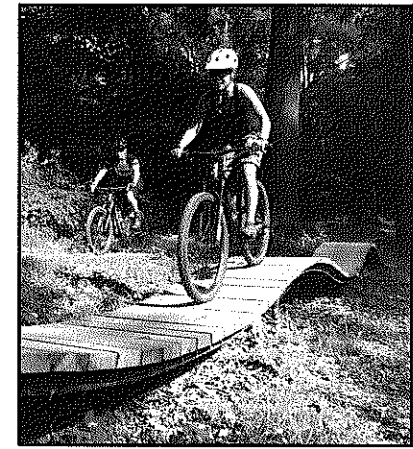
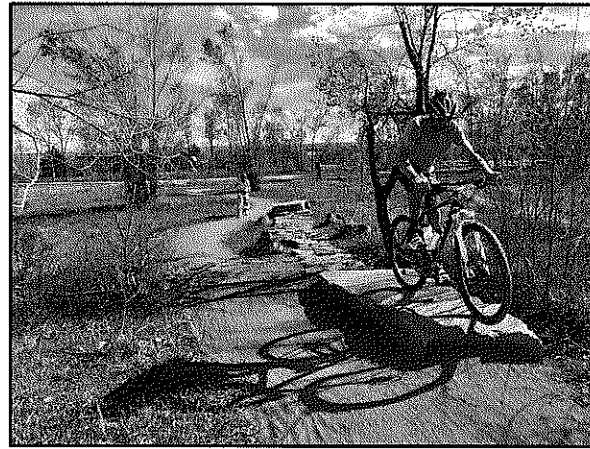
Skills Loop/Beginner Trail

Users looking to practice beginner to intermediate level technical riding skills in a low- consequence environment can learn on a skills loop. This trail can feature numerous optional skill stations (x-small, small, and medium), where users can practice on features designed to teach basic mountain bicycling skills.



Technical Challenge Trail or Area

Users looking to practice intermediate to advanced level technical riding skills in a low-consequence environment can utilize the technical challenge area. This trail can feature numerous optional skill stations (medium, large, and x-large in size), where users can practice on natural and/or man-made features designed to teach advanced mountain bicycling skills.



Technical Trail Features (TTFs)

If wide open areas are not available for the above mentioned Technical Challenge Trail or Area, TTFs can be placed along trails to provide a feature that riders can practice bike handling and balance skills.

Bike-Optimized Flow Trails

Bike-optimized flow trails are purpose-built or modified singletrack trails, the majority of which contain a high density of specific features to enhance the experience and provide challenge, such as berms, rollers, consistently wide turn radii, technical features, rock gardens, jumps, and drops. These trails are directional, in order to promote optimal circulation patterns and maximize the user experience. Directional trails maximize flow and experience in one direction, rather than compromising design by having to consider riders traveling in both directions.

The descending trails are designed to provide a "roller coaster" sensation to users by maximizing the efficiencies afforded by a bicycle and by counteracting forces that direct a user off of the trail. Berms and cambered tread surfaces, for example, promote traction, safety, sustainability, and enjoyment. These trails are never extreme, dangerous, or steep; challenge is provided by rewarding progressive skills development and incorporating features that can always be rolled but may be jumped. While a flow trail is singletrack, the tread surface itself should be wider in areas where it is that anticipated less-experienced visitors may need a greater margin of error.

The climbing trails, that access flow trails, are designed to provide a variety of optional technical climbing challenges while maximizing elevation gain and minimizing user exertion to allow riders to conserve energy for the descents. Typically, the maximum density of bike-optimized singletrack is one mile per ten acres of suitable terrain.



Mountain Bike-Optimized Trails and Preferred Direction Trails

Mountain Bike Optimized singletrack trails are designed and constructed to enhance trail experiences specifically for mountain bikers. Mountain bike-optimized trails might differ from traditional trails in several ways: enhanced tread shaping, directional or one-way travel, and through addition of man-made technical trail features (TTFs). Bicycles move differently along a trail than other modes – the movement of the wheel, the use of gravity and friction, the transfer of energy from the rider to the wheel – offer both opportunities and constraints for trails and trail features that may differ from those of other users.

Mountain bike-optimized and one-way trails that harness gravity are a growing area of interest for mountain bikers. These trails can be provided at any scale, from beginner friendly “Flow Trails” to extremely difficult race-oriented downhill trails. Riders cherish the “feeling of flight” that a bicycle gives while coasting through a succession of bike-optimized features from top to bottom. A consistent trail is not necessarily a boring or easy trail (though it can be), it’s one that is designed such that a preceding section of trail prepares users to subsequent sections. This aspect is a hallmark of flow trails and can be particularly important for beginner trails, as well as for higher speed and/or gravity features, such as jumps and drops, on more advanced trails.

As trail systems grow and become congested, one-way trails help to take the pressure off of popular shared-use trails. Riders looking for speed, thrill, and challenge will have their own designated areas, and fewer user interactions with all users traveling in the same direction. Well-designed mountain bike-optimized singletrack and gravity singletrack are exciting for mountain bikers, but are also designed to help manage risk and minimize user conflict.

Lifted and Tilted Tread Type

Traditional rolling contour trails are constructed with an out-sloped tread to allow cross-slope drainage. However, not all proposed trail locations have enough side-slope for drainage and frequent trail use may eradicate that out-sloping within a short time.

A new trail construction method, "Lift and Tilt", is a way of raising the tread above the natural grade. This enhances tread drainage while increasing the fun factor for mountain bikers. Borrow basins are dug to harvest good mineral soil to "lift and tilt" the tread. Woody debris is used to replace the soil taken from the borrow basins, then masked and blended with organics to create natural-looking low points for drainage. This technique holds the rider on trail while directing water off tread into the basins.



This method can be implemented at any scale, using smaller machines to provide a single-track feel or larger machines for that true bike park capability. Visitor numbers, rainfall, and soil type may require the use of culverts and sumps to intensify ride-ability while providing drainage. The trail type can have an increased emphasis on fun, flow, and airtime depending on the designated trail user.

For beginner riders or shared-use the "dial" can be turned down low with mellower grades, less undulation and frequency. For advanced mountain bikers the dirt features can be more dynamic... raised higher, creating banked turns, rollers and jumps to dance the vertical plane.

Flatter areas that may have been avoided in the past can now be an exciting riding experience. The Lift and Tilt method is often used for pump tracks, flow trails, jump trails and other bike optimized amenities. Community Bike Park Facilities

Bike Parks

Community bike parks are more intensely designed than singletrack trails. They offer a small area where users can practice their skills, progress, and have fun in a safe manner. Bike parks are typically located in an existing park or similar area.

Tot Track

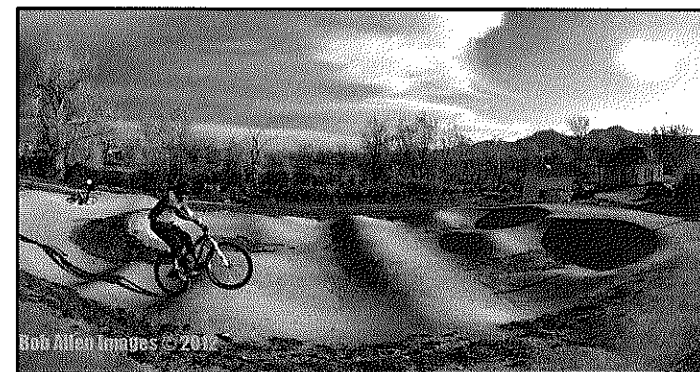
A tot track is a pump track designed for smaller bicycles and users. It features reduced-sized rollers as well as lower-angle bermed turns. It has features that can accommodate strider-type bicycles as well as smaller-wheeled bikes with short wheelbases. The tot track is designed for the least skilled of riders.

Pump Track or Pump Park

A pump track or pump park is designed to allow cyclists of all skill levels to learn and perfect their riding skills. Pump parks are multi-directional and allow users to create their own routes through the rollers, berms, and jumpable features, while pump tracks generally have a direction of use. A pump park will foster more organic and creative riding that stimulates skilled riders. Rather than build a separate dirt jump park, it is recommended the pump park design incorporate progressive jumping elements normally found in a dirt jump park, due to the site's space limitations. Riding a pump park is an extremely anaerobic activity, so it is recommended that suitable seating and or shade structures be installed for users to rest between sessions.

Dirt Jumps

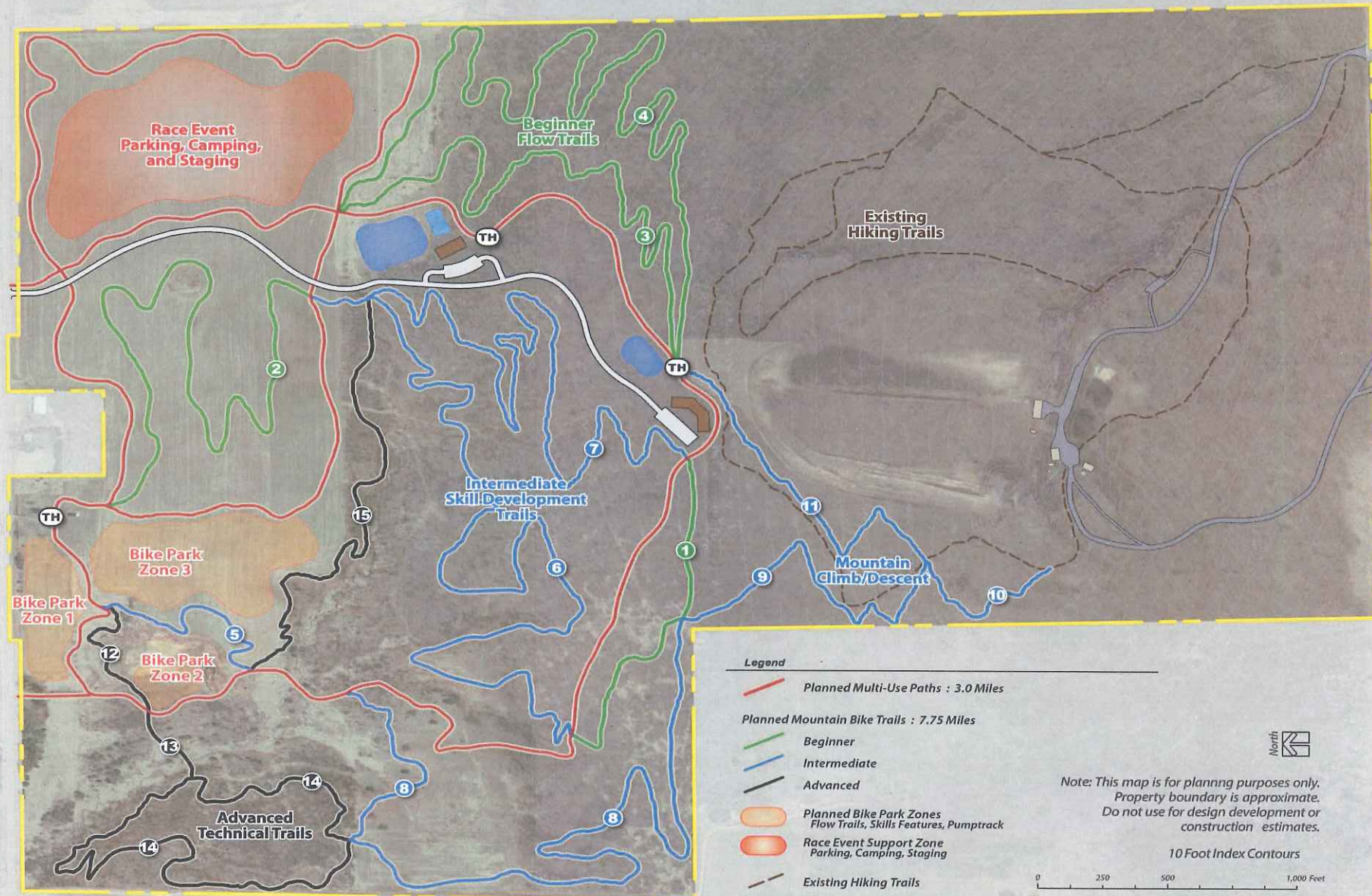
A bike park component, not currently proposed at PB, consist of jumps ranging in height from 3 to 6 feet, spaced in a manner that maximizes a riders ability to flow from one jump to the next without having to pedal. Dirt jump areas are designed so that the start hill is the highest elevation point that provides sufficient gravity to propel riders into the jump lines.



Powers Bluff County Park Trails Concept Plan



Figure 1 – Powers Bluff Trails Concept Plan



5. Existing Trail Network

The existing developed trail network at Powers Bluff County Park is comprised of narrow singletrack hiking trails and wide nature walk paths on the historically owned property. The trails and paths are used for Nordic Skiing and snowshoeing in the winter. These trails total 2.5 miles. Several buildings are currently located around the top of Powers Bluff that provide space for shelter, winter sports operations, restrooms, storage, and maintenance with numerous small locations for parking.

On the recently acquired northern portion of the park property, there's a series of grassy paths mowed throughout the summer that provide for casual hiking and exploration of the property. Some singletrack trail reconnaissance has been done along where the concept plan shows the Advanced Technical Trails loop. *Additionally there are maintenance access roads, downhill ski trails, and tubing lanes that are not under review in this planning document.*

6. Park Planning

In 2003, Wood County engaged Schreiber-Anderson Associates Inc. to complete a Long Range Master Plan (LRMP) for Powers Bluff County Park that was finalized in 2005. The plan focused on the existing park, at the time, and provided recommendations for park expansion and facility development on the, now park property, 225 acres to the north. The planning considerations for the northern acreage now includes a new lodge and snowmaking pond to support the winter ski and tubing operations; a shelter further north with a fishing pond, ice skating rink, and associated parking; and an access road entering the property from the north off of County Highway N. Both of the shelter areas will also serve as trail head facilities.

Trail development was considered in the LRMP, but mountain bike trails were not specifically included. The plan did outline guidance on sustainable trail design, construction, and maintenance; much of which is still relevant today. Since 2005, the Wood County Parks and Forestry Department recognizes the increase popularity and benefits of mountain bike trail systems. While funding is being secured for park facility development here, the trail network is seen as a project that could be realized sooner than later resulting in higher utilization of the park and increased visibility to potential donors of the fundraising effort.



Schreiber/Anderson Associates, Inc.

7. Conceptual Trail Network

As mentioned previously, the purpose of this trails plan is to develop a comprehensive trail network design that serves multiple uses for all ages and ability levels. The planning area is focused on the recently acquired northern portion of the park property, but does consider improved connections to the existing trail network and facilities.

Multi-use Pathways

Consider the multi-use pathways as the framework that the entire trail system will build upon. These pathways provide pedestrian and bike access to the park from the north, circulation between planned trailheads, parking and shelters, and multiple options for trail loop experiences. In the winter, these alignments will be used for Nordic skiing and due to the gentle slopes in the existing fields additional ski trail could be groomed with ease (per adequate snow depth). Pathways are to be constructed at a minimum 8-foot wide and up to 12-feet wide at the most. In the short term, the paths can be developed as mowed grassy trails. Long term, the paths will serve multiple uses better if they are formally constructed with sub-base and surfaced with crushed limestone or even asphalt if budgets allow.

As shown in Red on Figure 1, the multi-use paths total 3 miles that can be experienced in loops of various configurations and lengths.

Ability Level: All ability levels including never ever riders.

Direction/Use: Dual direction and multiple uses (hike, trail run, bike).

Trail Width: 8-12 feet

Trail surface: Long term, crushed limestone or asphalt.

Trail Grades: less than 5% average

Sideslopes: 2-10%

Drainage Armoring: May have to locate one or two culverts once full construction of the pathways is implemented.

Construction: Short term – brush hog/mowing paths, Long term - machine build exactly like recreation path construction.



Beginner Mountain Bike Trails

The beginner mountain bike trails are planned in a manner that they are easy to access off of the multi-use paths and provide a non-intimidating introduction the mountain bike experience on natural surface trails. The trail grades are gentle, trail widths are comfortable, and the trail tread is smooth. Due to the slow speeds of beginner riders and gentle slopes not encouraging fast speeds for more advanced riders, these trails will also be comfortable for hikers and trail runners.

Trails 1 and 2, as shown on Figure 1, are the first trails in the beginner progression. Rolling contour design without any steep slopes. Trails 3 and 4 are meant to be the first steps in experience gravity-influence trails that are bike optimized for flow that equates to a roller coaster sensation. These trails total 2.7 miles of trail.

Ability Level: Beginner (Green)

Direction/Use: Trails 1 and 2 – Dual direction and multiple uses; Trails 3 and 4 – Bikes in the downhill direction with hiking/running uphill.

Trail Width: 3-4 feet

Trail surface: Natural surface, with additional clay/loam material and compaction to ensure a smooth and predictable tread.

Trail Grades: 3% average

Sideslopes: 2-10%

Drainage Armoring: Rock armoring may be needed along flat, possibly wet sections of Trails 1, 2, and 3.

Construction: Machine build with Mini-x and Vermeer with hand tool finishing. Trails 3 and 4 should have some "Lift and Tilt" to promote drainage and flow trail experience for beginner riders.



Intermediate Mountain Bike Trails

As beginner riders improve their skills, an offering of intermediate trails (detailed in 7 separate segments) will provide a progression from low intermediate (light blue) to advanced intermediate (dark blue) ride experiences. The intermediate trails range from smooth/wide flow style trail to traditional singletrack to downhill only bike-optimized with alternative advanced features.

Trail 5 is designed to be similar to the beginner flow trails 3 and 4, just with slightly steeper trail grades. Trails 6 and 7 “turn up the spice” with more turns and additional technical features with Trail 6 being bi-directional and Trail 7 designed to be bike-optimized for downhill bike traffic with advanced trail features built as options adjacent to the intermediate trail tread. Trail 8 is meant to have a traditional singletrack feel with a narrower tread than seen so far in the progression.

Trails 9 and 10 is where the athletes and those who like to push themselves will head to take on the “climb to the top”; riders can take various routes to get themselves to the climb. Trail 9 will be uphill only and Trail 10 will be bi-directional, with Trail 11 being the technical descent for downhill traffic only. Since there is an existing nature trail nearby, Trails 9 -11 will be bike only.

The planned Intermediate Trails total 3.7 miles.

Ability Level: Intermediate (Blue)

Direction/Use: See appendix A for individual trail details.

Trail Width: 2-3 feet

Trail surface: Natural surface, with additional clay/loam material and compaction to ensure a smooth and predictable tread on Trails 5 and 7.

Trail Grades: 5-7% average

Sideslopes: 5-20%

Drainage Armoring: Rock armoring may be needed along flat, possibly wet sections of Trails 6, 7, and 8.

Construction: Combination of machine and hand build. Trails 5, 7, and sections of 8 should be of “Lift and Tilt” construction to promote positive drainage and the next level of flow trail experience for intermediate riders.



Powers Bluff County Park Trails Concept Plan



Advanced Mountain Bike Trails

Trails 12 through 15 will provide the most difficult trails at Powers Bluff. The seamless ability level progression and skills development will have local riders on the advanced trails in no time, and at the same time, regional/destination riders will be traveling to Powers Bluff to experience the wide range of trails.

Trail 12 can be designed and built to be the steepest flow trail at PB with appropriately sized jump features in or along the trail tread that may be up to 4 to 6 feet wide. Trail 13 not only acts as a singletrack connector to the Trail 14 loop, it can be built in a manner that is a “skills filter” making sure riders know what is ahead on Trail 14. Trails 14 and 15 will provide the most rugged experience with Trail 14 having a backcountry feel and Trail 15 feeling near “mountainous” with sharper sideslopes and steep “punchy” climbs. These rugged trail treads may be as narrow as 12” with exposed roots/rocks and trees/boulders acting as choke points adding to the difficulty of navigating the trails.

The planned Advanced Trails total 1.4 miles.

Ability Level: Advanced (Black) to Expert (Double Black)

Direction/Use: See appendix A for individual trail details.

Trail Width: 1-2 feet

Trail surface: Natural surface. Trail 12 may need additional clay/loam material and compaction to ensure a smooth and predictable tread for the progressive flow trail experience.

Trails 13-15 should have exposed rocks and roots.

Trail Grades: 7-15% average

Sideslopes: 15-40%

Drainage Armoring: Rock armoring may be needed at some sections of Trails 13 and 14.

Construction: Machine build using Mini-x and Vermeer for Trail 12. Hand build and possibly some machine build for Trails 13-15.



Bike Park Zones

Zone 1 – Beginner and Intermediate Gravity Trails

This zone has the perfect downhill gradient, 5-15% slopes, and vertical relief to develop a “session-able” progressive bike park zone. “Session-able” in bike park terms refers to a set of trails that can be descended and climbed over and over again. This location could have a set of beginner and intermediate trails with progressive pre-fabricated rideable features that descend the hill slope and then riders climb up the multi-use path as the return to the top.

Zone 2 – Pumptrack

Located at the “sand pit”, a flat site appropriate for development of a pump track. The design should include a cell of kids/beginner level sized rollers and berms that progress to a connected cell of intermediate/advanced sized features. TS recommends pumptrack be of asphalt construction to greatly reduce maintenance requirements and should be a designed/built by experienced asphalt pump track builder.

Zone 3 – Skills Development Loops

This zone Trail and Park features will need to be lifted and tilted to provide fun features and promote drainage.

Alternative Technical Trail Features

Technical Trail Features (TTFs) could be placed along the multi-use paths as a first phase of skill progression opportunities as singletrack trails are being developed. TTFs could be prefabricated Progressive Bike Ramps type features, dirt formed, or rock/boulder features.

Winter Use

During the season of snow cover the multi-use trails can be groomed for Nordic skiing (classis and skate) with additional grooming routes throughout the open fields. The singletrack trails can be groomed specifically for fatbike use and/or snowshoeing depending on demand for either sport. Classic/Touring XC skiers would also be welcome on the singletrack trails.

Summary

The planning and design recommendations outlined in this Trails Concept Plan will provide Powers Bluff County Park a wide range of riding and hiking options for all that frequent the region. In total, this plan suggests that 3.0 miles of multi-use pathways and 7.7 miles of singletrack can be comfortably developed at Powers Bluff.

The multi-use pathways, beginner trails, and bike park zones will provide endless amounts of joy for local families and riders looking to experience the outdoors together without leaving town. Natural terrain, which was once in private ownership, can now be developed into exciting areas of interest thanks to the myriad of new MTB trail types, feature possibilities, and construction methods. These trails promise to hold the attention of intermediate to advanced level riders at every age group; perhaps providing local teenagers needed exercise outside.

The implementation of directional trails, gravity trails, and single use trails will help to focus active recreation away from places of solitude on the currently developed park property. Every trail user will be provided with the experience they seek without imposing on another's routine. Hikers will be given several more miles of shared or single-use trails to explore.

Not many locations in Wisconsin have a wide range of bike-optimized amenities and trail types that can be developed at Powers Bluff, therefore placing the park at the center of the map. Any of the proposed trail corridors and amenities can be crafted in a phased approach, thus updated or repurposed to meet the needs of the future recreation as the demand (and funding) grows.

Powers Bluff County Park Trails Concept Plan



Appendix A: Trail Specifications Table

Table will be included as spreadsheet attachment.

Label ID	Difficulty Rating	Symbol ¹	Summer Use	Winter Use	Trail Type	Direction	Approx. Trail Distance (Ft)	Constructed Tread Width ^{2,3}	Ave Trail Grade	Max Trail Grade: climbing ⁴	Max Trail Grade: descending ⁴	Tread and trail features	Approx. Construction Cost per Linear Foot ⁵	Recommended Phasing Approach
Multi-Use Paths	n/a	n/a	Hike, Bike	Nordic Ski	Multi-Use Paths	Two-way	15,576	96-144"	<5%	5%	3%	Crushed limestone firm and stable, or Asphalt surfacing	\$15-20	Phase 1 - may be mown grassy paths, Buildout should be surfaced trail.
1	Beginner	Green Circle	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way	1,500	36-48"	3%	10%	10%	Firm trail surface. May include rock armored section.	\$6-8	Phase 1
2	Beginner	Green Circle	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way	3,825	36-48"	3%	10%	10%	Firm trail surface. May include rock armored section.	\$6-8	Phase 1
3	Beginner	Green Circle	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Flow Trail	Hike (uphill), Bike (downhill)	3,325	36-48"	3%	10%	10%	Firm trail surface. Rollers and berms. May need rock armored section. Include optional Intermediate trail features.	\$7-10	Phase 1
4	Beginner	Green Circle	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Flow Trail	Hike (uphill), Bike (downhill)	5,650	36-48"	3%	10%	10%	Firm trail surface. Rollers and berms. May need rock armored section. Include optional Intermediate trail features.	\$7-10	Phase 2
5	Intermediate	Blue Square	Bike	Fat Bike	Flow Trail	One-Way (downhill)	4,375	36-60"	7%	15%	20%	Firm trail surface. Rollers, roller doubles, tabletops, berms, and trail features. Include optional Advanced trail features.	\$10-12	Phase 2
6	Intermediate	Blue Square	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way	5,250	24-36"	5-7%	15%	20%	Modest rough tread is expected with some exposed rocks/roots no taller than 6" above tread.	\$8-10	Phase 1
7	Intermediate	Blue Square	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Flow Trail	Hike (uphill), Bike (downhill)	1,025	36-48"	5-7%	15%	20%	Firm trail surface. Rollers and berms should be added for bike-optimization. May need armored sections. Include optional Advanced trail features.	\$10-12	Phase 2
8	Intermediate	Blue Square	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way	4,825	18-24"	5-7%	15%	20%	Modest rough tread is expected with some exposed rocks/roots no taller than 6" above tread.	\$8-10	Phase 1
9	Intermediate	Blue Square	Bike	Fat Bike	Traditional Singletrack	One-Way (uphill)	1,600	24-30"	5-7%	15%	20%	Modest rough tread is expected with some exposed rocks/roots no taller than 6" above tread.	\$8-10	Phase 1 - if only parking available is upper lots. Phase 2 - if adequate parking is
10	Intermediate	Blue Square	Bike	Fat Bike	Traditional Singletrack	Two-way	725	24-30"	5-7%	15%	20%	Modest rough tread is expected with some exposed rocks/roots no taller than 6" above tread.	\$8-10	Phase 1 - if only parking available is upper lots. Phase 2 - if adequate parking is
11	Intermediate	Blue Square	Bike	Fat Bike	Flow Trail	One-Way (downhill)	1,625	24-36"	7-10%	15%	20%	Firm trail surface. Rollers and berms should be added for bike-optimization. Include optional Advanced trail features. Rocky areas may exist and should be sought out for optional Advanced lines.	\$10-14	Phase 2
12	Advanced	Black Diamond	Bike	Fat Bike	Flow Trail	One-Way (downhill)	675	36-60"	7-15%	25%	40%	Firm trail surface. Rollers, roller doubles, tabletops, berms, and trail features. Include optional Expert trail features.	\$10-14	Phase 3
13	Advanced	Black Diamond	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way	375	18-24"	7-15%	25%	40%	Rough tread is expected with some exposed rocks/roots no taller than 20" above tread.	\$8-10	Phase 3
14	Advanced	Black Diamond	Hike, Bike	Fat Bike, Snowshoe, and Ski Touring	Traditional Singletrack	Two-way, a preferred direction for bikes may come to light.	3,725	12-24"	7-15%	25%	40%	Rough tread is expected with exposed rocks/roots no taller than 20" above tread.	\$8-10	Phase 3
15	Advanced/Expert	Black Diamond	Bike	Fat Bike	Traditional Singletrack	Two-way, a preferred direction for bikes may come to light.	2,350	12-18"	7-15%	25%	40%	Rough tread is expected with exposed rocks/roots no taller than 6" above tread. Include optional Expert level features.	\$8-10	Phase 2

Appendix B: General Trail Planning and Design Guidelines

The following are guidelines for the construction and maintenance of future trails. The natural environment is dynamic and unpredictable. The nature of recreational trails and roads, the desired user experience, and the constant forces acting on natural surface trails and roads make strict standards untenable and undesirable. As such, the guidelines below are simply that: best management practices that should be followed within environmental constraints.

Stacked Loops

Stacked loops enable users to share many different levels of trail. In a stacked-loop system, the loops that are closest to the trailheads are more inviting to new users, beginners, or families. This allows users of all levels to enjoy the park and improve their fitness and skill while enjoying the natural world.

Bi-directional loops offer a trail experience that can be ridden in either direction, thereby essentially doubling the trail options and allowing users to complete a loop and avoid an “out and back.” These new loops will vastly increase the trail opportunities for beginner to expert mountain bikers, including families and groups.

Progressive Hubs and Clusters

All shared-use trails are to be created with skill level progression in mind. With progressive trail features, a mountain biker may become a better rider by gradually moving up in trail difficulty. It is proposed that this trail system offer features of varying skill levels so that riders may find a trail that meet their skills and progress accordingly.

Hubs and clusters give the users more trail options for varying skill levels at each hub, allowing for progressive skill level diversity. A trailhead or major trail intersection is usually a hub. A rider may start out on a beginner trail and then graduate on to a more difficult trail at the next hub. At many intersections, there is the option to change the trail difficulty, or continue on the same difficulty level trail.

This practice spreads out visitation and helps reduce trail user conflict. Signage includes difficulty scales at every hub, and wherever necessary in the trail system, to inform users of which type of trail to choose based on their skill levels and desired experience. A “cluster” is a concentration of trails with all levels of difficulty.

A design priority is to provide consistent climbs and extended descents. In most cases the trails contour gently up or down for consistent lengths to maximize climbs and descents, known as rolling contour design. All shared use trails should be of rolling contour design to minimize impact and sedimentation in the watershed.

The most challenging trail and terrain will be further away from the proposed parking hubs, rewarding those willing to travel longer distances. This is also a proven risk management tool. Putting the difficult segments further out of reach of beginners, and giving riders time and distance to warm up before reaching those technical segments, provides a level of safety in the system.

Trailheads

Well-placed trailheads and parking lots contribute to a successful trail system. Trailheads should be located in areas of lower elevation, as most trail users prefer outbound climbs with inbound descents back to the parking area. This also helps mitigate risk by allowing fatigued riders an easier route back to their starting point. This is especially true for mountain bikers, and necessary for families and beginners. Mountain bikers prefer to exert themselves the fullest on the first half of an outing, and enjoy a descent back to their vehicle on the second half. Trailheads should offer information useful for the trail users, including trail maps, location information, emergency contact details, and volunteer information.

Develop Sustainable Trails

A sustainable trail balances many elements. It has little impact on the environment, resists erosion through proper design, construction, and maintenance, and blends with the surrounding area. A sustainable trail also appeals to and serves a variety of users, adding an important element of recreation to the community. It is designed to provide enjoyable and challenging experiences for visitors by managing their expectations and their use effectively. Following sustainable trail design and construction guidelines allows for high-quality trail and education experiences for users while protecting the land's sensitive resources. For additional trail design, construction, and maintenance techniques, refer to Trail Solutions: IMBA's Guide to Building Sweet Singletrack. These guidelines are appropriate for any hike, bike, or equestrian trail.

Trail Design and Sustainability

The specific alignment of a trail tread should be built to accommodate mountain bicyclists, as this user group obtains speeds greater than a hiker or runner. Comprehensive trail design, construction guidance, and bike park planning can be found in Trail Solutions: IMBA's Guide to Building Sweet Singletrack, Managing Mountain Biking: IMBA's Guide to Providing Great Riding, and Bike Parks: IMBA's Guide to New School Trails, all published by IMBA. Another recently published resource is Guidelines For A Quality Trail Experience, jointly authored by IMBA and the Bureau of Land Management (BLM).

The following excerpts outline some basic trail design sustainability guidelines as described in the above-mentioned books.

A trail's location, alignment, grades, and soil texture are some of the most critical factors affecting design. One of the most sustainable trail designs is the "rolling contour trail," characterized by a sidehill location, a gentle trail grade (<10% average), grade reversals, and an outsloped tread. A sustainable trail sheds water off of the trail while keeping users on the trail. When applied collectively, the nine principles below create trails that are low maintenance, fun to use, while helping to manage risk, environmental impact, and user conflict.

- The best location for trails is on sidehills, as opposed to flatter terrain like ridge tops, meadows, or valley floors.
- Trails should gently traverse the slope, rather than traveling directly up or down it. Trails that directly ascend/descend the hillside are known as fall line trails.
- To ensure a stable alignment, a trail's grade should never exceed half the grade of the sidehill it is located on.
- The average slope of the trail should generally average no more than 10%.
- Typically, the maximum sustainable trail grade for short (<50 feet) distances is 15%. Grades can be as low as 3% or 4%, or as high as 25% depending on various factors.
- A grade reversal is a location at which a trail briefly changes elevation, dropping subtly before rising again. This change in grade encourages water to run off the trail at the low point of the grade reversal.
- The downhill or outer edge of the trail tread should be slightly lower than the inside edge. This is called outslope, and it encourages water to sheet across and off the trail in a gentle, non-erosive manner instead of funneling down the trail's center. Most trail should be built with a 5% outslope.
- Some soils are durable and drain well while others are fragile, and erode quickly. Trail design and maintenance should be adjusted to site specific soil types.
- Proper trail design with gentle grades and sidehill location can minimize soil displacement. In areas with loose soils or high traffic, consistent flow, insloped turns, and tread hardening are also frequently necessary.

As in planning and design, it is strongly recommended that a trail building professional play a significant role in construction and improvements of the natural surface trails. It is also strongly recommend that the consultant/contractor understand the specific needs, materials, and techniques associated with trailbuilding. The use of contractors primarily experienced in road or general construction is not recommended, as these companies and individuals are not versed in the needs of trail users.

Trail “Flow”

With good flow, the speed at which a rider travels on the trail should be fairly consistent, and the rider will not have to brake and accelerate frequently. Transitions between faster and slower speeds need to be gradual, with progressively increasing and decreasing turn radii and frequent uphill segments to reduce speed where needed. Steep downhill grades should not come right before tight turns. Adjusting the cross slope of the trail tread to match the flow also helps riders stay on the trail and allows higher speeds. Designing trails with flow in mind not only provides a high quality trail experience, it helps mitigate erosion issues from runoff and use.

Signage

The development of a mountain bike trail network requires a comprehensive system of signs. Signs are the most important communication tool between land managers and trail users. A well-implemented and maintained signage system enhances the user experience, helps visitors navigate the trail network, and provides information about the area. Signage also plays a critical role in managing risk and deploying emergency services.

Recommended signage for the trails should be simple, uncluttered and obvious; with a sign at every major intersection to help users stay on track. Signs should meet the needs of all users, from the daily trail user to someone who is experiencing the trails for the first time. In order to serve the variety of visitors, sign placement should be strategic and frequent. Because signs can intrude on the natural outdoor experience, balancing competing interests is key to developing a successful signage program.

A variety of signs can be created to help users identify trails and their location, select routes, remain confident in their trail choices, guide users to destinations and key points of interest, and provide information on regulations and allowed uses. Signage can also be interpretative; helping visitors learn about responsible recreation and trail etiquette, learn about resource protection, and reduce risk and hazards.

- Directional signs provide navigational information.
- Informational signs, usually positioned at the trailhead and major intersections, provide details such as trail length and difficulty. These include trailhead identification signs (*from a road*), signs at a trailhead kiosk (*with a complete map and description of all the nearby trails and facilities, local regulations, emergency contact information, and educational messages*), trail intersection signs, waymarks, difficulty rating signs, and trail length or elevation gain/loss signs.
- Regulatory signs delineate rules, such as prohibited activities, direction of travel, or other restrictions.
- Warning signs are used to caution trail users of upcoming hazards or risks. These include visitor rules and regulations signs, allowed activities, road/trail intersections, and emergency signs.
- Educational signs provide guidelines for responsible recreation and trail etiquette.
- Interpretive signs describe natural or cultural resources. These include education / responsible use signs, and interpretive signs.

Design Flagging

It is optimal to flag the corridors just before the permitting review team is available to physically tour the flag-line, so as not to lose flags from sunlight, wind, animal, human, and natural elements. Design and flagging costs will depend on conditions, accessibility, terrain, time of year, and other factors. For the GDT the next phase of design could be Segments 6, 7, 11, 12, and 13 including the Jump Trail and Pump Park. Next target for design could be 9, 10, and 8 with a choice of northern XC trails where much of the corridor has been flagged.

Construction

Creating the proposed trail network of traditional singletrack trails and mountain bike optimized trails, will guarantee a unique destination, drawing riders from afar while giving local families and residents an exhilarating outdoor activity close to home. Construction should be provided by a combination of skilled experience builders, especially for the mountain bike optimized trails, and a hybrid construction plan with volunteers providing much of the preparation and finishing work between machine operators. A phased plan of action will ensure continued enthusiasm for the Powers Bluff trails. Machines applicable to the landscape and style of trails include: mini-excavators, mini-skid steers, tracked haulers and plate compactors. When constructing trails, follow these guidelines:

Do not exceed the Half Rule — A trail's grade shouldn't exceed half the grade of the hillside or sideslope that the trail traverses. If the grade does exceed half the sideslope, it is considered a fall-line trail. Water will flow down a fall-line trail rather than run across it. Measure the sideslope with a clinometer, then be sure to keep the tread grade below half of that figure in order to ensure good drainage. For example, if you're building across a hillside with a sideslope of 20 percent, the trail-tread grade should not exceed 10 percent. There is an upper limit to this half rule: You must also apply knowledge about maximum sustainable grades. Very steep trails will erode even if their grade meets the half rule. For example, a trail with a grade of 24 percent that traverses a steep, 50-percent sideslope will be unsustainable even though it complies with the half rule.

Follow the Ten Percent Average Guideline — Generally, an average trail grade of 10 percent or less is most sustainable, average trail grade is the slope of the trail from one end to the other. Many trails will have short sections steeper than 10 percent, and some unique situations will allow average trail grades of more than 10 percent. A trail's average grade is calculated by dividing total elevation gain by total length, multiplied by 100 to convert to percent.

Do not exceed the Maximum Sustainable Grade — Maximum sustainable trail grade is typically about 15 percent; it is site-specific and fluctuates slightly based on several factors. The variables to be considered when setting your target maximum trail grade include:

Half Rule - Soil Type - Rock - Annual Rainfall Amount - Grade Reversals - Type of Users - Number of Users - Difficulty Level

Construct Grade Reversals — A grade reversal is just what it sounds like—a spot at which a climbing trail levels out and then changes direction, dropping subtly for 3 to 15 linear meters before rising again. This change in grade forces water to exit the trail at the low point of the grade reversal, before it can gain more volume, momentum, and erosive power. Grade reversals are known by several different terms, including grade dip, grade brake, drainage dip, and rolling dip.

Construct trails that Outslope about 5% — As the trail contours across a hillside, the downhill or outer edge of the tread should tilt slightly down and away from the high side. This tilt is called outslope, and it encourages water to sheet across and off the trail instead of funneling down its center. Outslope is one reason why contour trails last for years and years. IMBA recommends that all trail treads be built with a 5-percent outslope.






Avoid The Fall Line — Fall-line trails usually follow the shortest route down a hill, the same path that water follows. The problem with fall-line trails is that they focus water down their length. The accelerating water strips the trail of soil, exposing roots, creating gullies, and scarring the environment.

Avoid Flat Areas — Flat terrain lures many trail builders with the initial ease of trail construction. However, if a trail is not located on a slope, it will become a muddy wet basin full of water. The trail tread must always be slightly higher than the ground on at least one side of it so that water can drain off properly.

Powers Bluff County Park Trails Concept Plan



Appendix C: IMBA Trail Difficulty Rating System

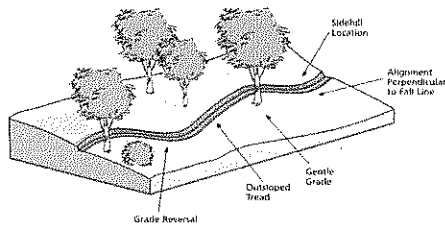
	 EASIEST WHITE CIRCLE	 EASY GREEN CIRCLE	 MORE DIFFICULT BLUE SQUARE	 VERY DIFFICULT BLACK DIAMOND	 EXTREMELY DIFFICULT DBL. BLACK DIAMOND
TRAIL WIDTH	72" (1,800 mm) or more	36" (900 mm) or more	24" (600 mm) or more	12" (300 mm) or more	6" (150 mm) or more
TREAD SURFACE	Hardened or surfaced	Firm and stable	Mostly stable with some variability	Widely variable	Widely variable and unpredictable
AVERAGE TRAIL GRADE	Less than 5%	5% or less	10% or less	15% or less	20% or more
MAXIMUM TRAIL GRADE	Max 10%	Max 15%	Max 15% or greater	Max 15% or greater	Max 15% or greater
NATURAL OBSTACLES AND TECHNICAL TRAIL FEATURES (TTF)	None	Unavoidable obstacles 2" (50 mm) tall or less Avoidable obstacles may be present Unavoidable bridges 36" (900 mm) or wider	Unavoidable obstacles 8" (200 mm) tall or less Avoidable obstacles may be present Unavoidable bridges 24" (600 mm) or wider TTF's 24" (600 mm) high or less, width of deck is greater than 1/2 the height	Unavoidable obstacles 15" (380 mm) tall or less Avoidable obstacles may be present May include loose rocks Unavoidable bridges 24" (600 mm) or wider TTF's 48" (1,200 mm) high or less, width of deck is less than 1/2 the height Short sections may exceed criteria	Unavoidable obstacles 15" (380 mm) tall or less Avoidable obstacles may be present May include loose rocks Unavoidable bridges 24" (600 mm) or narrower TTF's 48" (1,200 mm) high or greater, width of deck is unpredictable Many sections may exceed criteria

Powers Bluff County Park Trails Concept Plan

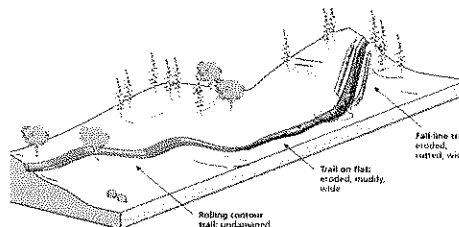


Appendix D: Trail Design and Build Field Guide – available upon request

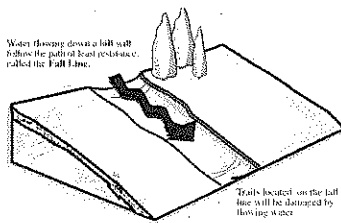
Rolling Contour Trail – The Ideal



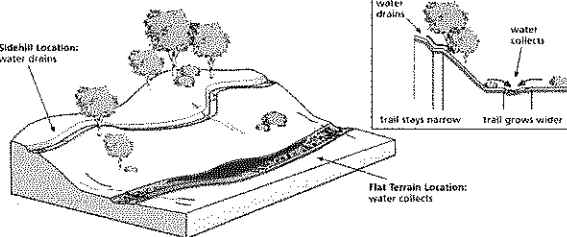
The Effect of Proper Trail Design



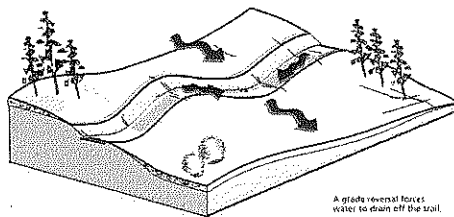
Fall Line Trail Defined



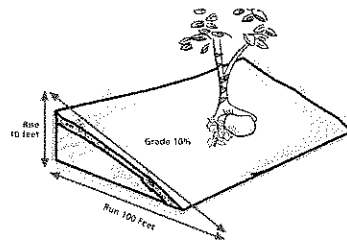
Trail Location: Sidehill Trails Are Best



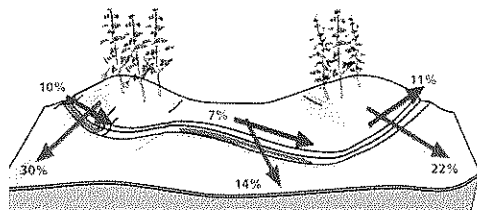
Grade Reversals



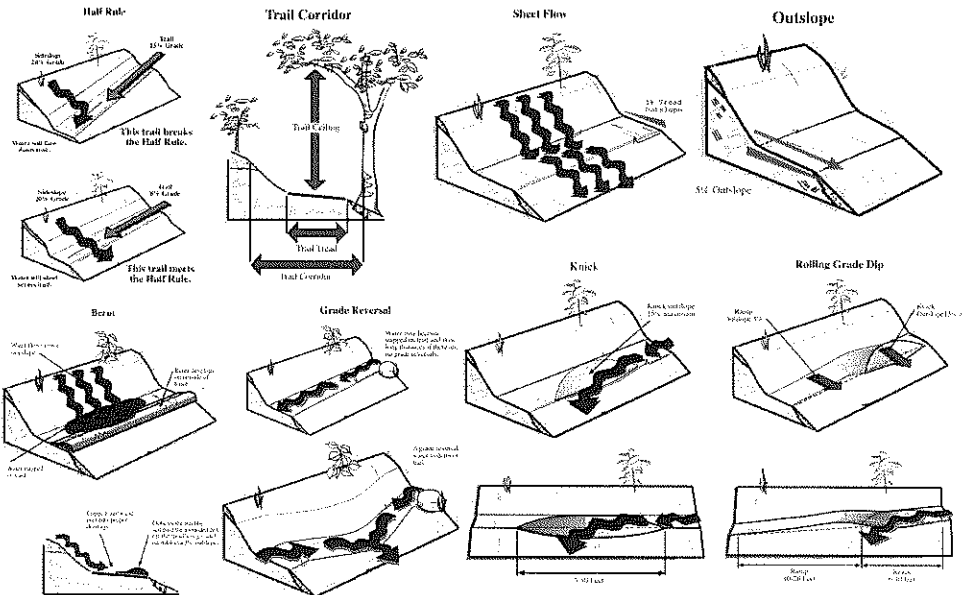
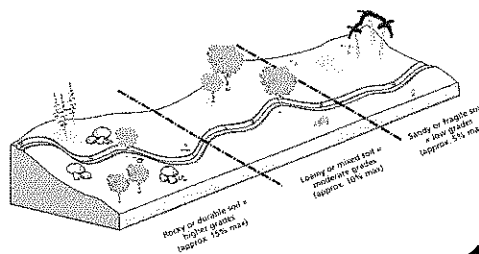
Determining Grade (Rise / Run x 100 = %)



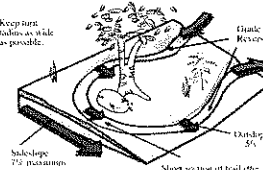
The Half Rule – Trail Grade < ½ Sideslope Grade



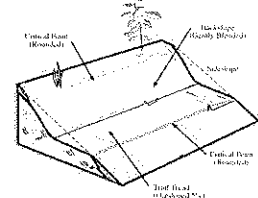
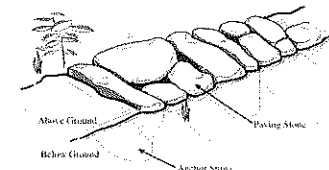
Maximum Sustainable Grade, 15% Dependent



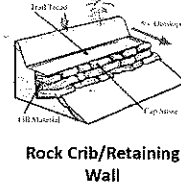
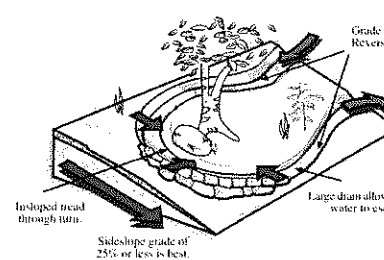
Climbing Turn



Flagstone Paving



Raised Turn



Appendix E: NICA Races and Event Considerations

The trail network design outlined in this concept plan was done while considering how a NICA race could be held and organized at Powers Bluff County Park. Important design themes to point out include:

- Nearly all intersections are 4-way intersections allowing for multiple racecourse configurations and closures for specific uses (racecourse or spectators) that don't lead to a situation requiring two-way traffic on one trail segment.
- Segments of multi-use pathways can be used in the racecourse for passing areas or as spectator circulation.
- Open fields can be used for parking and camping. NICA WI race organizers have noted that they now plan for 750 racers, parking for 1,000 cars, and need 6 acres for camping.

The following considerations and questions are reviewed by NICA Race Directors when assessing a potential NICA racecourse:

- Route Length – 4-6 mile lap taking 18 minutes for Varsity riders is ideal.
- Elevation Gain – 100-700 feet per lap is recommended, should be similar to regional training trails.
- Length of Uphill Start – 0.25 mile uphill start (2 minute ride time) before entering singletrack.
- Length of Passing Before Finish – 0.25 mile uphill start (2 minute ride time)
- At Least 50-60% of Lap Allows for Passing – Consistent passable areas is ideal, good passing every 0.25-0.50 miles is required.
- What is the % of singletrack, % doubletrack (multiuse paths), % paved road?
- Are there any possibly dangerous man-made objects near the course?
- How fast are the downhills? Under 20 mph is the goal, over 20 mph should be limited to short sections of trail the don't involve high consequences if a rider would fall. There should be plenty of passing before any over 20 mph sections.
- Range of Difficulty Level (0-10) – A flat dirt road is a 0, a 10 is barely rideable by an experience technical rider. NICA courses should have a mandatory walk/hike portion if an area is rated over an 8.
- Number of locations on course where a beginner rider would need to dismount.
- Average trail grades, climbing and descending.
- Maximum trail grades, climbing and descending.
- How many off camber turns and/or loose sections?
- Any places a rider could be launched or catch air along the course?
- Are there water crossings? Is the water level predictable?

Powers Bluff Development Project

Cost Estimates

Phase 1

Construction of 1800 foot entrance road	\$270,000
80 stall parking lot	\$75,000
3,000 sq. ft. trail head shelter building	\$450,000
Building site work	\$30,000
Utilities	\$50,000
Building Design/Engineering	\$30,000
Fishing pond construction	\$25,000
Ice skating rink	\$5,000
Playground and site amenities	\$70,000
<hr/>	
Total	\$1,000,000

Phase 2

Extend 3 phase electric to base of hill	\$50,000
Dig pond for snow making near base of hill	\$25,000
Install Snowmaking Equipment	\$450,000
Install lights on tubing/skiing hills	\$100,000
<hr/>	
Total	\$625,000

Phase 3

Extend entrance road to base of tube/ski hill	\$181,000
Relocate maintenance shop to base of hill	\$150,000

Total	\$331,000
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Phase 4

Construct shelter building at base of hill	\$1,700,000
Construct 150 stall parking lot	\$405,000

Total	\$2,105,000
--------------	--------------------

Grand Total	<u>\$4,061,000</u>
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Recommended Trail Construction Phasing Approach

Phase	Trail Segment	Length ft (miles)	Estimated Contractor Cost
1	Multi-use trail	15,576 (2.95)	\$233,640 - \$311,520
1	Beginner 1	1,500 (.28)	\$9,000 - \$10,000
1	Beginner 2	3,825 (.72)	\$22,950 - \$30,600
1	Beginner 3	3,325 (.63)	\$23,275 - \$33,250
1	Intermediate 6	5,250 (.99)	\$42,000 - \$52,500
1	Intermediate 8	4,825 (.91)	\$38,600 - \$48,250
Phase 1 Total		6.48 miles	\$369,465 - \$486,120
2	Beginner 4	5,650 (1.07)	\$39,550 - \$56,500
2	Intermediate 5	4,375 (.83)	\$43,750 - \$52,500
2	Intermediate 7	1,025 (.19)	\$10,250 - \$12,300
2	Intermediate 9	1,600 (.30)	\$12,800 - \$16,000
2	Intermediate 10	725 (.14)	\$5,800 - \$7,250
2	Intermediate 11	1,625 (.31)	\$16,250 - \$22,750
2	Advance/Expert 15	2,350 (.45)	\$18,800 - \$23,500
Phase 2 Total		3.29 miles	\$147,200 - \$190,800
3	Advanced 12	675 (.13)	\$6,750 - \$9,450
3	Advanced 13	375 (.04)	\$3,000 - \$3,750
3	Advanced 14	3,725 (.71)	\$29,800 - \$37,250
Phase 3 Total		.88 miles	\$39,550 - \$50,450
Grand Total		10.65 miles	\$556,215 - \$727,370

WOOD COUNTY PARKS & FORESTRY
OFFICE SUPERVISOR REPORT

June 7, 2018

By: Sandra Green

SNOWMOBILE:

- Began working on SNARS entries from each club.
- Worked with a few snowmobile club managers with problems in SNARS.

ATV:

- Attended an ATV Route/Trail planning meeting with Planning & Zoning.
- Attended the regular monthly ATV meeting with Randy Bowden at the ATV park.

OFFICE:

- Provided Wellness materials to employees in the field and office.
- Attended Wellness meeting as a Wellness Champ.
- Attended the Open Spaces Plan Survey Public input meeting with Chad on May 16th at Powers Bluff and May 23rd at Nepco Shelter.
- Attended the May 3rd HIRC meeting and took minutes.
- Advertised the seasonal job opening for the extended deadline.
- Worked with Chris Markworth to make various changes to our pages on the Wood County website.
- Sent out News Release for "Opening Date for Beaches" and "Open Spaces Public Input" meetings and "Red Sands Beach Closure(s) Notifications".
- Attended Timber Sale Bid Opening on 5/18/18 and recorded bids.
- Worked on new Timber Sale contracts from the bid opening.
- Advertised on Facebook the auctions Parks has running on Wisconsin surplus.com.
- Worked with IT regarding the North Park Ranger cabin and South Park Ranger cabin internet connections.
- Worked on creating raffle tickets for the Powers Bluff Development Project to be sold out at the campgrounds as well as during events.
- Put together the 2019 open/close parks reservation dates for Chris in IT.
- Ordered and purchased a Class A Raffle License for the Powers Bluff Development Project.
- Booked meeting locations for HIRC for 2019.
- Created various signs and flyers for the campgrounds.

TIMBER SALE BALANCES

From 5/1/2018 - 5/22/2018

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
717	5-13	FUTUREWOOD	46,606.00	10/03/13	07/01/18		66,280.94	66,280.94	0.00
719	9-13	SCHREINER	47,060.00	10/03/13	07/01/18		22,244.03	22,244.03	0.00
724	14-13	FUTUREWOOD	28,856.00	06/05/14	07/01/18		31,013.22	31,013.22	0.00
725	15-13	SCHREINER	53,235.00	06/05/14	07/01/18	11,008.70	60,880.00	60,880.00	0.00
731	6-14	FUTUREWOOD	39,138.80	12/04/14	01/01/18		0.00	0.00	0.00
740	7-15	FUTUREWOOD	26,762.50	04/07/16	04/01/18		9,669.08	9,669.08	0.00
741	8-15	THURS LOGGING	23,936.00	04/07/16	04/01/18		0.00	0.00	0.00
742	9-15	FUTUREWOOD	34,626.40	04/07/16	04/01/18		39,822.33	39,822.33	0.00
744	2-16	DELANEY FP	26,079.50	04/07/16	04/01/18		0.00	0.00	0.00
745	3-16	FUTUREWOOD	15,157.50	04/07/16	04/01/18		0.00	0.00	0.00
747	4-16	WILSON FORESTRY	28,050.00	10/06/16	10/15/18		0.00	0.00	0.00
748	5-16	FUTUREWOOD	18,522.10	10/06/16	10/15/18		0.00	0.00	0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	10/15/18		9,892.78	9,892.78	0.00
750	7-16	LAMBERT FP	185,702.50	10/06/16	10/15/18		46,650.00	46,650.00	0.00
757	12-16	YODER LOGGING	26,890.00	11/14/17	12/31/19		0.00	0.00	0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/20		0.00	0.00	0.00
759	15-16	VERSO	35,935.00	04/04/18	03/15/21		0.00	0.00	0.00
760	1-17	DELANEY FP	35,908.00	11/14/17	12/31/20		0.00	0.00	0.00
761	2-17	UNASSIGNED	CONTRAC						0.00
762	4-17	FUTUREWOOD	14,431.60	11/14/17	12/31/19		0.00	0.00	0.00
763	5-17	LAMBERT FP	27,582.50	11/14/17	12/31/19		0.00	0.00	0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/17	12/31/19		0.00	0.00	0.00
755		FIREWOOD				30.00			

Payments Received This Month: \$ 11,038.70

0.00

Payments received this month SUB TOTAL: \$ 11,038.70						Jobs Finished
10% Town Revenue: \$1,103.87						Jobs Started
90% County Revenue: \$ 9,934.83						Jobs Continuing
Total County Forestry Revenue for this month: \$ 9,934.83						Jobs Gone Inactive
2018 Forestry Revenue to date: \$ 181,064.29						

PARKS CONSTRUCTION SUPERVISOR REPORT

June 7, 2018

By D. Quinnell

CURRENT PROJECTS

- The South Park White Beach retaining wall replacement is finished and looks great.
- New addition on South Park shop is finished.
- The electrical updates to South Park Third loop are completed.
- We are still working on the South Park cabin soffit and fascia as we get time.

MAINTENANCE OPERATIONS

- All parks are weed trimming and keeping shelters clean.
- Beaches are ready and operating.

EMPLOYEE MATTERS

- We are still hiring LTE-II's. We ended up needing 4 this year out of 7 we usually staff.
- Safety training is done for this year.

OTHER

- Solarus is testing a goose control system on the White Beach. We have no report yet at this time how the system works.

Parks and Forestry Director Report

By Chad Schooley, Parks and Forestry Director

June 7, 2018

HIRC meeting

- Met with WR and Marshfield CVB's, along with Jason G., Planning and Zoning, to discuss ATV trails/routes in Wood County. Also discussed Powers Bluff conceptual trails plan.
- Met with Aqua Skiers Inc. representatives regarding possible location for cement pad for their beer tent food grills and fryers. Wood County agreed that Aqua Skiers could install concrete pad prior to the 2018 state tournament. Aqua Skiers have also signed agreement with contractor to install seamless rain gutters and snow/ice guard on roof of Red Sands Beach Pavilion. All materials and labor will be donated by the Aqua Skiers.
- Adam Dekleyn, County Planner, and I, presented a lunch and learn to county employees, which summarized the survey results for our Parks, Recreation, and Open Spaces Plan update. We also presented at Powers Bluff and Nepco Lake County Parks for the general public. Although these meetings had low attendance, we did receive some good feedback from those present.
- I attended the REGI community tour. I had an opportunity to learn a lot about the different projects going on within our community, and meet those responsible for pursuing those projects.
- We held our annual employee safety meeting on 5/10.
- The Americorp application, to host a 5 member work crew, was partially approved. However, Wood County was one of 4 entities that would have shared the crew. The approved timeframe for the crew was also shorter than what was applied for. Because we may not be ready for a crew for trail construction in August, I withdrew Wood County from the list of projects. Fortunately, now that we completed the application, it will be easier to apply for a crew in the future.
- Attended 5/15 county board meeting.
- Attended 5/29 Exec. Meeting to discuss 2019 CIP request.
- I have included a timeline summary of the Powers Bluff Development Project for your information. I will be giving an update on the project at the HIRC.
- We have requested feedback from other parks departments in WI, regarding reservation software that they utilize for camping and shelter reservations. Although the system that IT has created is functional, there are many additional features that we desire. If a decision is made to go that direction, IT will be involved with the selection process and implementation to ensure compatibility with Wood County's system.

May: 37 shelter reservations, 2 community walk/runs, 1 community benefit/fundraiser

Special Use Permits Maxine's Sweet Treats request to operate ice-cream truck in North Park this summer. I have included the agreement in the packet. I have placed this item on the agenda in order to approve a fee for the vendor agreement.

7

DRAFT

Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
April 18, 2018

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:35 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, Susan Bovee, Kevin Finbraaten, and William Clendenning.

Absent: David Farmbrough, Craig Broeren, and Scott Kellogg

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Rick Potter

CORRESPONDENCE: There were no items of correspondence to bring before the Board.

MINUTES: **A motion to approve the Minutes of the March 21, 2018 Library Board meeting was made by Ms. Zacher, second by Mr. Finbraaten. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for April 2018. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Ms. Bovee. Motion carried.**

DIRECTOR'S REPORT:

Library Use and Events – Slime Time in the Makerspace proved very popular. The Teen Talent Show drew 140 and a full slate of performers. A Wood County Drug Task Force presentation, which we co-sponsored, drew 240. Patrick Ball enthralled 142 with Irish poetry, storytelling and music. We closed on April 14th due to weather, canceling our part of the Prairie Chicken Festival. Earth Day is being celebrated with author Robert Root and a special Aldo Leopold movie. McMillan is now running a parent-child book club, an off-site book club at Tom's on Grand and a cookbook-based (food served) book club. The Teen Job Fair, which McMillan started and co-sponsors was rescheduled for April 23 at Lincoln HS.

We are using gaming to promote community, social skills and problem solving. April's Board Game Bonanza drew 27 and we are holding a Tabletop Day on April 28 with tournaments, prizes and raffles. The Adult Trivia Night on April 25 is part of this effort. Our game collection has expanded and is now housed next to the DVDs in the Commons. We also have games available for after-school use.

Budget – Planning has begun for a 2019 capital request, which was discussed at the committee meeting listed on the agenda. Work has begun on the 2019 Wood County reimbursement request.

Building & Grounds – Recreate Health Coalition / County Health Department is planning to use the Library as a River Rider Bike Share host site, with implementation within the next month. Elevator repairs are being scheduled. They will cost \$3,266 and shut it down for half a day. The parking lot needs some repairs and cost estimates have been requested from the City. There will be a report from the Build & Grounds / Finance committees about the restroom project.

Solar Project – We will have a report concerning the ongoing fundraising. Solar tours are scheduled during the week of Earth Day, when we have a program (author Robert Root on April 19) and movie about Aldo Leopold (April 23).

Miscellaneous - Jennifer Bahnman was selected for the "Students as Creators: Connecting through STEM, Maker, Coding, and Hands-On Learning" workshop in May in Marshfield. There was a typo in the annual report, which was caught and corrected. The corrected report has been refiled. Staff Development Day is May 8th, with staff and volunteer awards during the luncheon. Ms. Galvan suggested book bags for Library fundraising.

COMMITTEE REPORTS: Mr. Finbraaten reported on the joint Building & Grounds and Finance Committee meeting on April 16th. Proposals for architectural services for the restroom remodel project were received from two architects. The committee's recommendation was to go with Arc Central. Discussion followed.

OLD BUSINESS: Following the report of the joint Building & Grounds and Finance committee, **a motion was made by Mr. Clendenning, second by Ms. Zacher to accept the recommendation of the committee and to accept the proposal for architectural services from Arc Central. Motion carried.**

NEW BUSINESS: There were no items of new business to bring before the Board.

Mr. Clendenning mentioned the Choose to Reuse event in May. It suggested that we contact attorneys regarding planned giving and memorials for the solar project.

A motion to adjourn was made by Mr. Clendenning, second by Mr. Finbraaten. Motion carried and the meeting adjourned at 5:00 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on May 16, 2018 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

DRAFT

Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
May 16, 2018

President Zacher called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Susan Bovee, William Clendenning, Kevin Finbraaten, Scott Kellogg, Heather Gygi, and Anne Zacher

Absent: David Farmbrough and Craig Broeren

Administration: Andy Barnett, Vicki Steiner, and Brian Kopetsky

Others in attendance: Rick Potter

President Galvan welcomed our new Board member Heather Gygi. Board members and staff introduced themselves.

CORRESPONDENCE: A letter from the Mayor's office was received notifying the Board of the appointment of Heather Gygi to the Library Board.

A note of thanks for the invitation to the Staff and Volunteer Luncheon was received from Bernardine Jagodzinski.

A note of thanks was received from the Child Care Advocates Council for the Library's support of the Children's Festival.

A note of thanks was also received from the Historic Point Basse group thanking the Library for use of the Library's meeting rooms.

MINUTES: **A motion to approve the Minutes of the April 18, 2018 Library Board meeting was made by Mr. Clendenning, second by Mr. Kellogg. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for May 2018.

A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Ms. Bovee, second by Mr. Finbraaten. Motion carried.

DIRECTOR'S REPORT:

Library Use and Events – We celebrated Earth Day with a focus on Aldo Leopold, with author Robert Root on April 19 and showings of the movie *Green Fire: Aldo Leopold And A Land Ethic For Our Time*, combined with solar tours. Local Jazz group 4 on the Floor is now playing here the first and third Tuesdays. The Teen Job Fair was delayed a week by the snow storm, but attracted 170. Boi Band was the winner of the Friends of Rapids Music Battle of the Bands, which we hope will become an annual event. We participated in the Children's Festival, had a book release party for local author Lisl Detlefsen and ran an International Tabletop Game Day. The schedule for adult, children and teen Summer Library programs is being finalized. This will include The Accidentals as a concert in July. Switchback will be in concert on May 17th. They may

record a podcast and VR performance. A staff team is planning on raising butterflies in the YS room during the summer.

Budget – The County Library Board is recommending reimbursement at an 85% level, which is in keeping with their five year plan.

Building & Grounds – Three new water fountains / bubblers were installed. Our emergency generator was serviced, but will need to be replaced soon. This may be a capital project. Elevator repairs have not yet been scheduled but will shut down the equipment for half a day. The Council approved our architectural service proposal and we will be moving forward with the restroom renovation project. A set of design considerations was distributed. Thanks to a pledged donation, we may replace the Upper Lobby lights and ceiling this summer. Staff cleaned up the Children's Garden and are planting a new square foot garden. We will be the host to a bike share station, one of five in the city.

Solar Project – Over 90 people went on solar tours last month. Solar production is on schedule. We are promoting that the project involves 13,000 square feet of panels to indicate its size.

Miscellaneous – The Library recognized our volunteers and gave staff awards for years of service at our annual Staff Development Day on May 8th. Training focused on our vision for the future of the Library and included tours of the makerspace and solar rooftop. Lincoln HS will add a library card to their school supply list. We are working on an event centered on the showing of the movie Cheeseheads. The entire 1963-2000 run of Consolidated News has been loaded to Recollection Wisconsin. Nekoosa News is our next target.

COMMITTEE REPORTS: There were no committee meetings held during the month.

OLD BUSINESS: Ms. Bovee discussed solar fundraising for school projects and clubs. A curriculum to distribute to schools for the next school year as discussed.

NEW BUSINESS: There were no items of new business

A motion to adjourn was made by Mr. Clendenning, second by Ms. Zacher. Motion carried and the meeting adjourned at 4:59 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on June 20, 2018 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

7

Draft
MINUTES
SCLS BOARD OF TRUSTEES
April 26, 2018 12:15 p.m.
SCLS Headquarters

Action Items:**Approved the Contract Policy revision.****Approved the Employee Handbook change.****Approved the Management Discussion & Analysis.**

Present: P. Behling, N. Brien, F. Cherney, P. Cox, J. Healy-Plotkin, J. Honl, M. Hokamp, N. Long, M. Meloy, K. Michaelis, M. Nelson, P. Nelson, A. Pawlak, R. Seltzer, A. Weier

Also Present: M. Van Pelt, K. Goeden

Absent:

Excused: A. Bhasin, M. Furgal, J. Harrington, N. Hughes, K. Williams

Call to Order: K. Michaelis, President, called the meeting to order at 12:15 p.m.

- a. Introduction of guests/visitors: Joan Honl has been appointed as a Portage County representative to the board.
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

Minutes: N. Brien moved approval of the March 22, 2018 minutes. P. Behling seconded. Motion carried.

Bills for Payments: P. Cox reviewed the bills for payment in the amount of \$655,374.39 and moved approval. A. Weier seconded. Motion carried.

Financial Statements:

Presentation: Trustee Essential #4 – Effective Board Meeting & Trustee Participation – J. Healy-Plotkin:

Committee Reports:

- a. Advocacy - M. Nelson noted federal funding for IMLS is in the Congress budget, but the final funding bills have not passed yet. She encouraged folks to attend incumbent listening sessions and candidate forums to let them know about the importance of libraries. A. Weier noted the Office of State Treasurer remains in Wisconsin's constitution. A. Weier is attending National Library Legislative Day May 7 -8.
- b. Personnel – The committee met prior to the board meeting. On behalf of the Personnel Committee, N. Long moved approval that the specific listing of positions not eligible to work remotely be removed from the employee handbook. N. Brien seconded. Motion carried.

Action Items:

- a. Approve Contract Policy revision: P. Nelson moved approval of the SCLS contract policy revision. J. Healy-Plotkin seconded. Motion carried.
- b. Approve Employee Handbook change: Approved (see under Personnel).
- c. Approve Management Discussion & Analysis: P. Behling moved approval of the Management Discussion & Analysis. Motion seconded and carried.

SCLS Foundation Report: M. Van Pelt noted the foundation received a check in the amount of \$500 from Hausmann Johnson Insurance to host the Cornerstone Event.

System Director's Report: M. Van Pelt noted Mark Jochem was hired as the Workforce Development Consultant. He will speak at the All Directors meeting to inquire what the directors would like to see happen with their workforce development needs.

Jessica Bergin resigned as Director at the Portage Public Library and was hired as Director at the Baraboo Public Library. Leslie Schultz, who is the acting director of the Portage Public Library has been hired as the Director of the Angie W. Cox Public Library in Pardeeville. Terry Miller resigned as director of the Angie W. Cox Public Library.

Discussion:

a. SCLS Strategic Plan: SCLS would like to invite a board member to participate in the strategic plan team. If anyone is interested, please let K. Michaelis know. At the August 23rd board meeting there will be a SOAR (strengths, opportunities, aspirations and results) presentation, which focuses on a new approach to strategic planning. Lunch will be served at the August board meeting because the presentation will run 75 minutes in addition to the regular board meeting.

b. PLSR Work Group Reports: M. Van Pelt read each of the work group reports and submitted her comments addressing her concerns and thoughts. The survey has been extended to May 1st.

c. Safe Deposit Box to hold back up drive for SCLS technology off site. SCLS may need to open a bank account in order to get a safe deposit box. M. Van Pelt will keep the board informed.

Administrative Council (AC) Report: Met April 19, 2018. You may view the minutes online.

Other Business:

Information Sharing: N. Long noted Columbia County discussed putting in bike repair stations at libraries and tying it in with bike repair education. J. Healy Plotkin noted the Pinney Branch has included a dedicated bike parking area in the building plans, which will most likely include bike programming. There is a bike mobile at MPL.

The next board meeting will be held on May 24, 2018

Meeting adjourned at 1:15 pm.

H. Moe, Recorder

BOT/Minutes/3-22-2018

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(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF
JANUARY 18, 2018

Chair Rozar called the meeting to order at 5:30 p.m.

Present: Breu, Earll, Spiros, Montgomery, Rozar, Machon, and Poeschel.

Absent: Pliml, Meyer.

Also present: Michelle Boernke, Associate Regional Dean; Brian Panzer, Building & Grounds Superintendent; and Marcie Koziczowski, University Commission Bookkeeper.

Rozar declared a quorum present.

Motion (Poeschel/Spiros) to approve the minutes of the November 15, 2017 meeting. Motion carried. (Minutes on file.)

Motion (Machon/Breu) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Breu/Spiros) to receive and place on file the lists of bills. Motion carried. (List of bills on file.)

Panzer did not distribute a printed Building & Grounds Superintendent's Report since most was reported at the last meeting. He did, however, announce the upcoming purchase of a J.D. Utility Tractor with attachments to be paid for with State funding and he also reported the departure of one custodian and the hiring of another.

Boernke asked Panzer to discuss the C.I.P. He announced that it is unfinished but that he will distribute it to all Commission members as soon as possible. It must be submitted to the City on January 26, 2018, but if Commissioners have concerns or changes, they should let Brian know and he will make the updates. This action item will appear on the Commission's next meeting agenda.

Boernke reported that the RFP for the theatre upgrade went out today with proposals due back February 20. Site visits will be conducted January 30 with proposed construction to begin May 21 and end June 22, 2018.

Montgomery reported that a newly established Campus Community Players Advisory Committee met last night. A director will be hired to produce a Fall and Spring production and possibly summer production(s). He also noted that UW-System has submitted a request for approval to the joint plan to the Higher Learning Commission, which is an accrediting agency. Progress is being made on the merger with UW-Marathon County and UW-Stevens Point. Recently, 75 faculty and staff members from UW-Marathon County and UW-Marshfield/Wood County visited UW-Stevens Point and met with their peers. UW-Stevens Point has expressed interest of what programs might meet the needs of the community.

Rozar announced that she had received a letter from Shane Bagley from Parallel. The City of Marshfield had expressed some concerns on the agreed-upon annual increase and had concerns regarding the footings. That has since been rectified. Peter Kastenholz will revise the resolution and present it to the County Board. There was agreement among the interest parties that it would be good accounting practices for the Commission to receive the rent monies and then decrease the request to the City and County each year by that amount.

There was no other business.

The next meeting date is May 17, 2018.

Chair Rozar declared the meeting adjourned at 6:00 p.m.

Minutes taken for Rebecca Spiros, Secretary, by Marcie Kozickowski.

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(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION SPECIAL
MEETING OF March 14, 2018

Chair Rozar called the special meeting to order at 5:30 p.m.

Present: Earll, Rozar, Spiros, Pliml, Poeschel, Machon, and Breu.

Absent: Meyer, Montgomery.

Also present: Michelle Boernke, Brian Panzer, Marcie Koziczowski and Gretel Stock-Kupperman. Chancellor Bernie Patterson joined the meeting at 5:59 p.m.

Rozar declared a quorum present.

There were no public comments.

The meeting began with introductions, followed by Dean Stock-Kupperman noting the belief she has in strong communities at the two-year campuses. She noted a need for strategic planning and for broad leadership. Chair Rozar opened the floor for discussion.

Discussion centered around:

- Funding
- Expanded and increased programming and capacity
- Joint student enrollment
- Tuition cost
- Being advocates in petitioning the State for greater funding of higher education
- Integration with the local medical facility
- Campus leadership who would be a liaison to UW-Stevens Point, possibly 50% community and 50% campus operation responsibilities – this individual should be an established, recognizable individual, with internal candidates given priority consideration
- An integration model of faculty joined in single departments from each of the three campuses

- Facility services, human resources, and informational technology centered at UW-Stevens Point.

Chancellor Patterson discussed:

- Reasons for low enrollment at UW-Stevens Point, UW-Marathon County and UW-Marshfield/Wood County
- Plans to assist students to graduate in four years, rather than five, including major changes in general education curriculum
- Potential initiation of pre-doctorate and doctorate of physical therapy.
- Campus naming.
- Athletics, which helps with recruitment and retention.
- Outreach

Overall, the Chancellor asked Commission members to encourage support among their colleagues at the City and County, especially with the campus naming issue. He reiterated his belief that the number one focus is to keep this campus open.

An action item will be on the May agenda for the Commission to decide whether or not to write a letter of support for a campus name change to The University of Wisconsin Stevens Point: Marshfield Campus.

The meeting adjourned at 7:25 p.m.

Minutes taken by Marcie Kozickowski for Rebecca Spiros, Secretary.