

AGENDA FOR OCTOBER 18, 2022 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hahn

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

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

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

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, November 15, 2022

ADJOURN

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2499 560 7730

Join by Webex App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m9a27175a3ba37d8eb08a195334ffdd65>

Meeting number (access code): 2499 560 7730

Meeting password: 10182022

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

September 21, 2022 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Wednesday, September 21, 2022.

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

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

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

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

There was no public comment.

SPECIAL ORDER OF BUSINESS
JAIL UPDATE

Vice Chair Valenstein recognized Kurt Berner from Samuels Group who went through the bid process and preliminary results. There was a good mix of bids coming in with only 2 departments that did not receive a bid. The preliminary price has come in at \$98 million, including a 10% contingency. Justin Fischer from Baird came forward and discussed the option available for funding the overage and smoothing out the increases over time.

Motion by Valenstein/LaFontaine to accept the lowest responsible bids for the various categories of construction for the jail project, as determined by the Facilities Manager in conjunction with the Construction Manager, and reduced where available after appropriate vetting has been done. Discussion ensued. Motion carried. There were two errors in voting. Winch voted no instead of abstain, and Polach voted yes instead of no. Corrections were made, with no objection. Voting no were Fischer, Winch, & Zurfluh.

Referrals were noted.

Committee minutes presented: Operations.

RESOLUTION 22-9-1

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution authorizing the issuance of \$10,000,000 General Obligation Promissory Notes and authorizing the issuance and establishing parameters for the sale of a not to exceed \$10,000,000 Note Anticipation Note.

Motion by LaFontaine/Hamilton to adopt Resolution 22-9-1. Motion carried. Voting no were Fischer & Winch.

RESOLUTION 22-9-2

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution authorizing the issuance and establishing the parameters for the sale of not to exceed \$10,000,000 General Obligation Refunding Bonds.

Motion by Hamilton/LaFontaine to adopt Resolution 22-9-2. Motion carried. Voting no were Fischer & Winch.

Chairman Pliml requested Item 8-1 be acted on next due to it having it to do with the Jail Project. No objection heard.

RESOLUTION 22-9-3

Introduced by: Jail Construction Adhoc Committee

INTENT & SYNOPSIS: To authorize the Facilities Manager to execute contracts on behalf of Wood County directly related to the construction of the new jail and the demolition of the old jail despite the lack of full funding at this time.

FISCAL NOTE: None.

Motion by Buttke/Rozar to adopt Resolution 22-9-3. Motion carried. Voting no were Fischer, Winch, & Zurfluh.

Committee minutes presented: Health & Human Services, Public Safety, Traffic Safety Commission, Local Emergency Planning Committee.

RESOLUTION 22-9-4

Introduced by: Public Safety Committee

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

FISCAL NOTE: \$24,730.00

Motion by Clendenning/Zurfluh to adopt Resolution 22-9-4. Motion carried unanimously.

Committee minutes presented: Conservation, Education, & Economic Development, Golden Sands Resource Conservation & Development Council.

RESOLUTION 22-9-5

Introduced by: Conservation, Education, & Economic Development and Property & Information Technology Committees.

INTENT & SYNOPSIS: To authorize the sale of former 4-H property for \$7,500 and to allocate the sale proceeds to the 4-H program.

FISCAL NOTE: Receipt of \$7,500 in real property sale proceeds and the allocation of the funds to the 4-H program.

Motion by Hamilton/Leichtnam to adopt Resolution 22-9-5. Motion carried unanimously.

RESOLUTION 22-9-6

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: To seek County Board approval to amend the 2022 Wood County Mill Creek budget for unanticipated state aid monies and to appropriate those monies to Mill Creek expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenues from the Wisconsin Department of Natural Resources. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
56128	Mill Creek Grant		\$140,000
43586-482	State Aid	\$140,000	

Motion by Leichtnam/Hamilton to adopt Resolution 22-9-6. Motion carried unanimously.

Committee minutes presented: Judicial & Legislative, Highway Infrastructure & Recreation, Property & Information Technology.

RESOLUTION 22-9-7

Introduced by: Property & Information Technology Committee

INTENT & SYNOPSIS: To authorize staff to negotiate for the acquisition of leased property to be utilized by the Information Technology Department to ensure IT operations are not disrupted by construction. Final approval of any negotiations would require a resolution passed by the county board.

FISCAL NOTE: None; the authority being conveyed by the resolution is limited to negotiations.

Motion by Rozar/Breu to adopt Resolution 22-9-7. Motion carried. Voting no were Wagner & Fischer.

Committee minutes presented: South Central Library Board of Trustees, ARPA Adhoc, Jail Construction Adhoc.

An appeal was filed under Wis. Stats. §74.69 by Eric J. Shortt, LLC dealing with the late payment of property taxes penalty and the County Treasurer's application of the statutes in guiding when a property tax payment is considered late and by what method is used in determination. Both Mr. Shortt and County Treasurer Gehrt presented documentation in writing and in person. Motion by Hamilton/LaFontaine to deny the appeal. Motion carried. Voting no were: Rozar, Breu, Winch, Thao, Valenstein, Polach, Clendenning, & Zurfluh.

RESOLUTION 22-9-8

Introduced by: County Board of Supervisors

INTENT & SYNOPSIS: Relating to the life and public service of Vernon "Bud" Verginsky.

Motion by Hamilton/Clendenning to adopt Resolution 22-9-8. Motion carried by voice vote. The board stood in a moment of silence in honor of former Supervisor Verginsky.

SPECIAL ORDER OF BUSINESS
AGING, DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

Mike Rhea introduced himself as the new Executive Director of the ADRC-CW and provided a short highlight of what this office is able to provide and their mission. In Wood County, there are offices in both Wisconsin Rapids and in Marshfield to provide for the aging population.

Without objection, Chairman Pliml adjourned the meeting at 10:51 a.m. Next scheduled county board meeting is October 18, 2022.

Trent Miner
County Clerk

REFERRALS FOR OCTOBER 18, 2022 – COUNTY BOARD

- Memorandum from North Central Wisconsin Regional Planning Commission notifying the county that the Town of Seneca Comprehensive Plan was adopted. Referred to CEED Committee, Planning & Zoning Director Grueneberg, and County Planner Dekleyn.
- Notice of Public Hearing of the City Planning Commission, City of Marshfield, with item pertaining to Campus Master Plan Request of UWSP at Marshfield. Referred to Supervisors Rozar, Hahn, & Breu.
- Resolution from Eau Claire County requesting the State of Wisconsin review and revise the entry level compensation rate for Assistant District Attorneys. Referred to Judicial & Legislative Committee and District Attorney Lambert.
- Resolution from Langlade County requesting the State of Wisconsin review and revise the entry level compensation rate for Assistant District Attorneys. Referred to Judicial & Legislative Committee and District Attorney Lambert.
- Resolution from Waupaca County supporting Operation Green Light. Referred to Judicial & Legislative Committee and CVSO Larson.
- Letter from Republican Party of Wood County expressing dissatisfaction on Central Wisconsin State Fair operations and placement of vendor booths. Referred to County Board of Supervisors, as requested in letter.

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Thursday, September 22, 2022
TIME: 1:00 p.m.
PLACE: Wood County Courthouse – Conference Room 114

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

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Joe Zurfluh, PaNyia Yang, Ed Newton, Kelli Francis, Brandon Vruwink, Mary Schlagenhaft, Darrin Steinbach, Dennis Polach, Jason Grueneberg, Trent Miner, Amy Kaup, Marissa Kornack, Mary Solheim, Jason DeMarco, Quentin Ellis, Shawn Becker, Sarah Christensen

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

There were no public comments.

Finance Director Newton shared an overview of the 2023 budget as it currently stands. Discussion ensued.

Human Services Director Vruwink provided an overview on the Norwood budget and the changes in expenses and revenues that account for the overall increase in the budget from 2022 to 2023. Norwood Administrator Kornack, along with Vruwink, answered questions from the Committee. Discussion ensued at length.

Supervisor Polach stated that he was representing the Property & Information Technology (PIT) Committee at the meeting and that PIT discussed the IT budget and was satisfied with it. IT Director Kaup provided an overview of the IT budget and explained the increase in expenses which primarily included adding a new FTE as a Help Desk Lead. Kaup answered questions from the Committee. Discussion ensued at length.

Motion (Pliml/Fischer) to approve the new FTE requested by IT pending additional information. Motion carried unanimously.

The Committee requested that Director Kaup bring the requested information for the new FTE to the next regular Committee meeting on October 4th.

Break at 2:11 p.m. Reconvene at 2:16 p.m.

Sheriff Becker and Chief Deputy Ellis provided an overview of the Sheriff's Department budget and explained the changes in expense and revenue. Ellis explained that the most significant change to the budget was the addition of four (4) Corrections Officers for 2023 in anticipation of the new jail. Ellis and Becker answered questions from the Committee. Discussion ensued at length.

Emergency Management Director Christensen provided an overview of the Emergency Management budget and stated that the primary cause of the increase is a CIP request for the partial funding of a new, dual-purpose vehicle. Christensen answered questions from the Committee. Discussion ensued.

Motion (Rozar/Fischer) to approve and forward to the full County Board the Norwood, Sheriff's Department, and Emergency Management 2023 budgets as presented. Motion carried unanimously.

Newton reminded the Committee that the next budget meeting starts tomorrow, September 23rd, at 9:00 a.m.

Rozar asked if the Committee can see a report of rebates obtained from the US Bank P Card program. Newton stated that the information will be provided at the next regular Committee meeting.

Chair Wagner adjourned the meeting at 2:35 p.m.

MINUTES OPERATIONS COMMITTEE

DATE: Friday, September 23, 2022

TIME: 9:00 am

LOCATION: Courthouse – Room 114

Members Present: Ed Wagner, Donna Rozar, Lance Pliml, Laura Valenstein (WebEx), Adam Fischer (WebEx)

Others Present (for all or part of meeting, in person or via WebEx): Trent Miner, Jeff Penzkover, John Peckham, Ray Bossert, Jake Hahn, Bill Clendenning, Jason Grueneberg, Bill Leichtnam, Brent Vruwink, Victoria Wilson, Travis Hofer, Dennis Polach, Tiffany Ringer, Brad Hamilton, Joe Zurfluh, Kimberly Stimac, Susan Feith, Ed Newton, PaNya Yang

1. Chairman Wagner called the meeting to order at 9:00 AM.
2. Under public comment, Ray Bossert expressed his opposition about the use of ARPA funding for the jail project and inquired about the status of those funds. This assumption was incorrect and he was subsequently corrected by the committee in that no ARPA funds have been allocated to the jail project, but this had been an option proposed by the financial advisor at the county board meeting at which no decision had been made in that regard.
3. Finance Director Newton provided the most current information based on the actions of yesterday's meeting.
4. HIRC Chair Hahn and Highway Dept. Accounting Supervisor Peckham reviewed the Highway Dept. budget and shared a letter from the Highway Commissioner who was not able to attend the meeting. They also reviewed past levy requests. The Committee reviewed how much of the actual levy increase was because of the unorthodox mid-year salary adjustment paid to the truck drivers. Motion by Pliml/Rozar to tentatively accept the Highway Department budget and forward to the full board for approval. Motion carried unanimously.
5. Planning & Zoning Director Grueneberg reviewed the multiple budgets he oversees, including the non-lapsing budgets from Private Sewage & Land Records. Reviewed the projects coming up with LIDAR. He also discussed the surveyor projects being planned (Highway right-of-ways) and how well our current set up of a part-time surveyor is working out to the county's advantage. Motion by Pliml/Rozar to tentatively accept the Planning & Zoning budgets and forward to the full board for approval. Motion carried unanimously.
6. Planning & Zoning Director Grueneberg presented the Economic Development budget and reviewed the number of grant applications received and vetted by the CEED

Committee. There were 19 total applications and of those, 6 were denied. The rest were approved as submitted, partially funded, or funded at more than the request. He discussed the ROI on the North Central Wisconsin Regional Planning Commission membership and that this amount dropped slightly for next year. Supervisor Clendenning that the Central Wisconsin State Fair is also looking for more money but it was noted that they had not submitted anything to the county at this point. Motion by Rozar/Pliml to tentatively accept the Economic Development budget and forward to the full board for approval. Motion carried unanimously.

7. Clerk of Courts Stimac and Supervisor Clendenning answered questions related to the Clerk of Courts budget, including the increase in bailiff wages and the new position needed for the Branch 4 court, starting mid-year. Motion by Rozar/Valenstein to tentatively accept the Clerk of Courts budget and forward to the full board for approval. Motion carried unanimously.
8. Child Support Director Vruwink and Supervisor Clendenning provided an overview of Child Support funding and comparables to other counties. While the percentage increase in the levy is high, the dollar amount is very low. Vruwink highlighted what they are hoping for during the next state budget process. Motion by Pliml/Rozar to tentatively accept the Child Support budget and forward to the full board for approval. Motion carried unanimously.
9. Library Board Chair Hamilton, along with Library Board members Feith and Zurfluh, presented the request to increase the library levy to 100% reimbursement level. Feith commented on the changes to library services due to the pandemic and the transition to electronic delivery. Miner provided historical perspective on the levels of funding and how the county had committed to incrementally get to 100% reimbursement and that this levy is not related to the county operational levy. Motion by Pliml/Rozar to move the library reimbursement to 100%. Motion carried unanimously.
10. Finance Director presented the UW Commission budget. Motion by Rozar/Pliml to tentatively accept the UW Commission budget and forward to the full board for approval. Motion carried unanimously.
11. The Marshfield Fairgrounds budget was discussed. The loan that necessitated specific budget amount has been paid off. This budget is in a holding pattern, pending further information.
12. The Ho-Chunk Donation budget was reviewed and discussed. There are no changes to this budget from past years. Motion by Pliml/Rozar to tentatively accept the Ho-Chunk Donation budget and forward to the full board for approval. Motion carried unanimously.
13. The Contingency budget of \$600,000 was presented. This is the same amount as last year. Any unused contingency reverts back to the undesignated general fund at the end of the year. Motion by Pliml/Rozar to tentatively accept the Contingency budget and forward to the full board for approval. Motion carried unanimously.

14. The Payment-in-lieu-of-taxes (PILOT) budget was presented. These amounts have remained constant over many years. Motion by Rozar/Pliml to tentatively accept the PILOT budget and forward to the full board for approval. Motion carried unanimously.
15. The discussion of movement of wages is in a holding pattern at this point and will be addressed further as the budget becomes more finalized.
16. Chairman Wagner adjourned the meeting at 11:18 AM.

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

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, October 4, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Lance Pliml, Adam Fischer, Donna Rozar, Laura Valenstein

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Ed Newton, PaNyia Yang, Kim McGrath, Kelli Francis, Adam Fandre, Heather Gehrt, Sue Smith, Jason Grueneberg, Amy Kaup, Carolynn Martin, Rock Larson, Jason DeMarco, Brandon Vruwink, Mary Schlagenhaft, Shawn Becker, Kim Stimac, Brent Vruwink, Marissa Kornack, Nick Flugaur, Mary Solheim, Quentin Ellis

The meeting was called to order by Chair Wagner at 9:01 a.m.

There were no public comments.

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

Pliml stated that there is nothing new to share in regards to ARPA funds.

Wellness Coordinator Fandre provided an update on the Wellness Program.

Treasurer Gehrt presented a resolution to sell tax deeded property.

Motion (Rozar/Pliml) to approve the resolution to sell tax deeded property. Motion carried unanimously.

Gehrt presented a resolution to sell tax deeded property back to the former owner.

Motion (Rozar/Valenstein) to approve the resolution to sell tax deeded property back to the former owner. Motion carried unanimously.

Gehrt stated that she is evaluating banking services. She stated that Corporation Counsel advised that she does not need to do an RFP process as it is a service. The County does not have a contract for banking services.

Finance Director Newton provided an update on Finance Department activities.

Veterans Service Officer Larson presented a resolution to amend the 2022 budget with a transfer of funds from a non-lapsing fund balance into the Veterans Relief fund.

Motion (Pliml/Fischer) to approve the resolution to amend the 2022 Veterans Relief budget with the transfer of funds. Motion carried unanimously.

Newton provided an updated budget summary to the Committee. Discussion ensued regarding the \$25,000 allocation for the fair. IT Director Kaup presented information related to the FTE that she is requesting in the 2023 budget. Discussion ensued at length.

Motion (Rozar/Pliml) to forward the 2023 budget as presented to the full County Board. Motion carried unanimously.

Human Resources Director McGrath presented an updated Annual Step Increase Procedure to the Committee that incorporates the change to allow casual employees on the Wood County Wage Plans to receive a step increase. McGrath explained that the change is included in the impacted departments' 2023 budget.

Motion (Fischer/Valenstein) to approve the Annual Step Increase Procedure to allow casual employees on the Wood County Wage Plans to receive a step increase. Motion carried unanimously.

McGrath presented a change to the Overtime/Compensatory Time Policy addressing Straight Time for Sheriff Lieutenants. McGrath explained that the policy is fairly standard in law enforcement agencies, including the City of Wisconsin Rapids and surrounding counties/municipalities. Sheriff Becker stated that the policy change will improve recruitment and retention for Lieutenant positions. Discussion ensued.

Motion (Pliml/Valenstein) to approve the change to the Overtime/Compensatory Time Policy. Motion carried unanimously.

Valenstein asked about the number of involuntary terminations reported for the month the year to date. McGrath stated that she would look into it and follow up accordingly.

There were no items presented for the next meeting agenda.

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

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

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



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – October 2022

- I attended the fall meeting of the WI County Clerks Association which corresponds with the WCA Conference. Our portion was a little bit different than other years, in that our new association president encouraged us to attend some of the breakout sessions that the supervisors attended. We had a brief meeting Monday morning, and then were on our own that afternoon. Since we had the room for the rest of the day, I demoed our voting system from Meridia to a handful of clerks. I let them play with the system so they could see what I see on the clerk side, as well as the supervisor side. This went over really well and a number of those counties have contacted Meridia to purchase their system.
- I signed the contract to purchase the ExpressVotes yet this year. We should be receiving them mid-October. By signing that contract now, I was able to save the municipalities, and us, about \$500.00 per machine. The cost was due to go up next year. They will not be operational until next year, however we have space that we can store them until that time comes. Another benefit is that we still have access to the maintenance ramp, so we don't have to lug them through the front door once construction starts. This transaction will require a budget amendment, which I will do after the November election so we can incorporate any other overages (already known ballot quantities, possible recounts) into one document.
- We have lost two more municipal clerks due to resignation in this past month or so. Carrie Merk, from the Town of Dexter resigned from the position her uncle, former Dexter Town Chairman and County Board Supervisor Cliff Bowden (for those with a long enough memory), convinced her to take back in about 1974. That is about 48 years of continuous service with 4 county clerks, 11 presidential elections, roughly 70 total elections, and so many election law changes, it makes my head spin. Rosie Ewoldt from the Town of Sherry also resigned this past month. While she hasn't been clerk as long as Carrie, she was invaluable in training municipal clerks when we went from SVRS to WisVote back in 2016. I'll miss them both! While both of these clerks had deputies to take over, we are working with their successors to ensure a smooth transition as we approach a very busy rest of the year, election-wise.
- We were hoping to be able to start to destroy the November 2020 election material, in accordance with state statutes, but the last few days before that deadline, a number of notices were received stating that future lawsuits/claims may be forthcoming, which according to Corp Counsel Kastenholtz (and every other Corp Counsel in the state), means we have to keep these items, which includes all of the ballots, electronic files, poll books, inspectors statements, used absentee ballot envelopes, etc. The requests I received includes everything going forward as well. I am not sure what the "end game" looks like or when that will happen, but secured storage space will shortly become an issue. You will recall that when the County Clerk's office moved from the 2nd floor, we ended up with a substantially smaller storage area than what we had previously had in the vault on the second floor.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

September 30, 2022

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – September 2022

Human Resources Activity

	September 2022	2022 Year-to-Date
Applications Received	117	1,007
Positions Filled	15	155
Promotions/Transfers	4	42
New Hire Orientations	13	119
Terminations, Voluntary	11*	128
Terminations, Involuntary	3	19
Retirements	1	15
Exit Interviews	1	44

*5 of these are casual positions

Human Resources Narrative

General Highlights

1. Began the Open Enrollment process for 2023 benefit elections including finalizing the Benefit Guide, the Open Enrollment presentation slides, recording, and enrollment forms. Again this year we are pleased to offer an electronic Benefit Election process through Employee Self Service (ESS). Open enrollment meetings are scheduled to be held the week of October 3rd- both in-person and virtual options will be provided and all benefit eligible employees are encouraged to attend a meeting. Employees may earn wellness points for their attendance by logging into the ManageWell portal and completing the required information. All benefit eligible employees must complete and return an enrollment form by November 4th.
2. Began the initial preparation for the 2022 Leadership Retreat to be held at the Nepco Shelter Building on December 13th. Todd Kuckkahn, Executive Coach, Leadership Consultant, and Certified speaker with The John Maxwell Team, will be presenting “The 21 Irrefutable Laws of Leadership” based on the best-selling book by John Maxwell. We are anticipating approximately 50 attendees (Wood County Department Heads and departmental supervisors).
3. Finalized the Human Resources/Risk Management budget for 2023 and presented to the Operations Committee on September 6th.

Meetings & Trainings

1. Attended the Operations Committee Meeting on September 6th.

2. Attended the CEED Committee on September 7th.
3. Attended the virtual von Briesen Public Sector Town Hall meeting “Social Media Issues” on September 15th.
4. Attended the County Board Meeting on September 21st.
5. Attended and participated in the Health Department’s final Strategic Planning Meeting on September 26th.
6. Held the monthly conference call with The Horton Group on September 27th to discuss various benefit topics.
7. Attended the virtual von Briesen Breakfast Briefing “Post-COVID New World on September 29th.
8. Held individual staff and team meetings to discuss and provide updates on the department’s progress towards our 2022 goals.
9. Staff attended various meetings/trainings including:
 - a. Attended SPAHRA half day conference “Breakthrough with Benevolence and Tactical Skills to Strengthen Leadership Impact” on September 7th.
 - b. Attended seminar on “Accountability – Holding people accountable even when you report to them” through CWSHRM on September 8th.
 - c. Attended a webinar on “Monkeypox Preparedness: Keys for Small Businesses” through The Horton Group on September 14th.
 - d. Attended a virtual meeting with a representative from Jet Dental on September 20th.
 - e. Attended a virtual meeting with representatives from EBC on September 27th.
 - f. Attended SPAHRA virtual roundtable on September 28th.

Benefits

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, EBC admin fees, quarterly EAP fees, stop loss admin fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Updated the Health Reserve Spreadsheet and Health Fund Balance document.
5. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and claims concerns.
6. Processed COBRA notifications for dependents on the health plan reaching age 26.
7. Completed the Non-Discrimination Testing for the Flexible Spending Plans.
8. Submitted the CMS Disclosure for creditable coverage.
9. Sent open enrollment forms to Retiree and COBRA participants for 2023 benefit elections.
10. Sent notification to retirees on the Retiree Life Insurance plan.
11. Transferred Sick Hours over the maximum to Catastrophic Sick Leave Accounts.
12. Assisted numerous employees and supervisors with questions on accruals in TimeStar.

Recruitment

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
5. Working with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
6. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations (including out-of-state) for applicants offered employment.

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Dispatch	Dispatcher	Applicant pulled from eligibility list, references conducted, verbal offer pending 9/26/2022.
Eligibility List	Dispatch	Dispatcher(s)	Establish new eligibility list. Posting 9/26/2022 to 10/24/2022. Assessment at MSTC 11/17/2022.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/7/2022.
New position (converted from Contracted)	Health	Dental Hygienist	Contracted position converted to .70 FTE, approved by HHSC 9/8/2022. Background, references conducted, filled 9/12/2022.
Replacement	Highway	Truck Operators (2)	Position posted, interviews conducted, final candidates selected, DL check and references completed. Both positions filled 9/26/2022.
Replacement	Highway	Highway Engineer	Position posted, deadline 10/26/2022.
Replacement	Highway	Equipment Operator (Screed)	Position posted, filled internally 9/4/2022.
New position	Highway	Mechanic I	Position posted, interviews conducted, final candidate selected, DL check and references completed. Position filled 9/26/2022.
Replacement	Human Services	CCS/CSP Service Facilitator	Position posted, interviews conducted, final candidate selected, background and references completed. Position filled internally 10/17/2022.
Replacement	Human Services	Family Resources Coordinator	Position posted, interviews conducted, final candidate selected, background and references completed. Position filled 9/6/2022.
Replacements	Human Services	Family Interaction Workers (2 Marshfield, 2 Wisc Rapids)	Positions posted, one WR position filled 9/19/2022. Deadline for remaining positions 10/10/2022.
Replacement	Human Services	Case Manager/SW – Initial Assessment	Position posted, interviews conducted, final candidate selected, background and references completed. Position filled 9/19/2022.
Replacement	Human Services	Outpatient Clinic Manager	Position posted, deadline 10/17/2022.
Replacement	Human Services	Casual Crisis Interventionist	Position posted, interviews conducted, final candidate selected, background and references completed. Position filled 9/12/2022.
Replacement	Human Services	Contract Coordinator	Position posted, interviews conducted, filled internally 9/19/2022.
Replacement	Human Services	Social Work Supervisor – Ongoing	Position posted, deadline 9/30/2022.
Replacement	Human Services	Reporting Systems Clerk	Position posted, interviews conducted, final candidate selected, background and references completed. Filled 9/26/2022.
Replacement	Human Services	Community Treatment Teams Service Facilitator	Position posted, deadline 10/7/2022.

Replacements	Human Services	Case Manager/Social Worker – Ongoing (3)	Positions posted, deadline 9/26/2022.
Replacement	Human Services	Family Resource Coordinator	Position posted, deadline 10/10/2022.
Replacement	Human Services	Case Manager/Social Worker-Initial Assessment	Position posted, deadline 10/10/2022.
Replacement	IT/Systems	IT Intern	Position posted, deadline 9/26/2022.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant/Cas Rec	Ongoing recruitment by Norwood.
Replacement	Norwood	Psychiatrist	Position posted, deadline 12/5/2022.
Replacement	Norwood	Full-time Cook (1)	Positions posted, deadline 9/22/2022.
Replacements-Establish Eligibility List	Sheriff	Corrections Officer (3)	Position posted, deadline 10/17/2022.
Replacement	Sheriff	Deputy Sheriff	Position posted, deadline 9/11/2022, interviews to be conducted by Civil Service Commission.
Replacement	Sheriff	Part-time Deputies	Position posted, deadline 10/31/2022.

Safety/Risk Management

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis/Charles Taylor throughout the month.
3. Attended Highway Safety Committee meeting on September 28th.
4. Completed and submitted various items for 2023 Property, Liability and Worker's Compensation Insurance policies.
5. Conducted N95 fit testing for Edgewater staff on September 20th.
6. Secured Builder's Risk policy for Jail Construction project in conjunction with Facilities Manager.
7. Attended Wisconsin Emergency Management Association (WEMA) annual conference in Stevens Point on September 21st and 22nd.

First Aid Injuries (2)

1. 8/26/22 – Corrections – Employee was struck in the L eye by uncooperative inmate
2. 8/30/22 – Highway – Employee burned L forearm while repairing vendor's equipment

Property/Vehicle Damage Claims (1)

1. 9/14/22 – Sheriff's – Squad struck sign at WRPD Shooting Range (est. damage \$680.00)

Liability Claims (1)

1. 8/29/22 – Highway – Driver alleges glass damage from mowing operations (no damage amount claimed) – investigation underway

OPEN EEOC/ERD Claims (3)

1. 6/1/20 - Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of Probable Cause on July 1, 2021. On January 6, 2022 we responded to the Complainant's first set of interrogatories and requests for production of documents. We are currently waiting on opposing counsel to confirm dates for virtual depositions. No activity since January 2022.
2. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 16, 2022. Chubb

Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022.

3. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August 26, 2022. The claimant filed a timely appeal and a pre-hearing conference is scheduled for October 20th.

Other

1. All 3rd Quarter DOT Random tests are complete.
2. Continuing to work on updating all job descriptions based on completed JDQs when vacancies occur.
3. Created and distributed quarterly employee newsletter, County Connection.
4. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
5. Reconciled and processed the August Unemployment Insurance payment.
6. Completed Workers Compensation account reconciliation and forwarded to Finance.
7. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
8. Facilitated New Hire Orientation on September 6th, 12th, 19th, and 26th.
9. Conducted exit interviews on September 14th and forwarded memo to department head.
10. Responded to multiple verifications of employment.
11. Replied to multiple requests from surrounding counties with varied information.
12. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—OCTOBER 2022

1. Went to the Town of Grand Rapids to train new Treasurer on entering personal property payments into software on September 1.
2. Completed historic tax roll scanning with Heartland Business Systems and received all books back on September 2.
3. Participated in Wisconsin Counties Associations Webinars on Mondays in September.
4. Attended Operations Committee meeting on September 6.
5. Met with the Town of Auburndale Clerk on September 8 to go over miscellaneous items and roles and responsibilities of forms.
6. Attended Rural Housing Board of Directors meeting in Bayfield on September 12.
7. Met with Associated Bank staff to go over products, services, and fees on September 13.
8. Participated in LandNav/GCS software demonstration on September 14 for new system that will replace the old one in 2023.
9. Attended County Board on September 21.
10. Met with a representative from the Wisconsin State Historical Society on September 22 to pick up old historic tax rolls ending in the years 0 & 5.
11. Held bid opening on September 26 for tax deed properties.
12. Met with representatives from WoodTrust Bank on September 27 to go over current fees, products, and services.
13. Held the Treasurer's District 6 conference on September 28 in Thorp.
14. Held an employee United Way Fundraiser with walking tacos on September 29.
15. Made bonding principal and interest payment on September 30.
16. Participated in employee blood drive on September 30.



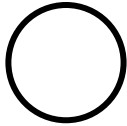
Wood County WISCONSIN

Employee Wellness

Adam Fandre

Letter of Comments – September 2022

- The Quarter 3 Wellness Challenge, *Healthy Bingo* focused on high-risk areas such as exercise, nutrition, stress, and sleep and wrapped up on September 18. In total, 117 of the 155 participants who registered successfully complete this challenge and earned 300 wellness points. Feedback from the post-evaluation survey was very positive and this will return in the future.
- September reintroduced the InBody Body Composition Analysis that allows participants to analyze what their body is made of using electricity. It can measure things such as total body water, dry lean mass, body fat mass, muscle mass, body fat percentage, and more in just a few seconds. This provides valuable insight into why body weight alone is a poor indicator of health and instead, the focus should be on the percentage of muscle mass and fat mass. In the month of September, 23 appointments were completed which is about average, when compared to historical participation rates.
- Flu shot clinics are set to take place at Steinle Plaza on October 5 and River Block on October 21 and 28. Additional clinics will be created if demand warrants it. We are still waiting on an additional 70 vaccines which are set to arrive in late October. Flu shots will be available to all Wood County employees and any dependents (12 years and older) on health insurance. Just like last year, appropriate COVID-19 protocols and safety measures will be implemented at each clinic. Human Services nursing staff have been kind enough to assist with administering these once more. Sign up will take place through www.signupgenius.com. I will report the finalized numbers once completed.
- I am continuing to work with new hires and/or employees who have previously not enrolled in the Wellness Program to get accounts setup on www.managewell.com so they may begin the process of completing the qualifying activities and become more involved in the Wellness Program. So far, engagement from the new hires that I meet with on a regular basis continues to be very positive. I am continuing to reach out to those I have not heard from to ensure they are aware of the Wellness Program and the benefits it offers.
- The October Lunch and Learn has been finalized and will focus on open enrollment including any changes from last year to this year that employees should be aware of. Questions were created with the help of Human Resources.



RESOLUTION#

Introduced by Operations Committee
Page 1 of 3

ITEM#
DATE October 18, 2022
Effective Date October 18, 2022

Committee

CAK

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

INTENT & SYNOPSIS: To accept offer of sale of tax deeded property.		
FISCAL NOTE:	Offered Amount	\$46,479.05
	R.E. Taxes	(5,124.03)
	Special Charges	(1,000.80)
	Publication Fees	(150.79)
	Tax Deed Expense	(839.00)
GAIN		\$39,364.43

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

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

WHEREAS, proceeds will be distributed in accordance with Act 216, and,

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

THEREFORE BE IT RESOLVED, that the following offers be accepted

Town of Remington

14-01432 Lot 1 of Wood County Certified Survey Map No. 6611 (recorded in Volume 23 of Survey Maps at Page 11 as Document No. 833206) being part of Lots 1, 2, and 3 and all of Lots 4, 5, 6, 7, 8, 9, 10, and 11, Block 36, Plat of Babcock and all of the alley located in said Block 36, together with the North 30 feet of the vacated adjoining Juneau Avenue, Town of Remington, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$5,000.00	\$5,000.00

Property is located at 1530 State Hwy 80, Town of Remington.

Town of Rock

16-00610 The West 208 feet of the East 624 feet of the South 1,320 feet of the South Fractional ½ of the SW ¼ of Section 31, Township 24 North, Range 2 East, Town of Rock, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$7,500.00	\$13,111.00

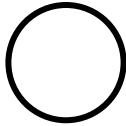
Property is vacant land on Cary Rock Dr., Town of Rock.

Town of Saratoga

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ED WAGNER, CHAIRMAN	
DONNA ROZAR, VICE CHAIR	
ADAM G FISCHER	
LANCE A PLIML	
LAURA VALENSTEIN	

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

County Clerk County Board Chairman



RESOLUTION# _____

Introduced by _____
Page 2 of 3 _____ Committee

18-00173G That part of the NW ¼ of the SW ¼ of Section 9, Township 21 North, Range 6 East, described as follows: Commencing at the NW corner of said forty acre tract, thence East along the North line of said forty acre tract a distance of 156 feet, thence East along the North line of the forty acre tract a distance of 120 feet, and thence South perpendicular with the North line of said forty acre tract a distance of 40 rods to the point of the land hereby conveyed; thence West parallel with the North line of said forty acre tract a distance of 120 feet; thence North 220 feet, thence East parallel with the North line of said forty acre tract a distance of 120 feet, thence South 220 feet to the point of beginning, and reserving the South 3 rods thereof for street and highway purposes. Said parcel being located in the Town of Saratoga, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$5,000.00	\$10,025.00

Property is located at 1621 Moon Court, Town of Saratoga.

Village of Arpin

32-00083 That part of Lot 1 of Wood County Certified Survey Map No. 5233 (recorded in Volume 18 of Survey Maps at Page 133 as Document No. 747930) described as follows to-wit: Commencing at the North quarter corner of Section 28, thence N 90° W, along the North line of the NW ¼, 215 feet; thence S 0° 39’ 24” E, 231 feet to the point of beginning; thence N 90° E, 25 feet; thence S 0° 39’ 24” E, 134 feet; thence S 90° W, 25 feet; thence N 0° 39’ 24” W, 134 feet to the point of beginning, all being part of the NE ¼ of the NW ¼ of Section 28, Township 24 North, Range 4 East, Village of Arpin, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$200.00	\$220.00

Property is a landlocked parcel off of Church Road, Village of Arpin.

City of Wisconsin Rapids

34-01906 That part of Block 104 of Scott & Witter’s Addition to Centralia, now Wisconsin Rapids, lying within the “Depot Grounds” being part of the Subdivision of the SW ¼ of the SE ¼ of Section 7, Township 22 North, Range 6 East according to Sargent & Philleos Plat of City of Wisconsin Rapids, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$500.00	\$622.05

Property is vacant land in the Railroad Depot Grounds, City of Wisconsin Rapids.

City of Wisconsin Rapids

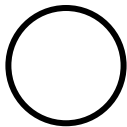
34-10680 That part of the SE ¼ of the NW ¼ of Section 16, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, described as follows to-wit: Commencing at a point 92 feet South from the NW corner of the above described forty for a place of beginning of the land herein described; run thence East 173 feet, thence South 251.9 feet, thence West 173 feet, thence North 251.9 feet, more or less and to the place of beginning, except highways; AND A part of the SE ¼ of the NW ¼ of Section 16, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, described as follows to-wit: Beginning at a point 1026.47 feet West and 188.5 feet South of the NE corner of the above described forty, thence South on the East line of the lands described in

()

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

County Clerk County Board Chairman



ITEM# _____

DATE _____

RESOLUTION# _____ Effective Date: _____

Introduced by _____
Page 3 of 3 _____ Committee

Volume 202 of Deeds, Page 137, Wood County Records, a distance of 155.25 feet, thence West parallel to Saratoga Street, 115.5 feet, thence North 155.25 feet, thence East parallel to Saratoga Street 115.5 feet to the place of beginning.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$15,000.00	\$17,501.00

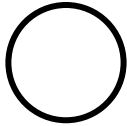
Property is located at 210 20th Street North, City of Wisconsin Rapids.

_____ () _____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

_____	_____
County Clerk	County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

ITEM#
DATE October 18, 2022
Effective Date October 18, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$7,025.26

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 18-00703E, more particularly described as:

That part of the SW ¼ of the SE ¼ of Section 11, Township 21 North, Range 5 East, Town of Saratoga, Wood County, Wisconsin, described as follows: Commencing at a point on the NW corner of the land described in Volume 192 of Deeds, Page 633, Wood County Records, for a starting point; thence North 223 ½ feet; thence East 132 feet; thence South 223 ½ feet; thence West 132 feet to the point of beginning, excepting the North 30 feet for roadway.

WHEREAS, Wood County Ordinance 904 and Wis. Stat. § 75.35(3) authorizes Wood County to sell tax deed property back to the former owner upon payment of all taxes, interest, fees, and special charges and assessments,

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on September 14, 2022 will compensate the County in full for the amounts due and owing,

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors authorize the County Clerk to sell the above referenced property back to the former owner by Quit Claim Deed.

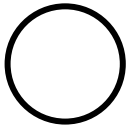
		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Buttke, T			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Penzkover, J			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19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

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ED WAGNER, CHAIR
DONNA ROZAR, VICE CHAIR
ADAM G FISCHER
LANCE A PLIML
LAURA VALENSTEIN

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

County Clerk County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 2

Health & Human Services, Operations Committees

ITEM#

DATE

October 18, 2022

Effective Date

Upon passage & publication

Committee

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

Majority

X

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

INTENT & SYNOPSIS: To amend the 2022 budget for Veterans Relief with a transfer of available appropriations from fund balance.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed in the Veterans Relief account is available in a non-lapsing fund balance, and the adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54710	Veterans Relief		\$5,000
34210	Fund Balance	\$5,000	

Source of Money: N/A

WHEREAS, Veterans Relief budget is expected to incur expenditures in excess of amounts appropriated during the adoption of the 2022 budget, and

WHEREAS, it is expected that the amount of the additional expenditures will be approximately \$5,000.00, and

WHEREAS, the Veterans Relief has a balance of \$ 17,803 in total equity, and

WHEREAS, the \$5,000.00 will have no impact on the county tax levy, and

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

THEREFORE BE IT RESOLVED, to amend the Veterans Relief budget to reflect a transfer out of appropriations of \$5,000.00 from the Fund Balance (34210) and transfer in appropriations of the same amount to the Veterans Relief Budget (54710), 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 this budget change within 10 days.

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Adam Fischer (Chairman)

Tom Buttke

John Q. Hokamp

Kristen Iniguez, DO

Lori Nordman

Adopted by the County Board of Wood County, this

Donna Rozar

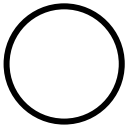
Rebecca Spiros, RN

Lee P. Thao

Mary Jo Wheeler-Schueller

County Board Chairman

County Clerk



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 2 of 2

Committee

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Ed Wagner, Chairperson

Adam Fisher

Lance Pliml

Laura Valenstein

Donna Rozar

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

County Clerk

County Board Chairman

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: September 22, 2022

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

PRESENT: (in-person) Adam Fischer, Tom Buttke, John Hokamp, Rebecca Spiros RN, Lee Thao
(WebEx) Kristen Iniguez DO, Mary Jo Wheeler-Schueller

EXCUSED: Lori Nordman, Donna Rozar

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Mary Solheim, Kyle Theiler, Mary Schlagenhaft, Marissa Kornack (Human Services); Rock Larson (Veterans Service); Sue Smith (Health Department); Reuben Van Tassel (Maintenance); Dennis Polach, Bill Leichtnam, Jeff Penzkover (County Board Supervisors)

1) Call to Order

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

2) Quorum

Fischer declared a quorum.

3) Public Comments

- n/a

4) Consent Agenda

- Health Department narrative pulled, page 5.

5) Discussion and consideration of items removed from consent agenda

- HEALTH (page 5) – Supervisor Hokamp discussed access to child care issues and statewide resources he is aware of. The job centers can help people sign up for this program to become a child care provider. Chair Fischer discussed Parents as Teachers on page 5 as well. Sue Smith explained the program and the recent grant award received by the Health Department.

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

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

Department staff answered questions regarding information in the financial statements.

7) Review of retention and recruitment efforts of critical positions

Brandon Vruwink described an increase in qualified applicants on the community side for Human Services. It is taking longer for drug test results to come back, which leads to delayed start times. A meeting is scheduled with Human Resources to discuss other options. Discussion ensued. Recruitment at Edgewater is status quo. CNA recruitment is going better than RN recruitment. Norwood is seeing better activity for RN recruitment. There are more CNA positions open, requiring use of employment agency staffing. Dietary department recruitment has been extremely challenging and existing staff are working 12-hour shifts. The committee discussed a need to review wages for dietary staff. In negotiations with the top psychiatrist candidate.

8) Health Department Groundwater Update

Supervisor Leichtnam provided the history, mission, goals, and activities of the Central Sands Groundwater Counties Collaborative, which formed six years ago. Committee members were also provided with the press release *Gov. Evers Announces \$10 million to Improve Access to Clean Drinking Water Across the State*.

9) Resolution on amendment to the 2022 Veterans Relief budget

Rock Larson explained reasons for variance of budgeted expenditures. Motion (Buttke/Thao) to support the Resolution as presented and forward to the Operations Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

10) Resolution that supports additional benefits to Hmong Veterans

Rock Larson shared a historical perspective of the United States reliance on Hmong soldiers and support to provide additional benefits to them. Motion (Thao/Buttke) to support the Resolution as presented and forward to the Judicial & Legislative Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

11) Update with River Block Security and Access

Reuben Van Tassel provided an update on timeline for receiving materials that were ordered to complete security updates and responded to committee questions.

12) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

13) Future Agenda Items

The Chair noted items for future agendas.

14) Next Meeting(s)

- October 27, 2022, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option

15) Adjourn

Chair Fischer declared the meeting adjourned at 5:54p.m.

Minutes taken by Sue Smith and subject to Committee approval.



North Central Community Action Program- Board Meeting Minutes-8/8/22

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, August 8, 2022 at the Great Dane in Wausau. The meeting was called to order at 6:00 pm by President Jennifer Lemmer.

Wendy Fischer took roll:

Present	Absent	Staff
Fischer	Yang	Diane
Kieper	West	Pam
Breit	Hebert (ex)	
Robinson	Blaser (ex)	
Valenstein	Osness (ex)	
Rotter		
Nyen		
Sippel		
McGivern		
Lang		
Lemmer		
Ashbeck		

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

Finance Committee: The finance committee met and Pam reviewed the financial statements. Pam reported several ytd expenses are exceeding our projections due to large increases in costs. Example: Weatherization and Emergency furnace contractor costs, fuel costs, and Insurance costs. Pam reviewed the balance sheet and discussed the weatherization inventory and contractor payments in progress and the issues it causes with cash flow. Pam reported the agency used the line of credit for about 10 days and paid \$351.39 in interest. A motion was made by Holly Kieper to approve the financial statements. Second was made by Peter Rotter. Motion carried. Pam reviewed the Financial Procedures manual and the policies we added to the manual. We had all these policies for years they were just always separate. Pam also discussed the addition of the Line of Credit section. Steve Robinson asked about replacing names with job titles. Pam explained some funding sources require a staff name to ensure separation of duties. Pam will review the policy thoroughly before the next review to update names and titles accordingly. Steve Robinson asked about accounts payable invoices and recommended we keep contractor certificates of insurance indefinitely. A motion was made by Steve Robinson to approve the Financial Procedures Manual with changes as discussed. Second was made by Peter Rotter. Motion carried.

Update on Various Housing Programs, Point in Time, and alignment with the Strategic Plan: -Diane reported our top two strategic issues were and still are assisting individuals to be more self-sufficient and being able to maintain services with current staffing.

Our housing programs continue to help those households who have struggled with paying their rent due to a number of crisis related reasons. We work with our many partners in the communities we serve on the educational piece of the financial budgeting component and setting priorities with our clients. We have rent smart and rent ready programs we work with and yet sometimes feel we struggle with moving the needle on getting households to be more self-sufficient. We have made a difference in the lives of many, but have more work to do in this area. As the Community Needs Assessment points out, rising rent costs, transportation issues and costs, and child care options and costs are truly pushing the standard household budget increasingly higher. COVID exacerbated these issues over the last two years.

We were fortunate to be able to help those households who were negatively impacted by COVID with the additional COVID funding for rent and home mortgage assistance and also, we were able to hire two new staff to assist current staff with running those programs. The additional funding addressed the second strategic issue of being able to continue to maintain services with current staff. Again, we were fortunate the funding provided for hiring staff to meet with clients, however the administrative burden of the additional funding was picked up by current fiscal staff.

We are currently running the Wisconsin Emergency Rental Assistance program for renters and the Wisconsin Help for Homeowners program for households with mortgages. These are COVID related programs where people self-attest they have COVID related issues to receive assistance.

In 2022 NCCAP has served 72 households in Lincoln County, 129 households in Marathon County, 310 households in Wood County and 14 households in Rusk, Sawyer, and Taylor counties with WERA (rental/utility assistance).

Since March 7, 2022 we've served a total of 127 households in Lincoln, Marathon, and Wood Counties with Wisconsin Help for Homeowners and have approved payments in the amount of \$590,604.00. Laura Valenstein asked about the average amount per household and Diane explained it varies by household from a smaller amount to a very large amount.

TBRA, Prevention, Rapid Rehousing, and Supportive Housing programs are still serving the needs in our communities. We recently were awarded another renewal of TBRA, (Tenant Based Rental Assistance) to run through June 30, 2024. With all of our housing programs, we do work with our community partners to receive referrals and assist their clients as well as our own.

At our Board meeting in June Diane discussed working with Marathon County Social Services and their new program called Family Keys. It is a program to help those individuals going through the family court system who have made significant steps toward getting their children back. The program was to assist households in obtaining sufficient housing and set goals toward interactive family behavior and household sufficiency. Since then, the Marathon County Board decided to not approve Social Service's application for funding from the State to operate this program. NCCAP is still working with Social Services to assist where our agency can. Fortunately, we do have TBRA, a program that we use to assist families with housing. This is one of the many ways Community Action Agencies work collaboratively in the communities we serve. NCCAP has another meeting scheduled with Social Services this week to see where we are at with working to potentially hire a case manager to assist the Social Services staff further with these families working to get their children back.

Diane reported our bi-annual Point in Time count was conducted on July 27th. This is a nationwide requirement of HUD where all agencies who receive HUD funding must make an effort to find and count all homeless people who are living in the streets or in a place not meant for human habitation. This

count must occur after 11:00 PM and end by 6:00 AM. In Wood and Lincoln County no persons were found. In Marathon County, 33 persons were found. Mandy Lang stated she was surprised Wood County had zero homeless found. Diane explained there were actually 2 people found in separate areas but both claimed they were not homeless. Sue Sippel discussed HUD's definition of homeless and not being able to count those that are couch surfing or just staying with random friends or family.

Agency Wide Risk Assessment: Diane reviewed the Risk Assessment Summary. Diane explained our Community Services Block Grant requires we do an assessment every two years. Not too much has changed since the last one. In 2022, in the financial area, we did establish a business line of credit to be able to help with cash flow issues that arise as our grants are reimbursement in nature and at times, funders can be slow to process reimbursement requests. In the human capital area, agency wages were increased for every position to remain competitive with the other CAP agencies and in the private sector. In the technology area, we recognized now that our world is utilizing technology at a significantly higher rate, we had to put measures in place to protect our data, client data, and information systems. Lastly, we updated the pandemic plan to reflect reduced quarantining time for those with positive COVID tests.

Weatherization Report: Pam reported our contract goal was 476 units, actual homes completed were 436. This is mainly due to the increased cost of materials and labor. The average cost per unit was higher than anticipated, therefore, less homes could be completed. The 2022-2023 contract goal is 425 units at an average cost of \$10,766 per unit. The 2022 Emergency furnace program has completed 246 furnace repairs and 181 furnace replacements to date. The contract technically ends 9/30, however, the actually heating season end date is 5/15.

Board Elections: Jennifer Lemmer asked if there were any nominations for President. Peter Rotter recommended a nominating committee for next year. Mallory McGivern asked if officers would be willing to serve another year. Sue Sippel made a motion to close nominations and cast a unanimous ballot for current officers- Jennifer Lemmer as Board President, Holly Kieper as Vice President, and Wendy Fischer as Secretary/Treasurer. Second was made by Lenore Breit. Motion carried.

Jennifer Lemmer declared the meeting adjourned at 6:52 pm.

Next Meeting Date: Our next meeting will be October 10, 2022, via Zoom.

Minutes of the Edgewater Donation Ad Hoc Committee

Date: September 28, 2022

Time: 4:00 p.m.

Place: Auditorium 206, Wood County Riverblock Building

Time Adjourned: 4:57p.m.

Members Present: Tom Buttke, John Hokamp, Rebecca Spiros, Kyle Theiler, Matthew Passineau, Kathy Zellner, Tracey Draper

Others Present: Adam Fischer, Bill Clendenning, Brandon Vruwink

1. At 4:00 p.m., Kyle Theiler called the meeting to order.
2. Kyle Theiler requested nominations for the committee chairperson. John Hokamp inquired if Theiler would be interest. Theiler denied interest. Hokamp nominated Tom Buttke. There were no other nominations. There was a unanimous vote in favor of Buttke as chair. Buttke commenced chairing the meeting.
3. Theiler nominated Hokamp as vice chair. Hokamp declined nomination. Theiler nominated Rebecca Spiros. There was a unanimous vote in favor of Spiros as vice chair of the committee.
4. There were no public comments.
5. Discussion had on acknowledgement of donation.

Theiler thanked Georgine Bapat for the generous donation to Edgewater Have Nursing Home. Theiler also recognized Georgine Bapat for donating to nine other organization around the Wood County community.

Motion by Spiros, second by Hokamp, to acknowledge the donation by Georgine Bapat. All ayes. Motion Carries.

6. Discussion had on ideas proposed by Edgewater Haven staff at 6/7/202 town hall meeting.

Hokamp inquired if committee members that knew Georgine better could give an idea of what she like or things she liked. Matthew Passineau gave detailed response regarding Georgine.

Theiler discussed the total account value of the donation and clarified that a portion of the account is in cash and the other portion is in securities.

Theiler went discussed the list of items that were presented at town hall meeting.

Buttke inquired if there were any estimates for the ideas presented. Theiler explained that there were no estimates at this time but could put estimates together on ideas the committee was interested in.

Buttke inquired about wages at Edgewater Haven. Discussion amongst the group took place on wages, bonuses, and continuing education.

Spiros proposed the idea of a foundation. Discussion amongst the committee on the idea of a foundation or 501(c)(3).

Buttke stated that he would like to move forward with ideas that enhanced the care. Committee picked out ideas from proposed ideas list that matched this criteria.

Theiler will get estimates for all ideas and highlight ideas that enhanced care for the next meeting.

Adam Fischer suggested adding the financials to each meeting to keep an eye on the status of the security market values.

7. Discussion on the next meeting date. Next meeting will be held before 10/27/22 HHSC meeting in the same room at 3:30 p.m.
8. Meeting adjourned 4:57 p.m.

Meeting minutes taken by Kyle Theiler

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

ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN

COVID Updates

For updates, please see the WI DHS COVID-19 date page at <https://www.dhs.wisconsin.gov/covid-19/data.htm>.

We continue to offer testing outside our building by appointment. Demand is quite low. For current testing information, visit: <https://www.co.wood.wi.us/Departments/Health/CovidTesting.aspx>. We are also continuing to offer COVID-19 vaccination clinics in various locations throughout Wood County (see <https://www.co.wood.wi.us/Departments/Health/CovidVaccination.aspx>).

Monkey pox

We are spending more and more time participating in WI DHS meetings regarding Monkey pox policies, vaccinations, and contact tracing. While we have had no cases in Wood County, we need to be prepared to provide prompt follow-up and appropriate post-exposure vaccination to those who may be at risk. There is currently no additional funding for this work, and we are not allowed to use unspent COVID funds for Monkey pox efforts. WI Department of Health Services is pursuing funding options.

Strategic Planning

Our strategic planning team continues to build out our strategies to address our overarching goals.

Parents as Teachers

We received notification of our successful application for grant funds to do a soft launch of our Parents as Teachers Program (PAT). We will be receiving \$150,000 per year for two years to implement the program in our highest risk zip code(s). PAT is an evidence-based home visitation program. You may recall a presentation on this model prior to the pandemic. Here is a summary of the PAT program:

There are four dynamic components to the Parents as Teachers model:

- Personal Visits
- Group Connections
- Resource Network
- Child Screening

Together, these four components form a cohesive package of services with four primary goals:

1. Increase parental knowledge of early childhood development and improve parenting practices
2. Provide early detection of developmental delays and health issues
3. Prevent child abuse and neglect
4. Increase children's school readiness and success

The Parents as Teachers model for providing services to families with children from the prenatal period to kindergarten has been tested by rigorous peer-reviewed studies and shown to produce results. Affiliates follow the essential requirements of the model, which provide minimum expectations for program design, infrastructure, and service delivery. Parents as Teachers provides support for affiliates to meet those requirements as well as further quality standards that represent best practices in the field. There is a robust program evaluation component and we look forward to rigorously evaluating the impacts. More to come as we prepare to begin this important work.

Child Care Access

Like most of our state, Wood County is experiencing a child care crisis. We have been facilitating a workgroup of local partners to brainstorm strategies to improve access to affordable child care. 36% of zip codes in Wood County are considered a child care desert, leaving a significant number of people in our community without access to affordable, quality child care. In 2012, there were 145 providers in Wood County with 2,993 child care slots. Today, there are only 59 programs with 2,333 slots. Even those who have access to child care face significant waiting lists. For example, one of the largest child care providers in South Wood County has a waiting list of 25 infants and 40 one-year-olds. The total waiting list for all ages is over 160 children, nearly double the total capacity of the program at 90 slots. A survey conducted in summer 2022 revealed extensive waitlists among the 17 participating regulated child care providers. The majority reported that infants and toddlers would have to wait 1-3 years to obtain a spot. One provider reported a wait list of 60 one-year-olds and 70 two-year-olds. Many on these waitlists will never get a spot.

Even those who can find child care may not be able to afford it. For example, a family making the median \$55,879/year would end up paying \$11,844/year for infants (0-1 care) or 21% of the family's income, which is three times more than

what the federal government has defined as affordable and more than the average family spends on rent annually (\$10,044).

According to the University of Pennsylvania Center for High Impact Philanthropy, high-quality early childhood programs can yield a \$4-9 return per \$1 invested (<https://www.impact.upenn.edu/early-childhood-toolkit/why-invest/what-is-the-return-on-investment/>). In addition, studies have shown that children enrolled in such programs are less likely to need special education services during their K-12 years, less likely to commit juvenile offenses, and more likely to graduate from high school. Because high-quality early childhood programs promote healthy development, they can generate savings by eliminating the need for more expensive interventions later in a child's life.

As our task force continues to meet, we are finalizing a proposal to the Wood County ARPA Committee to request ARPA funds to tackle this crisis, with both short-term and long-term strategies. We have also met with the Legacy Foundation to gauge their interest in funding some efforts in South Wood County.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy Smiles for Wood County

An offer was accepted by a new Dental Hygienist for the Healthy Smiles for Wood County program. Fluoride varnish and sealant placement will begin in September in Wood County schools.

New 2 Public Health (N2PH) Residency

Staff completed their second to last module and synchronous discussion of the residency program. Staff will be presenting their Quality Improvement project for the Healthy People Wood County Communication Plan on September 19. The HPWC team will be reviewing the updated plan and providing feedback to the Public Health Policy and Communication Coordinator before implementing among the team.

COVID Communications

With COVID cases increasing, more communication is being developed and updated. Messages have been published on the county website, WCHD Facebook page, and by email. Public Health nurses have been communicating information with schools and through other methods.

Healthy People Wood County

The 2021-2022 AmeriCorps service year was completed on August 20th. Jordan and Emily, two AmeriCorps members serving at WCHD, completed their service.

Communications/Branding

A Mid-State student is helping with the HPWC website updates again for the fall semester. She is currently making updates to the new version of the website before it goes live.

CHIP

Health Department staff graciously helped clean out the 12-stall garage at the property to be purchased for the Wisconsin Rapids Transitional Housing. The garage needed to be cleaned out prior to Altmann Construction renovating the building. The project committee continues to meet biweekly to prepare for opening the housing facility in spring 2023. Three additional grants to fund appliances and other projects at the property were applied for through Wisconsin Housing and Economic Development, Aspirus Hospital Community Giving, and Aspirus Riverview Hospital Foundation.

Emergency Preparedness

Three staff attended ICS 400 August 29-30 and received their certificates of completion.

Mental Health Matters

Jordan's AmeriCorps service plan outlined doing engagement activities with both professional organizations and community groups. In the prior months, professional organizations, such as the Aging and Disability Resource Center of Central Wisconsin and the Veterans Affairs office, were approached and interviewed. These interviews were focused on the current needs of the organizations around training staff and volunteers in Adverse Childhood Experiences and Suicide Prevention, as well as asking about how they conduct policy review and implementation. The goal was to align trainings and resources to help support these organizations while being able to better understand generalities in how local organizations make policy decisions. Along with supporting organizations, a Policy Review Tool was being developed during the time of these outreach opportunities to help better support organizations interested in bolstering their policy review and determination processes. The Policy Review Tool had a draft completed at the end of August with the intent of the next AmeriCorps member, Julia, to provide capacity to the review and finalization of the document.

In addition to the organization engagement, August marked a return of efforts for community engagement for Mental Health Matters. The two clubhouses, River Cities Clubhouse and A Better Way Clubhouse, had community engagement activities conducted at each respective center. At the River Cities Clubhouse, a focus group was conducted to engage its members, while at A Better Way Clubhouse, a series of one on one interviews were held. These engagement efforts had

the emphasis of understanding how individuals living with a mental illness and/or substance use disorder were affected, both positively and negatively, by organizational policy and procedures in the past. There were also questions about an individual's ability to influence decisions made by organizations and institutions they were part of and ultimately, they were asked how things could be better for the future.

Aside from the community engagement efforts, there are some additional exciting projects for the future. These projects are a collaboration with the University of Wisconsin Stevens Point professor Tami Swenson, a partnership with University of Wisconsin Madison for data analytics, and a network of Health Departments focused on the standardization of public health measurements. Each of these projects have varying outlooks and timelines, but all hold great potential to further the efforts and capacity of Healthy People Wood County and the general Public Health efforts within Wood County.

Alcohol and Other Drugs

- *PATCH (Providers and Teens Communicating for Health)*: Initial Teen Educator training wrapped up in the month of August. This education provided Teen Educators with the knowledge of youth confidentiality rights, community resources, and how to improve their relationships with health care providers. New this year, we will be inviting teens to join PATCH throughout the school year in an effort to engage more students. So far, PATCH has engaged five teens from Lincoln and Nekoosa high schools who are already hard at work to improve teen health outcomes in Wood County. PATCH teens have been participating in the *Stay True to You* campaign through their new "PATCH WoCo" Facebook and Instagram pages as a way to promote healthy coping strategies rather than turning to vaping and marijuana use. The campaign originated in Oregon, but speaks to students living in rural communities.
- *Hemp-Derived Cannabinoid Ordinance*: Wood County became the first community in Wisconsin to pass an age restriction on psychoactive hemp-derived cannabinoids, such as delta-8 THC. Individuals who purchase these products in Wood County must be age 21 or older, and retailers cannot begin selling these products within 750 feet of a youth-serving organization. This ordinance has already been requested for replication by several in- and out-of-state coalitions who are working to prevent youth health hazards in their communities. The IMPACT THC Committee will continue to advocate for state-wide laws to follow.
- *Nalox-ZONE Box*: Through a partnership with Wisconsin Voices for Recovery, a new Nalox-ZONE box was installed on the first floor of the River Block Building. This box gives community members free access to NARCAN® (nasal naloxone), a lifesaving medication that reverses an opioid overdose. This box is the second installed in Wisconsin Rapids (also at the Wood County Jail), and joins two additional boxes that were installed in Marshfield this month through the Family Health Center (FHC) of Marshfield. The Marshfield Nalox-ZONE boxes are located at the Alcohol and Drug Recovery Center and FHC Dental. The Nalox-ZONE box at the Wood County Jail was the most utilized community naloxone box in the state, speaking to the need in the community. So far this year, data from Wood County first responders shows naloxone has been successful in saving 23 individuals of 25 attempts, with ages ranging from 15 to 82 years. Naloxone can be used to reverse overdoses due to illicit fentanyl-laced substances that are becoming more prevalent in our community, as well as unintentional prescription overdoses that accounted for at least 3 of the 25 overdoses this year.
- *MACY Drug Task Force*: The Marshfield Area Coalition for Youth (MACY) Drug Task Force put together giveaways for a booth at the Central Wisconsin State Fair in Marshfield. The fair has been a great place to distribute educational and awareness items to fair-goers since 2016.
- *Overdose Awareness Day*: International Overdose Awareness Day is observed on August 31 as the world's annual campaign to end overdose, remember without stigma those who have died, and acknowledge the grief of the family and friends left behind. IMPACT participated in an awareness day campaign to increase community access and awareness of naloxone and encourage utilization of free Peer Community Recovery Organizations, such as Three Bridges Recovery.
- *THC Committee*: The THC Committee met on Wednesday August 17. The committee focused on the hemp derived THC ordinance that would be going to the county board later in the month. The committee also focused on the next steps if the ordinance was passed. These steps included how to reach other municipalities within Wood County on the ordinance. The committee discussed how to educate establishments on the ordinance, such as press releases, social media, radio, and letters to the individual establishments. The committee is working on offering other counties copies of the Delta 8 presentation, the ordinance, and a list of processes to help restrict the age of sale in their counties. The hope is that this will help to accomplish a state level change. The committee also reviewed data from a 2021-22 community survey around drug and alcohol perception in the county. This data did show a lack of awareness around delta 8 THC. The THC Committee meets again on September 21.
- *Alcohol Workgroup*: The Alcohol workgroup met on Tuesday August 9. The workgroup looked over Place of Last Drink (POLD) data that has been collected since January of 2022. This data looks at establishments that were brought up during OWI stops that were identified by the driver as a place of last drink. The group discussed how to address repeat establishments. The workgroup discussed ways to educate and inform establishments and how to go about providing letters and materials for repeat establishments. This workgroup looked at a ninja for health program that would work for alcohol compliance checks that is similar to Wisconsin Wins tobacco compliance checks. The group is working on getting law enforcement involved, but there is a lack of funding and staff to perform all the compliance checks needed in the county. The workgroup discussed the Alcohol Compliance Assessment Project (CAP) that asks participants between the ages of 21-26 to purchase alcohol online, and report to the program if they were ID'd or not. Members of the committee were asked to engage others in this age group to participate. The Alcohol workgroup meets again on September 27.

- **RX Committee:** The RX committee met on Wednesday August 3. The committee worked on additional sharps disposal for south and north end parks. A wooden kiosk was built by a member of the committee and was brought to the River Block building to be placed on the first floor for additional sharps disposal. Two metal kiosks will be completed later in the month and will be placed in two parks, one in the south end, and one in the north end of the county. The committee worked on ways to have these sharps collected and disposed of. The committee discussed the placement of a new naloxone box for the River Block building. The committee decided the first floor by the drinking fountain was a good location. The committee prepared materials for the upcoming Drug Take Back event that will take place on Saturday October 29th. The committee also discussed ways to educate local prescribers and to add recommendations to discharge paperwork around drugs being prescribed. The RX committee meets again on September 14.

Active Communities/Bike Share

The River Riders Bike Share program experienced a unique ask this summer. A community member reached out to the bike share program back in May to ask for a gift certificate to be used in a high school graduation gift she was putting together for her son. She explained that the gift was designed to keep him active and entertained throughout the summer, while giving him the opportunity to explore the community and experience a few things he might not otherwise seek out on his own. As the summer came to a close, she reached out to share how the experiences the gift provided her son went. After happily giving us permission to share the experience in hopes it would inspire others to give something similar in the future, here is what she shared!

"I am happy to say that the gift was a tremendous success and it checked all the boxes of what we were hoping to accomplish!! The activities he's gotten to do so far have included things like mini golf, a trip to the cheese factory and Rudolph grotto, kayaking, a day at the Oasis Campground water park, and of course bike riding! He has loved every one of his little adventures and has learned something from each one, but his favorite so far has been the bike riding! We live a little way out of town, so biking anywhere from our house is usually just for exercise and not a practical means of transportation. By starting his biking journey from the library, he was able to enjoy the community on a much more close up and face-to-face level. And he discovered a lot of things that he would not otherwise have noticed from the driver's seat of his car. Before he set off on his bike ride I reminded him to take inventory of what it was like to be a biker/pedestrian as well as a driver sharing the road. After his ride he told me that it really opened his eyes to see the road from both points of view and sharpened his focus. Since then he has told me of at least two occasions where he was driving and was much more aware and considerate of people on bikes."

This community highlight is just one of the many reasons why Wood County is so fortunate to have a robust bike share program in place and to continue this program year after year. With just a few months left in the 2022 season, River Riders Bike Share has seen a total of 494 rides. The Marshfield Community Bike Share program continues to grow, surpassing last year's rides with 220 rides so far. Proving that the second year of bike share is increasing awareness to the program and meeting a need for additional recreation and transportation opportunities.

Food Systems / Farmer's Market

In the past month, the Regional Coordinator has continued to travel to the seven market sites across Central Wisconsin to collect customer surveys and vendor applications. To date, 225 vendor applications were collected and, along with interns support, 472 customer surveys have been collected. A Hmong interpreter helped at the Stevens Point Farmers Market to learn more about the Hmong growers and their needs, and there are plans to have another interpreter at the Wausau Farmers Market in the coming weeks. The coordinator is in the planning stages of a presentation to the Farmer Advisory Committee with the findings from the first season of research.

The Wisconsin Rapids Downtown Farmers' Market continues to grow in both vendors and visitors that attend the market. As of this month, a total of 102 vendors and community business have vended at the market. A new volunteer Saturday Market Manager, Stephanie Konkol, has been helping and will continue to do so through the end of the market season. In the month of July the market processed:

- \$1,550 in Debit/Credit transactions
- \$1,272 in Food Share EBT
- \$120 in Aspirus Fruit and Veggies RX redeem
- We do not track WIC and Senior Farmers Market Vouchers as they are direct deposited by vendors, but are also available to use at the market.
- \$46,476 in total sales was reported from our vendors.

Safe Kids Wood & Clark Counties

The coalition completed the Safe Kids Buckle Up annual program sign up application; registration must be done in order to apply for certain grants. In addition, the Safe Kids Coalition meeting was held and back to school projects were discussed. The coalition signed up to have a Safe Kids booth at the Farmers Market on September 17 and October 8. Our focus on September 17 will be gun safety and October 8 fire prevention and home safety.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S

Lead Safe Homes Program

Environmental Health Specialists Mariah Heiman and Tim Wuebben coordinated with Wisconsin DHS, lead abatement contractors, and home owners to complete two lead abatement projects through the Lead Safe Homes Program last month. The Lead Safe Homes Program provides lead hazard abatement assistance in a home at little or no cost to the family. This work completely removes the lead hazards in a home and prevents future childhood lead poisoning. The Wood County Health Department also hosted Wisconsin DHS for a media event in order to promote the program and remove more lead hazards from area homes.

Staff Trainings

Many staff trainings were completed last month through online e-learning courses provided by the National Environmental Health Association. Some of the courses completed were as follows: "Industry Foodborne Illness Investigation," "Insecticide Resistance in Bed Bugs," and "New Pests, Their Emerging Diseases, and Climate Change." Staff also completed a webinar provided by Wisconsin DHS on Indoor Air Quality and Meth Lab Cleanup in Public Health. Jill Ibarra completed ICS 400, an emergency preparedness certification as well.

New Businesses and Consultations

Staff completed a pre-licensing inspection for a retail food license named Stanley Rapids due to a change of ownership. A pre-licensing inspection was completed for a new short-term rental located in Wisconsin Rapids. A pre-licensing inspection was completed for a body art facility that is moving into a new location as well. Staff completed consultations for multiple businesses in the Marshfield area, including a home carry out restaurant, a maple syrup producer making candies and baked goods, as well as a mobile unit operator on licensing requirements. Staff completed plan reviews on construction for a new coffee business in the Wisconsin Rapids area last month as well.

Complaint Investigations

Twenty-one complaint investigations were received in the month of August

- A complaint was received regarding a buildup of trash in a backyard. Staff discussed the garbage with the homeowner and it was taken care of by next scheduled trash pickup day.
- A caller reported a large pile of trash and a bear that was rummaging through the garbage as well. When staff investigated the address, no trash was present.
- A caller reported a spider issue in a rental unit. Staff provided pest control resources as well as tenant/landlord guidance.
- A complaint was received regarding indoor air quality and moisture concerns in a rental unit. Staff were onsite and provided information on controlling moisture and preventing mold. The landlord was also made aware of the issues and plans on having them addressed.
- A caller reported a strange odor emanating from a neighboring apartment. Staff were onsite and completed an investigation. There were no health hazards observed at the time of inspection.
- A complaint was received regarding mold in a rental unit. Staff were unable to contact the complainant to complete the investigation.
- A caller reported mold in a rental home. Staff was unable to reach complainant but left information on possible indoor air quality concerns and resources to address mold as well as radon information.
- A complaint was received regarding maintenance issues in a rental unit that were not being addressed by the landlord. Staff contacted the landlord and the maintenance issues will be addressed as soon as possible.
- A caller reported cockroaches in a rental complex. Staff completed an investigation and spoke with the property manager. Pest control has been hired and treatments are ongoing.
- A mold complaint was received on an apartment complex. Staff provided mold clean up information and provided tenant/landlord resources for mold as well.
- A caller reported an unlicensed beef jerky business operating in the area and being sold at local establishments. Staff contacted the establishments and discussed requirement of the food code as it relates to "approved sources." Staff are continuing to reach out the beef jerky manufacturers.
- A complaint was received regarding people walking barefoot through an apartment complex. No health hazard was identified.
- A caller reported that a local facility put salt on her order when it wasn't requested. This was a facility located in a neighboring county. The complaint was passed along to the proper Health Department.
- A complaint was received regarding food safety at a licensed establishment. Staff completed an onsite inspection and went over the concerns with the manager. Corrective actions are in place.
- An anonymous complaint was received reporting bed bugs in a licensed lodging facility. Staff were onsite but bed bugs were not observed at the time of inspection.
- A complaint was received regarding possible chemical burns from a licensed pool. Staff were onsite and found low levels of chemicals, but closed the pool due to water chemistry imbalances. The pool has since been reopened with corrective actions in place.
- A caller reported a home that is not being cared for and believes there to be animals going into the home. Staff were onsite, but no health hazards were observed at the time of the visit.

- A complaint was received regarding the plumbing at an apartment complex. Staff contacted the landlord and the issues have been fixed.
- A caller reported maintenance issues going unresolved in a rental unit. Staff provided possible resources; no health hazards were noted during the investigation.
- A caller reported maintenance issues in a mobile home community. This investigation is currently ongoing.
- A caller reported a broken elevator in an apartment complex and the difficulties it has been imposing on the tenants in the complex. Elevator repair has been scheduled; there were no public health ordinance violations noted.

COMMUNICABLE DISEASE & FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Monkeypox – Erica Sherman

Wood County has no cases of monkeypox. We have opted to stock a very small supply of Jynneos (monkeypox) vaccine for use in post-exposure prophylaxis. Individuals who believe they meet eligibility criteria may complete an eligibility form on our website.

COVID-19 – Erica Sherman

Wood County was lowered to a community level of medium per CDC. At this time, we have placed a pause on providing booster doses of COVID vaccine (per FDA) for individuals over the age of 12 years. Primary series COVID vaccinations are still available. We will begin offering bivalent COVID vaccine boosters as soon as they are available and approved by WI DHS. Antigen and PCR tests are still available by appointment on Tuesdays and Thursdays at River Block.

Child Passenger Safety – Erica Sherman

We have resumed child passenger safety clinics in partnership with Marshfield Fire & Rescue Department. Clinics will be held every other month by appointment. Eligible families can receive discounted car seats. Everyone is eligible for a free car seat check. Wisconsin Rapids appointments will continue and will be moving to the Wisconsin Rapids Fire Station (12 Street) every other month.

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

- WIC continues to complete most appointments over the phone during this time. In person appointments are available, as requested, one day per month. The physical presence waiver to allow appointments over the phone currently goes through mid-January. The waiver is tied to the public health emergency declaration and requires WIC agencies provide remote services 90 days past the expiration of the public health emergency declaration.
- The WIC breastfeeding peer counselor held her first in person “Coffee with the Peer” on August 4th. We hope to continue the in person event bimonthly to allow the peer to build rapport with and support the pregnant and breastfeeding moms on WIC in Wood County.
- All WIC employees are attending new WIC Breastfeeding trainings hosted by the state WIC office throughout 2022 and 2023 to enhance lactation support and strengthen lactation referrals within WIC. There are different levels of training for the support staff, breastfeeding peer counselor and dietitians, and nurses.

Caseload for 2022 (Contracted caseload 1408)

	Dec 2021	Jan 2022	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1362	1375	1365	1379	1369	1325	1375	1341	1376				
Active (final)	1367	1378	1398	1402	1376	1329	1373	1385					
Participating	1366	1377	1372	1402	1376	1327	1373	1351	1376				

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT September 2022

Director's Report by Brandon Vruwink

We have continued to work on the Human Services Department's budget. After meeting with the H&HS Committee on September 8, we made the requested change to the Norwood budget. We are prepared to meet with the Operations Committee on the identified date to discuss the budgets in more detail.

Through September and October, Deputy Director Solheim, and I are facilitating staff listening sessions at each of our locations. The goal is to connect with staff to find out what is working well and discuss areas that have room for improvement. While our offices are always open to staff, we felt allowing for a group format would provide another opportunity for staff to share.

Wood County Human Services continues to meet with the Superintendents from all of the school districts in Wood County. Deputy Director Solheim has organized and coordinated the quarterly meetings. Meeting with the Superintendents is an opportunity to discuss and solve issues the districts and our department are seeing. As we kick off the 2022-2023 School Year, three districts have welcomed new Superintendents. Auburndale, Kevin Yeske, Pittsville, Jason Knott and Port Edwards, James Bena. We look forward to working with all of the Superintendents as we continue collaborating to serve Wood County children and families.

The State of Wisconsin Department of Children and Families has requested our Family Key's Core Team attend the Child Welfare conference this month. They have asked that we participate in a panel to discuss program innovation, particularly our experience developing the Family Key's program. We look forward to sharing and learning through our participation in the statewide conference.

I have continued to discuss modifications to the River Block Building with Facilities Manager Reuben Van Tassel. I do not have an update to report from last month's meeting regarding the timeline for completion but I will continue to provide a monthly update in future reports.

Deputy Director Update by Mary Solheim

Family Keys Update: Director Vruwink has previously provided updates as to our Family Keys program which is directed at assisting families when inability to secure housing is either a barrier to reunification or may necessitate Human Services' involvement with the family. The month of August brings updates of finalizing the contract for funding with the Department of Children and Families (DCF), working with three of the families our team has elected to move forward with, and continued team discussions as to building our program. Of the three identified teams, we have officially secured one apartment and the lease has been fully executed. Our team has done an excellent job in coming together and we continue to have discussions about barriers which we expect will naturally exist when it comes to securing housing. We were also able to host DCF on site this month to discuss our progress in implementing our proposed and adopted plan as well as the challenges we face.

Youth Mentor Update: Our Youth Mentors, along with two youth, once again participated in the Farmer's Market held just outside of the River Block, Wisconsin Rapids location. The event was once again considered a success. We anticipate providing an update on one more event with fuller detail as to a cumulative success of the events held this year in a future update.

Community/Department Collaboration: In the July update, I touched on our receipt of a Legacy Grant award through which we were able to expand our Adolescent Diversion Program to serve ten and eleven year-olds. In August, our two new case managers and I were able to connect with law enforcement from numerous jurisdictions at their executives meeting and present on the particulars of the program and

field questions. The meeting involved some good discussion about our program as well as how law enforcement can refer youth to it.

We once again hosted a Family Fun Night in the month of August. This particular event was held at North County Park and allowed for families to engage in casual, but structured activities. We continue to receive positive feedback from those families who are able to participate.

Administrative Services Update by Mary Schlagenhaft

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to: Health & Human Service, Operations, County Board, team building, Human Services Division budget, Division specific management, process and individual progress meetings and any performance evaluations for team members submitted timely. All team members worked together to cover shortages in immediate needs due to absences and vacancies.

Additional accomplishments: Started the Provider relief funding report #3. Budget work and strategy meetings for 2023. Ongoing EHR SmartCare learning, workflows and processes.

Accounting and A/P Team:

- Vouchers, cash receipts, revenues, reporting all completed and submitted timely
- Continued efforts to identify staff duties, timelines and processes to assist in contingency planning (backups)
- Monthly NHC team meeting, bi-weekly EW team meetings, team 1/1 meetings conducted for updates on needs and goals
- Budget work / completion
- CCS Note Entry in SmartCare training for staff
- Team Picnic
- EW/NHC Monthly team meetings
- Staff attended CLTS conference call
- Retirement Contract Coordinator / Recruiting
- EW Floating Holiday discussions to present to team

Support Services Team:

- 1 staff on intermittent FMLA
- Develop and provide weekly training for 2 new records staff (FS/OPC)
- Update on Outpatient Clinic service note: dictation continues to be completed within 3-7 days of appointment. Clinicians are doing a hybrid mix of entering their own notes and some dictation. All Intakes and Evaluations continue to be dictated. There are five Admin Services staff that transcribe on a daily basis, each are *Reviewers* for assigned clinicians. They are auditing status, duration, note entry, diagnosis, if CCS-then units, comments are included if contents is questionable. Reviews are performed on all appointments for each day –and sent to each Clinician.
- Monitor of Budget to ensure spending adherence
- 0 HIPAA/ Confidentially breaches in August– (1 investigation into grievance- unfounded ;
- Attend monthly Admin Services Managers' meeting
- 4 Support Staff attend Family Services training provided by the District Attorney's office
- Attend weekly SmartCare meetings, and provide ongoing support and training to BH and Admin Services for tracking, reviewing, entries and edits, work with IT on plan for records migration.
- Work with Family Resource Specialist, FS Supervisors and management develop a plan for Perm Plan Admin Reviews to transition to Support Service staff.

- Work with Managers to develop efficiencies in the collection and distribution of CCS provider notes
- Work with Division Heads to update Policies and forms (DHS 75 & ROIs ; BH/Admin/FS)
- Begin FS and BH/LTS Records destruction in MFLD & Cornerstone. Plan involves reorganizing paper files by destruction date ready for storage. RB 231 FS Records restructure and destruction will begin end of September.

Claims and A/R team:

- Reviewed and worked on PPS needs in SmartCare EHR moved progress of reporting from testing to live production with import of legacy data
- Reviewed and tested for accuracy SmartCare billing process, claims creations and file submissions. Successfully implemented utilization of Electronic integration of 835 payment reports, allowing for touchless input of claims payment data into EHR A/R system.
- Recruitment for PPS State reporting clerk, who moved to a vacated position within the Support Division

Insurance claims created and submitted for current reporting

- Norwood: 259 claims in the amount of \$1,151,688
- Edgewater: 78 Claims submitted in the amount of \$466,674
- Community: 3 claims submitted in the amount of \$759 out of Legacy System.
 - Accounts Receivable receipts: \$147,628

Service Admission Intakes - by Location

- NHC Admissions: 28, SNH 0
- Bridgeway: 9
- Edgewater: 7
- Community: 91 intakes
 - 1493 appointments scheduled, 1017 attended (68%)

TRIP Monies received YTD:

- Norwood: \$32,218
- Community: \$65,459

Edgewater Haven Update by Kyle Theiler

In the month of August we had 7 admissions and 4 readmissions. Memory care census was steady at a census of 18.

Census comparison to last year:

August 2021 – 49.96 average census with 6 rehab

August 2022 – 47.32 average census with 3.54 rehab

Admissions/Discharges Comparison:

August 2021 – Admissions 7/Discharges 6/Readmissions 2/Deaths 0

August 2022 – Admissions 7/Discharges 4/Readmission 4/Deaths 1

Personnel Updates: Open positions: Nurses – 2 FT .97 RN, 2 FT .97 LPN. CNAs – 1 FT .97 CNA. Dietary – fully staffed.

We filled one CNA opening during August. We are now down to one full-time CNA opening. I am proud of the recruitment and retention efforts for CNAs.

We have continued to struggle with recruiting nurses. We have four total full time positions open and have not had any applicants in the last month. I am hopeful that the international nurses will come sooner than later. This will help our nurse staffing dramatically.

COVID-19 Updates: We continued to experience cases of COVID-19 here and there during the month of August. Three staff members and two residents tested positive. The residents and staff testing positive are having mild symptoms, which include headache and allergy like symptoms. We expect to continue having cases pop up as we enter into fall.

The community transmission rate for Wood County continued to flag as high. Therefore, testing continued during the month of August twice weekly for all staff members not fully up to date with their COVID-19 vaccination series.

There were no significant regulatory changes related to COVID-19 in August. We do anticipate some change coming with the new guidance related to booster doses.

Capital Improvement Projects: The 400 wing boiler pump/stack project has finished being installed. We are now waiting on complete control to configure this system.

We still do not have a date set for parts coming in for the 300 wing boiler project. I am concerned about the possibility of completing this project before the end of the year. The 300 wing boiler helps provide heat to the majority of our residents. If the supplies do not get here very soon we will be unable to complete the project until it warms back up. One positive is that this project was funded with ARPA funds instead of debt.

Infection Prevention Control Assessment: On Monday August 1st, we welcomed Dr. Buffy Lloyd-Krejci to our building. Dr. Buffy is one of the leaders in infection prevention in the nursing home setting. She completed a facility wide audit looking at all components of infection control. Dr. Buffy provided great feedback and opportunities for improvement. We are thankful for her time and have implemented her suggestions to make Edgewater a safer environment.

Emergency Preparedness: August is the time of year where we update our emergency preparedness plans. This annual event takes a great deal of staff time due to all the components of emergency preparedness. There were no significant changes this year other than some new policies we created related to crisis staffing and cyber-attack. Kudos to Tara Feltz, Infection Prevention and In-service coordinator, for her hard work with emergency preparedness.

Networking Events: I attended the South Wood County United Way Campaign training on August 17th. This year, our goal is to raise \$400 in total at Edgewater. As of writing this, we have already collected almost \$600!

Edgewater hosted a family, staff, and community picnic on August 31st. The event went extremely well. There was entertainment, food, door prizes, and great comradery. We estimate that there were about 125 total people that joined us for the event. Thank you to everyone that came out to join us for this wonderful day. We look forward to doing it again next year.

Employment & Training Programs Update by Lacey Piekarski

FSET Program: The FSET Program finalizes the FFY2022 program year 9/30/22. A key initiative in 2022 to continue into the next program year beginning October 1 is the on-call enrollment process. The NorthCentral FSET Region offers enrollment to customers requesting services immediately Monday – Friday 9am – 4pm daily, rotating Case Managers available via phone throughout the region. Local office

enrollment is offered as a priority whenever possible to build rapport and momentum for goal achievement.

The success of on-call enrollment has built through 2022, ending the month of August with 85% of those referred to the on-call/walk-in worker (78 customers referred) enrolling in FSET (66 customers enrolled). With an extension of the FoodShare work requirement expected to extend into 2023, referral to and capturing interested customers through “in the moment” interest is a priority. The regional FSET team finalized August with 870 customers enrolled throughout the 9-county region, 293 customers residing in Wood County (33% of the entire caseload).

Independent Living: The Independent Living (IL) Program in Wisconsin traditionally serves youth aging out of care ages 17.5 – 21, through age 22 if pursuing an approved post-secondary program through Wisconsin’s Bright Star fund. Effective immediately, Wisconsin’s IL Program upper age limit for services is now age 23; this is a permanent change, not a temporary change ending December 31, 2022 as originally communicated. This change allows for a youth who is IL-eligible access to full case management services and funding up to age 23, which will vary based on review of internal budget capacity. The NorthCentral IL Program is excited to share this continuation of services with our young people, currently serving 27 youth ages 21 – 23 as of 9/9/22. For more information on Wisconsin’s Brighter Star fund - <https://dcf.wisconsin.gov/files/youthservices/pdf/brighterstar-etv.pdf>

Wood County – Wisconsin Rapids Customer Success Story: Tim (name changed for confidentiality) enrolled with the goal to find employment. While enrolled in FSET, Tim lost his housing and was staying in his vehicle while continuing to search for employment. Tim met with his FSET Case Manager weekly to apply for employment and review housing options. FSET funded Tim’s birth certificate, interview apparel, hygiene items, and supported applying for a free phone for employer contact. Tim was referred to Oxford House from FSET, interviewed and accepted immediately following the referral. FSET approved housing funds for Tim’s first month of rent and security deposit while continuing job search activity. Tim applied for employment with FSET employer partner, Home Depot, in early July 2022. Tim was offered a part-time position with Home Depot beginning 8/10/22. FSET is supporting Tim in this job through a 90-day job retention period – providing gas cards for work, work apparel, and case management support. Congratulations to Tim on achieving his goals of obtaining employment and housing!

Family Services Division Update by Jodi Liegl

Training: On August 2nd and August 10th, Family Services hosted a half-day training with the District Attorney’s Office. Assistant District Attorney Jennifer Zima presented information on Wisconsin Statute Chapters 48 and 938 review, procedural matters, testimony and court appearance preparation. The training resulted in rich discussions, connections made and a plan to hold reoccurring training in the future.

Personnel: Our Access and Initial Assessment team is now full with the hire of a Social Worker who is scheduled to start on September 19th. We are actively recruiting for an Ongoing Social Work position and an Ongoing Social Work Supervisor position after receiving the corresponding resignations. We welcomed two Family Resource Coordinators and are actively recruiting for another following a retirement notice.

Norwood Health Center Update by Marissa Kornack

Due to some recent incidents regarding building security, we continue to work on securing quotes to build out walls and add badge scanning doors to the lobby in order to restrict access to the rest of the facility. This has been a somewhat complicated process, as it involves consulting with state engineers in order to meet Life Safety code regulations specific to health care facilities before we can draw up plans.

We plan to bring a proposal forward in the coming months to discuss with the committee regarding funding.

Our search for a permanent psychiatrist continues with Jackson Physician Search. I continue to have weekly calls with our account representative. At the time of writing this, we are happy to report there has been activity/interaction with a potential candidate throughout August and September.

Norwood Nursing Update by Liz Masanz

We continue to use the services of agency staffing. We have two agency CNAs and one agency RN due to vacancies/medical leaves. We continue to wait for word from the Department of Labor for our prevailing wage to be approved in order to move forward with having the contracted agency search for staff internationally.

COVID-19 community transmission level is still in the red, which requires staff not up to date with COVID-19 vaccination to test twice a week. This continues to put a significant time burden on staff to conduct and document testing. We are working with our pharmacy to acquire the newly emergency authorized bivalent booster to administer to residents and staff.

Admissions Unit: Dr. Reimers continues as our acting treatment director via telehealth through contract, with locum psychiatrist coverage on the weekend. We had 26 admissions and 24 discharges in August.

The unit has seen increased census over the last few weeks again, averaging about nine to ten patients. Our full time occupational therapist is out on medical leave. Dr. Winemiller (psychologist), the nurses, the techs, and the social workers have a schedule to cover groups on the unit during her leave. A casual occupational therapist will be covering the required occupational therapy assessments via telehealth.

We had a very nice interview with a new psychiatrist candidate in August. He returned for two days in September to shadow the psychiatrist and treatment team to see the workflow on the unit and fully understand the position.

Nicole S and Liz are working on implementing the new DHS 75 (substance use license) changes to make sure our policies and procedures are in line with the new regulations slotted to start in the beginning of October.

Long Term Care Unit: We expect our annual state survey at any time in the next few months, as they were last here in July of 2021. We continue to work on survey preparation by meeting as a group every week to review our sections of the survey process and audits.

Marissa and Liz have been working through the Phase 3 updates to the regulations, which go into effect the end of October.

The peer specialist continues to conduct groups on Wednesdays for the residents. Residents continue to receive enhanced services through AODA group, psychoeducation groups, peer specialist group, and individual counseling services through the outpatient clinic.

Residents who needed shingles vaccines received them. We are now focusing on getting residents up to date on pneumonia vaccine, as well as preparing for flu shot administration.

Norwood Health Information Department by Jerin Turner

We had a new individual start as a casual receptionist on 8-29-22. They will be working 16 hours a week/every other weekend. We are still recruiting for a second casual receptionist to work the opposite nights/weekends of the other casual receptionist.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of August were 5,980 with revenue of \$35,530. Congregate meals year to date are 42,875 with revenue of \$232,665.

Last month we made you aware that we had approached the ADRC about a potential payment increase per meal to combat the ever increasing food costs and associated loss of income we were experiencing. We are happy to report the increase was approved retroactive to August 1.

At the time of writing this, we have two full-time dietary aide positions vacant, as well as a two full-time cooks. This has made staffing very challenging. We continue to focus a lot of energy on recruitment.

Norwood Maintenance Department by Lee Ackerman

Building Security Upgrades: Work has begun on the various improvements included in this CIP project. So far we have the new camera installed (it is actually a three-in-one camera which covers a wide area) and the badge access readers are in place for the Admissions unit. The badge access still needs to be programmed.

HVAC Upgrades: All wiring has been pulled, new thermostats are in place, and the control panel has been programmed for the second half of this project. What remains is swapping out the old heating valves with the new models and disconnecting air lines no longer in use. We continue to be on track to complete in October.

Emergency Generator: The ARPA committee approved the \$30,000 in additional funds required to finish this project, which will be completed this fall.

Update on the failed communication wire for the outside A/C chiller: As a follow-up to my last report, we continued to have communication issues this month despite installing the new wire. We are working with IT to troubleshoot this problem

Boiler Exhaust Fan: At the time of writing this report, the fans have finally arrived and have been installed. The wiring is still pending. We waited many months for delivery due to supply chain issues.

Grant Opportunity: Work on the air handler control upgrades is scheduled to begin in September.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: September 22, 2022

August Activity: During the month of August we completed/submitted 415 federal forms to include:

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

Activities:

1. Completed as of September 14:
 - a. August 23-27 Central Wisconsin State Fair (outreach booth)
 - b. August 24 - Governor's Blue Ribbon Commission of Veteran's Opportunity (Virtual)
 - c. August 30 – CVSO presentation to Wisconsin Department of Veterans Affairs Veterans Outreach and Recovery Program staff (Hotel Mead)
 - d. September 9 – Fort McCoy's Retiree Appreciation day.
2. Near Future:
 - a. September 19 – Wisconsin Counties Association CVSO Booth
 - b. September 20 – Milwaukee Federal VA Regional Office Director's conference call.
 - c. September 21 – CVSO Association and Wisconsin Department of Veterans Affairs Leadership meeting (virtual).
 - d. September 27 – North East CVSO Regional meeting (virtual).
 - e. October 13- Briefing to Northern Income Maintenance Consortium (virtual).
 - f. October 17-21 – Wood County hosts the CVSO Association Fall Training Conference at Hotel Mead.
 - g. October 26 – Veteran's Toxic Exposure Symposium (PACT ACT) Mc Millian Library 2 & 6 PM.
 - h. November 7 – Presentation on Veterans Benefits/Healthcare to Student Nurses.
 - i. November 8 – Tomah VAMC meeting with CVSO's and Legislative liaisons.
 - j. November 11 – Veterans Day Speech at Ho-Chunk Casino.

Office updates:

1. Office continues to review and reach out to Blue Water Vietnam Navy and Marine personnel. Many veterans have responded and we have submitted claims for compensation. To date Wood County Veterans under this effort have received \$658,160.92 in retroactive payments. Monthly increases totaling \$64,228 or additional \$770,746.80 every year.

Since last month's report: Three new ratings. With retro payments of \$32,867 and monthly increase of \$4,651.

Note: these are just ratings we initiated by reviewing our records on file and contacting the veteran. It does not include claims brought in to our office by the veteran or the normal benefit maintenance activity we do. To date the retroactive payments and the annual ongoing compensation for this initiative have exceed the annual budget for the department.

2. SFC Heath Robinson Honoring our Promise to Address Comprehensive Toxics Act of 2022 (PACT Act) has been signed into law by the President. VA is starting to formalize their rules and plan of action. Our office in conjunction with the Wisconsin Rapids VFW are holding a Veteran Toxic Exposure symposium on October 5th at the McMillian Library. We have briefly discussed holding another in Marshfield. We have reviewed one of the file drawer in Wisconsin Rapids office and already have identified 24 Vietnam Era veterans, 24 Global War on Terror Veterans potentially effected by the PACT Act and 6 other claims to follow up on. Form letters are being drafted to send to veterans. We have 29 file drawers in Wisconsin Rapids.
3. Governor Evers's Blue Ribbon Commisiion on Veteran's Opportunity has finished its meeting and the final recommendations to the Governor have been submitted. A copy of the report can be found at <https://dva.wi.gov/Pages/aboutWdva/BlueRibbonCommission.aspx>

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

Members Present: Bill Leichtnam, Dave LaFontaine, Laura Valenstein, Jake Hahn, Carmen Good

Members Excused: Tom Buttke

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Victoria Wilson and Jeff Brewbaker (via Webex for part of meeting)

Land & Water Conservation Staff: Shane Wucherpfennig

UW Extension Staff: Jason Hausler (via Webex & in person)

Others Present (for part or all of the meeting): Dennis Polach, District 14 Supervisor; Bill Clendenning, District 15 Supervisor; Gail Kretschmer, Town of Saratoga; Rhonda Carrell, Town of Saratoga; Kylee Crist, Schalow's Nursery; Tami Hahn, City of Pittsville; Mark Bowie & Karen Olson, C2 Makerspace; VIA Webex: Lance Pliml, District 16 Supervisor; Ray Bossert, Village of Port Edwards; Scott Larson, MACCI; Ben Jeffrey, Health Department

1. **Call to Order.** Chairperson Leichtnam called the CEED Meeting to order at 9:00 a.m.

2. **Declaration of Quorum.** Chairperson Leichtnam declared a quorum.

3. **Public Comment.** None.

At this time with consensus from the Committee, items 15b, 15c and 15d were moved up on the agenda. See 15b, 15c and 15d.

4. **Review Correspondence.** None.

5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the September 7, 2022 CEED meeting, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Planning & Zoning, Land & Water Conservation and UW Extension offices.

a. Approve minutes of previous meeting. No additions or corrections needed.

Motion by Dave LaFontaine to approve and accept the September 7, 2022 CEED minutes. Second by Jake Hahn. Motion carried unanimously.

b. Approve bills. No additions or corrections needed.

c. Receive Staff Activity Reports. No additions or corrections needed.

Motion by Dave LaFontaine to approve and accept the September 7, 2022 bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.

6. **Review items, if any, pulled from Consent Agenda.** None.

At this time with consensus from the Committee, items 15c and 15d were moved up on the agenda. See 15c and 15d.

7. **Risk and Injury Report.** None.

8. Discussion of ARPA Spending Priorities.

There will not be an update on this until after the budget is finalized.

9. Land & Water Conservation Department

a. Approve low bid for Paul Lippert's (Charnwood LLC) sand cell abandonment project.

Shane opened two bids prior to the meeting.

Bid from Becker Trucking: \$8,967 & Bid from Kolo Trucking: \$12,884

Motion by Dave LaFontaine to enter into contract that is most advantageous (Becker Trucking @ \$8,967) to Wood County. Second by Carmen Good. Motion carried unanimously.

b. Discuss Nonmetallic Mining fees and Financial Assurance

Shane gave an overview of what the research he has done into surrounding counties and their fees. He has not gotten as much feedback as he would like so this item will be on November's agenda.

c. Committee Reports:

i. Citizens Groundwater Group

Bill Leichtnam gave an overview of the CGG meeting on September 23, 2022. (Notes are included in the packet for this meeting.) Next meeting is Monday October 17, 2022 at 2:00pm in the Wood County Courthouse, Room 114.

ii. Health Committee report

Ben Jeffrey stated that next Armenia Growers Coalition MOU meeting is Wednesday October 26, 2022 at 1:30p.m.

iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report

Bill Leichtnam stated CSGWCC did not meet in September but will meet on the fourth Monday of October.

iv. Golden Sands RC&D report

Bill gave an overview of the September 15th meeting.

10. Budget Discussion-No discussion

11. Private Sewage-In packet

12. Land Records-In packet

13. County Surveyor-No update

14. Planning-In packet

15. Economic Development.

a. North Central Wisconsin Regional Plan Commission update

Jason Grueneberg stated he is working with NCWRPC to finalize the work program for 2023.

One of the biggest projects is the County Comprehensive Plan. A housing assessment will begin soon. Work continues on the Bicycle & Pedestrian Plan.

b. Update from Town of Saratoga, Nepco Lake Rest Area and consider release of 2022 Economic Development Grant Funds

Gail Kretschmer was present to answer questions on the presentation that was included in the packet.

Jake Hahn made a motion to release \$20,000 in Economic Development grant funds to the Town of Saratoga. Second by Dave LaFontaine. Motion carried unanimously.

c. Update from the C2 Makerspace and consider release of 2022 Economic Development Grant Funds

Mark Bowie and Karen Olson gave an overview of the work being done at the C2 Makerspace.

Jake Hahn made a motion to release \$30,000 in grant funding to the C2 Makerspace. Second by Dave LaFontaine. Motion carried unanimously.

d. Update from City of Pittsville, Building Incentive Program & LED Message Board and consider release of 2022 Economic Development Grant Funds

Tami Hahn gave a brief overview of the two projects and the information included in the packet.

Dave LaFontaine made a motion to release \$40,000 in grant funding to the City of Pittsville. Second by Laura Valenstein. Motion carried unanimously.

16. Extension.

a. General Office Update

Jason's position has been posted and will close on October 10. It is possible he will need to extend that deadline by one week. Jason will be available until his replacement is hired.

The WCA will be meeting soon and Jason will serve on that committee.

Clean Sweep was a success again this year.

Science by the River will take place on October 15.

This week is National 4H week.

b. Natural Resources Educator Update

There has been a verbal acceptance from an applicant for this position. This person should be on staff by the next CEED Meeting.

c. Draft Extension Contract for 2023

Jason gave an overview of the draft contract. There were two additions to the contract but no other changes.

17. The Committee may go into closed session pursuant to Wis. Stat. 19.85 (1)(f) to consider a leave of absence request. This item was left on the agenda from last meeting in error.

18. Return to open session. Not needed.

19. Requests for per diem for meeting attendants. None.

20. Schedule next regular committee meeting.

Wednesday November 2, 2022 at 9:00 a.m. in Room 105

21. Agenda items for next meeting.

- a. Approve Nonmetallic Mining fees and Financial Assurance
- b. Report on status of Armenia Growers Coalition MOU and discussion of future actions.
- c. Approve UW Extension Contract

22. Schedule any additional meetings if necessary.

None

23. Adjourn

Chair Bill Leichtnam declared the CEED Meeting adjourned @10:03 a.m.

Minutes by Victoria Wilson, Planning & Zoning Office and in draft form until approved at next meeting.

JOINT MEETING OF THE NORTH CENTRAL ITBEC BOARD AND NORTH CENTRAL ITBEC TOURISM COMMITTEE

May 26, 2022

Incredible Bank
Tomahawk, WI

MINUTES

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

ROLL CALL/INTRODUCTIONS:

North Central ITBEC Board: PRESENT: Mike Klimoski, Langlade County; Chris Schultz, Oneida County; Arlyn Tober, Shawano County; Lance Pliml, Wood County; William Chaney, Forest County; Keri Beck, Langlade County; Jennifer Short, Marinette County; Bill Korrer, Oneida County; Phil Idsvoog, Portage County; Theresa Serrano, Shawano County; Brad Hamilton, Wood County. **EXCUSED:** Cindy Gretzinger, Forest County; Al Haga, Portage County; and Stacey Butler, Florence County. **ABSENT:** Fran Modschiedler, Florence County; Glen Broderick, Marinette County; Stephanie Holman, Oconto County; Joseph Wildcat, Sr., Vilas County; and Samantha Boucher, Oconto County.

North Central ITBEC Tourism Committee: PRESENT: William Chaney, Forest County; Mike Klimoski, Langlade County; Keri Beck, Langlade County; Sherry Hulett, Lincoln County; Jennifer Short, Marinette County; Autumn Rockhill, Marinette County; Chris Schultz, Oneida County; Phil Idsvoog, Portage County; Sara Brish, Portage County; Arlyn Tober, Shawano County. **EXCUSED:** Clyde Nelson, Lincoln County; Leah Trojan, Vilas County. **ABSENT:** Chad Hedmark and Jason Nevens, Florence County; Mike Miller, Forest County; Stephanie Holman, Oconto County; Samantha Boucher, Oconto County; Collette Sorgel, Oneida County; and Theresa Serrano, Shawano County.

Others Present: Jeff Anderson, Travel Wisconsin and Jim Rosenberg, WEDC.

WCA Staff: Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Idsvoog, second by Chaney, to approve the minutes of the March 31, 2022 meeting. Motion carried.

ELECTIONS: The floor was opened for nominations for North Central ITBEC chairperson, vice-chairperson and secretary. Mike Klimoski was nominated for chairperson, Phil Idsvoog was nominated for vice-chairperson and Lance Pliml was nominated for secretary. Motion by Korrer, second by Hamilton, to close nominations and cast a unanimous ballot for Klimoski as chairperson, Idsvoog as vice-chairperson and Pliml as secretary. Motion carried.

WCA STAFF REPORT: Sarah Diedrick-Kasdorf provided an update on ITBEC membership following the 2022 county board elections, as well as on ITBEC staffing changes.

DISCUSSION ON NORTH CENTRAL ITBEC BYLAWS REVISIONS: Sarah Diedrick-Kasdorf discussed that a bylaws review would be in order for the ITBEC as the bylaws were last amended in 2007. In addition, it appears some of the language is outdated and may no longer reflect the work of the ITBEC. Proposed bylaws changes will be presented at the next meeting for consideration by the board.

CONSIDERATION OF TRAVEL POLICY FOR TRADE SHOWS: Sara Brish discussed the need to develop a travel reimbursement policy to cover costs associated with staffing a trade show booth, including mileage, lodging, meals, parking and entry fees. A written proposal will be considered at the next meeting.

NORTH CENTRAL ITBEC FINANCES: Sarah Diedrick-Kasdorf provided members with a written financial report dated May 19, 2022. Members also discussed dues for 2023. Motion by Idsvoog, second by Schultz, to maintain dues at 2022 levels. Motion carried.

NORTH CENTRAL ITBEC PROJECT UPDATES: Members discussed the following topics: sports shows, Wisconsin Bike Federation's Ride Guide ad and banner ad on website, Lightburn contract to update website and assist with Google search, and the Department of Tourism FAM Tour scheduled for late summer/early fall in North Central Wisconsin.

STATE DEPARTMENT UPDATES: Jeff Anderson from the Wisconsin Department of Tourism reported on the following items: summer campaign, post events to Travel WI, Co-op Program for 2023, JEM grants, economic impact figures, potential partnership opportunities at the state fair.

Jim Rosenberg from the Wisconsin Economic Development Corporation reported on the following: Main Street Bounce Back program; J-1 visas and their relationship to the workforce shortage; and the top four issues facing business: workforce, broadband, transportation and housing.

SET NEXT MEETING DATE AND LOCATION: The next meeting is tentatively set for July 28, 2022 in Marinette County.

ADJOURNMENT: The meeting adjourned at 11:17 a.m.



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

4-H – Positive Youth Development

Laura Huber, 4-H Program Educator

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

- Planning for a workshop series (Juntos Middle School) for youth and adults, where they learn about the successful transition to high school, higher education options, and making education a family goal. The goal of this effort is to give families knowledge, skills, and resources to successfully graduate from high school and pursue higher education. Laura Huber and Jackie Carattini built a partnership with First Presbyterian, Marshfield's Immigration Action Team to offer the Juntos Middle School Family Workshop series. We reached out to all of our local school districts, extending into Clark and Marathon counties, the 5-week series will be held in the fall of 2022.
- A live radio interview on local radio (WFHR) where the listeners learn about 4-H's positive youth development programs. These interviews help reach new audiences and help garner support for overall 4-H efforts.

Agriculture

Matt Lippert, Agriculture Educator

- Live radio interviews on local radio stations where the listeners learned about current agriculture programs and issues. The purpose of this effort is to increase understanding of food production systems.
- Planning for a pasture walk program to be held for graziers to learn about pasture management for improved production and environmental sustainability

Community Development

Kayla Rombalski, Community Development Educator

- Coordinated Wood County Clean Sweep in Marshfield. 151 residents (vehicles) dropped off hazardous waste materials for safe disposal.
- Planning Science by the River, a one-day event to engage children and families in hands-on science demonstrations and activities. Event is October 15, 2022.





- Joined Wood County Child Care Task Force as a facilitator. The group identified six strategies to address the childcare shortage in Wood County communities.
- Supporting the Pittsville Area School District and Business Coordination Group in their economic development efforts. The community was selected as a Community Economic Analysis for Rural Wisconsin Communities grant recipient.

Cranberry Outreach

Allison Jonjak, Cranberry Outreach Specialist

- Yield samples were collected from two herbicide studies determining chemistries of promise for weed control in early season cranberry weeds and late season Cranberry weeds
- Yield samples were collected from three fungicide studies determining chemistries of promise for disease control in cranberries to avoid resistance
- Yield samples were collected from three insecticide trials determining promising methods of protecting cranberries from cranberry flea beetle and from adult and nymph blunt nose leaf hoppers
- Crop destruct performed on all the above trials
- Report developed for Chancellor detailing cranberry work
- Filmed 11 videos for Cranberry education for new hires to the cranberry industry to familiarize themselves with agronomy

FoodWise

Hannah Wendels, FoodWise Nutrition Educator

- A Farmers Market tour for limited-resource audiences where food resources and information on how to use SNAP benefits were shared in order to increase SNAP and WIC redemptions at Farmers Market and improve community resilience.
- A Healthy Living series for teens (grades 9-12) at the alternative high school (River Cities), where students learn basic life skills such as food preparation and cooking skills, budgeting and finance skills, and mindfulness activities to better prepare them for their future and living on their own.

Horticulture

Janell Wehr, Horticulture Educator

- An interactive web-based class for novice gardeners with limited resources, where participants learned proper garden sanitation, harvest, and storage techniques. This effort was designed to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.



- An interactive web-based class for novice gardeners with limited resources, where participants learned UW-Madison Extension resources available to Wisconsin gardeners. This effort was designed to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- A radio interview for WFHR Morning Magazine program where listeners learned about IPM based indoor gardening strategies. The goal of this effort is to reduce the use of chemical inputs/pesticides by home gardeners.
- A meeting for Wood County Master Gardener Board members, where volunteers in leadership roles continue to navigate changes to the Master Gardener model to maintain, improve, and strengthen community partnerships in the area of horticulture education.
- An in-person horticulture course where Wood County Master Gardener Trainees learn the fundamental principles of IPM based gardening to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.

Human Development and Relationships

Jackie Carattini, Human Development and Relationships Educator

- A Healthy Living series for teens (grades 9-12) at the alternative high school (River Cities), where students learn basic life skills such as food preparation and cooking skills, budgeting and finance skills, and mindfulness activities to better prepare them for their future and living on their own.
- A virtual 6-module course for incarcerated participants, where they learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords and manage housing expenses. Through this, homeless populations and those who have negative rental records are able to increase their ability to find and keep affordable housing, thereby increasing their stability and decreasing their reliance on public supports.
- In person, 6-module courses in WI Rapids and Marshfield for future renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords and manage housing expenses. Through this, homeless populations and those who have negative rental records are able to increase their ability to find and keep affordable housing, thereby increasing their stability and decreasing their reliance on public supports.
- A program for families and individuals, where participants learn to address their current financial situation by creating individual financial goals. The goal of this program is to enable participants to prepare for and take charge of household financial situations that occur due to changes in income or unforeseen hardships.



Extension

UNIVERSITY OF WISCONSIN-MADISON
WOOD COUNTY

September 2022

UPCOMING PROGRAMS

- [StrongBodies | Tuesdays & Thursday, October 11-December 15; 9:00-10:15am](#)
- [Tips for Getting Landscape Plants Ready for Winter | Thursday, October 13; 12:00pm](#)
- [Protecting Young Trees from Animal and Other Damage Over Winter | Thursday, October 20; 12:00pm](#)
- [Maintaining Your Festive Houseplants | Thursday, October 27, 12:00pm](#)

Staff Report for September

Caleb Armstrong

- Worked on cost-share contracts with Glen Peplinski to cover his no-till drilling along with some fall cover crop applications.
- Delivered no-till drill to John Halverson where he interseeded a pasture forage mix into his rotational grazing system pastures.
- Had a cover crop demonstration that I worked with the Sheriff's office on. We used the drone to take video of a unique way of planting fall cover crops into standing soybeans with leaves on.
 - We used the drone to get multiple angles of the cover crops getting broadcasted on the plants, while also seeing the seed getting dispersed on the field.
 - Will be doing a field check later this week to see the cover crop start to germinate.
 - Will also be doing another drone footage when crops are being harvested so we can see the green vegetation underneath the soybean residue.
- Delivered no-till drill to Ralph Hamel where he is interseeding into an existing pasture.
- Shane and I had to do some work to the no-till drill as we had a leaking valve that needed some replacement parts for the rubber seals.
 - Drill is back up and running and still seeing heavy use.
- Helped Rod do inspections on reclamations of non-metallic mines and identifying species of plants growing along these sites.
- Presented at a grazing tour and talked to multiple farmers about the importance of having a good nutrient management plan on a rotational grazing farm even though there is no "crops" being planted.
- Rod and I started our crop damage appraisals on farms inspecting hundreds of acres for deer damage on corn silage before farmers start to harvest the corn.
 - Beans will be starting very soon as plants are starting to dry out.
- Working with George Gilbertson on implanting cover crops into his fields and getting cost-shared for them.
- Proceeded with the last one of the year Mill Creek water sampling.
 - Sampling will begin again next May
- Proceeded with the monthly streamflow monitoring of some of the creeks in southern Wood County.

Activities Report for Emily Salvinski

-September 2022-

- **Wednesday, September 7.** Took water samples from 4 locations throughout the Mill Creek Watershed. Worked on completing 2022 NMP shapefile for DATCP reporting.
- **Thursday, September 8.** Picked up Mill Creek contract from farmer. Worked on P reduction scenarios in Snapplus.
- **Monday, September 12.** Finished shapefile for DATCP NMP reporting and filled out/submitted their survey. Prepared materials for farmer interested in cover crop cost-sharing.
- **Tuesday, September 13.** Worked with DNR BITS person to understand program better for MDV vs TRM grants.
- **Wednesday, September 14.** Worked on adding cost-share agreement numbers, names and dates into BITS (DNR grant reporting system). Attended badger crop connect online.
- **Thursday, September 22.** Attended staff meeting. Made up contracts for 2 farmers for cover crops (added to gis, spreadsheets, snap plus reduction calculations for one). Met with farmer about cost-sharing.
- **Friday, September 23.** Made up contract for cover crop and no-till (added to spreadsheets, gis, snap plus reduction calculations) for farmer we just met with. Took stream flow measurements.

Activities Report for Kyle Andreae – September, 2022

- September 1 – Richardson construction inspections
- September 2 – Richardson construction inspections, Borchert soil pits
- September 5 – Holiday
- September 6 – Borchert Survey, Richardson inspections/ damage assessment
- September 7 – Richardson repair determinations, Borchert design
- September 8 – Schill design review, Borchert design
- September 9 – Borchert cost estimate and design alternatives analysis
- September 12 – Borchert re-design
- September 13 – Borchert survey/ re-design
- September 14 – Borchert re-design
- September 15 – Borchert re-design/ site visit
- September 16 – Borchert re-design
- September 19 – Borchert re-design
- September 20 – Borchert re-design, Gust permitting
- September 21 – Borchert re-design, Nauman design
- September 22 – Borchert re-design, Nauman design
- September 23 – Nauman design, Richardson construction inspections/as built
- September 26 – Richardson as built, Borchert re-design, VOH Concrete meeting
- September 27 – Borchert re-design
- September 28 – Borchert test pits, Borchert re-design
- September 29 – Borchert re-design
- September 30 – Borchert re-design

***Activities Report for Lori Ruess
September 2022***

- Answered phones and replied to emails.
- Reviewed payroll reports and payroll registers.
- Completed August sales tax report and forwarded to Finance.
- Attended September 22 staff meeting to discuss budgets.
- Completed change order and reimbursement request for manure storage closure and submitted to DATCP for reimbursement.
- Completed LWCD payroll percentages and forwarded to Finance prior to the September 8 and September 22 payroll.
- Worked on the LWCD office procedure manual.
- Verified general ledger and compiled information for the third quarter Wildlife Damage reimbursement request.
- Worked on articles for the Fall Conservation Connection newsletter.
- Worked on putting together the 2023 tree and shrub order form.
- Completed change order for well decommissioning project.
- Completed reimbursement request form for well decommissioning project and forwarded to DATCP for reimbursement.
- File and binder cleaning.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.
- Vacation days – September 9, 23, 28, 29, & 30.

Activities Report for Rod Mayer – August 2022

- Additional crop damage tags issued to Urban – DNR correspondence – etc.
- NMM research and correspondence for change in form and bank for Verso mine site – changing company name.
- DNR storm water permit terminations research – correspondence with DNR.
- Created location maps for fence builds – large design maps, contacted marsh owners – Site visits to WI River Cranberry and Glacial Wilderness unit with contractor to go over projects prior to bidding. Followed with correspondence to contractors for bidding.
- New Act 82 crop damage shooting permits correspondence Weinferter-Jones. Field maps, field visit, enrollment paperwork, signatures, update database, sent to DNR.
- Processed Oelke Act 82 shooting permits for Oelke.
- New pond info sent to Heckel – wetland reviews.
- Set up Deer Donation program for Wood County: Printed binder updates & put together for processors, met with 2 processors and completed paperwork for enrollment, contacted 3 pantries and signed up to receive processed venison, sent packets to pantries, sent paperwork to DNR, completed advertising poster, etc.
- New Act 82 crop damage correspondence for Mueske. Field maps, field visit, enrollment signatures, update database, sent to DNR.
- Fence build bid opening – reviewed bids, accepted low bid, letters to contractors and marsh owners.
- Complete fence contracts for WI River Cranberry fence and Glacial Lake Wilderness Unit fence. (Parcel research, descriptions, exceptions, etc.)
- Met with WI River Cranberry to go over contract and notarize signature.
- New pond info sent to Grimm.
- WI river field visit with contractor – go over issue areas – exception – plans for the build.
- New pond info sent to Krueger.
- Act 82 correspondence sent to Hoffman.
- Discussions with Tetra Tech for Viola borrow site – waste facility expansion.
- Landowner culvert concerns on WI River Cran marsh – correspondence.
- Worked on 2022 crop prices spreadsheet – contacts – etc.
- Created packet for Nikolai Day Road mine site for DNR opinion (mine site vs fill site) – scanned reclamation plan, maps, notes, etc. Sent to DNR.
- Act 82 damage permits for Veedum Cranberry.
- Land sale of a mine site correspondence with new buyer over phone – future meeting.
- Prepared field maps and appraisal forms for corn inspections.
- Mine site reclamation inspections for Gabel and Pies mines. Print inspection maps – created veg. transect spreadsheet for field. Completed vegetative transect testing on sites.
- Corn Silage wildlife appraisals for Marti Farm (10 fields completed).
- Sent pond complaint possible NMM site in Saratoga letter to landowner.
- Issued additional wildlife tags to Hay Creek Cranberry.



Activities Report for Shane Wucherpennig – September, 2022

- **September 1** – Landowner visits, contracts
- **September 2** – Tracking and Database management, Test holes Adam Borchart, Meeting with Bill L. and Goulong Liang
- **September 3** – CEED Meeting, Field day at Marshfield Ag Research Station (MARS)
- **September 5** – Landowner visits, contracts
- **September 6** – Worked on designs and plan sets.
- **September 7** – Worked on designs and plan sets.
- **September 8** – Data base updates and data entry, Worked on designs and plan sets
- **September 9** – Jeff Wiernick survey
- **September 12** – Landowner visits, contracts
- **September 13** – Tracking and Database management
- **September 14** – Budget review with finance
- **September 15** – RC& D meeting
- **September 16**– Worked on designs and plan sets.
- **September 19** – Worked on designs and plan sets.
- **September 20**– Worked on designs and plan sets.
- **September 21**– Virtual meetings
- **September 22**– Staff meeting, field visits
- **September 23**– Worked on designs and plan sets.
- **September 26**– Worked on designs and plan sets.
- **September 27**– Worked on designs and plan sets.
- **September 28** – Site visits, site survey
- **September 29**– Worked on designs and plan sets.
- **September 30**– Worked on designs and plan sets.

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Friday, September 23, 2022
TIME: 2:00 p.m.
LOCATION: Conference Room 114-Wood County Courthouse & Teleconference via WebEx

Present (In person or via WebEx): Bill Leichtnam, Bill Clendenning, Gordon Gottbeheut, Sara Walling, Bruce Dimick, Emily Salvinski, Mike Krizan, Karoline Whitman

1. **Call Meeting to Order:** Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** None.
3. **Speaker – Sara Walling, Senior Policy Manager, Agriculture & Restoration-Alliance for the Great Lakes**

Intro to Farm Bill:

Why does the Farm Bill matter?

- It's huge! \$428 billion in 2018
- It's going to pass (fingers crossed)
- Farms typically largest source of nutrient pollution
- Our opportunity to engage in reshaping system

History of the Farm Bill

- 1933: First Farm Bill passed as part of the New Deal
- 1935: Soil Conservation Act
- 1936: Soil Conservation and Domestic Allotment Act
- 1985: Title II: Conservation
- 18 Farm Bills passed since 1933

Conservation Title

- Over 20 programs and subprograms
- Set-aside and easement programs
- Compliance-oriented programs
- Stewardship-oriented incentives

Conservation Compliance

- Swampbuster: Farmers who accept Farm Bill benefits (commodity, crop insurance, loans, conservation, etc.) must have a soil conservation plan for their highly erodible soil
- Sodsaver: Benefits are reduced if production occurs on native sod

Source Water Provision

- Source Water Protection: The 2018 Farm Bill required 10% of all annual funding for conservation program (except CRP) be used for water protection practices FY 2019-FY 2023

Advancing Equity

- 2018 Farm Bill included provisions to increase access to programs for:
 - “Historically underserved” farms and ranchers:
 - Socially disadvantaged
 - Beginning
 - Limited resource
 - Veteran
- Some programs provide a higher percentage of covered costs for historically underserved producers (EQIP) or set aside a designated portion of funds for historically underserved applicants (i.e. CIG, CSP), or are ranked higher (RCPP)
- Conservation Outreach: Racial Equity and Justine Conservation Cooperative Agreements

Legislative Context

- Republicans expected to take Congress
 - Hearings
 - Marker bills
 - Agriculture Committees

- Markups
- Full vote
- Conference committee

Our Priorities:

- Modernize Crop Insurance
- Double Conservation Funding
- Limit CAFO (Concentrated Animal Feeding Operations) Spending
- Prioritize Water Quality Outcomes

How did the coalition develop our priorities?

- 6-month collaborative process
- Policy options were nominated by workgroup participants
- 3 months of presentations, research and discussion of criteria
- Poll to vote on top priorities for coalition action, January 2022
- Small working groups wrote principles statements

Modernize Crop Insurance

- Largest farm subsidy program
- Climate-related losses growing
- Often required for loans/leases
- Driver of monoculture cropping and planting on marginal land
- Needs to evolve, but it's politically challenging

Double Conservation Funding

- Why it's a priority
 - Farm Bill conservation programs are America's largest source of funding to encourage conservation on farms and ranches
 - Without effective regulation of farm runoff, education and incentive programs are our best tool to reduce widespread nutrient pollution in our waterways
 - Farmer/rancher demand for these programs far exceeds available funding
- What we're asking for
 - Double funding for the suite of conservation programs to \$12 billion per year

Limit CAFO Spending

- Why it's a priority
 - EQIP designates 50% of program funding for livestock, much of which goes to CAFOs and subsidizes environmentally harmful practices
- What we're asking for
 - Remove the requirement for 50% of EQIP funding to go towards livestock
 - Redirect federal funding towards a variety of regenerative, soil-, water-quality, equity-, and climate-based practices that protect water, air, soil, and community health

4. **Correspondence/Updates/Handouts/Reports on Meetings Attended:**

- 9/22/22- Health & Human Services
- 9/15/22- Portage County Groundwater Citizens Advisory Committee

5. **"Action Items" proposed to CEED Committee by Wood County CGG:** None

6. **Roundtable:** Discussion around possible structural change to CGG meetings.

7. **Announcements by members / visitors (upcoming related events / meetings):** Bill Clendenning suggested attendance of River Alliance meeting.

8. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with suggestions for future speakers. Bill Leichtnam will contact Secretary Preston Cole. Bruce Dimick suggested Brad Pfaff. October - None.

9. **Agenda Items for next meeting:**

Agenda items should be submitted to Bill Leichtnam by the second Monday of the month.

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

The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, October 17th at 2:00 p.m. This will be an in-person and virtual WebEx meeting.

11. **Adjourn Groundwater Group Meeting:**

Bill Leichtnam declared the meeting adjourned at 3:20 p.m.
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Notes by Karoline Whitman, Planning & Zoning Office



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for October 5, 2022

1. Economic Development (Jason Grueneberg)

Jail Project Planning – I have been continuing to assist with the Jail Project planning. This past month I have been working with the City of Wisconsin Rapids on the installation of pedestrian crossing lights on Baker Drive. I also drafted agreements for use of a portion of the city-owned Triangle Development for contractor parking, and use of County-owned property (Ebsen property) at the intersection of Saratoga St. and Jackson St. for use as a project staging area.

REDI Plan – The REDI (Rural Economic Development Innovation) Plan is Wood County's Economic Development Strategy. In the past month Kayla Rombalski from UWEX and I have been contacting individuals to serve on REDI implementation teams.

Central Wisconsin Economic Development (CWED) Fund – As the Treasurer of the CWED fund that provides micro loans and gap financing for businesses, I have been working with the fund administrative services provider on establishing a budget for the year ahead. With the fiscal year closing out soon, I will be working with the CWED Finance Committee to perform an audit of the fund.

2. Planning& Zoning (Adam DeKleyn)

September was another productive month for P&Z. I provided land use planning and zoning assistance to several municipalities and community officials. Some highlights include: preparing a draft future land use plan and map for the City of Nekoosa; initiating a comprehensive plan update with the Town of Cameron; training the new Town of Grand Rapids ZA; and presenting zoning updates to the Town of Rudolph. [County Plat Review](#) has remained steady, with mostly CSMs submitted. We also closed out our first private well filling and sealing enforcement case with successful compliance. Reach out with any questions.

3. Land Records (Paul Bernard)

- a. Parcel Mapping as needed
- b. Address Mapping – getting data up to NG911 standards
- c. Working with highway and getting them set up for editing gis data
- d. Custom maps as needed

4. **Code Administrator (Jeff Brewbaker)**

08-26- through 9/5/2022-Vacation

09-06-2022- Inspected replacement mound TN: 20

09-07-2022- Inspection report mound TN: 15, Inspection report conventional TN: 07

09-08-2022- Issued shoreland zoning permit for shed >300 to Lake Wazeecha TN: 07

09-09-2022- Inspected new A+0 mound TN: 15

09-12-2022- Several in office appointments regarding cranberry flooding and bad holding tanks

09-13-2022- Reviewed soil evaluation, mound plan, and sanitary permit issued TN: 06

09-14-2022- New mound inspection report TN: 20, Inspected replacement holding tank TN: 02

09-15-2022- Nasonville School aerobic startup, Holding tank inspection replacement

09-16-2022- Soil evaluation, A+4 mound plan review, and sanitary permit issued TN: 21, Inspected new A+0 mound TN: 01

09-15-2022- Inspected (2) mounds both A+0 TN: 21 & 20, Shoreland zoning onsite TN: 18, Soils on-site Nekoosa

09-19-2022- Soils On-site TN: 09, Meeting with realtor on-site well abandonment TN:18

09-20-2022- Soil evaluation, hydrograph, plan review, conventional permit issued TN: 07, Kimbell well hydrograph reading

09-21-2022- Mound replacement core TN: 21, A+4 mound inspection TN: 12, Shoreland rip-rap project TN: 02

09-22-2022- Holding tank plan review, permit issued TN: 10, Well location permit TN:19

09-23-2022- Inspected replacement A+4 mound TN: 15, Soils evaluation, plan review, issued permit replacement A+4 mound TN: 19

09-26-2022- Issued two shoreland zoning permits for repair work on Enbridge gas pipeline TN: 19 & TN: 13

09-27-2022- Inspected A+0 replacement mound TN:01, Complaint Investigation follow up with Health Dept., Inspected A+4 replacement mound TN:16

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

9-1-2022– Mound Plow TN-07. Conventional inspection TN-07. Mound plow TN-10. Holding tank inspection TN-03

9-2-2022 – Mound plow TN-06. Mound re-inspection TN-08. Mound re-inspection TN10. Mound re-inspection TN-06.

9-5-2022 – Labor Day

9-6-2022 – Mound plow TN-14. Mound re-inspection TN-14. Holding tank application review and approval TN-15.

9-7-2022 – Mound plow inspection TN-08. Well permit review and approval TN-07. Reconnect permit review and approval TN-15. Permit renewal TN-15.

9-8-2022 – Mound re-inspection TN-08. Permit/soil tests housekeeping in files. Well permit review and approval.

9-9-2022 – Mound plow inspection TN-01. Mound re-inspection TN-01. Assisted land owner in locating septic system TN-18.

9-12-2022 – Mound permit application review and approval TN-06 X 1. Mound permit application review and approval TN-02 X 1. Wisconsin Healthy Lakes and Rivers Shoreland project grant review.

9-13-2022 – Floodplain meeting with landowner TN-13*. Shoreland meeting with landowner TN-13. Wood County Parks Department shoreland permit review and approval for Powers Bluff.

9-14-2022 – Reviewed and approved mound permit application TN-22. Setup new work phone.

9-15-2022 – Review and approve conventional permit application TN-18. Parcel research C-34.

9-16-2022 – Holding tank inspection TN-12. Shoreland permit review and approval TN-18. Holding tank permit review and approval. Well permit review and application X 2.

9-19-2022 – Mound inspection TN-08. New work phone setup.

9-20-2022 – Conventional inspection TN-07. Conventional inspection TN-18. Mound permit review and approval TN-16.

9-21-2022 – Mound plow inspection TN-12. Pumped conventional inspection TN-13. Well permit review and approval X 1.

9-22-2022 – Mound re-inspection TN-12 X 2. Mound Plow inspection TN-16. Geo-mat inspection TN-12.

9-23-2022 – Mound application review and approval TN-18. Mound re-inspection TN-16.

9-26-2022 – Mound plow inspection TN-21. Mound re-inspection TN-21. Well permit review and approval X 2. NEPCO lot impervious surface area review. Conventional permit review and approval TN-13 X 2. Conventional application review and approval TN-18.

9-27-2022 – Conventional inspection TN-18. Privy permit review and approval TN-13.

9-28-2022 – Mound permit application approval and review TN-12. Shoreland site plan review and approval TN-18.

6. Office Activity (Victoria Wilson & Karoline Whitman)

- a. Monthly Sanitary and Well Permit Activity – There were 19 sanitary permits, 10 well permits and 5 shoreland permits issued in October 2022.
- b. Septic Maintenance Notices – Final (Second) Septic Maintenance notices were mailed out on Friday September 23rd. Of the 3,011 notices mailed out in April, 668 homeowners still have not had their maintenance done. These homeowners have until October 24th to have service reported.
- c. ArcGIS Pro Software Project – Victoria continues to assist Paul with Point of Interest projects. Paul is hoping to train Karoline on projects so she is able to assist as well.
- d. Attended the following meetings/trainings & activities:
 - i. September 7th CEED meeting (VW)
 - ii. September 23rd Operations Budget hearing (VW)
 - iii. September 23rd Citizen's Groundwater Group (KW & VW)

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: October 7, 2022
 TIME: 9:00 a.m.
 PLACE: Room 114, Wood County Courthouse
 TIME ADJOURNED: 10:20 a.m.
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam, Ed Wagner, Joseph Zurfluh, William Voight
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. Supervisor Voight spoke recently to a crowd in Auburndale and the audience seemed to understand and agree with the County's plans to build a new jail.
3. The minutes for the September 2, 2022, meeting were reviewed. **Moved by Wagner, seconded by Zurfluh, to approve the minutes. All ayes.**
4. The Committee reviewed the claims of Bryan Keith and Ben Pies. These claims will be provided to the county board.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Leichtnam, seconded by Wagner, to approve the reports and payment of department vouchers. All ayes.**
7. The Committee reviewed correspondence and legislative issues.
 - a. Citizens Groundwater Group report. Brief summary given.
 - b. Resolution on real estate transfer fee revenue sharing. **Moved by Clendenning, seconded by Wagner, to send the resolution on to the county board. All ayes.**
 - c. Application on cap on meeting attendance. **Moved by Clendenning, seconded by Leichtnam, to change the cap to 135 maximum meetings per year.** Discussion had. **1 aye, 4 nays.** Supervisor Clendenning voted aye.
 - d. Resolution on Assistant District Attorney salaries. **Moved by Wagner, seconded by Voight, to present the resolution to the county board. All ayes.**
 - e. Resolution for legislation to grant benefits to Hmong veterans. **Moved by Clendenning, seconded by Leichtnam, to present the resolution to the county board. All ayes.**

- f. Amendment to Ordinance 236 on hemp-derived cannabinoids.
Moved by Wagner, seconded by Leichtnam, to present the resolution to the county board. All ayes.
- g. Resolution to increase Child Support funding.
Moved by Voight, seconded by Leichtnam, to present the resolution to the county board. All ayes.
8. Minimal discussion of employee hours. No action taken.
9. Discussion of employee wages.
Supervisor Wagner advised the average employee would receive 4.87% even though the COLA would be 2%.
Supervisor Fischer discussed the difference between COLA and step increases and suggested a 3% COLA due to inflation.
Moved by Clendenning, seconded by Leichtnam, to grant a 3.5% COLA.
Moved by Leichtnam, seconded by Voight, to amend it from 3.5% to 3%. 3 ayes. Wagner and Zurfluh voted no.
Motion on 3%. 3 ayes. Wagner and Zurfluh voted no.
10. Ethics Ordinance. Discussion had. Some potential issues identified. The Committee will contemplate this and further discuss at the November Committee meeting.
11. County Board rules. No additional action taken.
12. Department head performance reviews. Department heads will do self-evaluations.
13. Attendance at meetings.
Supervisor Zurfluh attended a meeting related to child support and Chairman Clendenning attended a legislative breakfast.
Moved by Leichtnam, seconded by Clendenning, to pay for these per diems. 4 ayes. Zurfluh abstained.
14. Agenda items for the November 2022 meeting:
 - Department head performance reviews.
 - Ethics Ordinance.
15. The next committee meeting will be November 4, 2022, at 9 a.m.
16. Meeting adjourned without objection by the Chairperson at 10:20 a.m.

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

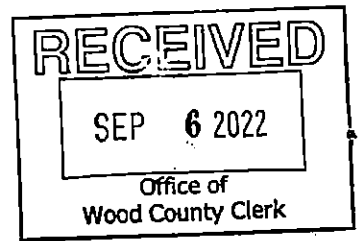
Judicial & Legislative Committee Meeting

Date: 10/7/22

NAME (PLEASE PRINT)	REPRESENTING
Jeff Penkover	Dispute II
Kim McGrath	HR
Ed Newton	Finance
Tiffany Ringer	ROD
Craig Lambert	D.A.
Kimberly Shinn	COC
Brent Vroman	CSA
R VANTASSEZ	WC MAINT.
Rock Larson	Det. office
AV Attendees	
Amy Kaup	IT Manager
Caitlin Saylor	Criminal Just. Coord.
Trent Miner	County Clerk
Quentin Ellis	Sheriff's Dept
Mary Anderson	Reg. in Probate
Shawn Becker	Sheriff
Jason Grueneberg	P:2 Director
Jake Hahn	Co. Bd. Supervisor

NOTICE OF INJURY AND CLAIM

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



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

cc: Corp Counsel
HR
Hwy

THE INCIDENT

Date: 8-29-22

Time: 11:30 AM

Place: Hwy W, west of 64th St.

The circumstances giving rise to my claim are as follows:

Driving East on Hwy W, went past tractor
cutting grass, a Hwy crew tractor. Object
flew out of machine, cracking right side of
passenger window.

The names of county personnel involved are: unknown

The names of other witnesses are: Kathleen Apies

THE CLAIM

I request the following monetary or other relief: Replace window

8-31-22

Date

Signature

Print Name:

Address:

Phone:

B.F. Pies

Ben Pies

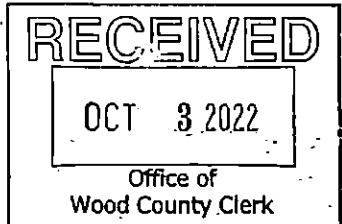
2721 72nd St N

Wis. Rapids, WI 54494

414-322-3670

NOTICE OF INJURY AND CLAIM

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



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

THE INCIDENT

Date: 09.28.22

Time: 12:45pm - 1:10pm

Place: Hwy 173 (Between Cranford & B.)

The circumstances giving rise to my claim are as follows:

Coming from Bancroft I had past one dump truck as I passed a second dump truck past me another and was peppered with a type of gravel or some type of rock. Flagged down the 3rd dump truck. Asked the gentleman who I should contact because I was sprayed with much rock. He pointed to the logo of truck and said, Contact wood county highway. Followed up with Wood County Highway dept. Was told to fill out paperwork and deliver in person, or take to Wood County clerk or mail it in.

The names of county personnel involved are: Wood county

The names of other witnesses are: none, maybe Dump truck #3 (who I spoke with)

THE CLAIM

I request the following monetary or other relief: I'm hoping do get damaged covered.

09.30.22

Date

Signature

Print Name:

Address:

Phone:

Bryan Keith
4440 Woodside Circle
Wisconsin Rapids,
WI 54494
715-572-5336



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

OCTOBER 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- The Department of Children and Families submitted their budget request to the Governor. The DCF budget proposal did not include an increase for the Child Support Program so our request for increased funding will become a bigger challenge as we move through the budget process. WCA passed a resolution to support our request for increased funding at their annual conference. I shared a similar resolution in support of increased funding with County Board Members from across the state while I was working the WCSEA booth at the WCA Conference. We are hopeful we can get most of the counties in the state to pass a resolution in support of our request.
- We currently are running short staffed as we have two employees out on extended leave.
- In our efforts to continue to work collaboratively with other departments Shannon Lobner and Vicki Stoflet will be meeting with the Human Services Income Maintenance Division on October 20th to help them understand more about the Child Support Program. Generally most of the referrals we get come from this unit.
- I will be attending the WCSEA Board meeting on October 11th in Lake Geneva.
- Three staff members and I will be attending the WCSEA Fall Conference in Lake Geneva on October 12th and 13th.
- I will be attending the WCA Health and Human Services Steering Committee meeting on October 21st.
- Agency performance is on track to meet three of the four Federal Performance measures. The one measure that we are not sure we will meet is current support collections. The benchmark is 80% and we currently are at 79.89%.
- The current IV-D case count is 3,541.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
September 2022

Supervisor Per Diem Cap. At its last meeting, the Committee inquired whether there was a cap on the number of days a county board supervisor could receive per diem and mileage for their service on the county board. I had thought that since Wood County is a self-organized county under Wis. Stat. s. 59.10 and Ordinance 906 and that no cap on the number of days compensation could be paid to a supervisor was in that ordinance, that no cap existed. County Clerk Trent Miner set me straight by reminding me that County Board Rule 30B states: *The number of days for which per diem and mileage may be paid for service on committees in any year shall not exceed 125 days. A change of this rule requires a two-thirds vote of the members present.* [s. 59.13(2)(b), Wis. Stats.]

Ethics Ordinance/Code. It has been about a month since I have looked at the draft rewrite of the Ethics Ordinance. I rationalize that it is one of those types of things that you need to step away from for a while so that you can return with a fresh perspective. The goals being to verify the draft encompasses the areas that need to be covered and provides procedures that aren't overly burdensome but do incorporate due process concepts. My thoughts in these regards aren't necessarily going to be consistent with yours, so please read over the draft ordinance with consideration of various applications of it to scenarios that come to mind.

Monthly Reports. A number of years back, monthly reports by department heads started to become the norm and now they are expected by the oversight committees. As the time period between committee meetings goes by, I try to enter on my upcoming report unusual matters that might put the County in legal jeopardy that you might otherwise not be aware of and matters of a political nature. Yet, as this is a small office focused on handling certain types of litigation, advising on transactional matters as well as the application of various laws and regulations, there often isn't much that I feel needs to be brought to your attention to report on. I'm loathe to write up matters just to make work and try to look busy, although, I don't have a problem with saying I am busy without filling you in on the details. In the end, you folks need to discern if you are getting adequate and proper feedback from me; if not, please let me or my Committee liaison know.



Wood County WISCONSIN

CRIMINAL JUSTICE DEPARTMENT

OCTOBER 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator, Caitlin Saylor

Department activities:

On September 8th, all members of the Criminal Justice Department attended the Wisconsin Rapids Planning Commission meeting to support the proposal for Mary's Place.

The Drug Court team hosted a training from the Wisconsin Association of Treatment Court Professionals (WATCP) regarding Hands on Incentives and Sanctions.

Drug Court met with Options Lab, our drug testing provider, to update our collection forms and increase our insurance compliance.

On September 22nd, the Drug Court Case Managers participated in a statewide case manager collaboration meeting.

Case Manager Ryan McMillen was notified by the WATCP that he was selected to be a drug court mentor.

Meetings Attended:

9/2: Judicial and Legislative Committee

9/6: Central WI Partnership for Recovery

9/8: Wisconsin Rapids Planning Commission

9/14: MAT Grant Collaboration with Family Health Center and the Wood County Jail

9/15: COSSAP MAT Grant, Options Lab

9/21: Wood County Board of Supervisors

Drug Court

Current participants: 23

Terminations: 3

Graduations: 1

Pending Referrals: 1

During the month of August, I researched and completed materials to submit the pre-application for our 2023 TAD Grant for Drug Court.

Medication Assisted Treatment (MAT) Program

Current participants: 4

Criminal Justice Coordinator Training:

During the month of September, I began my internship with Outagamie County's Criminal Justice Treatment Services Department. I have received training and/or completed observation for the following:

1. Mental Health Court
2. Low Risk/High Need Drug Court
3. SAFE Exchange
4. Drug Victim Impact Panel
5. Moral Recognition Therapy Group
6. SSTOP (OWI Case Management)
7. Public Safety Assessment
8. Portal 100/eTIME

I am also receiving training, with sponsorship from the HOPE Consortium, on the Treatment for Individuals with Stimulant Use Disorder (TRUST model), which is specifically geared towards methamphetamine, cocaine, and other stimulant addiction.



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

OCTOBER 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

1. On September 2nd, I attended the Judicial and Legislative Committee meeting. The resolution on real estate transfer fee sharing formula from Oneida County was discussed. The Committee requested a resolution be prepared for the October meeting. As Corporation Counsel Kastenholz drafted the resolution; I composed several formula options for you to ponder.
2. I updated recording processes with e-Recording vendor, Simplifile. This ensures correct communication is provided to submitters when documents are sent to Wood County for recording.
3. On September 13th, I attended the Fidlar User Group meeting in Wisconsin Dells. A software change is occurring with Fidlar regarding remote connections. I've forwarded this information to IT to eliminate any risk of service interruptions for my office. Also, Wood County is the second county in the State to implement tag-less scanning recording. This improves the method in which a paper document is recorded and returned to the customer. It also provides a significant cost savings on equipment purchases and maintenance. I am working with Fidlar to prepare to go live.
4. I attended PRIA Webinar: Discriminatory Restrictive Covenants on September 14th.
5. On September 26th, I toured the new location of Mary's Place in Wisconsin Rapids.
6. September 26th – 29th, I attended several "Fidlar College" training webinars.
7. In October, all ROD staff will attend an on-site county visit to train on tag-less scanning processes.
8. I will be attending WRDA District 7 meeting in Green Lake on October 6th.
9. I will be attending Judicial and Legislative Committee meeting on October 7th.

Wood

<u>Year</u>	Proposed Split		
	<u>Total Fees</u>	<u>State 50%</u>	<u>County 50%</u>
2017	\$ 1,057,998.00	\$ 528,999.00	\$ 528,999.00
2018	\$ 794,666.00	\$ 397,333.00	\$ 397,333.00
2019	\$ 826,783.00	\$ 413,391.00	\$ 413,391.00
2020	\$ 790,587.60	\$ 395,293.00	\$ 395,293.00
2021	<u>\$ 1,217,751.60</u>	<u>\$ 608,875.80</u>	<u>\$ 608,875.80</u>
Totals	\$ 4,687,786.20	\$ 2,343,891.80	\$ 2,343,891.80

Current Statute Split

<u>State 80%</u>	<u>County 20%</u>
\$ 846,398.28	\$ 211,599.72
\$ 635,732.78	\$ 158,933.22
\$ 661,426.30	\$ 165,356.70
\$ 632,470.08	\$ 158,117.52
<u>\$ 974,201.28</u>	<u>\$ 243,550.32</u>
\$ 3,750,228.72	\$ 937,557.48

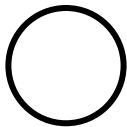
Revenue Difference \$ 1,406,334.32

	<u>State 60%</u>	<u>County 40%</u>
	\$ 634,798.00	\$ 423,200.00
	\$ 476,799.00	\$ 317,867.00
	\$ 496,069.00	\$ 330,714.00
	\$ 474,352.00	\$ 316,235.60
	<u>\$ 730,650.00</u>	<u>\$ 487,101.60</u>
Totals	\$ 2,812,668.00	\$ 1,875,118.20

Revenue Difference \$ 937,560.72

	<u>State 70%</u>	<u>County 30%</u>
	\$ 740,598.00	\$ 317,400.00
	\$ 556,266.00	\$ 238,400.00
	\$ 578,748.00	\$ 248,035.00
	\$ 553,411.00	\$ 237,176.60
	<u>\$ 852,426.00</u>	<u>\$ 365,325.60</u>
Totals	\$ 3,281,449.00	\$ 1,406,337.20

Revenue Difference \$ 468,779.72



RESOLUTION#

Introduced by Judicial and Legislative Committee
Page 1 of 1

ITEM# 5-
DATE October 18, 2022
Effective Date October 18, 2022

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

Adopted:
Lost:
Tabled:

☒ Majority ☐ Two-thirds

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

INTENT & SYNOPSIS: To encourage the State to split 50/50 the real estate transfer fee revenues.

FISCAL NOTE: An increase in revenue retention by the Register of Deeds Offices around the state if legislation is passed.

WHEREAS, the collection of a real estate transfer fee by the counties was mandated by the State of Wisconsin in 1969, and included a requirement that counties remit 50% of all transfer fees collected to the State, and

WHEREAS, in 1981 the State changed the transfer fee formula to require counties to transfer 80% of transfer fees collected to the State, and

WHEREAS, the County, through the Register of Deeds Office, assumes the annual operating costs of recording all real estate transfers occurring in the county, including the collection of real estate transfer fees, and

WHEREAS, in 2021 the State has built up a budget surplus of approximately \$2.5 billion dollars, while many Wisconsin counties continue to struggle financially due to the ever increasing costs of providing county government services in an inflationary economy and providing services for increasing unfunded State mandated programs along with the State imposed levy limits,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to request the State of Wisconsin to enact legislation that would return the real estate transfer fee sharing formula to the 50/50 state-county split.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Tony Evers, all members of the State Legislature representing Wood County, and to the Wisconsin Counties Association.

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BILL CLENDENNING (Chair)

BILL LEICHTNAM

WILLIAM VOIGHT

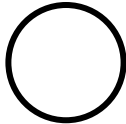
ED WAGNER

JOSEPH H. ZURFLUH

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Judicial and Legislative Committee
Page 1 of 1

ITEM# 5-
DATE October 18, 2022
Effective Date October 18, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To encourage the state legislature to increase the pay rate of Assistant District Attorneys (ADAs) in order to maintain fully staffed offices of competent prosecutors at the county level.

FISCAL NOTE: Nothing direct; having too many inexperienced prosecutors and frequent openings in the ADA positions causes county District Attorney offices to be inefficient and that impacts the viability of the entire criminal justice system and, as a result, the safety of our citizens.

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

WHEREAS, Assistant District Attorneys serve as the backbone of the State of Wisconsin’s ability to effectively prosecute cases in all of its seventy two counties, and

WHEREAS, any shortage of these ADAs creates backups in the justice system, which can lengthen cases, create more pressure on existing staff, and delay or deny justice to victims in these cases, and

WHEREAS, the entry level compensation rate for ADAs in Wisconsin in 2022 sits at \$26.70 an hour, which is annualized to around \$54,000 a year, and the pay structure for experienced prosecutors is likewise extraordinarily low, and

WHEREAS, the compensation rate for ADAs, both entry level and experienced, has not kept up with the rate of inflation and sits well below other public sector attorney positions around the state of Wisconsin, and

WHEREAS, the compensation rate for ADAs is not competitive in today’s workforce environment, accelerates staffing turnover in District Attorney offices around the state of Wisconsin, and ultimately endangers public safety.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES that the State of Wisconsin is hereby requested to review and revise the entry level compensation rate for Assistant District Attorneys and the pay schedule for experienced ADAs in order to make them competitive with other public sector attorney positions as well as to keep up with the rate of inflation.

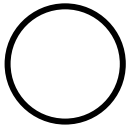
BE IT FURTHER RESOLVED that a copy of this resolution is sent to Governor Tony Evers, all members of the Wisconsin State Legislature representing Wood County, the Wisconsin Counties Association, and all other Wisconsin Counties.

{ }

BILL CLENDENNING (Chair)
BILL LEICHTNAM
WILLIAM VOIGHT
ED WAGNER
JOSEPH H. ZURFLUH

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

County Clerk County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 2

Judicial & Legislative Committee

ITEM# 5-
DATE October 18, 2022
Effective Date October 18, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

TDM

INTENT & SYNOPSIS: To request an increase for Child Support funding by \$5 million, statewide, in each fiscal year of the 2023-2025 state budget.

FISCAL NOTE: None, however Wood County would stand to receive a portion of the total amount allocated

WHEREAS, Wood County administers the Child Support Enforcement Program on behalf of the state, providing a holistic set of services to Wood County children and their parents, including paternity establishment, assistance with finding employment, obtaining child support and establishing health insurance orders for children, and enforcing and modifying those orders; and

WHEREAS, Child support is one of the most effective anti-poverty programs in the state, with county child support agencies serving approximately 347,000 children and collecting roughly \$906 million in financial support for Wisconsin families in 2021; and

WHEREAS, Child support is proven to reduce childhood poverty rates, lead to better educational and behavioral outcomes for children, and have a positive effect on food security, health and housing stability; and

WHEREAS, County child support agencies work closely with both parents to ensure that they have the help they need to be successful, including assistance with finding employment, referrals to other social service programs and right-sizing orders for individuals impacted by substances use disorders or other challenges; and

WHEREAS, State funding for county child support services has failed to keep up with county agency costs, which have steadily increased due to a high number of caseloads per worker, increased complexity of cases, inflation and new regulations; and

WHEREAS, An abrupt federal interpretation change in June 2019 eliminated \$4.2 million in federal birth cost recovery matching funds for Wisconsin; and

WHEREAS, Wisconsin’s strong performance in child support is at risk without additional funding. The state has already dropped from 2nd in the nation for the collection of current support in 2016 to 6th in the nation in 2021.

WHEREAS, Without additional state funds, county child support agencies may need to eliminate positions, further increase caseloads, or reduce services, further impacting federal performance measures, which would result in the loss of additional federal funds; and

WHEREAS, The individuals most impacted by insufficient funding for child support are the children and families served by county child support agencies, who will need to seek out public assistance programming absent the financial security provided by the child support program; and

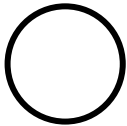
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William Clendenning, Chair
Bill Leichtnam
William Voight
Ed Wagner
Joseph Zurfluh

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

County Clerk

County Board Chairman



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 2 of 2

Committee

WHEREAS, State investments in child support are amplified by a generous federal match. Every \$1 of state GPR invested in the Child Support Program generates roughly \$2 in federal matching funds; and

WHEREAS, Wisconsin’s Child Support Enforcement Program is incredibly cost-effective, collecting an average of \$6.43 in support for every dollar invested in the program.

NOW, THEREFORE, BE IT RESOLVED that the Wood County Board of Supervisors respectfully requests that state funding for county child support agencies be increased by \$5 million GPR in each fiscal year of the 2023-25 Wisconsin state budget, which will generate approximately \$9.7 million in additional federal funding each year. This investment will ensure that Wisconsin counties can continue to effectively provide economic support to our children.

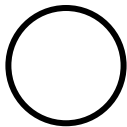
BE IT FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to the Governor of the State of Wisconsin, State Senators and State Representatives representing Wood County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration

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

County Clerk

County Board Chairman



ORDINANCE #

Introduced by Judicial and Legislative Committee
Page 1 of 1

ITEM# 5-
DATE October 18, 2022
Effective Date Upon passage & publication

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To amend the recently passed hemp-derived cannabinoid products regulation to clarify that the grandfathering of existing businesses that sell these products only applies to existing businesses at their current locations.

FISCAL NOTE: Nominal internal expenses and publication costs.

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

WHEREAS, Wood County recently enacted a set of regulations that control the possession of hemp-derived cannabinoids by juveniles and the sale of such products to juveniles, and

WHEREAS, the recently enacted regulations prohibit a business from selling the hemp-derived products to anyone within 750 feet of youth-related locations but grandfathered in existing businesses, and

WHEREAS, in applying the ordinance to a business that sells hemp-derived products which plans upon moving its location, it became clear that the current ordinance wasn't written tightly enough and the current language in the ordinance would allow an existing business to relocate across the street from a school (which isn't the actual plan) or could go from one location to a dozen and still be grandfathered in, and

WHEREAS, the intent behind the drafters of the current ordinance language was to only grandfather in business locations that are currently selling the hemp-derived cannabinoids and not to allow for uncontrolled relocations or new offshoots of the same business, and

WHEREAS, it is important for the reader to know that the grandfathering provision only applies to the location of the businesses selling hemp-derived cannabinoids and does not allow those businesses to continue to sell to persons under the age of 21 years.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 236.05(e) of the Wood County Code of Ordinances is hereby amended as follows:

(e) Hemp-derived cannabinoids shall not be sold within 750 feet of a hospital, church, or youth-serving organization such as, but not limited to: childcare centers, pre-schools, public or parochial schools, tribal schools, playgrounds, city or county parks, sporting arenas, or organizations with specific interest to serve children (Boys & Girls Club, YMCA, Head Start, etc.) The distance shall be measured by the shortest route along a designated roadway or walking path from the main entrance of the youth-serving business/organization to the premises selling hemp-derived cannabinoid products. The prohibition in this section does not apply to businesses selling hemp-derived cannabinoids ~~prior to July 31, 2022.~~ from a location used for said sales on December 1, 2022.

Section 2. This ordinance shall take effect upon passage and publication.

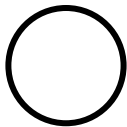
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BILL CLENDENNING (Chair)
BILL LEICHTNAM
WILLIAM VOIGHT
ED WAGNER
JOSEPH H. ZURFLUH

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Judicial and Legislative Committee
Page 1 of 1

ITEM# 5-
DATE October 18, 2022
Effective Date October 18, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To set the COLA increase for the 2023 employee wage schedules at 3% instead of the currently proposed 2%.

FISCAL NOTE: The estimated cost increase to the 2023 budget for going from a 2% COLA to a 3% COLA is approximately \$394,000.

WHEREAS, the Judicial and Legislative Committee, by majority vote, recommends that the cost of living adjustment (COLA) for the 2023 employee wage schedules be 3%.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to direct that the Operations Committee use a 3% employee COLA for 2023 in its preparation of the 2023 budget.

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

{ }

BILL CLENDENNING (Chair)
BILL LEICHTNAM
WILLIAM VOIGHT
ED WAGNER
JOSEPH H. ZURFLUH

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

County Clerk

County Board Chairman

MINUTES OF THE HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DAY AND DATE: Thursday, October 6, 2022
PLACE: Powers Bluff County Park, 6990 Bluff Dr, Arpin, WI 54410
MEETING TIME: 8:00 a.m.
ADJOURNMENT TIME: 10:00 a.m.
MEMBERS PRESENT: Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp, Supervisor Al Breu

OTHERS PRESENT: Roland Hawk, Highway Commissioner; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Reuben Van Tassel, Facilities Director; Supervisor Jeff Penzkover, Supervisor Bill Clendenning, Darrell Kauth, Pam Kauth, Chris Martin, Highway; Rachel Krause, Highway Program Assistant.

1. Call meeting to order. Meeting was called to order at 8:00 a.m.
2. Declaration of quorum. Quorum declared.
3. Public comments
4. Correspondence. Shop truck that the committee approved about a year ago is complete and is available to view.
5. Approve minutes from previous committee meetings. **Motion to approve by D. LaFontaine, second by A. Breu. Motion carried.**
6. ATV Trail/Route system update
 - a. Route Updates. The four mile HayCreek to Peterson Road trail is waiting on permits to begin.
7. **HIGHWAY**
 - a. Highway staff reports. Since R. Hawk has submitted his report the light duty mechanic has resigned. A new candidate will be interviewed next week. No applications have been received for the engineer position. Northcentral Region Fall meeting is October 28 in Stratford and the TDA meeting is October 27. R. Hawk will register any committee members that are interested in going.
 - b. Highway revenue report.
 - c. Highway vouchers. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
 - d. Purchase of adjacent property to Wis. Rapids Shop. The PIT committee is interested in selling the property across the street from the current Highway Shop on 17th Ave and approached R. Hawk to see if Highway would have a need for this property in the future. R. Hawk indicates that the almost 15 acres that is for sale adjacent to the current shop would be more beneficial to the future needs to keep all operations on the same side of the road and could also benefit other departments who may be in need of more space. The current shop sits on about 30 acres but half is unusable because of wetlands. The funds to purchase could come from a fund set aside from the sale of the Pittsville shop, the sale of the timber at the Smith pit and some unanticipated revenues from contracts with the DOT. **A. Breu made a motion to allow R. Hawk to negotiate an offer to purchase the parcel adjacent to the current highway shop and bring back to the PIT committee for approval, second by D. LaFontaine. Motion carried.**
 - e. STH 80/CTH A intersection letter. DOT sent out public notice earlier this year for input for this intersection and made a decision to modify it to a four way stop. Since this decision was made R. Hawk has been contacted by many that are unhappy about this decision. R. Hawk would support a roundabout at this location. Would the committee like R. Hawk to recommend to DOT to consider a roundabout? **D. LaFontaine made a motion to request R. Hawk petition the DOT to put in a roundabout at this location, second by L. Thao. Motion carried.**

- f. STP BIL Awarded Projects. R. Hawk wanted to make the committee aware that CTH U and HH & F were awarded. R. Hawk would also like the committee to know that the use of ARPA funds will have a negative impact on the GTA received. GTA is based on the amount of money spent on road projects and the type of money spent. ARPA is seen a federal aid and will have a negative impact on the 6 year average used to calculate GTA. Borrowed and levy money would count in the calculation so R. Hawk is suggesting that levy or bonded money could be swapped with Highway's ARPA allocation so this does not occur.
 - g. Access issue on CTH A. A resident was contacted because of altering an access on CTH A without a permit. This resident refused to get the permit but did restore the access to its original condition and the department has decided not to push the issue any further.
 - h. Restricting firearms on department properties. **A. Breu made a motion to allow the Highway Department to post signs restricting firearms, second by J. Hokamp. Motion carried. D. LaFontaine made a motion to amend to include without permission on the signs, second by J. Hahn. J. Hahn withdrew his second and D. Lafontaine withdrew his amendment.**
 - i. Shift differential for night watch person. Department is having difficulty recruiting an internal person to take our night watch person position that is on duty 10 p.m. to 6:00 a.m. Sun.-Thurs. This position is half funded by DOT. Neighboring counties pay a differential pay for this position. R. Hawk recommending that this position would receive step pay only for the hours working this position. **A. Breu made a motion to approve step-up pay for the night watch person during the hours working that position, second by J. Hokamp. Motion carried.**
8. **PARKS AND FORESTRY**
- a. Parks & Forestry staff reports. Eagle Scout project put up a flag pole at North Park.
 - b. Special Use permits. 1. SWCHS Sept 9, 2023 for a fundraiser. 2. Annual fundraiser for First Choice Pregnancy Resource Center May 6, 2023. **Motion to approve the special use permits by D. LaFontaine, second by L. Thao. Motion carried.**
 - c. Powers Bluff Trailhead Shelter. Chad presented the shelter building renderings and cost estimates. **D. LaFontaine made a motion to request ARPA funds for the entire plan presented, second by J. Hokamp. Motion carried.**
 - d. Wood County Forest handicap accessible hunting blinds. Darrell Kauth assists disabled hunters and would like to see the areas in the County Forest that have the accessible blinds designated for that purpose only and also for there to be better signing and a reservation system developed. F. Schubert has talked briefly with WDNR County Forest Specialist and he urged caution to avoid anything that would conflict with State Statute 28.11 (aka County Forest Law). Restrictions that limit public access may be problematic. **D. LaFontaine made a motion to have F. Schubert research this further and bring back to the next meeting, second by J. Hahn. Motion carried.**
 - e. Parks and Forestry revenue reports.
 - f. Parks & Forestry vouchers. **Motion to approve the Parks & Forestry vouchers by J. Hokamp, second by D. LaFontaine. Motion Carried.**
9. Future Agenda Items.
10. Parks, Forestry and Highway Department Annual Tour. This tour visited multiple sites throughout Wood County and began immediately following the meeting.
11. Set next regular meeting date: November 3, 2022 at 9:00 am at Wood County Highway Department, 555 17th Ave North, Wisconsin Rapids, WI 54495
12. Adjournment. Al Breu was excused at 9:39. J. Hahn declared the meeting adjourned at 10:00 a.m.

Wood County State Wildlife Area Advisory Committee Meeting Minutes

DATE: July 20, 2022, 5:30pm at Sandhill Outdoor Skills Facility

Present: Dennis Polach, Meggin Weinandt, Dale Weis, Dawn Schmutzer, Fritz Schubert, Curt Pluke, Leo Kiedrowski, Mike Wipfli.

1. Meeting called to order at 5:32pm by Chair Dale Weis.
2. Quorum declared with five members present.
3. Motion by Curt and seconded by Leo to approve April 12, 2021 minutes. All ayes. Motion carried
4. No correspondence.
5. No public comments.
6. No new members. Three members renewed for 3-year terms: Leo, Scott and Mike.
7. Stan Pliss: Meggin to plan a meeting date. Five members on committee.
8. Sandhill-Meadow Valley-Wood County Updates: 1) Dike repairs and mowing of 19 miles of trails and campgrounds starting soon. B2) all Road impoundment schedules: 1st- this fall draw down, Jan 2023 large scale tree removal; 2nd- now in draw down, aerial herbicide (52 acres) in Aug; 3rd- Jan 2024 large scale tree removal; 4th- Aug 2022 moving and mineral breaks, then burn. All impoundments are on a 3-year spray and 5-year burn schedule. 3) Beaver trapping will happen this fall. 4) 39 Learn to Hunt applications received. 5) 2023 will have dike repair on Ball Road Flowage. 5) Summer waterfowl brood survey done this July. Numbers fairly consistent with last year. 6) DNR held two public comment meetings with Sandhill's game farm license as a topic. Public can submit comments until 8/5/22. A decision will be made after that time.
9. Allotment: Ideas for 2023 allotment are timber removal and dike repairs. Any other suggestions welcome. Final decision at next meeting.
10. Members Matters: None.
11. Future Agenda: Allotment ideas for 2023, mowing update.
12. Next meeting: October 12, 2022, 5:30pm at Sandhill Outdoor Skills Center.
13. Curt motion to adjourn, 2nd by Leo. All ayes. Motion passed. Meeting adjourned at 6:33pm.



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

September 29, 2022

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for October 6, 2022 HIRC meeting

Department Activities

Personnel/Administration

The Highway Department has filled all vacant positions except the Highway Engineer Position.

From late October to April Wisconsin DOT pays half of the salary for a Night Watchman position. The Night Watchman is responsible for personally dealing with overnight events or coordinating crews for more complex incidents such as storms or road closures. In past years, volunteers have stepped forward to perform this duty. As of September 28, no volunteers have offered to accept the position. Commissioner is requesting permission to offer step-up pay for the individual(s) who would be willing to perform the duties of the Night Watchman position. Commissioner has checked with HR Director and this shift differential for the Night Watchman would need HIRC approval.

Wisconsin DOT has split the cost for Snow Fighter Training. This is a virtual training for snow plow operators in Eau Claire. Original cost is \$400 per person for a two hour session. The Highway Department sent the newest ten employees who have not had experience operating a county plow truck.

Highway/Facility Projects

2022 Construction Projects:

- CTH X from STH 54 to STH 73
Contractor is nearly complete with contracted work. Work remaining before County Crews can resume paving operations include cutting and shaping ditches, placing base material, grading intersections, and landscaping. County crews will resume paving the week of October 3.

Contractor has not submitted an invoice since previous report, cost to date remain approximately \$500K
- CTH O & CTH PP
 - o Work is complete and came in on budget.

Projects approved in the 2022 – 2027 STP-Rural program submitted in December include:

CTH N Bridge replacement (located 0.1 miles east of STH 186) FY 2024
CTH HH & CTH F Intersection (recommended improvement is a roundabout) FY 2026

State Municipal Agreements have been approved and consultant selection is underway. Engineering will begin in January 2023.

Project approved in the 2023 – 2026 BIL STP-Urban program submitted in May include:

CTH U South Biron Drive – Huffman Road, Village of Biron FY 2025. This project has an agreement with the Village of Biron to participate in the project in various ways. Wood County is responsible for 100% of Design Engineering cost, and 20% of Construction costs. Total project cost is estimated at \$5.7 Million.

The State Municipal Agreement is expected to be approved in late December or January 2023.

WisDOT Proposed project at STH 80/STH 73/CTH A intersection near Pittsville proposes to construct a four-way stop intersection in 2024. During the recent six to twelve months the Highway Department has received numerous communications from local businesses and residents opposed to the proposed four-way stop intersection. Most favor a roundabout intersection. Commissioner is seeking HIRC approval to submit a formal response for the county.

Commissioner attended the PIT Committee meeting regarding the Wood County parcel located along 17th Ave. Commissioner shared information related to an ongoing space needs study. Members of the PIT committee suggested Commissioner move to secure adjacent lands on 17th Ave.

Highway Maintenance

Work in September included:

- Installing/replacing culverts and restoring drainage in roadside ditches
- Restriping/painting various county highways
- Paving various patches
- Installing GSB-88 on CTH H (form of seal coat)

Equipment/Machinery

New shop truck was picked up on September 29.

WCHA

North Central Region Fall meeting is scheduled for October 28 at Country Aire Restaurant, Stratford, WI. Time is 8:30 AM – 12:30 PM with lunch included.

Commissioner will participate in a Transportation Development Association (TDA) Round Table discussion with Legislators, business owners, municipal leaders in Wausau on October 27.

Commissioner will participate in the TDA Annual Conference panel discussion on November 15.

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues

Revenues are as anticipated in most areas.

In October, we will receive the final GTA payment in the amount of \$624,440.51. With county construction projects winding down, State and Local charges are picking up.

Expenses

Expenses are as anticipated.

Expenses to local governments are picking up as we are completing our County projects and moving on to municipals.

Other

Jake and I met with the Operations Committee regarding our budget. We are requesting an increase of levy compared to the 2022 budget. Roland wrote a letter that I read to the Committee which summarized the reasons that our levy increase was reasonable and needed.

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Friday, September 30, 2022

	Actual	2022 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43531 State Aid-Transportation	\$1,873,321.53	\$2,497,341.00	(\$624,019.47)	(24.99%)
43534 State Aid-LRIP	218,258.31	995,000.00	(776,741.69)	(78.06%)
Total Intergovernmental	2,091,579.84	3,492,341.00	(1,400,761.16)	(40.11%)
Licenses and Permits				
44101 Utility Permits	26,730.00	16,000.00	10,730.00	67.06%
Total Licenses and Permits	26,730.00	16,000.00	10,730.00	67.06%
Intergovernmental Charges for Services				
47230 State Charges	827,051.70	982,087.00	(155,035.30)	(15.79%)
47231 State Charges-Highway	187,214.52	579,812.00	(392,597.48)	(67.71%)
47232 State Charges-Machinery	13,226.70		13,226.70	0.00%
47233 State Charges-Performance Based Maintenance	62,922.26		62,922.26	0.00%
47300 Local Gov Chgs	460,191.20	510,567.00	(50,375.80)	(9.87%)
47330 Local Gov Chgs-Transp	1,544,907.33	1,102,945.00	441,962.33	40.07%
47332 Local Gov Chgs-Roads	69,760.92	416,344.00	(346,583.08)	(83.24%)
47333 Local Gov Chgs-Bridges	4,287.35	80,996.00	(76,708.65)	(94.71%)
Total Charges to Other Governments	3,169,561.98	3,672,751.00	(503,189.02)	(13.70%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	1,949,044.76	2,231,470.00	(282,425.24)	(12.66%)
Total Interdepartmental Charges	1,949,044.76	2,231,470.00	(282,425.24)	(12.66%)
Total Intergovernmental Charges for Services	5,118,606.74	5,904,221.00	(785,614.26)	(13.31%)
Miscellaneous				
48340 Gain/Loss-Sale of Salvage and Waste	11,788.17	6,700.00	5,088.17	75.94%
48500 Donations	33,001.15		33,001.15	0.00%
48520 Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
Total Miscellaneous	44,789.32	26,700.00	18,089.32	67.75%
Other Financing Sources				
49110 Proceeds from Long-Term Debt		2,500,000.00	(2,500,000.00)	(100.00%)
Total Other Financing Sources		2,500,000.00	(2,500,000.00)	(100.00%)
TOTAL REVENUES	7,281,705.90	11,939,262.00	(4,657,556.10)	(39.01%)
EXPENDITURES				
Public Works-Highway				
53110 Hwy-Administration	251,064.73	370,297.59	119,232.86	32.20%
53120 Hwy-Engineer	116,140.54	262,643.14	146,502.60	55.78%
53191 Hwy-Other Administration	258,011.97	333,997.09	75,985.12	22.75%
53210 Hwy-Employee Taxes & Benefits	(582,199.63)		582,199.63	0.00%
53220 Hwy-Field Tools	(22,135.88)		22,135.88	0.00%
53230 Hwy-Shop Operations	198,186.40	309,473.49	111,287.09	35.96%
53232 Hwy-Fuel Handling	(16,677.89)	(23,105.00)	(6,427.11)	27.82%
53240 Hwy-Machinery Operations	(804,866.86)	(152,968.72)	651,898.14	(426.16%)
53260 Hwy-Bituminous Ops	198,067.01	228,435.29	30,368.28	13.29%
53262 Hwy-Bituminous Ops	91,991.93		(91,991.93)	0.00%
53266 Hwy-Bituminous Ops	1,469,755.28	1,983,034.65	513,279.37	25.88%
53270 Hwy-Buildings & Grounds	135,174.85	273,351.67	138,176.82	50.55%
53290 Hwy-Salt Brine Operations	(3,236.38)		3,236.38	0.00%
53291 Hwy-Salt Brine Operations	(32,112.20)		32,112.20	0.00%
53281 Hwy-Acquisition of Capital Assets	397,280.09		(397,280.09)	0.00%
53310 Hwy-Maintenance CTHS		22,193.52	22,193.52	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	1,258,928.97	2,861,610.77	1,602,681.80	56.01%
53312 Hwy-Snow Remov	593,119.11	907,384.83	314,265.72	34.63%
53313 Hwy-Maintenance Gang	157,502.95	106,422.57	(51,080.38)	(48.00%)
53314 Hwy-Maint Gang-Materials	33,119.77	2,900.00	(30,219.77)	(1,042.06%)
53320 Hwy-Maint STHS	843,873.84	982,087.43	138,213.59	14.07%
53323 Hwy-Maint STHS PBM	72,702.49		(72,702.49)	0.00%
53330 Hwy-Local Roads	1,840,879.44	1,102,944.74	(737,934.70)	(66.91%)
53340 Hwy-County-Aid Road Construction	156,620.43	469,914.74	313,294.31	66.67%
53341 Hwy-County-Aid Bridge Construction	141,321.03	130,995.91	(10,325.12)	(7.88%)
53490 Hwy-State & Local Other Services	488,944.39	550,567.08	61,622.69	11.19%
53491 Hwy-ATV Route Signage	49,772.28		(49,772.28)	0.00%
Total Public Works-Highway	7,291,228.66	10,722,180.79	3,430,952.13	32.00%
Capital Outlay				

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Friday, September 30, 2022

		2022			
		Actual	Budget	Variance	Variance %
57310	Highway Capital Projects	1,742,199.95	2,472,164.57	729,964.62	29.53%
	Total Capital Outlay	1,742,199.95	2,472,164.57	729,964.62	29.53%
TOTAL EXPENDITURES		9,033,428.61	13,194,345.36	4,160,916.75	31.54%
NET INCOME (LOSS) *		(1,751,722.71)	(1,255,083.36)	(496,639.35)	39.57%



Parks & Forestry Department Reports

October 6, 2022

Director Report, by Chad Schooley

- Completed Budget and promoted to Finance. Complete budget summaries will be in the packet.
- Continue overseeing Powers Bluff bike trail construction project.
- Working on permit applications for multi-use trail and entrance road/parking lot at Powers Bluff.
- Met with members of the Friends of Powers Bluff and the Marshfield Area Bicycling group to discuss a merger of the 2 interest groups. Meeting went very well and future discussion is planned. This will be a great way to bring different stakeholders together as we work to preserve, protect, and develop the different areas of the park.
- As requested at our last meeting, I have included my fee structure recommendation for bike and ski trails at Powers Bluff, in the packet.
- With the bike trail project moving along quickly, I would like to once again discuss future hunting/trapping within the northern 223 acres of Powers Bluff County Park. I have put this on the agenda.
- Currently, the Wood County has a “no carry-in firewood” ordinance for all parks. I would like to discuss the pros and cons of this with the committee and see if they would want to revisit the ordinance.
- Held employee meeting/appreciation lunch at Nepco shelter on 8/18.
- Participated in the quarterly department head meeting on 8/24.
- **Special Use Permits**
 - None at this time

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- South Park Shop Natural Gas Furnace Installed by Ron’s Refridgeration. Waiting on electrician for final hookup.
- Dexter Park’s old wood fence has been disassembled and taken down due to rotting of old wooden structure. New wood fence project is started and concrete slab to be poured later this fall. Car Port structure to be finished in the spring of 2023.
- Pittsville Business Kiosks/signs at Dexter and North Parks being installed on concrete pads.
- Concrete pads poured for Lifejacket Kiosks/signs at Dexter Park.
- Concrete approach upgrade around Group Camping Toilet Building, Loops 2 & 3 vault toilets at Dexter Park.
- Concrete bench slabs at Dexter and NEPCO Parks being put in.

Maintenance Operations

- Upgraded dam operation system installed at Lake Wazeecha and Dexter Dam. Some technical difficulties, but working through them.
- NP Puff Creek Bridge Concrete repaired by Highway Dept.

- NP Frisbee golf parking lot reshaped and paving.
- Camppad upgrades at all three campgrounds. Releveling, recycled blacktop, etc.
- Looking at Playground options for NEPCO.
- General Park upkeep: lawn mowing, litter pickup, bathroom and shelter cleaning at all park locations
- South Park/ NEPCO road and walk trail shouldering.
- Dead tree removal and firewood processing, hauling, etc.
- Completed first Wisconsin Surplus Auction.

Employee Matters

- LTE's (Summer Help) finished up at all three parks for the summer.
- FTE Open Enrollment and Safety Training in October.
- Chainsaw Training October 14 for new employees.
- Troy Holford is our new Floating Park Maintenance Worker and moving around to all three shop locations as needed.

Snowmobile/ATV

- ATV/UTV access to County Roads effective June 30, 2022
- Updating Wood County ATV Map.
- Attended first AWSC meeting at Sherriland Ballroom on Monday, Sept. 5. Handed out easement, insurance, and board update paperwork. New snowmobile trail maps in the process of being updated.
- Moving along with DQ Farms snowmobile bridge replacement project. Culverts set and finishing up with riprapping and shoreline stabilization. Highway bridge crew is doing the installation.
- Auburndale, and Rudolph-Plum Road snowmobile bridge projects-grant applications, permits, etc. All three grant applications were in before April 15 deadline. Waiting on Grant Approval.
- DNR Permits were granted for a Clear Span Bridge and Wetland Disturbance for Hay Creek ATV trail project. DNR Soil Erosion Permit is submitted. H & H Study from Jewell Engineering is completed for project. Working with Planning and Zoning on getting Floodplain permit.

Office Supervisor Report, by Sandra Green

Office:

- Printed and sent out Wellness materials to the field staff.
- Issued several violations. Received several violation revenues as well.
- Posted news releases and announcements on Facebook, website and Instagram.
- Continue to work on the new camping/shelter reservation system w/updates, revisions, etc.
- Continuing to assist training for Dan Vollert, introducing him to the Snowmobile/ATV reimbursement process for the clubs and processing entries in SNARS.
- Completed Snowmobile and ATV State Aid reimbursement paperwork.
- Continue work on "HOW TO" for cross training between myself and the Administrative Assistant in case one of us is out on extended leave.
- Sue Potocki trained me on vouchers and bill processing.
- Began work on revamping the annual brochure for Parks & Forestry / 2023.
- Attended Webex meeting with reservation system vendor and C. Schooley to discuss "Fast Pass" options for all passes and permits.
- Attended meeting with Finance to discuss Sales Tax Log procedures and policy.

- Created “discount code” in reservation system for our “Honor” special we ran in September.
- Worked with HR to schedule the Medical First Responder position on 10/10/22.
- Worked on PAYPAL dispute case which was resolved w/the customer.
- Scheduled HIRC Annual Tour for 10/5/2022.
- S. Potocki on Medical Leave until 10/10/22.
- Handled several issues within the parks regarding rangers and hosts.
- Scheduled for Open Enrollment conference.
- Attended “Office Employee Parks Tour” on September 20th.

Forestry:

- Weekly timber sale billing and processing of woodcutting permit revenues.

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Currently One active timber sales: scaled wood, job site inspections, routine timber sale administration.
- Timber sale establishment, compartments 45, 47,77.
- Began oversight and work on Hazelnut Trail ditch cleaning project. Worked with logger and cranberry grower on first phase of operations which involve tree removal and dike leveling. Hazelnut Trail was temporarily closed to vehicular traffic and ATV trail was closed for safety reasons.
- Worked with DNR personnel and completed anchor chain TSI/site prep project.
- Began Site prep project along Seneca Road using DNR heavy dozer and roller-chopper.
- Attended WCFA fall conference.
- Forestry Technician: Shooting range clean up, mowed shooting range, moved machinery and worked on Powers Bluff Utility road, culvert improvements, multi-use trail. Fueled DNR dozers on site prep projects. Operated DNR heavy dozer/roller-chopper.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2022**

SEPTEMBER REVENUE - OCTOBER HIRC

BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2022	YTD REVENUE 2021	SEPT REV 2022	SEPT REV 2021	ACTUAL REV 2021
\$ 522,250.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$20/\$25/\$28/\$35	\$530,855.68	\$ 382,035.50	\$66,383.89	\$ 37,861.30	\$ 411,461.82
	OLD PAYPAL ACCOUNT TRANSACTIONS		\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ ———	Camping Self-Registration, NO SELF-REG/2022		\$527.01	\$ 77,308.46	\$0.00	\$ 19,840.77	\$ 99,576.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$38,257.83	\$ 34,954.50	\$5,589.57	\$ 5,971.56	\$ 39,666.35
\$ 9,000.00	Ice	\$4 (7 lbs.) /\$7 (20 lbs.)	\$7,423.69	\$ 9,598.11	\$861.61	\$ 944.07	\$ 9,666.36
\$ 3,000.00	Non-Camper Dump Fee	\$12	\$2,680.58	\$ 3,174.42	\$307.11	\$ 879.62	\$ 4,012.33
\$ 500.00	Camper Storage Fee	\$15/wk - \$60/mo	\$142.18	\$ 241.71	\$28.44	\$ -	\$ 497.63
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$431.05	\$ 700.47	\$136.97	\$ 163.98	\$ 919.43
\$ 56,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	Various Fees based on 4 or 8 hrs or all day.	\$42,048.34	\$ 42,525.73	\$5,204.74	\$ 5,686.85	\$ 55,724.78
\$ 14,000.00	Shelters - Open (DX, SP, RSBP, WSBP)	Various Fees based on location of shelter.	\$10,853.07	\$ 12,180.10	\$355.45	\$ 805.69	\$ 14,118.49
\$ 650.00	General Park User Fees (Use of open areas within parks)	\$50 / \$10 per picnic table	\$2,302.36	\$ 50.00	\$0.00	\$ -	\$ 618.72
\$ 22,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$12/\$20/\$300/\$400/\$500/\$550/\$600	\$27,190.61	\$ 12,884.84	\$521.33	\$ -	\$ 12,884.84
\$ 2,500.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$20/annual; \$50/family	\$2,077.97	\$ 1,854.50	\$0.00	\$ -	\$ 1,975.83
\$ 6,000.00	Disc Golf	\$2 / \$4 / \$20 / \$40	\$3,654.04	\$ 5,193.39	\$231.28	\$ 323.93	\$ 5,611.40
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$22,368.64	\$ 21,050.27	\$1,087.21	\$ 1,124.64	\$ 21,740.32
\$ 500.00	45123 - Violations (non-tax)	\$50.00	\$1,147.00	\$ 300.00	\$200.00	\$ 100.00	\$ 300.00
\$ 20,000.00	Miscellaneous*	SP DG/Brochure/WCWA Lease	\$23,158.41	\$ 25,745.34	\$16,970.34	\$ 16,964.92	\$ 28,150.34
\$ 2,300.00	Gift Certificates	Gift Certificates	\$100.00	\$ 183.45	\$0.00	\$ -	\$ 2,528.45
\$ 730,000.00			\$715,218.46	\$629,980.79	\$97,877.94	\$90,667.33	\$709,453.41
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 500.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$0.00	\$ 305.00	\$0.00	\$ 165.00	\$ 1,014.00
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$358,904.83	\$ 325,165.96	\$72,615.16	\$ 82,483.56	\$ 496,932.29
\$ 6,500.00	Auctions - Non-Lapsing	WI Surplus	\$0.00	\$ 5,730.50	\$0.00	\$ -	\$ 6,876.90
TOTAL REVENUE:			\$1,074,123.29	\$961,182.25	\$170,493.10	\$173,315.89	\$1,214,276.60

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

October (September Revenue)

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/22		\$0.00	\$0.00	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/23		\$31,003.52	\$31,003.52	\$0.00
779	8-19	LAMBERT	15,255.00	06/10/20	06/01/23	\$6,301.36	\$14,972.11	\$14,972.11	\$0.00
780	2-16	YODER	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER	9,720.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
784	2-20	LAMBERT	12,900.00	06/01/21	12/01/23	\$471.69	\$16,149.21	\$16,149.21	\$0.00
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23		\$146,076.45	\$146,076.45	\$0.00
788	2-21	YODER	35,900.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
789	3-21	KOERNER	10,570.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	15,600.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
792	6-21	YODER	27,870.00	11/24/21	12/03/23		\$24,037.58	\$24,037.58	\$0.00
793	7-21	NW HARDWOODS	163,302.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
794	8-21	SCHREINER	28,965.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
795	1-22	LAMBERT	46,070.00	05/27/22	06/30/24	\$38,345.29	\$47,241.21	\$47,241.21	\$0.00
796	2-22	KOERNER	110,780.80	05/27/22	06/30/24	\$35,535.17	\$61,257.63	\$74,474.28	\$13,216.65
797	3-22	SCHREINER	30,770.00	05/27/22	06/30/25		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	194,468.10	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
799	5-22	SCHREINER	20,200.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	16,440.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	11,750.00	08/04/22	07/30/25		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$20.00	\$0.00	\$0.00	

Payments Received This Month:

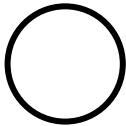
\$80,673.51

AMOUNT BILLED TO DATE

AMOUNT RCVD TO DATE

13,216.65

		\$ RECEIVED CURRENT MONTH		
2022 Budgeted Total Revenues		\$350,000	Jobs Finished	
2022 Total County Forestry Revenues this month (90%)		\$72,606.16	Jobs Started	
2022 Total Township Revenues this month (10%):		\$8,067.35	Jobs Continuing/Reactivated	
			Jobs Gone Inactive	
2022 TOTAL NET FORESTRY REVENUE TO DATE:		\$358,904.83		



RESOLUTION#

Introduced by
Page 1 of 1

Highway Infrastructure & Recreation Committee

ITEM# 6-
DATE October 18, 2022
Effective Date October 18, 2022

Committee

Smg

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

INTENT & SYNOPSIS: To approve the use of the American Rescue Plan Act (ARPA) funds for the construction of a 3-mile multi-use trail at Powers Bluff County Park.

FISCAL NOTE: \$270,000.00.

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
43300	ARPA Proceeds	\$270,000.00	
57521	Capital Projects/Parks		\$270,000.00

SOURCE OF MONEY: American Rescue Plan Act Fund (ARPA)

WHEREAS, Wood County has funded a large bike trail project at Powers Bluff scheduled to be completed in 2022, and

WHEREAS, the completion of the 3-mile, gravel surfaced, multi-use trail, will tie all of the trails together and provide an accessible trail surface to be used by a variety of users including hikers, bikers, cross country skiers, and show shoeing, and

THEREFORE BE IT RESOLVED, by the Wood County Board of Supervisors, that \$270,000.000 of the American Rescue Plan Act fund be appropriated for the construction of the 3-mile multi-use trail at Powers Bluff County Park, and

BE IT FURTHER RESOLVED, these funds be available for the Parks and Forestry Department through the completion of the project.

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

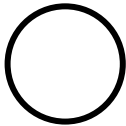
{ }

Jake Hahn (Chair)	
Al Breu	
John Hokamp	
Dave LaFontaine	
Lee Thao	

Adopted by the County Board of Wood County, this _____ day of October 20 22 .

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

ITEM#	6-
DATE	October 18, 2022
Effective Date	Upon passage and publication
Highway Infrastructure & Recreation and Property & Information Technology Committees	

Motion:	Adopted:	
1 st	Lost:	
2 nd	Tabled:	
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: _____, Finance Dir.		

INTENT & SYNOPSIS: To authorize the Highway Commissioner to prepare and submit an offer to purchase a 14.33 acre parcel adjacent to the Highway Department.

FISCAL NOTE: The purchase price of \$145,000 would be paid for with \$89,800 in revenues from the sale of the Pittsville property in 2019 and \$55,200 in unanticipated revenue from a WisDOT contract in the current year.

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

Account	Account Name	Debit	Credit
59210	Transfer to Govt. (State/Local Funds)		\$55,200
53240	Machinery Operations Cost Allocation		\$89,800
49260	Transfer in- Hwy Machinery	\$55,200	
31400	Highway Fund Balance	\$89,800	

WHEREAS, the Highway Department has proposed the acquisition of a 14.33 acre parcel adjacent to the main offices of the Highway Department and seeks county board approval to submit an offer to purchase to the realtor representing the owner, and

WHEREAS, the HIRC and PIT Committees have reviewed the proposal and believe that it is appropriate for the County to try to obtain the property for an amount not exceeding \$145,000,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize and direct the Wood County Highway Commissioner to prepare and submit an offer to purchase

the 14.33 acre property that is for sale adjacent to the Highway Department’s offices for an amount not exceeding \$145,000.

BE IT FURTHER RESOLVED, that the transfer of funds, as set forth in the fiscal note above, shall be implemented upon the acceptance by the seller of the County’s offer to purchase.

BE IT FURTHER RESOLVED, that pursuant to Wis. Stat. s. 65.90(5), the County Clerk is directed to publish a Class 1 notice of this budget change within 15 days.

{ }	
JAKE HAHN (Chair)	AL BREU (Chair)
LEE THAO	DENNIS POLACH
JOHN HOKAMP	BRAD HAMILTON
DAVE LAFONTAINE	JEFF PENZKOVER
	WILLIAM WINCH

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

County Clerk	County Board Chairman
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MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Wednesday, September 21, 2022

TIME: 9:00 AM

LOCATION: County Board Room, Wood County Courthouse

Members Present: Dennis Polach, Brad Hamilton, Jeff Penzkover, William Winch

Member Excused: Al Breu

Other Present: Trent Miner, County Clerk; other supervisors & department heads in the county board room

1. Vice Chair Polach called the meeting to order at 9:00 AM.
2. There was no public comment
3. The resolution to allow for the IT Director to negotiate for rental space was presented. Motion by Hamilton/Penzkover to approve the resolution and forward to the county board for their consideration. It was noted that this is for negotiation only and any final agreement would need further county board approval. Motion carried unanimously.
4. Polach declared the meeting adjourned at 9:03 AM.

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

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, October 3, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Bill Winch, Jeff Penzkover
Brad Hamilton (Via Phone)

OTHERS PRESENT (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None
3. Approve minutes from the previous meetings.

Motion (Hamilton/Penzkover) to approve the minutes from the previous meetings. Motion carried unanimously.

4. (a) Supervisors Winch, Polach, and Breu asked for clarification on items within the Information Technology vouchers. IT Director Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) IT Director Kaup highlighted her monthly report and answered questions.

5. (a) Supervisors Winch, Polach, and Penzkover asked for clarification on items within the Maintenance vouchers. Facilities Manager Van Tassel answered general questions pertaining to his department's vouchers.

Motion (Penzkover/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

(b) Facilities Manager Van Tassel answered questions pertaining to his monthly report.

6. Van Tassel gave an update that the Twelfth Street property is a potential option for temporary space needs during the Jail construction. Kaup shared she is in the process of negotiating regarding a property for lease to accommodate the IT department during construction. She will come back before the committee with more information. Supervisor Pliml indicated he will need significant discussions before supporting a lease option for the IT department due to the extra cost and loss of rent revenue.
7. Van Tassel shared updates regarding the Seventeenth Avenue property and its potential use to the County. Discussion ensued. Van Tassel indicated more discussions will follow.

8. Van Tassel shared information regarding ongoing discussions relating to properties adjacent to the Courthouse. He indicated there will be more discussion October 4th, 2023 at the Jail AdHoc Committee relating to the desire to acquire a property on Saratoga Street for the new Jail construction. Discussion ensued.

Van Tassel also shared progress on discussions with the City relating to the triangle lot. He indicated he is encouraged by the conversations and they will be ongoing.

9. Agenda items for the next meeting:

- Twelfth Street Property
- Seventeenth Avenue Property
- Acquisition of real property adjacent to County property
- IT Relocation

10. The next Committee meeting will be Monday, November 7, 2022 at 9:00 a.m. in meeting room 114.

Kaup shared that the Operations Committee requested additional information regarding the new FTE position she had requested in her budget documents so she will be presenting information at the Operations Committee meeting October 4th, 2023.

11. Chair Breu declared the meeting adjourned at 9:49 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

**Property & Information Technology Committee Meeting
October 3, 2022**

[illegible]



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments September 2022

Ongoing Projects and Planning

Jail – Bids have been received and are currently under review for conformance to all bidding requirements. Low bidders will be invited to share additional thoughts with the project team regarding opportunities for value engineering – a process that may lead to cost savings.

Demolition of the “Red Owl” building in the Avon Street parking lot should begin in the next few weeks; all Courthouse parking will be redirected to the north (Baker Street) parking lot at that time. As a reminder, related project information has been posted on the employee intranet.

Courthouse – Utility relocation continues. There have been challenges related to material availability and existing site conditions; however, County staff continue working in conjunction with utility providers and contractors to resolve issues and ensure the new jail project is not delayed by this preliminary work.

River Block – Some materials for the access and security update at River Block have arrived; hopefully the remaining materials become available in the next few weeks as we begin working on the approved changes.

While we have been fortunate up to this point that equipment delays have not led to any major operational shutdowns, I am reminded almost daily that we could be one phone call away from a significant delay that will impact one of our facility’s mechanical infrastructure. Many of our critical systems have been designed with an operational backup plan that includes redundancy such as alternating circulation pumps for heating and/or cooling; however, some of our aging systems were not designed this way and could pose a greater risk of service disruption if they experience a failure of any single component. I say this simply as a reminder of the importance for us to include redundancy in critical infrastructure projects as it becomes seemingly more important given the ongoing supply chain volatility.

Miscellaneous

Attended PIT, Public Safety, Operations, County Board, Jail Construction AdHoc, HHS, and numerous project meetings.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Minutes
August 11th, 2022**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:33 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Mike Feirer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Board members excused: Adam Fischer
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen, Erin Wells, Scott Seeger, Jennifer Thompson, Kacie Niemuth, Ronda James
 - d. Others in attendance: John Rader, Kacey Spoerl, Penny Hurlbert, Kenneth Kubacki
3. Public Comments:
 - a. Mike Feirer was approved by all member counties as ADRC-CW board citizen member.
 - b. Will Hascall will not vote or comment on the upcoming Advisory Committee application.
4. Approval of Minutes – 7/14/22
 - a. Motion to approve minutes by Norbert Ashbeck, seconded by Greta Rusch.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: 2021 Audit Report- John and Kacey from Baker Tilly
 - a. Presentation from the Baker Tilly auditors.
6. Education Item: Caregiver Support- Meagan and Kacie
 - a. Presentation from Caregiver/Dementia team members.
 - b. Discussion regarding getting the message out on these programs.

7. Discussion/possible action: Finance committee report
 - a. Steve Prell presents the report, full report in packet.
 - b. Motion to accept report by Bill Clendenning, seconded by Greta Rusch.
 - c. Motion passed, report approved.
8. Discussion/possible action: Budget Adjustments-Steve
 - a. Steve Prell explains the adjustments, full report in packet.
 - b. Motion to approve adjustments by Norbert Ashbeck, seconded by Mike Feirer.
 - c. Motion passed, adjustments approved.
9. Discussion/possible action: Advisory Committee applications for Wood County representation
 - a. Application from Jennifer Dolan
 - b. Motion to approve by Bill Clendenning, seconded by Dona Schwichtenberg.
 - c. Motion passed, application approved.
 - i. Application forwarded to the Wood County Board for approval.
10. Discussion: 2nd Quarter Quality report-Kit
 - a. Kit Ruesch presents highlights from the report, full report in packet.
11. Discussion/possible action: Wausau Office
 - a. Mike Rhea provides an update to the Board's request for more information on the opportunity to move the Wausau office to the North Central Health Care campus.
12. Operations Report:
 - a. Mike Rhea discusses the new name of the report and the structure of the information moving forward.
13. Future Agenda Items
 - a. Clarification from Corp Council regarding executive committee and closed sessions
14. Adjournment:
 - a. Motion to adjourn by Bill Clendenning, seconded by Mike Feirer
 - b. Motion passed, meeting adjourned 11:25am

CWSF Board of Directors Meeting Minutes

August 15th, 2022 AT 6:30 PM

Fair Office - 513 East 17th Street Marshfield, WI

ROLL CALL: Dale Christiansen, Gary Bymers, Kari Schwingle, Scott Karl, Sandy Leonhard, Bill Clendenning, Kara McManus, Vicki Selz, Peggy Sue Behselich, Heather Wellach, Jeff Viergutz

Not Present: Nick Wayerski, Dave Urban

The meeting of the Central Wisconsin State Fair Board was called to order by Sandy Leonhard at 6:37pm in the Fair Office building at the Central Wisconsin State Fair Grounds in Marshfield, WI.

Public Comment: Clint Nieman, David Hirsch, Patty Bores, Dan Dargenio: Public Comment.

Approval of Minutes: Minutes from August 2022 were presented and reviewed. Bill Clendenning made a motion to approve the minutes. Gary Bymers seconded. All approved.

Financial Report: Kara McManus made a motion, Scott Karl seconded, all approved

County Report: Dale spoke with Lance about electrical situation. Lance would look at it and needed to make some calls and get back with Dale. Dale has not heard any update at this time. We are looking at a large electrical upgrade, they are hoping the county board will help out with half the cost. Bill would like a copy of the bilaws.

City Report: None

Executive Report: The fair is in good shape getting grounds set up and ready. We have opportunities to bring in more volunteers at this time. We need stage crew help – looking for a possible organization to help with this. Need 12-15 people on Monday morning at 8am to pull the stage up and the same amount on Friday night so the Monster trucks can get set up. Will need all hands on deck!

Junior Fair: Superintendent's meeting – they are looking at putting up a bench. This will happen after the fair. An estimate will be quoted out and the Board will make a motion at a later meeting.

Fair Update: Looking for commitment for who will be where and when. There will be a children's play area as well! Corn maze will be on the opposite side of the parking lot. Mid - State will take half the building for Ag and other programs they have available. Historical Museum may get involved as well. Still have 6 booths available in Expo 1 building.

Committee Reports:

Executive: Met and discussed the double booking of a wedding. Couple found a new venue and the cost of the wedding was more money, with relatively short notice. Executive committee met and brought issue to full board. Agreement was made and couple notified.

Sponsorship: Everything is going well; packets have gone out. Were able to remedy a Sponsor left out of the Fair booklet. Complete and ready to move forward.

Marketing Meeting: The banners have been pulled together and are ready to go up. 50 yard signs need to be placed around town – these are reusable! Put out for the fair and then return back to fair office for updates years to come. Please share the Facebook posts as Kara posts them. Will develop a list of where to drop these off.

Fairest of the Fair: Have a meeting tomorrow, working on a schedule for them. Pie auction will happen!

Volunteer: We are in need of help on the gates (Tuesday), Friday and Saturday (4-9), Sunday (1:45pm-4pm). Bartenders: Blue Ribbon needing a little help. Help at Grandstand on Saturday and Sunday Monster Truck and Demo Derby.

Livestock: Met about how to move traffic. Will work on getting a map together for folks to help with exiting and entry.

Draft Horse: Things are being finalized

WOW Tent: Met and it will be a little smaller this year. 4H is doing a fantastic job with this! Electrocutted wood, cheese, Maple syrup, cooking demos, Sustainability. Very important to support this initiative.

Building and Grounds: Hired a new electrician, Dakota Electric. They've been out correcting things and we are in good shape. There will be an electrician on fair grounds through the duration of the fair. Projects are being completed by the Wenzel Barn. Road sign is completed – electric needed to be adjusted to ensure the sign could be turned on. Will get a couple loads of gravel to extend driveway, build the road up and put recycled blacktop on to keep it from washing out. Dumpsters will be moved inside the track where the old carnival bunks used to be.

Park Management: City payments have been behind. With increase in grass cutting, Marshfield Utilities, things are running a bit tight. September/October, we will need to come up with a plan for snow removal and continued lawn care.

Next Agenda: Get folks together to attend a City Council meeting to address payment issues and increases of maintenance tasks.

New Business: Sandy will notify all public people who attended tonight with any updates and final decisions.

Next Meeting: September 19th at 6:30PM

Adjournment: Bill Clendenning made a motion to adjourn at 8:03pm. Scott Karl seconded. All approved.

Respectfully,

Kari Schwingle

South Central Library System Board of Trustees Minutes
8/25/2022, 12:15 p.m.
Chester Room
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held via BlueJeans & in person

Action Items:

Approved to Terminate *Purchase and Sale Agreement* for Walton Commons

Approved to Authorize Chair to sign request for the return of the earnest money for Walton Commons

Approved to Authorize to reconfigure \$5.5 million BCPL loan to be for interest only in Year 1 of the payment schedule.

Present: J. Chrisler, B. Clendenning, P. Cox, E. Galanter, S. Feith, N. Foth, M. Furgal, J. Honl, M. Nelson, G. Poulson, L. Ross, T. Teelin, T. Walske, K. Williams

Excused: S. Ballhorn-Wagner, N. Brien, S. Elwell

Recorder: H. Moe

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

Guests: Devin Flanigan, Keller, Inc.

Call to Order: 12:15 p.m. G. Poulson, President

- a. Introduction of guests/visitors: Eve Galanter, MPL representative, was introduced.
- b. Requests to address the Board: None

Approval of previous meeting minutes: 7/28/2022

- a. Motion: K. Williams moved approval of the 7/28/2022 minutes. P. Cox seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided an overview of the financial statements.

Bills for Payments: The payment amount is \$289,709.01

- a. Motion: K. Williams moved approval of the bills for payment. M. Furgal seconded.
- b. Discussion: A check in the amount of \$150,000 was written to Keller, Inc. This is a partial billing for engineering and design services provided by engineers that Keller hired for mechanical, electrical, plumbing, structural and casework design for the Walton Commons construction documents.
- c. Vote: Motion carried.

Committee Reports

- a. Advocacy: No report.
- b. Personnel and Budget & Finance: M. Nelson noted the committee met 8/17/22 to go over the 2023 budget. The minutes are online. They examined the budget line by line and at this time the final vote for the budget is not due until September, but the committee recommends approval of the budget. There is a recommendation to the board that the BCPL loan be made interest only for year one. It needs to be approved by the board this month due to deadlines that need to be met and enable the budget to be implemented.
- c. Building Needs Assessment Work Group:
 - i. DPI written answers to questions submitted by trustees. Shannon Schultz, DPI, answered the questions in writing and her responses were provided to the board prior to the meeting.
 - 1. Does Chapter 43, Wis. Statutes limit the amount of money a library system can borrow for a building project? "Per s. 43.17(9)(b) A public library system board

of a multicounty library system may borrow money to accomplish any of its purposes, but *the outstanding amount of such loans at any time may not exceed an amount equal to the system board's receipts for the prior fiscal year*. A federated public library system... may obtain a state trust fund loan to accomplish any of its purposes, but the *outstanding amount of a federated public library system's state trust fund loans, together with all other indebtedness of the system, may not exceed an amount equal to the system's receipts for the prior fiscal year.*"

2. Under Ch. 43, does the decision to purchase land or a building fall on a system board? Per s. 43.17(9)(a) "All contracts for public construction made by a federated public library system... shall be let by the public library system board to the lowest responsible bidder in accordance with s. 62.15 (1) to (11) and (14). For purposes of this section, the system board possesses the powers conferred by s. 62.15 on the board of public works and the common council. All contracts made under this section shall be made in the name of the federated public library system and shall be executed by the system board president and such other board *officer* as the system board designates."

"So, yes, the decision to purchase land or a building, and the contracting involved, must be made in the name of the South Central Library System and executed by the SCLS board president and one other board officer, as designated by the board."

3. Under Ch. 43, can a system board delegate to a subcommittee made up of a majority of system staff and a lesser number of system board members the authority to make recommendations on purchasing land or buildings? "This question is a bit outside the scope of Chapter 43, in its specificity. However, parts of statute and other resources imply that a board may appoint such a committee if it wishes."

"First, the SCLS Bylaws: Article VII, Section 1d: d. states that "other committees shall be appointed by the president as the need arises or at the request of a majority of the system board." This subsection provides the authority and the mechanism for appointing such committees."

"Second, the question indicates that this committee would make recommendations to the board, which means it would be an advisory committee. If such a committee were created, it would be very similar to the advisory committee referenced in s. 43.17(2m): "Every public library system may appoint a public library advisory committee to, among other things, advise the system board about the status and needs of libraries in the system, serve as a conduit of information between the system board and individual libraries in the system and make recommendations to the system board relating to libraries in the system. If the system board has the authority to create such a committee for the purpose of receiving recommendations from member libraries, it makes sense that it could also seek advisory recommendations from system staff relating to system operations."

“Last, s. 43.17(4) states that Responsibility for administration of a public library system shall vest in a head librarian who shall be appointed by and directly responsible to the public library system board. This implies the expectation that the system director is hired, compensated, and responsible for doing the groundwork for the system board. Since her staff are her best resources, they are also one of the best tools a board can utilize to make educated and informed decisions. As long as the authority and execution remain in the hands of the system board, this does not appear to be a violation of, or departure from, Chapter 43.”

ii. Revise BCPL \$5.5 million loan to interest only loan: K. Goeden noted there is an option to restructure our loan to an interest only loan for year 1 of the 19 year amortization. This will reduce the year one mortgage payment by \$140,000. The reason this option is being pursued is because the public bid for the Walton Commons site failed and the timeline of the project has been extended 6 months while the group pursues alternate options. This causes an additional 6 month overlap of delivery rent in 2023 along with the first mortgage payment in March 2023. BCPL has restrictions on the loan that do not allow SCLS to prepay the loan between September 1 and March 1. Any requests for prepayment must be placed with a 30-day minimum advance notice. As SCLS is outside of that time frame, the first mortgage payment in 2023 will need to be made regardless of whether or not SCLS constructs a new facility. Therefore, SCLS would like to put itself in a flexible financial position so it can balance the budget for 2023.

Action Items:

a. Terminate *Purchase and Sale Agreement* for Walton Commons

i. Motion: J. Honl moved approval to terminate the purchase and sale agreement for Walton Commons. M. Nelson seconded.

ii. Changes or corrections:

iii. Vote: Motion carried unanimously.

b. Authorize Chair to sign request for the return of the earnest money for Walton Commons

i. Motion: N. Foth moved approval to authorize the chair to sign request for the return of the earnest money for Walton Commons. K. Williams seconded.

ii. Changes or corrections:

iii. Vote: Motion carried unanimously

c. Authorize to reconfigure \$5.5 million BCPL loan to be for interest only in Year 1 of the payment schedule.

i. Motion: M. Nelson moved to authorize to reconfigure \$5.5 million BCPL loan to be for interest only year 1 of the payment schedule. M. Furgal seconded.

ii. Changes or corrections:

iii. Vote: Motion carried unanimously

SCLS Foundation Report: Met 8/9/22. The Cornerstone event will be held in Waunakee at the Lone Girl Brewing Company on September 15, 5:30 – 7:30. Summit Credit Union donated \$500 and First Business Bank donated \$2,000 to sponsor the Cornerstone event. The foundation website has been revised so donors may select a specific library for donations.

System Director's Report: You may view the System Director report online. The Marathon County Library Board met and will make a decision whether to switch from the WI Valley Library System (WVLS) to SCLS at

their December 2022 meeting. Previously, Marathon County had voted to leave WVLS, but the county board of supervisors vote was put on hold. There will be a merger between the Arrowhead Library System and the Lakeshores Library System. The total count of systems will be 15 as of 1/1/2023.

Katherine Elchert has been hired as the director of the McMillan Public Library and Elizabeth Clauss is the director of the Monticello Public Library. The Brodhead Public Library hired Kyle Domer as director and his start date is 9/12/22.

Discussion: None

Administrative Council (AC) Report: Met 8/18/2022. You may view the minutes online.

Other Business: None

Information sharing: S. Feith requested pro forma budget information regarding the Lakeland Property prior to the September meeting. K. Goeden noted the 2023 budget makes the assumption that we are moving forward with the Lakeland property. All revenue and expenses in that budget are based on the costs of living in the Lakeland property with the Delivery addition. The budget was put together based on the information we have now. The goal is to move forward with the property if it makes sense financially and administratively to do so. M. Nelson noted we are waiting on a couple of estimates. If the estimates exceed the total \$7 million budget for the overall project, then the Lakeland property won't work. K. Goeden noted draft floor plans and site map have gone to the estimators for the internal build out and delivery addition. The figures will be available by the 9/1/22 BNAW meeting and will be forwarded to the board. There is a lengthy list of contingencies that have been answered and confirmed by attorneys on both sides. Every department in the City of Madison has looked at the proposed site plan and provided their feedback, which was positive. There are some storm water considerations, but there is no minimum parking stall requirement, which was a big hurdle.

S. Feith inquired if there is an inspection report of the Lakeland Property. Keller contacted contractors who evaluated the building at no expense to SCLS. D. Flannigan provided a recap of the walkthrough and noted the following: exterior looked good, parking lot needs to be seal coated, exterior brick is in good condition, sidewalks in fair condition-not deteriorating, HVAC in good working condition, roof is 10 years old, ceiling tiles were in good shape which can be an indicator of roof damage, HVAC system was designed under "education" so there is more air exchanges than needed. There will be wiggle room to work with roof top units, we may need an additional transformer, or move it since it's in the way, the electrical is in good condition, lighting may be a concern as it seems too dim for offices, and plumbing is in good shape. Overall, it's a nice building.

It was requested that the next board agenda include information about the difference between buying a building on a land lease versus owning the land. K. Goeden will contact David Haug and ask him to attend the September board meeting so he can address questions from the board. He has provided a summary of the pros and cons of a ground lease and that will be provided to the board prior to the next meeting.

K. Goeden and M. Van Pelt will create a summary for the board, outlining the Lakeland property information, the list of the contingencies and the information that SCLS has received to date. This will be sent to the board in advance of the September board meeting, so everyone has ample time to review the information.

T. Walske reminded folks to attend the Cornerstone event and encouraged the board to make a donation to the SCLS Foundation.

Adjournment: 1:03 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt
BOT/Minutes/8/25/2022

Minutes of the Jail Construction ADHOC Committee

DATE: September 21, 2022

PRESENT: Laura Valenstein, Lee Thao, David LaFontaine, Adam Fischer, Jake Hahn, John Hokamp

EXCUSED:

NOT Al Breu

PRESENT:

OTHERS Quentin Ellis, Shawn Becker, Reuben VanTassel, Kelli Trzinski, Kurt Berner, Ed Newton, Jeff Penzkover, Bill Clendenning, Dennis Polach, Bill Voight, Ed Wegner, Phil Kalman, Tim Nordlund, Jason Conrad, Jeff Mrozek, Joseph Zurfluh, Trent Miner, Bill Leichtnam, Justin Fischer, Lance Pliml, Chad Richardson, Peter Kastenholz, Lisa Keller, PaNyia Yang, Ray Bossert, Bryan Peterson, Anthony Bastien, Ted Ashbeck,

LOCATION: Wood County Courthouse

1. Call to Order:

Supervisor Valenstein called the meeting to order at 8:00 a.m.

2. Review minutes of August 23, 2022:

Motion by LaFontaine, second by Fischer to approve the minutes of the August 23, 2022 meeting as presented. Motion carried unanimously.

3. Resolution-Approval To Sign Jail Construction Contracts:

Motion by Lafontaine, second by Hahn to authorize the Facilities Manager to execute contracts on behalf of Wood County directly related to the construction of the new jail and the demolition of the old jail despite the lack of full funding at the this time. Motion carried 5-1. Valenstein- Yes Thao-Yes, LaFontaine-Yes Hahn-Yes, Hokamp-Yes Fischer-No

4. Review Bids For Jail Project:

Kurt Berner from Samuels Group discussed the bid tabulation for the project. He stated the bids are good for 45 days starting September 15, 2022.

Kurt would like until next Thursday, September 29, 2022, to vet the numbers and talk to the vendors. He stated rebidding the project would only make the numbers go up.

Justin Fischer from Baird Financial discussed two bonding options with the committee.

Lance Pliml stated there is still a need for the jail.

5. **Adjourn:**

Meeting adjourned at 8:53 a.m. by Supervisor Valenstein.

Minutes taken by Wood County Sheriff's Department

Minutes of the Jail Construction ADHOC Committee

DATE: October 4, 2022

PRESENT: Laura Valenstein, Al Breu, David LaFontaine, Adam Fischer, Jake Hahn, John Hokamp

EXCUSED:

NOT Lee Thao

PRESENT:

OTHERS Quentin Ellis, Shawn Becker, Reuben VanTassel, Kelli Trzinski, Kurt Berner, Ed

PRESENT: Newton, Jeff Penzkover, Bill Clendenning, Dennis Polach, Ed Wagner, Phil Kalman, Jason Conrad, Lance Pliml, Peter Kastenholz, PaNyia Yang, Anthony Bastien, Ted Ashbeck, Heather Gehrt, Charlie Hoogesteger

LOCATION: Wood County Courthouse

1. Call to Order:

Supervisor Valenstein called the meeting to order at 10:25 a.m.

2. Review minutes of September 21, 2022:

Motion by LaFontaine, second by Hokamp to approve the minutes of the September 21, 2022 meeting as presented. Motion carried unanimously.

3. Review Jail Bids and Value Based Engineering with Samuels Group

Kurt Berner discussed jail bids, qualified vendors, and valued engineering. He also explained the next steps in the contract process. He stated letters of intent would go out to the lowest qualified bidders with contracts to follow. Kurt discussed the rebid process and coming back to the Committee with those bids.

Kurt and Reuben discussed when demolition would begin. Reuben stated the earliest would be the week of October 10, 2022, but thinks it will be most likely the week of October 17, 2022.

Motion by Breu, second by LaFontaine to set the limit to make change orders to \$100,000 for the facilities director. Valenstein-yes, Breu-yes, LaFontaine-yes, Hahn-yes, Hokamp-yes, Fischer-no

Motion by LaFontaine, second by Breu to approve alternative bid number seven in the amount of \$129,930 for snowmelt for zones D and E. Motion carried unanimously.

4. Discuss Saratoga Street Property:

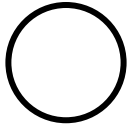
The Committee discussed the Saratoga Street property. Kurt stated the house would most likely be used as an office provided it could be rezoned.

Motion by LaFontaine, second by Breu to negotiate for acquisition of the Saratoga Street property and allow the construction manager and staff to determine the best use of the property during the jail construction. Valenstein-yes, Breu-yes, LaFontaine-yes, Hahn-yes, Hokamp-yes, Fischer no.

5. Adjourn:

Meeting adjourned at 11:00 a.m. by Supervisor Valenstein.

Minutes taken by Wood County Sheriff's Department



RESOLUTION#

Introduced by Jail Construction Committee
Page 1 of 1

ITEM# 8-
DATE October 18, 2022
Effective Date October 18, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To authorize the County to acquire the home at 441 Saratoga Street in the city of Wisconsin Rapids for use during the jail construction project.

FISCAL NOTE: The purchase price is \$76,500 plus there would be a nominal recording fee. Use of the property would result in an approximate \$15,000 reduction to the County of work site space for the construction manager and staff. Funds would come from the jail construction budget.

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

WHEREAS, on November 9, 2021, the County Board passed resolution # 21-11-5, authorizing the Facilities Manager to negotiate for the acquisition of the home located 441 Saratoga Street in the city of Wisconsin Rapids for use in the jail construction project and thereafter as parking and allowing for the parking lot entrance to be moved back from its current close proximity to Jackson Street, and

WHEREAS, acquisition of the property would allow the construction manager to use the property in lieu of a trailer, with a cost savings to the County of about \$15,000, and

WHEREAS, whether the County is going to sell the property at the end of the jail construction project or will use it for parking and delivery access purposes need not be decided at this point in time, and

WHEREAS, the Jail Study Committee voted 4-1 in favor of acquiring the property if it could be obtained for a reasonable amount, and

WHEREAS, the Facilities Manager has negotiated with the owner of the property for the County to acquire it by paying \$76,500 with the seller keeping several of the appliances and the County waiving some contingencies (appraisal) and costs normally borne by the seller (title insurance, recording fee), all as set forth in an accepted Offer to Purchase which is available for inspection in the Facilities Manager’s Office.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize and direct the Facilities Manager and other staff to take the necessary steps to acquire the property at 441 Saratoga Street in the city of Wisconsin Rapids in the amount of \$76,500 and as provided for in the Offer to Purchase, with the funds therefor coming from the jail construction budget.

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LAURA VALENSTEIN (Chair)

AL BREU

DAVID LAFONTAINE

ADAM FISCHER

JAKE HAHN

JOHN HOKAMP

LEE THAO

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

County Clerk

County Board Chairman