

OPERATIONS COMMITTEE

DATE: Tuesday, June 7, 2022
TIME: 9:00 AM
LOCATION: Courthouse – Room 114

1. Call meeting to order
2. Public Comments
3. CONSENT AGENDA
 - (a) Review/approve minutes from previous committee meetings
 - (b) Review monthly letters of comment from department heads.
 - (c) Approval of departments vouchers – County Board, County Clerk, Finance, Human Resources, Risk Management, Treasurer, and Wellness.
4. Review items, if any, pulled from consent agenda
5. Discuss American Rescue Plan Act
6. **Wellness Coordinator Update**
7. **Treasurer**
 - (a) Investment Presentation by Bob Moore, Institutional Capital Management
 - (b) Resolution to tax deed properties
8. **Finance**
 - (a) Finance Department update
 - (b) 2023 CIP requests
 - (c) Bond timeline
 - (d) NW boiler stack exhaust resolution
9. Update on Bug Tussel Bonding
10. **HR**
 - (a) Health Insurance Presentation by Tim Deaton, The Horton Group
 - (b) Wood County Core Values and Merit Pay Procedure
11. Consider any agenda items for next meeting
12. Comments from the Chair
13. The committee may go into closed session pursuant to Wis. Stats. 19.85(1)(e) to establish bargaining parameters and grant authority to the Human Resources Director to enter into bargaining with the Wood County Deputy Sheriff's Association, WPPA/LEER on behalf of Wood County.
14. Set next regular committee meeting date
15. Adjourn

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2482 159 5676

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mc082ce794d570eb1a38cf86cbeb4b2c1>
Meeting number (access code): 2482 159 5676
Meeting password: 06072022

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, May 3, 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, Bill Leichtnam, Brad Hamilton, Jeff Penzkover, Kim McGrath, Kelli Francis, Ed Newton, PaNyia Yang, Heather Gehrt, Adam Fandre, Jason Grueneberg, Nick Flugaur, Jodi Pingel, Amy Kaup, Brandon Vruwink, Trent Miner, Sue Smith, Rock Larson, Kyle Theiler, Mary Schlagenhaft, Brenda Nelson, Shane Wucherpfennig, Mitchel Olson, Tim Deaton (The Horton Group)

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

There were no public comments.

Wagner opened the floor for nominations for Vice Chair of the Operations Committee. Pliml nominated Rozar.

Motion (Pliml/Valenstein) to cast a unanimous ballot to elect Rozar Vice Chair of the Operations Committee. Motion carried unanimously.

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

Pliml gave a brief update on ARPA funds, including sharing a list that WCA has compiled of projects that ARPA funds are being utilized for throughout the state.

Wellness Coordinator Fandre provided a brief update on Wellness Program activities.

Finance Director Newton provided a brief update on Finance Department activities.

Newton distributed information on CIP requests to the Committee and asked that they take the information, review it, and be prepared to discuss it at the June meeting. Brief discussion ensued regarding alternative funding sources for projects.

Human Services Director Vruwink presented a resolution to create a risk reserve fund to the Committee. Vruwink explained that Human Services is requesting to establish a risk reserve fund specifically for the cost of placement of children in out of home care. Brief discussion ensued.

Motion (Rozar/Fischer) to approve the resolution to establish a Risk Reserve Fund in Human Services. Motion carried unanimously.

Planning & Zoning Director Grueneberg provided the Committee with an update on Bug Tussel Bonding. Discussion ensued at length in regards to the scope of the project, the amount of bonding, and the mechanics of the bonding.

Human Resources Director McGrath introduced Tim Deaton of The Horton Group. Mr. Deaton presented information about health insurance experience and projections.

Agenda items for next meeting: Presentation from Bob Moore
Health Insurance Presentation, Tim Deaton

There were no comments from the Chair.

The next regular meeting is June 7, 2022 at 9:00 a.m.

McGrath requested that the Committee move the July meeting from July 5, 2022 to July 12, 2022 to accommodate a presentation from Tim Deaton.

Wagner declared the meeting adjourned at 10:01 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 – June 2022

- The directory was finalized and sent to the printer. We sent an electronic copy to the Secretary of State well before the statutorily required date.
- We are busy getting ready for the Partisan Primary. By time of your meeting, we should have a listing of all the candidates, if not the ballot order of those candidates. It is a HUGE time crunch, in that the Elections Commission has until June 10th to certify the statewide candidates and absentee ballots have to be out in the mail by June 23rd in order to meet UOCAVA and state statutory deadlines.
- I was asked to be on the interview team for Portage County Clerk and those were held on May 18th. Former Clerk, Kayla Filen, resigned to take a town clerk position in the Outagamie County Town of Grand Chute. Pending county board approval, Maria Davis, the current clerk for the Town of Stockton will be the new Portage County Clerk.
- I attended an Elections Committee meeting of the County Clerks Association on Friday, May 13th. We heard from security experts at CISA on the latest issues facing election officials, not only from a computer security issue, but a physical security issue. A number of county clerks have been threatened over the past couple of years and this abhorrent behavior does not seem to be lessening anytime soon. CISA gave us resources in how to handle each of these threats.
- As I have mentioned numerous times, I am going to upgrade our accessible voting equipment from the Automark to the ExpressVote in 2023. I have worked with ES&S and gotten pricing, but because ES&S only wants to write one contract for the entire county purchase, and since it is the municipality's responsibility to pay for this purchase, I had to come up with an MOU for all of the municipalities to sign to ensure the county gets reimbursed for this purchase. This was run past Corporation Counsel and subsequently sent to both clerks and chief elected officials. This will be a budgetary item in 2023, but will have a revenue offset, minus \$4,000 for the county's unit.
- I will be out of the office June 27-29 for the Wisconsin County Clerks Association Annual Symposium being held in Chippewa County this year.
- Many years ago, Peter Manley from UW Extension came to former County Clerk Cindy Cepress about purchasing a county logo flag. They decided that Cindy would pay for it and make them available for sale to those organizations who wanted to have them. We did sell out of our first batch, and I have a request from the Veterans Memorial to purchase another batch. I placed that order and will sell them as folks want them.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

May 31, 2022

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

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Human Resources Narrative

General Highlights

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2. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2022 goals.
3. Attended and participated in the Health Department's Strategic Planning Meetings on May 2nd and 16th.
4. Attended the County Board Meeting on May 17th.

5. Held the monthly conference call with The Horton Group on May 24th to discuss various benefit topics.
6. Attended the quarterly Department Head Meeting on May 25th.
7. Attended the Wisconsin Association of County Personnel Directors (WACPD) Spring Conference in Elkhart Lake, WI on May 26th and 27th. Topics included: Employee Benefits Market Outlook (USI), Developing Partnerships with other Public/Private Entities (Attolles Law), Ethics and Conflict of Interest (von Briesen & Roper), Microaggressions in the Workplace (Eau Claire County), and WACPD Panel Discussions/Roundtable (facilitated by von Briesen).
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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 for April.
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. Create reports and census files for GASB/OPEB report.

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 our subscription with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
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Safety/Risk Management

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Other

1. Developing the Civil Rights Training for all Wood County employees. This training is required of current employees every 3 years.
2. Held a BLS/CPR Course on May 26th for Dispatch staff.
3. Arranged CPR Instructor Certification Course for two employees at Norwood on May 25th.
4. Continuing to work on updating all job descriptions based off of completed JDQs.
5. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
6. Reconciled and processed the April Unemployment Insurance payment.
7. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
8. Facilitated New Hire Orientation on May 2nd, May 9th, May 16th, May 23rd, and May 30th.
9. Conducted exit interviews on May 2nd and May 18th.
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.



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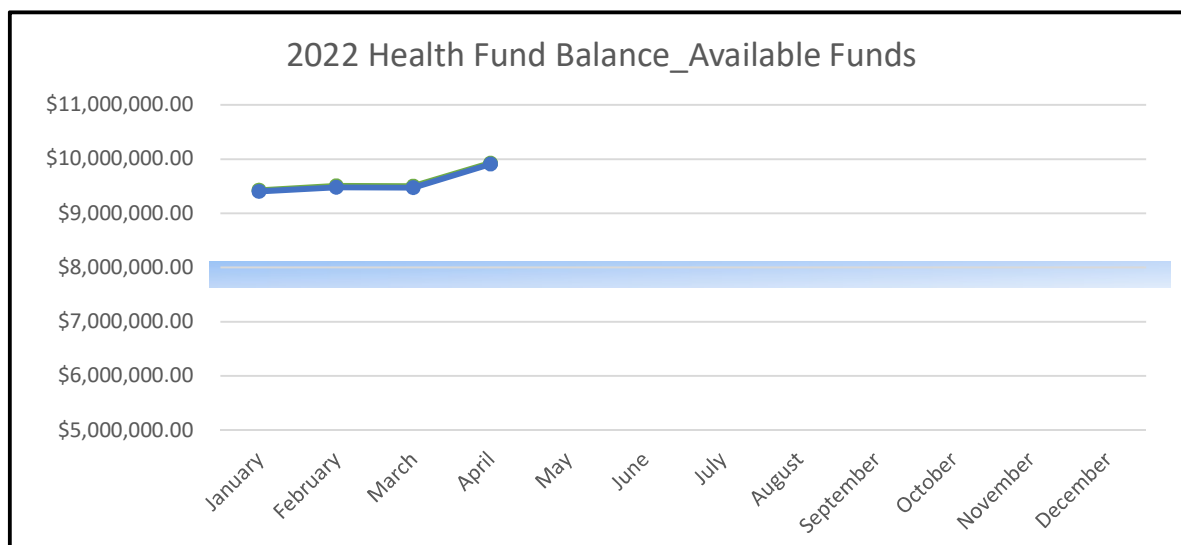
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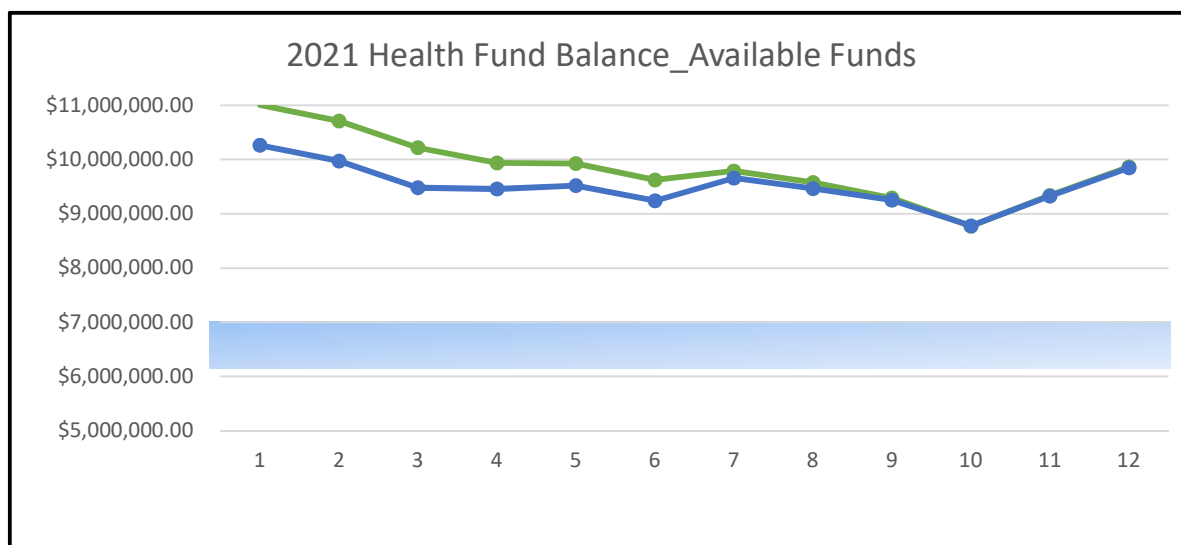
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2. Held a BLS/CPR Course on May 26th for Dispatch staff.
3. Arranged CPR Instructor Certification Course for two employees at Norwood on May 25th.
4. Continuing to work on updating all job descriptions based off of completed JDQs.
5. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
6. Reconciled and processed the April Unemployment Insurance payment.
7. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
8. Facilitated New Hire Orientation on May 2nd, May 9th, May 16th, May 23rd, and May 30th.
9. Conducted exit interviews on May 2nd and May 18th.
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.

Months	2022		2021	
	Total	Available	Total	Available
January	\$ 9,425,257.81	\$ 9,402,815.78	\$ 11,005,587.80	\$ 10,261,473.82
February	\$ 9,507,106.04	\$ 9,474,416.97	\$ 10,710,181.62	\$ 9,972,678.38
March	\$ 9,499,684.04	\$ 9,470,991.36	\$ 10,216,683.96	\$ 9,478,341.34
April	\$ 9,925,297.90	\$ 9,903,866.81	\$ 9,935,399.73	\$ 9,457,063.69
May			\$ 9,923,879.65	\$ 9,518,856.96
June			\$ 9,623,261.99	\$ 9,238,695.09
July			\$ 9,786,923.19	\$ 9,658,473.47
August			\$ 9,575,356.85	\$ 9,462,636.66
September			\$ 9,293,544.53	\$ 9,250,358.73
October			\$ 8,772,668.55	\$ 8,777,240.31
November			\$ 9,336,398.97	\$ 9,327,803.05
December			\$ 9,862,291.34	\$ 9,844,864.57



2021 Total Balance - Green Line

2021 Available Funds - Blue Line



2021 Total Balance - Green Line

2021 Available Funds - Blue Line

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



Wood County WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—JUNE 2022

1. Attended Operations Committee meeting on May 3.
2. The candidate for the Treasurer Coordinator Position accepted offer on May 9.
3. Attended and facilitated WI County Treasurer's District 6 meeting in Eau Claire on May 12.
4. Completed assigned IT training on May 13.
5. Attended County Board on May 17.
6. Attended Department Head meeting at River Block on May 25.
7. As of the May 31st deadline to pay delinquent 2018 taxes, there are still 24 properties that have not been paid for. These properties are the resolution included in the packet.
8. Staff has been busy getting assessment rolls ready for Board of Reviews in the municipalities.
9. Staff has been busy compiling information and updating notes for the Treasurer Coordinator position.
10. Sales tax is down about 15% for the month compared to last year at this time.
11. Staff has been busy compiling the information on the delinquent 2019 taxes in order to publish the names in the paper that begin the process for tax deeding the properties if not paid.
12. I will be out of the office June 1-3 in Outagamie County at the summer Treasurer's Conference.



Wood County WISCONSIN

Employee Wellness

Adam Fandre

Letter of Comments – June 2022

- As was the case for the past two months, much of my time is currently spent meeting one-on-one with employees telephonically to complete their health coaching appointment – the third and final step to qualify for the reduced health insurance rates in 2023 and enroll in the Wellness Program. Currently, I have met with 240 participants and an additional 165 participants have an appointment scheduled with me. Below you may find a snapshot of participation in the three qualifying activities this year compared to the last two.

Annual Completion of Qualifying Activities			
	2020	2021	2022
Biometric Screening	462	464	449
Health Assessment	462	459	444
Health Coaching	450	440	240*

*Health Coaching is currently in progress and numbers will be finalized after June 30, 2022.

- May 23, 2022, marked the start of the Quarter 2 Wellness Challenge, *Five for Life*. This activity is a 4-week individual challenge where participants will focus on developing habits around nutrition, exercise, sleep, and digital detox. Although a very short time since starting, feedback received so far has been positive.
- 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.
- Planning for the quarter 3 Wellness Challenge is underway and will most likely focus on nutrition since this routinely comes up during health coaching sessions and is highly requested for lunch & learn topics. Likewise, this is one of the higher risk areas per the 2021 aggregate report which makes it a perfect area of focus. More details will be shared in the months ahead.
- Information on the Wellness bulletin boards at several Wood County locations and in www.managewell.com have been updated with the most recent information and other helpful handouts that seem appropriate based on biometric screening data, Wellness Committee feedback, and information gleaned during health coaching appointments.

COUNTY BOARD CLAIMS

April-22

Apr-22

Paid May 2022

CLAIMANT	MONTH	PER DIEM \$	MILEAGE \$	SEALS/PI	TOTAL \$
				HOTEL \$	
Robert Ashbeck	April-22	250.00	47.97		\$297.97
Allen Breu	April-22	365.00	140.40		\$505.40
Tom Buttke	Jan-April 22	500.00	253.89		\$753.89
William Clendenning	April-22	565.00	248.62		\$813.62
Michael Feirer	April-22	315.00	124.02		\$439.02
Adam Fischer	April-22	315.00	122.85		\$437.85
Jake Hahn	April-22	415.00	105.30		\$520.30
Brad Hamilton	April-22	450.00	40.95		\$490.95
John Hokamp	April-22	300.00	8.77		\$308.77
David La Fontaine	April-22	400.00	211.18		\$611.18
Bill Leichtnam	April-22	580.00	84.24		\$664.24
Lance Plimi	April-22	700.00	187.20		\$887.20
Dennis Polach	April-22	500.00	11.23		\$511.23
Donna Rozar	April-22	200.00	84.24		\$284.24
Lee Thao	April-22	300.00	2.34		\$302.34
Laura Valenstein	April-22	430.00			\$430.00
Bill Voight	April-22	400.00	153.27		\$553.27
Ed Wagner	March & April 22	730.00	270.27		\$1,000.27
William Winch	April-22	400.00	64.35		\$464.35
Joe Zurfluh	April-22	450.00	38.61		\$488.61
David Barth	April-22	65.00	5.85		\$70.85
Beverly Ghiloni	April-22	50.00	5.85		\$55.85
Carmen Good	April-22	50.00	40.95		\$90.95
Thomas Heiser	April-22	50.00	5.85		\$55.85
Lori Nordman	April-22	50.00			\$50.00
Rebecca Spiros	April-22	50.00	36.04		\$86.04
		\$8,880.00	\$2,294.24	\$0.00	\$11,174.24

Chairman

Operations Committee

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: MAY 2022

For the range of vouchers: 06220055 - 06220069

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06220055	VERIZON	Monthly Modem Fee	04/29/2022	\$215.24	P
06220056	QUALITY PLUS PRINTING INC	Business Cards - Penzkover	05/05/2022	\$50.00	P
06220057	WCCA (COUNTY CLERK'S ASSOC)	2022 WCCA Summer Symposium Reg	05/05/2022	\$125.00	P
06220058	ELECTION SYSTEMS & SOFTWARE	Audio Files - Spring Primary	05/09/2022	\$572.33	P
06220059	AMAZON CAPITAL SERVICES	Name Plate - Penzkover	05/02/2022	\$14.04	P
06220060	AMAZON CAPITAL SERVICES		05/10/2022	\$43.99	P
06220061	UNITED MAILING SERVICE	MAIL FEES APRIL 1-30, 2022 UMS	05/11/2022	\$1,209.03	P
06220062	WISCONSIN MEDIA	VARIOUS ADS 4/1 - 4/30/2022	05/16/2022	\$4,863.65	P
06220063	QUALITY PLUS PRINTING INC	Directory Printing	05/17/2022	\$1,867.77	P
06220064	US BANK	VISA Charges	05/17/2022	\$3,471.00	P
06220065	POSTMASTER - WISCONSIN RAPIDS	POSTAGE - 2022 DIR MAILING	05/18/2022	\$138.46	P
06220066	AMAZON CAPITAL SERVICES	Dehumidifier	05/18/2022	\$269.97	P
06220067	STAPLES ADVANTAGE	Office Supplies	05/19/2022	\$12.50	P
06220068	POSTMASTER - WISCONSIN RAPIDS	Presort Permit - Yearly Fee	05/20/2022	\$265.00	P
06220069	UNITED PARCEL SERVICE	REPLENISH UPS MAY 2022	05/23/2022	\$200.00	P
Grand Total:				\$13,317.98	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: FINANCE

For the period of: MAY 2022

For the range of vouchers: 14220106 - 14220127

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14220106	AMT	GARNISHMENT PAYMENT	05/05/2022	\$276.00	P
14220107	DOBBERSTEIN LAW FIRM LLC	GARNISHMENT PAYMENT	05/05/2022	\$157.57	P
14220108	MESSERLI & KRAMER PA	GARNISHMENT PAYMENT	05/05/2022	\$358.18	P
14220109	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	05/05/2022	\$3,787.76	P
14220110	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	05/05/2022	\$2,280.53	P
14220111	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	05/05/2022	\$4,632.59	P
14220112	PUBLIC ASSISTANCE COLLECTION UNIT	GARNISHMENT PAYMENT	05/05/2022	\$20.00	P
14220113	SCHUELKE SUSAN A	VOLUNTEER DEBT AMORTIZATION	05/05/2022	\$73.64	P
14220114	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	05/05/2022	\$355.85	P
14220115	GFOA	ANNUAL MEMBERSHIP DUES	05/05/2022	\$640.00	P
14220116	WIPFLI LLP	2021 AUDIT FINAL BILLING	05/10/2022	\$55,500.00	P
14220117	AMT	GARNISHMENT PAYMENT	05/19/2022	\$276.00	P
14220118	DOBBERSTEIN LAW FIRM LLC	GARNISHMENT PAYMENT	05/19/2022	\$112.72	P
14220119	KOHN LAW FIRM SC	GARNISHMENT PAYMENT	05/19/2022	\$455.56	P
14220120	MESSERLI & KRAMER PA	GARNISHMENT PAYMENT	05/19/2022	\$358.18	P
14220121	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY	05/19/2022	\$2,294.00	P
14220122	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY	05/19/2022	\$4,726.70	P
14220123	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	05/19/2022	\$3,799.77	P
14220124	PUBLIC ASSISTANCE COLLECTION UNIT	GARNISHMENT PAYMENT	05/19/2022	\$20.00	P
14220125	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	05/19/2022	\$355.85	P
14220126	TRUNORTH DYNAMICS	DYNAMICS ANNUAL MAINTENANCE	06/17/2022	\$9,314.40	P
14220127	SCHUELKE SUSAN A	VOLUNTEER DEBT AMORTIZATION	05/19/2022	\$73.64	
Grand Total:				\$89,868.94	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: MAY 2022

For the range of vouchers: 17220034 - 17220041

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17220034	CONCENTRA HEALTH SERVICES INC	Drug & Alcohol Testing	04/01/2022	\$1,000.00	P
17220035	NATIONWIDE TRUST CO FSB	PEHP	05/04/2022	\$20,696.00	P
17220036	WI DEPT OF ADMINISTRATION	WiscJobs Posting-Psychiatrist	04/20/2022	\$175.00	P
17220037	WI DEPT OF WORKFORCE DEVELOPMENT	Unemployment Charges Apr 2022	05/01/2022	\$964.50	P
17220038	WELD RILEY SC	Legal Fees	05/09/2022	\$520.00	P
17220039	HORTON GROUP INC THE	Consulting Fees - May 2022	05/05/2022	\$2,083.33	P
17220040	NATIONWIDE TRUST CO FSB	PEHP	05/18/2022	\$15,696.00	P
17220041	US BANK	P Card Charges	05/16/2022	\$1,126.81	P
Grand Total:				\$42,261.64	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: RISK MANAGEMENT

For the period of: MAY 2022

For the range of vouchers: 23220019 - 23220027

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
23220019	JACKSON LEWIS P.C.	Liability Deductible	04/15/2022	\$2,240.00	P
23220020	JACKSON LEWIS P.C.	Liability Deductible	04/15/2022	\$1,484.00	P
23220021	PROASSURANCE CASUALTY COMPANY	Prof Liab Ins Qtrly Excess Prm	04/20/2022	\$1,267.00	P
23220022	PROASSURANCE CASUALTY COMPANY	Prof Liab Ins Qtrly Prem	04/20/2022	\$7,000.00	P
23220023	WI COUNTY MUTUAL INS CORP	Gen & Auto Liability-2nd Inst	04/19/2022	\$197,687.50	P
23220024	MID-STATE TECHNICAL COLLEGE	HeartSaver AED/First Aid - Hwy	04/25/2022	\$110.00	P
23220025	ALLIED 100 LLC	CPR/First Aid Equipment	05/02/2022	\$171.91	P
23220026	WHEELERS OF MARSHFIELD	Vehicle Damage - HS	05/04/2022	\$1,401.80	P
Grand Total:				\$211,362.21	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: MAY 2022

For the range of vouchers: 28220112 - 28220128

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28220112	CITY OF MARSHFIELD	APRIL SPECIAL CHARGES	05/04/2022	\$900.95	P
28220113	CITY OF NEKOOSA TREASURER	APRIL SPECIAL CHARGES	05/04/2022	\$389.04	P
28220114	TOWN OF CARY	APRIL SPECIAL CHARGES	05/04/2022	\$222.36	P
28220115	TOWN OF PORT EDWARDS	APRIL SPECIAL CHARGES	05/04/2022	\$356.46	P
28220116	TOWN OF REMINGTON	APRIL SPECIAL CHARGES	05/04/2022	\$148.32	P
28220117	TOWN OF SARATOGA	APRIL SPECIAL CHARGES	05/04/2022	\$1,040.92	P
28220118	TOWN OF GRAND RAPIDS	APRIL SPECIAL CHARGES	05/04/2022	\$2,490.44	P
28220119	TOWN OF HANSEN	APRIL SPECIAL CHARGES	05/04/2022	\$328.64	P
28220120	TOWN OF LINCOLN	APRIL SPECIAL CHARGES	05/04/2022	\$547.59	P
28220121	TOWN OF RICHFIELD	APRIL SPECIAL CHARGES	05/04/2022	\$1,103.28	P
28220122	VILLAGE OF BIRON	APRIL SPECIAL CHARGES	05/04/2022	\$172.48	P
28220123	VILLAGE OF HEWITT	APRIL SPECIAL CHARGES	05/04/2022	\$1,641.59	P
28220124	VILLAGE OF PORT EDWARDS TREAS	APRIL SPECIAL CHARGES	05/04/2022	\$2,127.52	P
28220125	VILLAGE OF RUDOLPH	APRIL SPECIAL CHARGES	05/04/2022	\$1,820.81	P
28220126	WI DEPT OF ADMINISTRATION	APRIL WI LAND INFO	05/04/2022	\$7,308.00	P
28220127	STATE OF WISCONSIN TREASURER	APRIL CLERK OF COURTS REVENUES	05/18/2022	\$125,280.43	P
28220128	WOODTRUST BANK	APRIL MONTHLY SERVICE FEES	05/18/2022	\$235.22	P
Grand Total:				\$146,114.05	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: WELLNESS

For the period of: MAY 2022

For the range of vouchers: 34220004 - 34220004

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34220004	ASPIRUS OCCUPATIONAL HEALTH	Advisor/Mileage/HRA/Bios/Labs	05/02/2022	\$7,329.97	P
Grand Total:				\$7,329.97	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

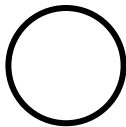
Committee Member: _____

Committee Member: _____

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Committee Member: _____



RESOLUTION#

Introduced by Operations Committee
Page 1 of 8

ITEM#
DATE June 21, 2022
Effective Date June 21, 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: Tax deed eligible property – authorize the tax deeding of property in compliance with Section 75.14, Wisconsin Statutes.

FISCAL NOTE: TAXES 2018 – 2021	\$351,664.24
SPEC. ASSESSMENTS	7,183.59
SPEC. CHARGES	26,854.33
DEL UTILITIES	7,363.95
PUBLICATION FEES	437.00
TAX DEEDING EXP.	2,783.00
TOTAL	\$396,286.11

WHEREAS, Wood County holds tax certificates which have not been Redeemed as provided by law on the described land, and,

WHEREAS, there are delinquent taxes and special charges owing since 2018. It is in the best interest of the County to tax deed this property so it may be sold and put back on the tax roll.

WHEREAS, Notice of Application for taking Tax Deed has been served on owners of record as provided by Section 75.12, Wisconsin Statutes.

NOW THEREFORE BE IT RESOLVED, by the Wood County Board of Supervisors, that the land described be taken by tax deed pursuant to Section 75.14, Wisconsin Statutes.

02-00048 Lot 1 of Wood County Certified Survey Map No. 5108 (recorded in Volume 18 of Survey Maps at Page 8 as Document No. 738805) being part of the SW ¼ of the SE ¼ of Section 3, Township 25 North, Range 4 East, Town of Auburndale, Wood County, Wisconsin. Together with an apparent perpetual easement for ingress and egress as indicated on the Warranty Deed recorded in Volume 668 of Records at Page 405.

Taxes 2018-2021	\$4,943.35
Publication Fees	\$19.00
Tax Deed Expense	\$150.00

Property is located at 5738 County Rd Y, Town of Auburndale.

02-00067A Lot 1 of Wood County Certified Survey Map No. 3757 (recorded in Volume 13 of Survey Maps at Page 157 as Document No. 663930) being part of the NE Fr'l. ¼ of the NE ¼ of Section 5, Township 25 North, Range 4 East, Town of Auburndale, Wood County, Wisconsin.

Taxes 2018-2021	\$8,253.20
Publication Fee	\$19.00
Tax Deed Expense	\$80.00

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ED WAGNER, CHAIRMAN

ADAM FISCHER

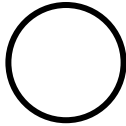
LANCE PLIML

DONNA ROZAR

LAURA VALENSTEIN

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 8

Committee

Property is located at 12051 Shady Rd, Town of Auburndale.

07-00799AB Lot 2 of Wood County Certified Survey Map No. 3149 (recorded in Volume 11 of Survey Maps at Page 149 as Document No. 632640) being part of the SE ¼ of the NE ¼ of Section 28, Township 22 North, Range 6 East, Town of Grand Rapids, Wood County, Wisconsin.

Taxes 2018-2021	\$2107.58
Special Charges	\$426.94
Publication Fees	\$19.00
Tax Deed Expense	\$132.00

Property is located at 2840 Two Mile Ave., Town of Grand Rapids.

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.

Taxes 2018-2021	\$764.28
Special Charges	\$432.00
Publication Fees	\$19.00
Tax Deed Expense	\$136.00

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

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

Taxes 2018-2021	\$797.51
Publication Fees	\$19.00
Tax Deed Expense	\$132.00

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

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.

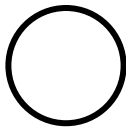
Taxes 2018-2021	\$312.73
Special Charges	\$568.80
Publication Fees	\$19.00
Tax Deed Expense	\$135.00

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

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

County Clerk County Board Chairman



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 3 of 8 Committee

18-00703E 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.

Taxes 2018-2021	\$3,784.07
Special Charges	\$1,080.05
Publication Fees	\$19.00
Tax Deed Expense	\$136.00

Property is located at 9303 Pine St., Town of Saratoga.

22-00393 That part of the NE ¼ of the SW ¼ of Section 22, Township 23 North, Range 3 East, Town of Wood, Wood County, Wisconsin, described as follows: Commencing at the SE corner of the forty, run thence West 12 rods, thence North 13 rods, thence East 12 rods, thence South 13 rods to the place of beginning. (Lines to run parallel with the lines of the forty-acre tract.) Except lands used or deeded for highway purposes.

Taxes 2018-2021	\$296.38
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

Property is located at 5815 County Rd A., Town of Wood.

23-00232 Parcel I: Lot 31 of Apache Gardens, Village of Auburndale, Wood County, Wisconsin.
Parcel II: A part of the E ½ of the NW ¼ of the SE ¼ of Section 22, Township 25 North, Range 4 East, Village of Auburndale, Wood County, Wisconsin, described as follows: Commencing at the Northwest corner of Lot 31 of the Apache Gardens subdivision and the point of beginning; thence along the West line of said lot S 0 degrees 46’ 46” W, 104.01 feet to the Southwest corner of said lot; thence S 89 degrees 12’ 58” W, 6.40 feet to the West line of said E ½ of NW ¼ of SE ¼; thence N 0 degrees 10’ 22” W, 140.01 feet along said line; thence N 89 degrees 12’ 58” E, 6.73 feet to the point of beginning.

Taxes 2018-2021	\$10,074.51
Delinquent Utilities	\$1,994.08
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

Property is lot adjacent to 10669 Apache Ave., Village of Auburndale.

24-00424 Lot 8 of Block 2 of Jinsky’s Subdivision, Village of Biron, Wood County, Wisconsin.

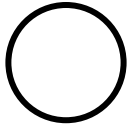
Taxes 2018-2021	\$637.97
Special Assessments	\$5,694.26
Publication Fees	\$19.00
Tax Deed Expense	\$138.00

Property is vacant land on Huffman Rd., Village of Biron.

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

County Clerk County Board Chairman



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 4 of 8 Committee

27-00058 That part of the Lot 1 of Wood County Certified Survey Map No. 1902 (recorded in Volume 7 of Survey Maps at Page 102 as Document No. 577478) being part of the NW ¼ of the Fractional SW ¼ of Section 35, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, described as follows to wit: Commencing at the NE corner of said Lot 1; thence South 207.56 feet; thence West 728.53 feet; thence South 171.41 feet; thence West to the West line of said Lot 1; thence North along said West line 0° 19’ 38” E 234.05 feet; thence North 44° 37’ 03” E 207.54 feet to the North line of Lot 1; thence East to the point of beginning. Except highway.

Taxes 2018-2021	\$1,820.60
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

Property is vacant land on Letendre & Port Road, Village of Port Edwards.

27-00081 Government Lot 4 in Section 36, Township 22 North, Range 5 East (including all of Wood County Certified Survey Map No. 1486 (recorded in Volume 5 of Certified Survey Maps at Page 286), which is also a part of the East ½ of the SE ¼ of Section 35, Township 22 North, Range 5 East and a part of Government Lot 3 of Section 36, Township 22 North, Range 5 East) AND Government Lot 1 in Section 1, Township 21 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, EXCEPTING FROM THE ABOVE PARCELS, THE FOLLOWING EXCEPTIONS:

EXCEPT That part lying North of Edwards Avenue and West of Wisconsin River Drive,
EXCEPT Lot 1 of Wood County Certified Survey Map No. 9508,
EXCEPT all of Block 25B of the Fifth Addition to the Village of Port Edwards,
EXCEPT Wood County Certified Survey Map Nos. 903, 904 and 905,
EXCEPT Wood County Certified Survey Map Nos. 5122, 5183 and 7174,
EXCEPT Wood County Certified Survey Map Nos. 9589, 9828, and 10267,
EXCEPT Railroad right of way,
EXCEPT the Northerly 132 feet of the Easterly 264 feet of that part of Government Lot 4 of Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, lying Southerly of Edwards Avenue and Westerly of Wisconsin River Avenue, and the West ½ of vacated Wisconsin River Drive adjacent to said parcel, and
EXCEPT that part of Government Lot 1 in Section 1, Township 21 North, Range 5 East, in the Village of Port Edwards, Wood County, Wisconsin, described as follows: Commencing at a point on the Westerly line of the highway 92 feet Southerly of the intersection with the North line, thence Northwesterly at right angles 246 feet, thence Southerly at right angles 130 feet, thence Easterly to said highway, thence Northerly to the point of beginning. Excepting therefrom Lot 1 of WCCSM No. 9828 (recorded in Volume 35 of Survey Maps at Page 128), AND FURTHER EXCEPTING the property described as follows: AREA SOUTH AND EAST OF FERC LINE IN VICINITY OF PORT EDWARDS MILL

All that part of Government Lot 1, Section 1, Township 21 North, Range 5 East, and Government Lot 4, Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, lying South and East of the following described line being defined as the FERC line lying within said Government Lots, and being more particularly described as follows:

Commencing at the NW corner of said Section 1, Township 21 North, Range 5 East, said corner also being the SW corner of Section 36, Township 22 North, Range 5 East; Thence S 01° 13’ 40” East along the West line of said Section 1, 427.84 feet to a point on FERC line and the Point of Beginning:
Thence with said FERC line the following 28 courses:
1. S 75° 41’36” E, 294.34 feet;
2. Northeasterly on a curve to the left having a radius of 673.70 feet, said curve subtended by a chord which bears N 80° 43’55” E, a chord distance of 538.88 feet, an arc distance of 554.39 feet;

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

County Clerk County Board Chairman

Introduced by _____ Committee

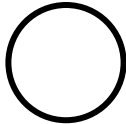
- | | |
|----------------------|--------------|
| Taxes 2018-2021 | \$128,375.99 |
| Delinquent Utilities | \$2,512.29 |
| Special Charges | \$3,051.65 |
| Publication Fees | \$19.00 |
| Tax Deed Expense | \$146.00 |

27-00081A Lot 1 of Wood County Certified Survey Map No. 9508 (recorded in Volume 34 of Survey Maps at Page 8 as Document No. 2012R09835) being part of Government Lot 4 of Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin.

Taxes 2018-2021	\$106,980.95
Special Charges	\$3,825.41
Delinquent Utilities	\$1,624.29
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

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



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 6 of 8

Committee

27-00082 Lot 1 of Wood County Certified Survey Map No. 10267 (recorded in Volume 37 of Survey Maps at Page 167 as Document No. 2017R08458) said lot being part of Government Lot 4 of Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin.

Taxes 2018-2021	\$51,666.59
Special Charges	\$716.00
Delinquent Utilities	\$436.48
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

Property is located at 175 Business Park Dr., Village of Port Edwards.

30-00591 That part of Lot 3 of Block 59 of the Nekoosa Paper Co.’s Addition to the City of Nekoosa, Wood County, Wisconsin, described as follows: Commencing at the Southeast corner of said Lot, thence North 8 rods, thence West 4 rods, thence South 8 rods, thence East 4 rods to the place of beginning.

Taxes 2018-2021	\$1,423.92
Publication Fees	\$19.00
Tax Deed Expense	\$80.00

Property is located at 122 Wood Ave., City of Nekoosa.

31-00383C Lot 4 of Wood County Certified Survey Map No. 4812 (recorded in Volume 17 of Survey Maps at Page 12 as Document No. 719597) being part of Lot 1, Block 13, Subdivision of the NW ¼ of the NE ¼ of Section 34, Township 23 North, Range 3 East, according to Sargent’s Plat of the City of Pittsville, Wood County, Wisconsin.

Taxes 2018-2021	\$1.178.19
Special Charges	\$150.00
Delinquent Utilities	\$566.67
Publication Fees	\$19.00
Tax Deed Expense	\$134.00

Property is located at 8240 Pine St., City of Pittsville.

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.

Taxes 2018-2021	\$15.73
Publication Fees	\$19.00
Tax Deed Expense	\$136.00

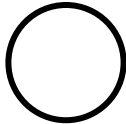
Property is vacant landlocked parcel, Village of Arpin.

33-00687 Part of Lots 8 and 9 in Block 41 of the City of Marshfield, Wood County, Wisconsin, more particularly described as follows: The Southerly 109 feet of Lot 8 in Block 41 and the following described part of Lot 9 in said

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

County Clerk County Board Chairman



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Introduced by
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Block: commencing at the Southeasterly corner of Lot 9 in Block 41 running thence in a Northerly direction along and on the Easterly line of said Lot to the Northeasterly corner thereof, thence in a Westerly direction on the Northerly line of said lot a distance of 3 ½ feet, thence in a Southerly direction to a point 4 ½ feet Westerly from the place of beginning on the Southerly line of said lot and thence Easterly on the Southerly line of said lot to the place of beginning, excepting that part described in a Deed recorded in Volume 205 of Deeds on Page 29, Wood County Records, being the Northerly 45 feet of the above described Lot 8 and part of Lot 9.

Taxes 2018-2021	\$821.06
Special Charges	\$16,603.48
Special Assessments	\$1,489.33
Delinquent Utilities	\$26.38
Publication Fee	\$19.00
Tax Deed Expense	\$142.00

Property is located at 200 N Spruce Ave., City of Marshfield. (building razed)

33-03950 Lot 6, Block 4, Maryknoll Subdivision, City of Marshfield, Wood County, Wisconsin.

Taxes 2018-2021	\$8,777.93
Publication Fees	\$19.00
Tax Deed Expense	\$134.00

Property is located at 613 S Maryknoll Ave., City of Marshfield.

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.

Taxes 2018-2021	\$497.54
Publication Fees	\$19.00
Tax Deed Expense	\$162.00

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

34-05720 Lot 2 of Wood County Certified Survey Map No. 6104 (recorded in Volume 21 of Survey Maps at Page 104 as Document No. 800497) being part of Lot 2 of the Subdivision of the NE ¼ of the SE ¼ of Section 8, Township 22 North, Range 6 East according to Sargent’s Plat of the City of Wisconsin Rapids, Wood County, Wisconsin.

Taxes 2018-2021	\$7,206.84
Publication Fee	\$19.00
Tax Deed Expense	\$138.00

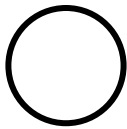
Property is located at 1321 16th St N., City of Wisconsin Rapids.

34-09104 That part of the SE ¼ of the SW ¼ of Section 16, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, described as follows: Commencing at a point on the West line of the forty, 827.5 feet South from the NW corner thereof for a place of beginning of the land hereby described; being the Southwest corner of the land described in Volume 276 of Deeds, Page 535, Wood County Records; run thence East parallel with the North line of the forty a distance of 165 feet; thence South parallel with the West line of the forty a distance of 72.5

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

County Clerk County Board Chairman



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by

Page 8 of 8 Committee

feet; thence West 165 feet more or less and to the West line of the forty; thence North along the West line of the forty 72.5 feet more or less and to the place of beginning, excepting and reserving therefrom, however, a strip of land 25 feet wide along the Easterly side thereof heretofore conveyed to the Town of Grand Rapids for street and highway purposes in Volume 136 of Deeds at Page 619.

Taxes 2018-2021	\$8,191.08
Delinquent Utilities	\$203.76
Publication Fees	\$19.00
Tax Deed Expense	\$134.00

Property is located at 1110 Snyder St., 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 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.

Taxes 2018-2021	\$2,736.24
Publication Fees	\$19.00
Tax Deed Expense	\$138.00

Property is located at 210 20th St N., City of Wisconsin Rapids.

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

County Clerk County Board Chairman



Wood County

WISCONSIN

Office of
Finance Director

Edward Newton
Finance Director

Date: June 7, 2022
To: Operations Committee

Subject: Finance Department Update
From: Ed Newton

Departmental Activities

- Preparation and assisting departments with various questions.
- Ongoing year-end/audit/single audit discussions with WIPFLI.
- Ongoing consulting with CLA.
- Review departments budget to actuals expenditures.
- Review and prepare final year-end entries and reports.
- File preliminary Form A.

Ongoing/Upcoming Projects

- 2021 Annual Audit.
- 2021 Annual Report preparation.
- 2021 Cost Allocation Plan planning and preparation.
- 2021 Form A preliminary filing.
- Questica – Upgrade, improve current reports, update functions, and training.
- 2023 – 2027 Capital Improvement Plan – request/borrowing/funding needs.
- Staff development - succession planning.
- American Rescue Plan Act (ARPA) discussion.
- Jail project – Cash expenditures timeline.
- Debt funding – 2023 CIP projects/Jail.

Meetings, Webinars and Conferences

- Weekly WCA County Leadership meetings.
- Attend WCA Opioid meeting.
- Attend County Board meeting.
- Attend Department Head meeting.
- Attend Village of Auburndale TID meeting.
- Attend other various committee meetings.
- Discussion with Justice Coordinator/Sheriff department regarding resolution.
- Various discussions and meetings with Human Services on various topics and policies.
- Various discussions with Human Services.
- Various discussions – Treasurer.
- Various discussion with WIPFLI – year-end audit (onsite), single audit and annual report.
- Various discussion with CLA regarding year-end reporting.
- Various discussion with DSN regarding cost allocation audit preparation.
- Discussion with Q&B regarding Bug Tussell.
- Discussion with Baird regarding 2023 debt funding.
- Discussion with County Board Chair regarding CIP requests.



Wood County

*Tentative Financing Timetable**
General Obligation Promissory Notes

July 2022							August 2022							September 2022							October 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6			1	2	3									1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
31																					30	31					

Monday, July 25, 2022	Official Statement Disclosure Questionnaire sent to the County for the preparation of the Preliminary Official Statement ("POS").
Monday, August 15, 2022	Requested information due to Baird from the County.
Tuesday, August 23, 2022	Draft POS to Support Banker and Banker for review. Draft POS to Moody's Investors Service.
Tuesday, August 30, 2022	Comments received from Support Banker and Banker. Updated Draft POS e-mailed to the County and Bond Counsel for review.
Tuesday, September 6, 2022	Operations Committee considers plan of finance and parameters borrowing resolution.
Thursday, September 8, 2022	Comments received from the County and Bond Counsel on the Draft POS. Updated Draft POS forwarded to the County, Banker and Moody's.
Week of September 12, 2022	Moody's rating due diligence call.
Tuesday, September 20, 2022	County Board considers parameters resolution.
Friday, September 23, 2022	Moody's rating report received.
Monday, September 26, 2022	POS and sales memo distributed.
Monday, October 3, 2022	Pricing. Authorized Officers sign Approving Certificate.
To be determined, 2022	Settlement date.

*Baird will be closed on Monday, September 5 in observance of Labor Day.



RESOLUTION#

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

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

INTENT & SYNOPSIS: To amend the 2022 budget for Norwood Maintenance function (54351) for the purpose of funding the capital purchase necessary to replace the failed boiler stack exhaust system.

FISCAL NOTE: To transfer \$12,500 from available balance in contingency (51590) to the Norwood Maintenance function (54351). At the time of this request, the funds available in contingency are \$600,000. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54351	Norwood Maintenance		\$12,500
51590	Contingency	\$12,500	

		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, Norwood Health Center's boiler stack exhaust system is no longer functioning, and

WHEREAS, efforts to rebuild the system again have failed because the manufacturer discontinued replacement parts, and

WHEREAS, the system prevents backflow of exhaust into the building to ensure the safety of residents, visitors, and staff, and

WHEREAS, this is an unexpected and therefore unbudgeted expense, and

WHEREAS, a new system will ensure that we continue to provide the safest environment to the residents of Norwood Health Center, 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

WHEREAS, the budget for the contingency account was adopted for the purpose of funding unanticipated expenditures, and

WHEREAS, the proper functioning of the boiler exhaust system is necessary to protect the public health and welfare, and

THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2022 to transfer \$12,500 from the Contingency Account (51590) to the Norwood Maintenance (54351) function, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

Adam Fischer, Chair

Ed Wagner, Chair

Donna Rozar

Lance Pliml

John Hokamp

Laura Valenstein

Tom Buttke

Lee Thao

Lori Nordman

Dr. Kristen Iniguez

Rebecca Spiros

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

County Clerk

County Board Chairman

Wood County



Prepared for:



June 7, 2022

Agenda

Wood County Operations Committee June 7, 2022



- 1) **2022** YTD Medical Reserve Calculator
- 2) **Renewal** Projection
- 3) Pharmacy Benefit Manager RFP Review
- 4) PPO Network Comparison

Wood County

Medical Loss Ratio Report, Paid 1/1/2022 - 12/31/2022

Report Parameters	
Medical Administrator	Anthem
Prescription Drug Administrator	IngenioRx
Reinsurance Carrier	Sun Life
Transplant Carrier	N/A
Specific Stop-Loss Deductible	\$100,000

2022 Funding Rates - Monthly			
Traditional PPO Plan		HDHP Plan	
Single	\$940.31	Single	\$720.90
Family	\$2,157.15	Family	\$1,653.81

Fixed Fees		
Administration Fee	\$15.35	PEPM
Stop Loss Specific Premium	\$326.64	PEPM
Stop Loss Agg Premium	\$3.94	PEPM

Plan Experience

2022	Fixed Cost Analysis							Variable Cost Analysis					Total Cost	Enrollment					Funding & Loss Ratio	
Month	Medical Admin	Rx Admin	Stop Loss Prem	Network Cost Share	Retiree Prem Offset	Rx Rebate Offset	Total Fixed Costs	Medical Paid Claims	Prescription Drug Claims	Stop Loss Reimb	Rx Rebate True Up	Total Variable Cost	Total Plan Cost	PPO SGL	PPO FAM	HDHP SGL	HDHP FAM	Total Contracts	Monthly Funding	Monthly Loss Ratio
Jan 2022	\$26,891	\$540.10	\$160,661.88	\$11,490.15	-\$11,390.56	-\$19,522.94	\$168,669.74	\$818,283.81	\$96,628.92	-\$276,133.23	\$0.00	\$638,779.50	\$807,449.24	132	322	17	15	486	\$855,785.67	126.62%
Feb 2022	\$26,705	\$1,795.20	\$159,670.14	\$8,071.46	-\$11,390.56	-\$19,321.77	\$165,529.59	\$511,121.93	\$99,793.83	-\$21,701.16	-\$28,627.27	\$560,587.33	\$726,116.92	133	318	17	15	483	\$848,097.38	91.55%
Mar 2022	\$26,900	\$836.30	\$159,670.14	\$6,056.17	-\$11,390.56	-\$24,659.09	\$157,412.96	\$425,345.52	\$125,866.13	-\$37,320.45	-\$3,897.09	\$509,994.11	\$667,407.07	130	320	18	15	483	\$850,311.65	83.34%
Apr 2022	\$26,650	\$657.80	\$158,678.40	\$8,317.72	-\$15,857.00	-\$19,281.60	\$159,164.92	\$533,512.09	\$112,247.13	-\$376,650.12	-\$43,185.20	\$225,923.90	\$385,088.82	131	318	16	15	480	\$845,495.86	95.20%
May 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Jun 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Jul 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Aug 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Sep 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Oct 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Nov 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
Dec 2022							\$0.00					\$0.00	\$0.00					0	\$0.00	#DIV/0!
2022 Totals	\$107,146	\$3,829.40	\$638,680.56	\$33,935.50	-\$50,028.68	-\$82,785.40	\$650,777.21	\$2,288,263.35	\$434,536.01	-\$711,804.96	-\$75,709.56	\$1,935,284.84	\$2,586,062.05	526	1278	68	60	1932	\$3,399,690.56	76.07%
% of Total Cost	4.14%	0.15%	24.70%	1.31%	-1.93%	-3.20%	25.16%	88.48%	16.80%	-27.52%	-2.93%	74.84%	100.00%							

Pending reimbursements as of 4/30/2022: \$0.00

Key Indicators

Average Single Enrollment	149
Average FAM Enrollment	335
Average Family Enrollment	483

Total Plan Costs	\$2,586,062.05
Plan Funding	\$3,399,690.56
Dollar Difference	\$813,628.51
Loss Ratio	76.07%

Fixed Costs per Employee per Year	\$4,042.09
Variable Costs per Employee per Year	\$12,020.40
Total Costs per Employee per Year	\$16,062.50

Wood County

2023 PEPM Renewal Projection

	Experience Period 4/1/19 - 3/31/20	Experience Period 4/1/20 - 3/31/21	Experience Period 4/1/21 - 4/30/22 13 months
(1) Group Specific Claims	\$8,997,620	\$7,654,782	\$9,268,579
(2) Stop Loss Reimbursements	(\$1,393,160)	(\$771,211)	(\$981,734)
(3) Claims with Catastrophic Removed	\$7,604,460	\$6,883,571	\$8,286,845
(4) Trend Adjustment	21%	14%	7%
(5) Adjusted Claims, Trended to Rating Period	\$9,201,397	\$7,847,271	\$8,866,924
(6) Plan/Network Change Adjustment	0.93	1.00	1.00
(7) Claims with Plan/Network Adjustment	\$8,557,299	\$7,847,271	\$8,866,924
(8) Employee Months (# of Employees * # months in experience period)	5988	5968	6331
(9) Projected PEPM Claim Rate	\$1,429.07	\$1,314.89	\$1,400.56
(10) Weight	20.00%	10.00%	70.00%
(11) Weighted PEPM Claim Rate	\$285.81	\$131.49	\$980.39
(12) Combined Projected PEPM Claim Rate	\$1,397.69		

Wood County

2023 PEPY Pre-Renewal Projection

2023 Claims PEPY*	\$16,772.32
Administration (+5% Estimated Increase)	\$193.41
Network Access Discount Share (2% of In-Network Savings)	\$204.36
Rx Admin Fees	\$35.13
Stop Loss (+15% Spec +5% Agg Estimated Increase)	\$3,753.87
Wellness Program Expenses	\$380.00
2023 Projected Total PEPY Plan Costs	\$21,339.10
2023 Projected Total PEPY Plan Costs minus EE Contribution	\$19,205.19
2023 Projected Expenses	\$10,413,482
2022 Budgeted	\$10,203,740
Projected 2023 Increase (%)	2.06%
Projected 2023 Increase (\$)	\$209,742

Wood County

PBM Services Bid List, Effective 1/1/2023

Carrier Name
IngenioRx (Incumbent)
CVS/Caremark
Drex
Express Scripts
MagellanRx
National Cooperative Rx
Navitus
OptumRx
ProAct
ScoutRx
Serve You Rx

	1 Year Projection / Closed Formulary	IngenioRx (2022)	IngenioRx (2023)	Navitus	Navitus (Narrow)	ServeYou	National Cooperative RX
Estimated Savings	Administrative & UM Fees (+)	\$20,709	\$20,709	\$108,642	\$108,642	\$28,957	\$3,154
	Transition Fees (+)	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000
	Estimated Claim Cost (+) ¹	\$1,526,611	\$1,492,706	\$1,425,973	\$1,371,810	\$1,561,225	\$1,444,910
	PBM Allowances (-)	\$0	(\$5,000)	\$0	\$0	(\$2,740)	(\$9,198)
	Estimated Rebates (-) ²	(\$377,411)	(\$614,185)	(\$478,686)	(\$478,686)	(\$584,055)	(\$667,956)
	Member Cost Share (-)	(\$156,191)	(\$156,191)	(\$156,191)	(\$156,191)	(\$156,191)	(\$156,191)
	Total Estimated Plan Cost ³	\$1,013,719	\$738,039	\$909,737	\$850,574	\$852,196	\$622,346
	PMPM Plan Cost (1,314 Mbrs)	\$64.29	\$46.81	\$57.70	\$53.94	\$54.05	\$39.47
	Savings (-) / Increased Cost (+)	\$0	(\$275,680)	(\$103,981)	(\$163,144)	(\$161,523)	(\$391,372)
	% Savings (-) / % Increase (+)	0.00%	(27.19%)	(10.26%)	(16.09%)	(15.93%)	(38.61%)
	Cost Rank	6	2	5	3	4	1
Estimated Savings with Optional Programs	Specialty Copay Assistance (Est.)	\$0	(\$125,773)	(\$128,153)	(\$128,153)	(\$137,826)	(\$83,162)
	Manufacturer Assistance Program (Est.) ⁵	\$0	\$0	(\$201,983)	(\$201,983)	(\$92,852)	\$0
	Savings (-) / Increased Cost (+) ⁶	\$0	(\$401,453)	(\$305,965)	(\$365,128)	(\$299,349)	(\$474,534)
	% Savings (-) / % Increase (+)	0.00%	(39.60%)	(30.18%)	(36.02%)	(29.53%)	(46.81%)
	Cost Rank w/ Optional Programs	6	2	4	3	5	1
# Members	Formulary Disruption - Positive ⁵		0	86	86	16	95
	Formulary Disruption - Negative ⁵		0	8	8	35	0
	Formulary Disruption - Excluded ⁵		0	138	138	105	69
Contract Details	Contract Type	Traditional	Traditional	Pass-Through	Pass-Through	Pass-Through	Traditional
	Discount Offsetting Not Allowed	✗	✓	✗	✗	✓	✓
	"All In" Generic Discounts	✓	✓	✓	✓	✓	✓
	Client Level Pricing Guarantees	✓	✓	✗	✗	✓	✗
	Rebate Pass Through %	100%	100%	100%	100%	Per Claim Only	100%

Wood County

PPO Network Analysis, 1/1/2023

	Anthem	UHC / The Alliance
Network	Blue Preferred	Choice Plus / The Alliance
Billed Charges	\$14,320,000	\$14,320,000
Discount Percentage	43%	40%
Discount Dollar Value	\$6,157,600	\$5,728,000
Net Paid Claims	\$8,162,400	\$8,592,000
Difference		-\$429,600.00

Notes

[illegible]





CORE VALUES



Integrity: We honor our commitments and hold ourselves accountable while promoting respect, honesty, and trust in everything we do.



Professionalism: We hold ourselves to the highest of standards, work collaboratively, and represent Wood County as leaders in our respective fields.



Service: We believe in making intentional decisions that put internal and external customers above ourselves without the expectation of recognition or reward.



Compassion: We seek to understand the perspective of others and value human dignity.



Diversity: We are intentional about welcoming and valuing persons with different perspectives, experiences, and backgrounds.



Initiative: We foster creativity and innovation through self-motivation to complete our respective work with the goal of exceeding expectations and achieving positive results.



Core Values and Merit Pay Procedure

Overview

This procedure contains guidelines for recognizing Wood County employees who demonstrate exceptional performance by exemplifying one or more of the Wood County Core Values. Recognizing those employees who consistently and intentionally display the Wood County Core Values in their everyday work strengthens and reinforces our commitment to our employees and ensures that everyone has a better understanding of the behaviors that drive and support Wood County's culture.

- **Integrity:** We honor our commitments and hold ourselves accountable while promoting respect, honesty, and trust in everything we do.
- **Professionalism:** We hold ourselves to the highest of standards, work collaboratively, and represent Wood County as leaders in our respective fields.
- **Service:** We believe in making intentional decisions that put internal and external customers above ourselves without the expectation of recognition or reward.
- **Compassion:** We seek to understand the perspective of others and value human dignity.
- **Diversity:** We are intentional about welcoming and valuing persons with different perspectives, experiences, and backgrounds.
- **Initiative:** We foster creativity and innovation through self-motivation to complete our respective work with the goal of exceeding expectations and achieving positive results.

There are numerous reasons for nominating an employee for exemplifying a Wood County Core Value, such as:

- Identifying a significant and successful process improvement or monetary savings (Initiative)
- Providing exceptional customer service- above and beyond the scope of their position (Service)
- Consistently taking responsibility and accountability for one's actions, especially when unexpected obstacles arise or faced with adversity (Integrity/Professionalism)
- Finding and initiating creative or innovative ways to enhance services, efficiency, effectiveness, or productivity (Initiative)
- Contributing to an outstanding effort or result which benefits the department and/or County in a specific way (Service/Initiative)
- Displaying outstanding initiative to complete a seemingly impossible task or assignment (Initiative)
- Consistently displaying an empathetic consciousness of others and making successful and mindful steps to increase workplace engagement (Compassion)
- Creating a culture of empowerment, inclusion, and recognition in a specific way (Diversity)

Nomination Process

Current employees may nominate another employee (peer, stakeholder, manager, etc.) who has demonstrated exemplary behavior consistent with the County's Core Values. Employees are able to nominate those within their department or within a different department. All nominations must be



Core Values and Merit Pay Procedure

made using the Nomination Form and all fields must be completed in their entirety to be considered. Incomplete nomination forms will be returned to the nominator, if known. Nominations can be made at any time throughout the year and will be reviewed on a quarterly basis.

Nomination Forms can be found on the HR Intranet and must be submitted to Human Resources to be considered.

Eligibility

All current Wood County employees are eligible to be nominated, excluding those in Department Head and elected positions. Employees are prohibited from nominating any employee who is a relative (ie-spouse or significant other, sibling, child, parent, etc.). Employees may receive multiple nominations but may only receive one award per Core Value each calendar year.

In general, employees should not be nominated for the following:

- Performing their regular jobs and meeting the expectations and standards set by their job description
- Covering a temporary need in which the employee is already being compensated over and above their normal rate of pay by receiving the "Temporary Increase in Duties" compensation
- Working additional hours in which the employee is compensated by receiving either overtime pay or compensatory time off
- Achieving an educational certificate/degree or a professional license that is required as a minimum qualification in their current job

Review and Selection Process

The Department Head team will review nominations quarterly and will select one employee per Core Value to award the merit pay award to. Nominations will be reviewed in the following quarter in which they were received in accordance with this schedule:

- Nominations received January 1st through March 30th will be reviewed in Q2
- Nominations received April 1st through June 30th will be reviewed in Q3
- Nominations received July 1st through September 30th will be reviewed in Q4
- Nominations received October 1st through December 31st will be reviewed in Q1

Department Heads will each receive one vote per Core Value. Voting will take place during the quarterly Department Head meetings. If a Department Head is unable to attend the meeting, they may send a proxy. Votes will be forfeited for any departments without in-person representation. As there are six (6) Wood County Core Values, six (6) merit pay awards may be given each quarter. If there are no nominations for one or more of the Core Value categories, additional awards may be given in the category(s) that received the highest amount of nominations, not to exceed six (6) awards per quarter.



Core Values and Merit Pay Procedure

Recognition Process

The successful employee will be notified by their supervisor or Department Head, highlighted in the quarterly issue of the County Connection Newsletter, and provided a monetary award (merit pay) on their next payroll check. The exact amount of merit pay awarded is determined annually through the budget process. All payments are subject to applicable payroll taxes per IRS guidelines and WRS contributions.



Core Values Nomination Form

Current Wood County employees may nominate another employee whom they believe consistently and intentionally exemplifies one or more of the Wood County Core Values in their everyday work. This nomination form must be completed in its entirety to be considered. Nominations can be made at any time throughout the year and will be reviewed on a quarterly basis. Please review the Core Values and Merit Pay Procedure for additional details.

Nominator Information	
Date of Nomination:	
Name(s):	
Department(s):	

Person Nominated	
Name:	
Job Title:	
Department:	

Please indicate the Core Value(s) exhibited by the employee being nominated:

- ☐ Integrity: We honor our commitments and hold ourselves accountable while promoting respect, honesty, and trust in everything we do.
- ☐ Professionalism: We hold ourselves to the highest of standards, work collaboratively, and represent Wood County as leaders in our respective fields.
- ☐ Service: We believe in making intentional decisions that put internal and external customers above ourselves without the expectation of recognition or reward.
- ☐ Compassion: We seek to understand the perspective of others and value human dignity.
- ☐ Diversity: We are intentional about welcoming and valuing persons with different perspectives, experiences, and backgrounds.
- ☐ Initiative: We foster creativity and innovation through self-motivation to complete our respective work with the goal of exceeding expectations and achieving positive results.

Please provide an overview of why you are nominating this employee.



Core Values Nomination Form

Provide a description or specific situation(s) of the exemplary behavior demonstrated. Please be specific and explain how the behavior exemplifies the Core Value(s) selected above.

Explain who was impacted by these exemplary actions and how.

Additional comments (optional):

Completed nomination forms may be submitted to Human Resources via mail, interoffice mail, or email to hr@co.wood.wi.us.