

**AGENDA FOR MAY 18, 2021 – 9:30 A.M.**  
**WOOD COUNTY BOARD OF SUPERVISORS**  
**WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hokamp

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

State Wildlife Area Advisory Committee – 3 year term – Dawn Schmutzer, Jim Winkler

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

Those wishing to make public comment virtually can do so only through the WebEx App or Web functions, and not the phone function. Those wishing to comment virtually must call the County Clerk's office no later than 4:00 PM the day prior to the meeting to register.

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.

**SPECIAL ORDER OF BUSINESS**

Jail Study Adhoc Committee Presentation – Supervisor Valenstein

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

SET DATE FOR NEXT COUNTY BOARD MEETING – June 15, 2021

ADJOURN

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**Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 187 220 7579

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m7d10fd3452f6558edb93f510d587d4e9>

Meeting number (access code): 187 220 7579

Meeting password: CB0518

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

April 20, 2021 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on April 20, 2021.

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

Supervisors present were: Ashbeck, Breu, Clendenning, Curry, Feirer, Fischer, Hahn, Hokamp, Hamilton, LaFontaine, Leichtnam, Pliml, Polach, Rozar, Thao, Valenstein, Wagner, Winch, and Zurfluh.

Vice Chair Fischer gave the invocation and led the Pledge of Allegiance.

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

Motion by Wagner/Zurfluh to approve the appointment of Fran Cherney & Susan Feith to the Wood County Library Board. Motion carried by voice vote.

A citizen provided public comment requesting the County Board to enact a mask order to help combat COVID-19, and pointed out that surrounding counties/municipalities had already done so.

Referrals were noted.

Committee minutes presented: Operations.

Chairman Pliml declared his intention to take the first three resolutions with one vote. No objection heard.

**RESOLUTION 21-4-1**

Introduced by: Operations Committees

INTENT & SYNOPSIS: To amend the 2021 budget to include monies that were amended in Resolution 21-3-2 from the wrong function for Provider Relief Funding related to compensatory time payout.

FISCAL NOTE: No additional cost to Wood County. The monies were amended from the wrong function.

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
48301	Edgewater Misc. Revenue		\$26,195
43240	Provider Relief Funding	\$26,195	

Motion by Wagner/LaFontaine to adopt Resolution 21-4-1. Motion carried unanimously.

**RESOLUTION 21-4-2**

Introduced by: Conservation, Education, & Economic Development and Operations Committees

INTENT & SYNOPSIS: To amend the Land and Water Conservation Department (LWCD) 2021 Budget - function (56121) for the purpose of carrying over funds for the County-wide Nitrate sampling effort of private wells in 2021 and beyond until all funds are used.

FISCAL NOTE: To transfer \$3,698 from the 2020 Land & Water Conservation Department budget to the 2021 Land & Water Conservation Department budget function (56121).

Motion by Wagner/LaFontaine to adopt Resolution 21-4-2. Motion carried unanimously.

### **RESOLUTION 21-4-3**

Introduced by: Operations Committee

INTENT & SYNOPSIS: The intent of this resolution is to transfer the funds previously budgeted in the Branch III Drug Court budget to be part of the Criminal Justice Coordinator budget. There will be no change to the amount of budgeted funds or the use of the funds; however, budgeted funds will move within expenditure categories as outline at the end of this resolution.

FISCAL NOTE: None.

Motion by Wagner/LaFontaine to adopt Resolution 21-4-3. Motion carried unanimously.

Committee minutes presented: Health & Human Services, North Central Community Action Program.

Upon query, Health Officer Kunferman discussed the county's COVID numbers and vaccinations rates. She clarified that mask advisories had been issued by other entities, but nobody had issued an actual order.

Committee minutes presented: Public Safety, Conservation, Education, & Economic Development, North Central ITBEC.

### **SPECIAL ORDER OF BUSINESS – RURAL ECONOMIC DEVELOPMENT PLAN**

Planning & Zoning Director Grueneberg discussed how the proposed plan is the first economic development strategy ever implemented in Wood County and how the process was initiated. Extension Educator Turyk presented a detailed PowerPoint on the process, participants, and how it should proceed into the future. Questions and answers followed.

### **RESOLUTION 21-4-4**

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: To adopt the Rural Economic Development Plan for Wood County, Wisconsin.

FISCAL NOTE: Improves eligibility for Wood County to apply for state and federal economic development grant funding opportunities.

Motion by LaFontaine/Clendenning to adopt Resolution 21-4-4. Motion carried unanimously.

Committee minutes presented: Judicial & Legislative, Criminal Justice Task Force.

### **RESOLUTION 21-4-5**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To support increases in the 2021-23 state biennial budget to ensure access to critical services provided by ADRCs to Wisconsin's aging and disability populations.

FISCAL NOTE: None.

Motion by Clendenning/Zurfluh to adopt Resolution 21-4-5. Motion carried. Voting no was Fischer.

Committee minutes presented: Highway Infrastructure & Recreation, Property & Information Technology, Aging & Disability Resource Center of Central Wisconsin, Central Wisconsin State Fair Board of Directors. It was noted that the Fair Board did not properly notice or document a closed session. Corp Counsel Kastenholz & County Clerk Miner will follow up with them.

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

Chairman Pliml presented a letter address to the Federal Energy Regulatory Commission from the County Board requesting intervention and correction of a land conveyance due to non-compliance in the Village of Biron. Discussion ensued. Motion by Pliml/Zurfluh to send this letter. Motion carried by voice vote.

Without objection, Chairman Pliml adjourned the meeting at 10:15 a.m. Next scheduled county board meeting is May 18, 2021.

Trent Miner  
County Clerk



## **REFERRALS FOR MAY 18, 2021 – COUNTY BOARD**

- Resolution from Eau Claire County requesting the State of Wisconsin strengthen its hate crime statutes. Referred to Judicial & Legislative Committee and District Attorney Lambert.
- Resolution from Washington County supporting legislation to provide an increase in criminal and ordinance violations surcharges. Referred to Judicial & Legislative Committee and Clerk of Courts Joosten.
- Resolution from Washington County supporting legislation to remove requirement for duplicate copies of transcripts for applications of a search warrant. Referred to Judicial & Legislative Committee, Clerk of Courts Joosten, and Sheriff Becker.
- Resolution from Green Lake County opposing changes in the Wildlife Damage Abatement and Claims Program. Referred to Judicial & Legislative Committee and County Conservationist Wucherpfennig.
- Response from Governor Tony Evers office confirming receipt of Wood County Resolution 21-4-5, re: additional funding for ADRCs, as well as action taken by the Governor in the budget. Forwarded to County Board of Supervisors.

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, April 20, 2021  
**TIME:** 1:00 p.m.  
**LOCATION:** Wood County Courthouse – Room 114  
400 Market St.  
Wisconsin Rapids, WI

**PRESENT:** Ed Wagner, Adam Fischer, Lance Pliml, Mike Feirer (via Webex)

**EXCUSED:** Donna Rozar

**OTHERS PRESENT:** Bill Clendenning, Kim McGrath

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

There were no public comments.

**Motion by Fischer, Second by Pliml to go into closed session at 1:01 p.m. pursuant to 19.85 (1)(c) and (e) Wis. Stats., to conduct interview(s) of candidate(s) for the Finance Director position and to discuss qualifications of the candidate(s).**

**Roll call vote: Feirer: yes; Fischer: yes; Pliml: yes; Wagner: yes. Motion carried.**

**Motion (Feirer/Fischer) to return to open session at 3:30 p.m. Motion carried unanimously.**

The chair declared the meeting adjourned at 3:33 p.m.

Minutes recorded and prepared by Kim McGrath. Minutes in draft form until approved at the next meeting.

## **OPERATIONS COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, May 4, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Conference Room 114

**PRESENT:** Ed Wagner, Lance Pliml, Adam Fischer, Mike Feirer, Donna Rozar (via Webex)

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Dennis Polach, Bill Clendenning, Brad Hamilton, Ed Newton, Kim McGrath, Kelli Quinnell, Trent Miner, Jason DeMarco, Reuben Van Tassel, Amy Kaup, Sue Kunferman, Nick Flugaur, Nancy Turyk, Mary Schlagenhaft, Brandon Vruwink, Marissa Laher, Sarah Christensen, Steve Kreuser

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

There were no public comments.

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

Nancy Turyk discussed the Strategic Plan with the Committee. Turyk explained that the strategic plan includes guidance for the Committee to review it annually and update it as needed with a comprehensive review occurring every five years. Turyk offered options to the Committee on how to obtain Department Head feedback on the progress with the goals outlined in the plan. Discussion ensued. The consensus of the Committee was to have Turyk create a spreadsheet that Department Heads will contribute to with information on the progress of the goals. Turyk will bring the information gathered back to the Committee.

Treasurer Gehrt discussed the American Rescue Plan Act (ARPA) funds. Gehrt stated that there is still very little information available in regards to what the funds can be used for, however, she stated that the funds can be placed in an interest-bearing account. Gehrt is meeting with PMA to further discuss the depositing and holding of the funds. Discussion ensued.

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

Treasurer Gehrt presented a resolution to sell tax deed property.

**Motion (Feirer/Fischer) to approve the resolution to sell tax deed property. Motion carried unanimously.**

Gehrt stated that the first quarter sales tax came in at 11% above where it was in 2020.

Interim Finance Director Newton gave an update on Finance Department activities. Newton stated that the audit began on May 3<sup>rd</sup>.

Human Resources Director McGrath explained the market comparable information for the Public Health Nurse (PHN) wage that was included in the packet. McGrath stated that the mid-point of the grade that the PHN's are placed in is within 2% of the average of the mid-point wages from the counties used as comparables, which places them in line with the market. She also explained the competitiveness of the health insurance and other benefits offered through Wood County compared to the others. Health Director Kunferman thanked the Committee for looking into this and stated that she would have liked to see the PHN's be reclassified, but that she understands the decision. Discussion ensued at length. The

consensus of the Committee was to keep the PHN's at their current placement in the new wage plan (Grade I).

McGrath stated that there is a request from a retiring employee to pay out an excess amount of vacation above the maximum of eight weeks (320 hours) which is outside of what is allowed by policy. The request is for three additional weeks (120 hours) to be paid out due to being unable to use vacation time during the COVID-19 pandemic. Pliml explained that he met with McGrath and the retiring employee because the Public Safety Committee approved a payout of five additional weeks, and they came to a compromise of three additional weeks to be more consistent with past practice and with budgetary impacts in mind. Discussion ensued at length. Treasurer Gehrt stated to the Committee that the payout of the excess of vacation would be an allowable use of the American Rescue Plan Act (ARPA) dollars.

**Motion (Pliml/Rozar) to grant the payout of three additional weeks of vacation. Motion (Pliml/Fischer) to amend the motion to grant the full five weeks of vacation in excess of the maximum of eight weeks to be paid out based on the fact that the American Rescue Plan Act (ARPA) dollars will be available to cover the expense and due to the extenuating circumstances of COVID. Amendment carried unanimously. Amended motion carried unanimously.**

Pliml provided information regarding the timeframe of redistricting to the Committee.

Items for next agenda: American Rescue Plan Act (ARPA) funds  
CIP

The next regular Committee meeting is scheduled for June 1, 2021 at 9:00 a.m.

The July regular Committee meeting has been rescheduled to July 13, 2021 at 9:00 a.m. in order to accommodate the Health Insurance presentation from The Horton Group.

Rozar was excused from the meeting.

**Motion by Fischer, second by Feirer, to go into closed session at 10:15 a.m. pursuant to 19.85(1)(c) and (e) Wis. Stats., to discuss the qualifications of the candidates for Finance Director.**

**Roll call vote: Feirer: yes; Fischer: yes; Pliml: yes; Wagner: yes. Motion carried.**

**Motion (Fischer/Pliml) to return to open session at 10:25 a.m. Motion carried unanimously.**

Wagner declared the meeting adjourned at 10:26 a.m.

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



# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

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### Letter of Comments – May 2021

- The April Election turnout, county-wide, was 24.35%. This is about normal for a Spring Election such as this. There was concern that it would be higher, especially in the Wisconsin Rapids School District, where they had two referendum questions. That turned out to not be the case. In fact, some of the lowest turnouts were in municipalities with those questions on them. Former Speaker of the House, Tip O'Neill had a saying, "All politics is local", and that certainly held true for this election. The highest turnouts were:
  - Town of Milladore – 51.82%
    - A hotly contested Town Chair race which saw a registered write-in defeat the incumbent, who was the only one on the ballot. They ran out of pre-printed ballots, and ended up making photocopies and hand counting 16 additional ballots. I had ordered for a 40-45% turnout.
  - Village of Arpin – 45.86%
    - There were 3 running for 2 trustee positions that ended up being decided by 1 vote. No recount was petitioned for.
  - Village of Vesper – 45.12%
    - A registered write-in defeated the one only ballot candidate for village clerk.
- We completed updating the county directory and I have signed off on the proof for printing. We should see them by the county board meeting in May, I would think. I have eliminated the back section of the directory which contained the functions and duties of county offices in order to streamline both process and product.
- I attended a district meeting of the County Clerks Association on April 28<sup>th</sup> in Wausau. We met with Rep. Donna Rozar to discuss, and give our opinions on, election law changes. We also heard from representatives from the Legislative Technology Services Bureau, on the statutory role of the county clerk during redistricting. It is always good to get together with them and much is shared and learned during these more informal sessions.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

April 30, 2021

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – April 2021

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### **Human Resources Activity**

	<b>April 2021</b>	<b>2021 Year-to-Date</b>
Applications Received	152	497
Positions Filled	16	50
Promotions/Transfers	4	26
New Hire Orientations	7	35
Terminations, Voluntary	6	30
Terminations, Involuntary	0	5
Retirements	1	8
Exit Interviews	5	19

### **Human Resources Narrative**

#### **General Highlights**

1. Interviews for the Finance Director position were held on April 6<sup>th</sup> and 20<sup>th</sup>. The position remains posted and advertised on various online recruitment sites; applicants are reviewed as they apply.
2. With regards to a former Wood County employee appealing their termination, an Impartial Hearing Officer has been selected. Former Waukesha County Human Resources Director, Jim Richter, will serve as the IHO in this matter. The parties are currently engaged in a process to schedule and hold a pre-hearing conference.
3. Researched and compiled market comparable information for the Public Health Nurse position in four neighboring counties. Shared and discussed the data with the Public Health Director. The market information is included in the May Committee packet.

#### **Meetings & Trainings**

1. Attended the Operations Committee Meeting on April 6<sup>th</sup>.
2. Attended County Board on April 20<sup>th</sup>.
3. Held the monthly conference call with The Horton Group on April 6<sup>th</sup> and 27<sup>th</sup> to discuss various benefit topics.
4. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2021 goals.
5. Staff attended various meetings including:

- a. Webinar through Cottingham & Butler regarding multiple topics on benefits, insurances, and the impact on employees on March 31<sup>st</sup>
- b. SPAHRA Board meeting on April 1<sup>st</sup>
- c. "Refocusing Your Employee Wellbeing Strategies" webinar through The Horton Group & WCWI on April 8<sup>th</sup>
- d. Unemployment Appeal Hearing on April 14<sup>th</sup> on behalf of Edgewater Haven
- e. SPAHRA virtual meeting "Self-Engagement in Talent Management" on April 14<sup>th</sup>
- f. Job Fair at East Junior High School on April 15<sup>th</sup>
- g. SHRM Webcast "The Future of the Office: How to Return to the Office with Mental Health in Mind" on April 21<sup>st</sup>
- h. "Deep Dive into COBRA Subsidy Rules" webinar through Assurex Global on April 22<sup>nd</sup>
- i. CWSHRM Roundtable meeting through Zoom on April 27<sup>th</sup>
- j. Mental Health First Aid Training April 27<sup>th</sup>

### **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, TASC 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 Fund Balance document for March.
5. Tracked vacation accruals lost during bi-weekly accruals for essential departments due to reaching the maximum hours. This is due to the COVID-19 pandemic and many departments having to restrict staff vacation and/or time off.
6. Assisted multiple employees with questions related to FMLA, leave of absences, and retirement.
7. Processed COBRA notifications for children on the health plan reaching age 26.
8. Assisted employee with questions and enrollment into the Health Savings Account.
9. Created handout regarding the benefit election process through the Employee Self Service (ESS) portal for newly hired employees.
10. Created report and provided eligible Assistance Eligible Individuals (AEIs) to Employee Benefits Corporation for the COBRA subsidy as required under the American Rescue Plan Act (ARPA).

### **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. Worked with Visibility Software to develop an E-Offer with electronic response to employment offers. Provided training to Norwood Admin Assistant on this process.

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

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
Replacement	Clerk of Courts	Bailiff	Position filled 5/3/2021.
Replacement – Eligibility List	Dispatch	Dispatchers	Position posted, deadline 5/2/2021. Dispatch testing to be conducted at MSTC on 5/20/2021.

Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 4/18/2021.
Replacement	Edgewater	Administrator	Position posted, applications reviewed, interviews held. Final candidate selected. References/background completed. Offer extended and accepted. Filled 5/17/2021.
Replacement	Emergency Management	Director	Position posted, deadline 5/11/2021.
Replacement	Emergency Management	Work Relief Shop Coordinator	Position posted, deadline 5/6/2021.
Replacement	Finance	Finance Director	Position posted, applications being reviewed. Interviews were held on 4/6 and 4/20/2021.
Replacement	Health	Environmental Health Asst/ Specialist	Position posted, applications reviewed, final candidate selected. Backgrounds/references completed. Offer pending as of 4/26/2021.
Replacement	Highway	Truck Operator	Position posted, deadline 4/25/2021.
Replacement	Highway	Truck Operator-LTE (3)	Position posted, interviewing 4/27/2021.
Replacement	Highway	Engineering Intern	Position posted, deadline 4/19/2021.
Replacement	Highway	Equipment Operator (Screed)	Position posted, applications reviewed, interviews conducted. Filled internally 5/3/2021.
Replacement	Highway	Patrol Superintendent	Position posted, applications reviewed, interviews conducted. Filled internally 4/26/2021.
Replacement	Highway	Summer Help	Position posted, interviewing 4/27/2021.
Replacement	Highway	Summer Help – Shop	Position posted, interviewing 4/27/2021.
Replacement	Human Services	Social Worker – Initial Assessment	Position reposted, deadline 4/18/2021. Interviews being conducted.
Replacements	Human Services	Bus Driver (Part-time)	Position posted, deadline 5/16/2021.
Replacements	Human Services	Family Interaction Workers (2) - Casual	Position posted, interviews conducted, background and references conducted. Offers accepted, both positions filled 5/3/2021.
Replacements	Human Services	Crisis Interventionists (Casual) – 2	Position posted, deadline 4/25/2021.
Replacement	Human Services	Support & Service Coordinator	Position posted, applications reviewed, interviews conducted. Final candidate selected, filled internally 5/10/2021.
Replacement	Human Services	CCS/CSP RN	Position posted, applications reviewed, interviews conducted. Final candidate selected, filled internally 5/3/2021.
Replacement	Human Services	Social Worker – Ongoing	Position posted, deadline 5/16/2021.
Replacement	Human Services	Crisis Interventionist-50%	Position posted, filled internally 5/3/2021.
Replacement	Human Services	Kinship & Foster Care Coordinator	Position posted, application reviewed, interviews conducted. Final candidate selected. References and background completed, filled 5/10/2021.
Replacement	Human Services	Youth Justice Mental Health – Social Worker	Position posted, interviews were held on 4/20 and 4/21/2021.
Replacement	Human Services	FSET Case Manager (WR)	Position posted, deadline 5/2/2021.
Replacement	Human Services	Emergency Mental Health/ Adult Protective Serv Coord	Position posted, deadline 5/16/2021.
Replacement	Human Services	Administrative Services Division Administrator	Position posted, deadline 5/9/2021.



Replacement	Human Services	FSET Case Manager (St Pt)	Position posted, deadline 5/9/2021.
Replacement	Human Services	CCS/CSP Service Facilitator (Mfld)	Position posted, deadline 5/9/2021.
Replacement	Human Services	Family Resource Coordinator	Position posted, deadline 5/23/2021.
Replacement	IT Dept	IT Intern	Position posted, deadline 5/2/2021.
New/Replacement	Norwood	COTA, Occupational Therapist, Therapy Asst., Dietary Aide, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood.
Replacement	Norwood	Cook – Full-Time	Position posted, applications being reviewed, deadline 4/21/2021.
Replacement	Parks	Camp Ranger – South Wood County Park	Position posted, interviews conducted, final candidate selected, position filled 4/19/2021.
Replacement	Parks	LTE Summer	Position posted, deadline 4/25/2021.
Replacements	Sheriff	Part-time Deputies (Reserves)	Position continually posted, deadline 5/9/2021. Eligibility list being established. Six offers extended and accepted.
Eligibility List	Sheriff	Corrections Officer – Casual/FT	Position posted, deadline 5/16/2021. Interviews were held on 4/7 and 4/8/2021.

IMPACTED POSITIONS DUE TO HIRING FREEZE (Positions currently on hold)	
Department	Position
Clerk of Courts	Administrative Services 4
Human Services	Bus Driver-Casual
Human Services	RB Receptionist
Human Services	Transcriptionist/Admin Asst/FS
Human Services	Mental Health Therapist

#### **Safety/Risk Management**

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis throughout the month.
3. Provided certificates of insurance (COIs) for various requesting entities.
4. Participated in multiple planning meetings with the Health Department in preparation for COVID-19 vaccination clinics. Also performed traffic control and logistical support for clinics.
5. Assisted in development of Incident Action Plan (IAP) and Site Safety Plan for COVID-19 vaccination clinics at Grand Rapids location.
6. Conducted annual safety walkthrough for Norwood Health Center on 4/19/2021.
7. Attended Edgewater, Norwood and Highway Safety Committee meetings.

#### **NEW Workers' Compensation Claims (4)**

1. 3/17/21 – Human Services (Transportation) – Employee slipped on ice at Marshfield Highway Shop and bruised hip (originally reported as First Aid only)
2. 4/15/21 – Human Services – Employee suffered needlestick injury to L index finger giving intramuscular injection
3. 4/20/21 – Highway – Employee strained R elbow shoveling asphalt on roadway
4. 4/22/21 – Health (Student) – Employee suffered needlestick injury to L thumb at COVID-19 vaccination clinic

#### OPEN Workers' Compensation Claims (5)

1. 8/4/20 – Highway – Employee fractured L elbow in fall at asphalt plant (surgery required)
2. 12/7/20 – Edgewater – Employee injured lower back/R wrist lifting resident from floor
3. 12/7/20 – Edgewater – Employee injured L shoulder lifting resident from floor
4. 1/11/21 – Human Services – Employee tripped and injured R arm leaving building after work
5. 2/11/21 – Highway – Employee strained lower back lifting floor grates at Highway Shop

#### CLOSED Workers' Compensation Claims (2)

1. 8/22/20 – Sheriff's Rescue – Employee injured R knee at accident scene performing extrication (surgery required)
2. 1/6/21 – Highway – Employee had lower-back pain from weed trimming on County highway (initially reported as First Aid only)

#### First Aid Injuries (2)

1. 4/4/21 – Norwood – Employee was kicked in R knee by combative resident
2. 4/20/21 – Human Services – Employee twisted R ankle while stepping in pothole in River Block parking lot

#### Property/Vehicle Damage Claims (1)

1. 4/9/21 – Sheriff's – Squad #31 was backed into by County resident while parked on road (est. damage \$3,629.62) – Will be subrogated

#### Liability Claims (1)

1. 4/10/21 – Sheriff's – Squad #8 struck rear of vehicle at private residence (est. damage \$1,039.18)

#### OPEN EEOC/ERD Claims (2)

1. 6/21/19 - Related to a 2016 claim alleging violation of the Wisconsin Fair Employment Act- Wood County successfully defended the claim at the Initial Determination stage and again after a four-day Hearing to Determine Probable Cause. The Complainant has appealed to the Labor and Industry Review Commission (LIRC). On October 4, 2019 counsel submitted the County's Reply Brief in Opposition to the Petition for Review.
2. 6/1/20 - Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. Our position statement was submitted to the Equal Rights Division by counsel on July 1, 2020.

#### Notice of Circumstances of Claim (1)

1. 9/8/20 - Received notice of a former Wood County employee seeking damages related to the denial of Post-Employment Health Plan benefits.

#### Other

1. Completed pre-work for Mental Health First Aid (MHFA) training.
2. Created a checklist to be included in new hire orientation packets to aid new employees in keeping track of and completing required tasks in their first few weeks of employment.
3. Continue to update the wage plan implementation spreadsheets that will be provided to payroll prior to the July 1<sup>st</sup> effective date of the new wage structures.
4. Conducted three Basic Life Support (BLS) Initial Certification Course for Norwood employees on April 20<sup>th</sup>.
5. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.

6. Worked with multiple departments to develop new job descriptions or to revise existing descriptions.
7. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
8. Facilitated New Hire Orientation on April 5<sup>th</sup> and 19<sup>th</sup>.
9. Conducted exit interviews on April 7<sup>th</sup>, 13<sup>th</sup>, 19<sup>th</sup> and 29<sup>th</sup>.
10. Reconciled and processed the March Unemployment Insurance payment.
11. Responded to various verifications of employment.
12. Replied to multiple requests from surrounding counties with varied information.
13. 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*

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### LETTER OF COMMENTS—MAY 2021

1. The annual interest payment was paid on debt by April 1 deadline. There were a few issues with the company that the payments go through with not having the most current debt interest amounts and not having very good communication, but with the help of BAIRD, it was all straightened out and I sent the amount that I knew was correct.
2. Attended Property & Information Technology Committee on April 5.
3. Attended Operations Committee on April 6.
4. Attended via Zoom the Wisconsin Counties Association weekly update on April 12.
5. All new printers were installed on April 13. It has taken some adjustment and there has been minimal waiting for someone to get done printing before another person can use the printer. There are certain issues with certain types of paper to resolve.
6. Had a meeting with Outagamie County Treasurer to see their operating system for credit card processing as I would like to possibly look into switching providers due to customer service and fee issues. I have spoken with IT about the process and I am not sure that all the other departments currently using our current system would be able to switch over to the new vendor. More research is needed before moving forward with any new vendor.
7. Paid out all taxing jurisdictions lottery credits on April 15.
8. Attended via Zoom the Wisconsin Counties Association weekly update on April 19.
9. Attended County Board meeting on April 20.
10. Attended via Zoom the Wisconsin Counties Association weekly update on April 26.
11. Attended Land Information Council meeting on April 29.
12. Paid out any personal property chargebacks that were submitted by municipalities by the April 1 deadline.
13. The June Wisconsin County Treasurer's Association conference has been canceled again this year. There will be 2 days of educational webinars in place of the meeting.
14. As of this update, our tax collections software vendor has broken a server that allows the City of Wisconsin Rapids (3 installment tax collection) to upload their tax information to the County. April 30 is the last day for the 2<sup>nd</sup> installment to be paid (May 7 grace

period) I am not sure how we will be able to do settlements if this server is not fixed by that date. After settlement, the City only has until May 15<sup>th</sup> to pay the taxing jurisdictions.



# Wood County

## WISCONSIN

### Employee Wellness

*Adam Fandre*

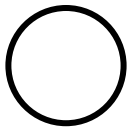
#### Letter of Comments – May 2021

- Most 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 2022 and enroll in the Wellness Program. Currently, I have met with 104 participants and an additional 280 participants have an appointment scheduled with me. This is where much of my efforts will continue to be for both this month and the next. 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			
	<u>2019</u>	<u>2020</u>	<u>2021</u>
<i>Biometric Screening</i>	462	462	465
<i>Health Assessment</i>	465	462	460
<i>Health Coaching</i>	448	450	104*

\*Health Coaching is currently in progress and numbers will be finalized after June 30, 2021.

- Registration for the quarter 2 Wellness Challenge, *Keeping Connected*, was announced April 27 and will begin May 10. This activity is a 6-week individual challenge where participants will work on mental well-being and the social dimension of Wellness through learning new and different ways to connect with others in these challenging times. This topic seemed appropriate given the Wellness Committee's feedback along with the countless conversations I have had with employees during their health coaching sessions which highlight how many are struggling in this area.
- I did hear back from several additional fitness center facilities in the Wood County area and was able to secure several discounts for employees at these locations. This is a very highly requested component of the Wellness Program and I will continue to work on growing this list as I hear from others.
- Information on the Wellness bulletin boards at several Wood County locations and in [www.managewell.com](http://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.
- 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](http://www.managewell.com) so they may begin the process of completing the qualifying activities and become more involved in the Wellness Program.



RESOLUTION#

Introduced by Operations Committee  
Page 1 of 1

ITEM#  
DATE May 18, 2021  
Effective Date May 18, 2021

Committee

CAK

**Motion:**  
1<sup>st</sup>  
2<sup>nd</sup>  
No: Yes: Absent:

Adopted:  
Lost:  
Tabled:  
Absent:

Number of votes required:  
☒ Majority ☐ Two-thirds

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

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

FISCAL NOTE:	Offered Amount	\$1,800.00
	R.E. Taxes	(1,273.49)
	Tax Deed Expense	(204.81)
	Special Charges	(321.70)

GAIN/LOSS \$0

WHEREAS, during the sealed bid process no offer was received on the below mentioned property, and,

WHEREAS, an open bid process was held and this was the best offer received on the below mentioned property, and,

WHEREAS, it is beneficial for Wood County to sell tax deed 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 offer be accepted

City of Wisconsin Rapids

34-04503 Lot 4, Block 1 Teske’s Addition, City of Wisconsin Rapids, Wood County, Wisconsin.

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

OFFERED AMOUNT  
\$1,800.00

APPRAISED AMOUNT  
\$4,000.00

Property is a vacant lot located on the corner of Gaynor Ave and 23<sup>rd</sup> Ave S, City of Wisconsin Rapids.

{ }

ED WAGNER, CHAIRMAN

MICHAEL FEIRER

ADAM FISCHER

LANCE PLIML

DONNA ROZAR

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

County Clerk

County Board Chairman

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** April 22, 2021

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

**PRESENT: (in-person)** Donna Rozar, Tom Buttke, Lee Thao, John Hokamp, Heather Wellach, RN, Laura Valenstein **(via WebEx)** Adam Fischer, Kristen Iniguez, DO, Jessica Vicente for part of the meeting

**EXCUSED / ABSENT:** - - -

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Marissa Laher, Mary Solheim, Jodi Liegl, Steve Budnik, Jo Timmerman, Mary Schlagenhaft, Stephanie Gudmundsen (Human Services); Rock Larson (Veterans Service); Sue Kunferman, Kathy Alft (Health Department); Reuben Van Tassel (Maintenance) *(Some attendees were in the room and others joined by WebEx)*

**1) Call to Order**

Meeting called to order at 5:10 p.m. by the Chair (meeting was called to order late due to technical difficulties).

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

- n/a

**4) Consent Agenda**

Page 40 pulled

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

**5) Discussion and consideration of items removed from consent agenda**

- Page 40 – Marissa responded to question regarding weekly COVID employee testing with Marshfield Laboratories. Motion (Buttke/Thao) to accept page 40 of the consent agenda. All ayes. Motion carried.

**6) Financial Statements – Edgewater Haven, Human Services Community, Norwood Health Center Quarterly Reports – Veterans Service, Health Department**

Department staff answered questions regarding information in the financial statements and quarterly reports.

**7) Norwood and Edgewater update on Provider Relief Funds**

Marissa Laher explained there are no outstanding project requests at this time. Brandon Vruwink referenced allowable vs non-allowable expenses. Jo Timmerman further described guidance changes that have been made recently and shared concerns with potential take-back when cost reporting. Chair Rozar will speak with Chair Wagner (Operations Committee) regarding setting parameters within Finance to prepare for that potential liability.

**8) Health Department COVID update**

Sue Kunferman shared the demand for vaccine is down and we are having difficulty filling clinics. We anticipate a move away from providing community-based clinics to more focused efforts to find and fill vaccination gaps (housing units, homebound population, etc.). We also anticipate Pfizer vaccine will be approved for 12-17 year old population; we may consider school-based clinics at that point. Case counts have been fluctuating; there are currently 48 active cases today. B.1.1.7. variant has been diagnosed in one Wood County resident (about 300 of that variant statewide).

**9) Review of Human Services-Community, Edgewater Haven, and Norwood Health Center 2022-2026 Capital Improvement Plan**

Marissa Laher described 2022 capital improvement plan requests and provided justification for each need. All projects have been prioritized. Motion (Buttke/Thao) to approve CIP requests as presented. All ayes. Motion carried.



**10) Norwood Dietary Pass Through Freezer Update**

Marissa Laher requested switching the purchase of a pass through freezer (CIP 2022) with approval of a warmer (CIP 2021). Motion (Buttke/Valenstein) to approve switching the 2021 and 2022 CIP purchases as presented. All ayes. Motion carried.

**11) Request(s) to fill Positions**

Brandon Vruwink and Marissa Laher provided rationale for positions that are essential to recruit. They include:

- Human Services (2 FSET Case Managers, CCS Case Manager, Economic Support Worker, Emergency Mental Health/Adult Protective Services Case Manager, Administrative Services Division Administrator, Family Resource Coordinator).
- Edgewater Haven (.7 FTE LPN, Cook)
- Norwood Health (casual Dietary Aide, full-time RN)

Motion (Hokamp/Wellach) to support recruitment of all positions. All ayes. Motion carried.

**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)**

- May 27, 2021, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option

**15) Closed Session**

Motion (Buttke/Thao) to convene into closed session pursuant to Wis. Stat. 19.85(1)(f) Wis. Stats. to consider leave of absence request. Rozar: Aye, Fischer: Aye, Hokamp: Aye, Thao: Aye, Valenstein: Aye, Wellach: Aye, Buttke: Aye, Iniguez: Aye. Motion carried. The Committee went into closed session at 6:48 p.m.

**16) Open Session**

Motion (Valenstein/Wellach) to return to open session at 6:50 p.m. All ayes. Motion carried. Motion (Buttke/Thao) to approve the presented leave of absence request. All ayes. Motion carried.

**17) Adjourn**

Rozar declared the meeting adjourned at 6:51 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

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

**ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN**

For a current case count, please see:

<http://woodwi.maps.arcgis.com/apps/opsdashboard/index.html#/da7f0d6815494e4b85e614e042671b14>

Here is an update on our larger scale efforts:

- **Communication** – Our primary communication efforts over the last few weeks focused on encouraging individuals to continue to wear masks and follow other guidelines as well as promoting vaccinations.
- **Disease Reporting and Contact Tracing** – We are able to conduct disease investigations and contact tracing within 24 hours of being notified of a case. We continue to do the tracing as part of our efforts to reduce spread and not overwhelm the healthcare system. We are seeing an increase in cases (61 active cases at the writing of this report).
- **Testing** – We are still seeing lower demand for testing and our health systems have the capacity to meet that demand. Turnaround times for results continue to be short, typically a day or so.
- **Vaccination** – Vaccine is rolling in at a greater clip these days. So far we have received both Moderna and Johnson & Johnson vaccine. We continue our drive-thru clinics in Marshfield every Wednesday and the airport hangar in Wisconsin Rapids every Thursday. Our Marshfield clinics on April 21 and 28 are at the fairgrounds as we were not able to use Marshfield Fire and Rescue those dates. We also held a clinic focused on the Hispanic and Hmong populations at Mead School on March 27 and second doses will be administered on April 24 at the same location. We do plan to relocate our Wisconsin Rapids clinic to the Grand Rapids Lions Club the first week in May.
- **Legislative Update** – Please see the Legislative Grid included in your packet for a public health-focused legislative update.

## JOHNSON & JOHNSON'S JANSSEN VACCINE ON PAUSE

**What we know:**

- The Johnson & Johnson vaccine has been paused out of an abundance of caution
- 6 reported cases of blood clots in women aged 18-48, symptoms occurred 6-13 days after vaccination
- 6.8 million doses of the Johnson & Johnson vaccine have been given

**Seek medical attention if you experience any of the following symptoms in the 3 weeks after you were vaccinated:**

- Severe headache
- Leg pain
- Abdominal pain
- Shortness of breath

For more information about the pause on the Johnson & Johnson vaccine please visit the FDA's statement: <https://www.fda.gov/news-events/press-announcements/joint-cdc-and-fda-statement-johnson-johnson-covid-19-vaccine>

**Wood County Health Department will be providing the Moderna vaccine until further notice.**

There are still appointments left in Wisconsin Rapids on Thursday, April 15th! Sign up here: <https://www.signupgenius.com/go/8050c4fada72ea4ff2-covid1912>

**The Moderna vaccine has been found to be safe with no link between the vaccine and blood clots.**

Find Moderna's statement here: <https://investors.modernatx.com/news-releases/news-release-details/statement-cvst-or-thrombotic-events>

## **COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH**

### **Community Needs Task Force**

The community needs task force has been creating a 1-year snapshot of COVID in Wood County. The group will be putting together an infographic that includes graphs and a timeline of the pandemic from March 2020 to March 2021. Additional community needs are being addressed and resources shared as needed. The group continues to send out a weekly newsletter and provide information to the community on safety guidelines, recommendations, testing, and vaccine distribution.

### **COVID-19 Communication**

Staff continues to support public communication efforts regarding COVID-19 vaccines to educate the public on vaccine options and reduce vaccine hesitancy, including infographics and a weekly newsletter. In addition, staff continues to help prepare for and work at vaccine clinics and answer phones and questions as needed. The educational material is available on the health department Facebook page, Wood County Website, and shared with those on the newsletter list serve.

### **Vaccine Access**

A grant was written and submitted to the Wisconsin Department of Health Services to improve outreach efforts for vaccination. The grant was received (\$49,000) and will provide additional funding to support Community Health Workers with outreach to some of the most vulnerable populations in our communities.

UW-Eau Claire students supported and helped to coordinate a vaccine clinic at Mead Elementary in Wisconsin Rapids on March 27. The clinic was focused on Hispanic/Latino and Hmong residents. Their 2<sup>nd</sup> dose will be administered on April 27 (181 individuals were served).

### **Battle Fatigue**

UW-Eau Claire students continue to support resiliency from battle fatigue for health department staff by providing weekly resources.

### **Incarceration**

The Wood County Jail Workgroup meeting was held on March 29. During the meeting, action plan activities were discussed and next steps planned.

### **AOD Prevention Partnership**

Through the Drug Free Communities (DFC) Support Program, the health department is hiring a 1.5 FTE to support the implementation of the work plan. Sara Luchini started on March 29 as a Community Health Worker and will be coordinating the Providers and Teens Communicating for Health (PATCH) program as a .5 FTE. Sara has been supporting public health COVID response efforts as an LTE, and will be shifting into her role with the Healthy People Wood County team.

A requirement of the DFC grant includes having two coalition members or staff attend a three-week training through the Community Anti-Drug Coalitions of America (CADCA) National Coalition Academy. In March, a staff member attended the first week of the National Coalition Academy, which coaches communities on building upon and sustaining coalition efforts within their communities. Tools and skills gained from the academy will be implemented in coalition efforts.

The Marshfield Area Coalition for Youth (MACY) Drug Task Force has been undergoing sustainability planning. The process has been facilitated by an external presenter who is also providing information on ways to improve health equity in prevention work.

### **Central Wisconsin Tobacco Free Coalition**

The Central Wisconsin Tobacco Free Coalition is working on re-branding to update their name to Nicotine Prevention Alliance of Central Wisconsin to better suit the work of the group to include products that do not contain tobacco, but have addictive properties and are causing harm to youth and adults. The alliance has been focusing on equitable approaches to tobacco and nicotine prevention that includes shifting the focus to ethnic minority populations, pregnant women, and those with a substance use disorder.

### **Mental Health Matters**

The month of March remained slow due to the vaccine rollout and continued data efforts. Staff have been working with a student intern on local jail data to better understand recidivism and general bookings between 2015 and 2020. Staff, along with the intern, are looking to analyze data from 2020 and present to the Jail Data Workgroup by mid-May prior to the end of the student's service.

Additionally, staff attended the Jail Workgroup for the month of March and will continue to seek ways to support the Wood County Jail with data analysis efforts and Trauma Informed Care initiatives.

### Active Communities/Built Environment

River Riders Bike Share, in collaboration with Koloni Inc., are in the final stages of preparing to launch for the 2021 bike share season! The additional 20 bikes and 4 bike racks will be delivered in the next month and placed at selected locations in the Marshfield area. Conversations with the city, county, and visitor's bureau of Marshfield are planned to help determine where to place these bike share locations. Once locations are picked for the new bikes, the original 30 bikes in the Wisconsin Rapids area will be placed at their locations, and a launch date will be announced!

### Health Equity

A virtual training was held on March 23 and March 30 for Wood County Health Department staff on the health equity and health promotion teams. The training was done by Human Impact Partners (HIP) and the knowledge gained will be used to continue health equity efforts.

### **ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.**

#### Port Edwards/Armenia Groundwater Issues-MOU progress

There is no new reportable activity on the MOU.

#### COVID Response

Environmental Health Staff continue to assist with vaccine clinics at both Wisconsin Rapids and Marshfield sites. Staff are also continuing work with businesses to handle concerns from the public as well as providing information on appropriate response measures.

#### Wood County Water Lab

Annual coliform proficiency testing was completed successfully. The proficiency rating of 100% recognizes the Wood County Health Department as demonstrating superior quality in evaluation of the test standard MicrobE™ (Coliform).

#### Lead Safe Homes Program

Staff completed training held by DHS on creating a Scope of Work, which is documentation required to begin lead abatement at a given site. Staff also worked with a Lead Abatement Contractor and DHS to accept a bid to begin work on a house in Marshfield.

#### New Businesses and Consultations

A pre-licensing inspection was done at Brahma's, previously Gorm's, in Vesper due to a change in ownership. A pre-licensing inspection was also done for Ida's in Wisconsin Rapids due to a change in ownership. Consultations were completed for a catering business as well as a restaurant in Wisconsin Rapids this past month. Wood County has a new maple product business based in Marshfield as well as a new permanent make-up business located in Wisconsin Rapids.

#### Indoor Air Quality

Environmental Health staff joined DHS in conducting a Vapor Intrusion Study in Marshfield. The study measured Volatile Organic Compounds in the air that originate from aerosols or other chemicals. Hands on training was provided to the EH Staff on instruments that measure VOCs as well.

#### Complaints

Eleven complaint investigations were received in the month of March.

- A complaint received regarding bed bugs in a hotel was followed up on. Professional treatment has been scheduled.
- A caller complained about rats at a neighboring address. Repairs are being made on the home.
- Multiple complaints were made about bed bugs at a residential address. Onsite inspections were conducted and professional treatment was recommended when necessary.
- A complaint of filth and garbage was made in an apartment complex. No contact information or address was provided.
- Hoarding was reported at a residence. No health hazards were observed when onsite.
- A caller stated that there was mold in her house. An onsite visit took place and found mold caused by a leak around the chimney. Repairs will be made.
- A caller was concerned for animals at a residence. Upon inspection, noxious fumes and odors were observed at hazardous levels. Orders were issued to abate the health hazard.
- A complaint was made regarding cockroaches at a residence. Investigation is ongoing.
- Possible food poisoning from a restaurant was reported in Wisconsin Rapids. Only one person was known to be sick and no connection could be made to the restaurant.

### **WOMEN, INFANTS AND CHILDREN (WIC) REPORT – JESSICA HUTCHINSON, RD, CD, CLC**

- WIC continues to complete all appointments over the phone during this time. The physical presence waiver to allow appointments over the phone currently goes through mid-May. The waiver is tied to the public health emergency declaration and will allow phone appointments to continue 30 days past the expiration of the public health emergency declaration.

- Camen Haessig, Sarah Krubsack, Wendy Barth, Tiffany Halama, Whitney Armour, and I attended the 2021 WALC (Wisconsin Association of Lactation Consultants) Conference on March 4<sup>th</sup> and 5<sup>th</sup> to ensure continuing education to maintain CLC/CLS credentials.

Caseload for 2020 (Contracted caseload 1433)

	Dec 2020	Jan 2021	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Active (initial)</b>	1450	1446	1419	1403									
<b>Active (final)</b>	<b>1458</b>	<b>1447</b>	<b>1449</b>										
<b>Participating</b>	1457	1447	1425	1405									

## **WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT April 2021**

### **Director's Report by Brandon Vruwink**

The teams at Edgewater and Norwood have spent time developing Capital Improvement Plans for 2022-2026. Marissa, Lee, Ron and I met with Facilities Manager Reuben Van Tassel to review the projects at each facility. With the input from the Facilities Manager, we ranked each project by priority and discussed options to modify the projects if needed. We appreciated Reuben taking the time and working through the capital plans with us.

Marissa's has officially transitioned as the Administrator of Norwood Health Center. She also continues to serve as the Administrator at Edgewater Haven until we identify her successor. We are recruiting to fill the Edgewater position and have begun the interview process. I plan to provide an update on our progress at the H&HS Committee meeting.

With Marissa's transition to Norwood, we have begun to explore the next steps in moving the facility forward post Covid-19. While many restrictions remain in place, we want to prepare for the future and begin to rebuild our census on our Crossroads and Admissions units. Marissa has begun to work with the team to identify some changes to encourage growth on both units. The first step is to reach out to the counties we have a contractual relationship with and remind them of the services we offer at Norwood.

April is Child Abuse and Neglect Prevention month. Every child deserves to grow up in a safe, stable and nurturing environment. Wood County Human Services is committed to enhancing prevention efforts and supporting children and families throughout Wood County. I want to send a special thank you to all of the staff in our department who work daily to prevent Child Abuse and Neglect.

As I was about to complete my narrative for this month, I received Jo Timmerman's retirement notice; Jo's last day is Friday, June 11. Jo has worked for Wood County for the past 24 years. I have had the pleasure of working with Jo over the past ten years. I have learned a lot about budgets and finances but also different approaches to management. Jo has been an incredible support to the management team and is always willing to assist in problem solving. She has led our Department through several transitions, including bringing together Social and Unified Services, transitioning from the Fiscal Services Division to the Administrative Services Division, and most recently integrating Edgewater Haven within the Human Services Department. Jo also led the Department through many other changes, from implementing new programs to guiding us through the annual budget process. Jo has done an excellent job for Wood County and the Wood County Human Services Department. She has provided me a great deal of support. I am grateful I had the opportunity to work with her and wish her all the best in retirement!

### **Deputy Director Update by Mary Solheim**

Community and Wood County Departmental Connections: Kids at Hope: We continue to move forward with incorporating Kids at Hope into our Wood County Human Services' framework. We officially launched Kids at Hope on November 18, 2020. Bringing Kids at Hope to Wood County was made possible through the award of a Youth Innovation Grant. As a reminder, this is a community-wide initiative which looks to promote a cultural shift not just within Human Services, but throughout Wood County with the understanding and belief that all children are capable of success, no exceptions. Our local schools and a large number of other community members have been instrumental partners with us in this journey. Our next scheduled event will take place on April 14 and April 15 where we will once again be joined by the Kids at Hope founder, Rick Miller. For more information on Kids at Hope, please visit

[www.kidsathope.org](https://www.kidsathope.org) or view a TED talk which can be found via the following link: [https://www.youtube.com/watch?v=vIpDKHw1O\\_c](https://www.youtube.com/watch?v=vIpDKHw1O_c).

I have also been invited as a panel member to join in on a discussion following the “Creating Hope Where You Live, Learn and Work” keynote by Dr. Valerie Calderon, Director of Strategy and Capacity Building which will take place on May 6, 2021. I look forward to sharing what we are doing within Wood County and learning about what others are doing to foster growth within their County government or private organizations across the United States.

*Adolescent Diversion Program:* Our Adolescent Diversion Program (ADP) is nearing its nine-month mark since onboarding and beginning the training of our first case managers. As a review from a prior update, this program serves youth ages 12-17 who are at risk, or already involved with youth justice. In this 18-week program, case managers help youth work on a behavior plan, connect to local community resources, and build positive life skills. Our primary goal for ADP is to decrease the number of youth who enter the court system by providing direct prevention and wrap-around services and increased collaboration with our local schools and law enforcement, pairing at-risk youth with a case manager and increasing access to needed services such as mental health and AODA. Since ADP’s launch, we have graduated eight youth and we currently have an additional twelve youth enrolled. A notable success of the program has been to assist the youth we are working with in the use of effective coping strategies when engaging in the world that surrounds them and educating our youth about thinking traps, decision making, overcoming automatic responses, and overall problem-solving techniques. At the conclusion of two of our eight graduate’s time with ADP, they were also enrolled in Family Preservation Therapy. Some of the other graduates have already been enrolled with Family Preservation Therapy Services. Family Preservation Therapy provides in-home counseling to children and their families who are currently receiving services through Wood County Human Services, such as youth justice or child welfare. A therapist assists families with skill development and management of mental health, substance use, maltreatment, trauma, and/or behavioral needs. The primary focus is to preserve the placement of children and youth in their homes or aid in reunification efforts by partnering with families to achieve identified goals.

*Youth Advisory Council:* Our Youth Justice Advisory Council launched in the latter part of 2020 and, by design, the council looks to discuss unmet needs of youth within our community. The council has now narrowed its focus into four core areas including Mental Health Access, Parent Education, Community Connections, and Unmet Basic Needs. Members of the council from the District Attorney’s Office, law enforcement agencies throughout the county, schools districts, health care providers, community members, and Human Services staff have separated into one of these four groups, group leaders have been identified, and the first meeting for each group will take place this month. The smaller groups will then report back to the larger group with specific action items later this month.

*Run the Rapids 5k Run/Walk:* On behalf of the Run the Rapids Planning Committee, after a break in 2020, we are excited to announce the Run the Rapids 5k Run/Walk is back and will take place on Saturday, June 12! We have partnered with the South Wood County YMCA and the Wisconsin Rapids Boys & Girls Club for this event which looks to draw attention to child abuse prevention efforts along with providing community youth and family services. Our Child Protective Services (CPS) team is housed within our Human Services Department and responds to reports with concerns of physical abuse, neglect, sexual abuse, and emotional damage. In 2020, the Wood County Human Services Department received over 1,540 reports of suspected child abuse and/or neglect. While not all of these reports led to some sort of involvement on our part, just shy of one-third of the reports received resulted in an investigation and a corresponding appropriate service or services being put into place. Please click on the link <https://www.itsyourrace.com/> for more information.

## **Administrative Services Update by Jo Timmerman**

Fiscal staff across all areas continue to be engaged in 2020 audit preparation.

Norwood and Edgewater Accountants continue to compile expenditures related to COVID-19. Both personnel and non-personnel expenses are recorded against the CARES funding received by both facilities. This continues on for 2021 until 06-30-21. Additionally, Fiscal staff continued compiling data for 2020 Medicare and Medicaid cost reporting for both facilities.

TRIP collections for 2021 continued to come in strong, with \$21,567 now collected through March.

Two vacancies were filled. Nicole Marshall started on March 29<sup>th</sup>, filling the Administrative Assistance II (Family Services Transcriptionist/Secretary) position at D.C Steinle Plaza in Marshfield. Barb Peeters started on April 5<sup>th</sup>, filling the Administrative Assistance II (CCS/CSP programs) position at River Block. Two additional vacancies remain in our division: another Administrative Assistant II position at D.C. Steinle Plaza, vacant since 02/01/21, and the River Block Building Main Lobby Receptionist position, vacant since 12/01/20.

Our Norwood Business Office staff have begun transitioning back to onsite work at Norwood, working partially onsite and partially offsite for three weeks, with a plan to resume a fulltime onsite presence after that.

Additional projects worked on by staff:

- Attended monthly CLTS teleconference call meeting
- Conducted bi-weekly budget meetings with program managers: Norwood, Edgewater, Family Services, Behavioral Health, Community Resources, FSET and Child Care
- Attended ongoing divisional succession planning trainings
- Attended weekly SmartCare program conversion meetings for billing and clinical functions
- Attended WPS monthly County Waiver teleconference call
- Attended WIMCR Question and Answer session
- Prepared and submitted NIMC monthly expense reports
- Allocated and disbursed NIMC reimbursements to partner counties
- Attended weekly staff meetings
- Attended monthly NIMC Directors' meeting
- Attended New Manager training
- Worked on 2020 state aid reconciliations: Birth to Three, CCOP, CLTS, Income Maintenance, DCF Cost and Shared Cost report, PSSF report, L-300 report
- Attended Human Services All-staff Meeting
- Worked on collections through Tax Refund Intercepts (TRIP) system
- Worked on TCM program cleanup in preparation for SmartCare conversion
- Attended CARES Relief funding meetings with Wipfli
- Conducted interviews of candidates for division vacancies
- Conducted multiple staff performance evaluations
- Coordinated support needs across the agency
- Developed back-up coverage plans across supported programs
- Developed onboarding and training schedules for two new staff members
- Collaborated with Community Resources to hire and train a temporary worker for River Block Main Lobby Receptions and Covid-19 screening of building visitors
- Finalized Z Drive folder/file conversion project and worked with IT to migrate folders and files to the new Z drive



- Worked with Family Services Supervisors, Deputy Director and Support staff on the *Background Checks DOJ Policy* on creation of secure folders and additional interim coverage
- Work w/ Support staff on *Family Services Go Paperless* to develop training tools for WISACWIS scanning
- Conducted an investigation and follow-up on one confidentiality breach and one HIPAA incident
- Confirmed Outpatient Clinic notes and dictation entered through 02/15/21
- Attended *Grant Writing 101* training
- Attended background check meetings
- Processed Medicare, Medicaid, HMO, Commercial Insurance, other county, and patient responsible claims for hospital services, long-term care services, doctors' services, Outpatient clinic services, and community program billable services
- Processed vouchers for vendor services and products
- Held weekly Banking Day with Norwood residents
- Prepared monthly data reports for occupancy, doctors' service units, meals prepared, laundry poundage data for cost reports
- General Ledger account maintenance
- Data reports for Bridgeway Unit
- Attended weekly payer source meetings for patient/resident updates
- Attended daily stand-up meetings for patient/resident care and payer source updates
- Tracked COVID-19 expenditures
- Reviewed and approved Journal Entries entered by Accounting Clerk
- Attended Health & Human Services Committee Meeting via WebEx
- Attended Operations Committee Meeting
- Attended bi-weekly Administrative Team meetings
- Attended weekly Norwood Department Head meetings
- Reviewed Financial Reports and voucher reports
- Reviewed and approved time off and time cards for employees
- Reviewed and approved account reconciliations
- Supported Administrative Support Management Team

### **Community Resources Update by Steve Budnik**

**Transportation:** In March, we provided 918 rides on our buses. This is an increase of 127 riders from the previous month. We are continuing to see an increase in ridership as more customers become vaccinated and going out into the community for various trips (shopping, haircuts, medical, nutrition, and so on). We have also purchased a used bus from Crawford County's ADRC. This bus will act as a backup if one of our newer buses is in repair. Additionally, as approved at the March H&HS Committee meeting we will be purchasing a new bus with funds from our trust account that will replace an older bus.

**WHEAP:** Since October 1, 2020, we have processed 2,023 applications for the current heating. Starting April 15, 2021, the utility companies may disconnect households with outstanding balances. As a result of the moratorium being lifted, Wood County was awarded \$75,000 additional dollars that can be applied to a household with disconnections or high balances. We have been working with our utility vendors for the past weeks in preparation for the disconnections to provide preventative service to homes in danger of being disconnected after April 15.

**Income Maintenance:** In March, the FoodShare case count for Wood County was 5,382, an increase of 118 cases from February. The total number of food share recipients for the county was 10,396. The Badger Care case count was 6,910, the EBD (elderly blind & disabled) was 2,023, and the long-term care

medical service caseload was 1,147. The collected increase in medical cases was 177 cases from February.

### **Edgewater Haven Update by Marissa Laher**

In the month of March we had 12 admissions and 3 readmission with a memory care census is 16 residents.

Census comparison to last year:

March 2020 – 49.65 average census with 6.81 rehab

March 2021 – 44.64 average census with 5.65 rehab

Admissions/Discharges Comparison:

March 2020 – Admissions 12/Discharges 8/Readmissions 3

March 2021– Admissions 12/Discharges 7/Readmission 3

We received our annual nursing home recertification survey from the Division of Quality Assurance surveyors. The survey lasted for two and a half days and went very well. We were deficiency free for the health portion of the survey. The average number of citations per survey in Wisconsin is 6-8. We have a few minor corrections to make following our Life Safety Code survey with the state engineer.

As of writing this, we have no active staff or resident COVID-19 cases. We have been able to transition to every other week staff testing due to the positivity rate dropping below 5%. Recent CDC and CMS guidance no longer requires a fully vaccinated resident to quarantine and be on precautions (staying in room and staff wearing full PPE) for 14-days upon admission or re-admission. This greatly reduces the burn rate of our PPE and allows for more freedom for residents.

Phase 2 of the 300 South remodel project continues to progress. We are now estimating for the project to be delayed a couple of weeks past the end of April due to supply chain issues for the doors and cabinetry. The bid for the replacement of our nurse call and wander management system project will be put out toward the end of April.

### **Family Services Update by Jodi Liegl**

*Personnel Updates:* We continue recruitment efforts for the current open positions following approval from the Health and Human Services Committee: Initial Assessment Social Worker, Ongoing Social Worker, Youth Justice Mental Health Social Worker, and a Kinship/Foster Care Coordinator. Our kinship and foster care coordinator position opening is due to the recent resignation of a staff member who is looking for something which more closely fits the needs of her family.

*Child Abuse Prevention Month:* In 1974, the first Child Abuse Prevention and Treatment Act (CAPTA) was passed. CAPTA provided funding for states to engage in different prevention and identification resources related to child abuse awareness. During the 1980's congress started making more progress in bringing awareness to child abuse prevention. April has been designated as National Child Abuse Awareness Month since 1983. Many different states in the nation promote different activities and events to continue to bring awareness to child abuse prevention. The color blue and blue ribbons represents child abuse prevention. This began in 1989, when a grandmother in Virginia tied a blue ribbon to her car antenna as a way to remember her grandson who passed away as a result of child abuse. This simple act brought awareness to her community and since then the blue ribbon campaign has expanded throughout the nation. Our social work interns within Family Services have developed a weekly newsletter for Human Services to promote awareness around child abuse prevention. Historically, our agency has hosted a 5K walk/run in the community during the month of April to raise awareness for child abuse prevention. Please see Deputy Director Solheim's update for more information about the event which will be held in June this year.

*Parenting Education:* Parenting Toddlers, Infants and Preschoolers (TIPS) is an educational and skill-building curriculum designed for parents with children under the age of five. The curriculum is a series of 12 weekly sessions, approximately 45 minutes long. Topics in the curriculum include: Bonding and Attachment, Age Appropriate Expectations, Expressing Feelings, Discipline Strategies, Rules and Routines, and Keeping Your Kids Safe. The group utilizes a variety of learning methods to include videos, worksheets, small and large group discussions, as well as activities to try at home.

Our second virtual cohort is currently being held and expected to be completed later this month. The group includes nine parents, eight of which are involved with Child Protective Services. A third cohort of the virtual group is scheduled to begin in June 2021. We look forward to holding the groups in person in the near future which will allow additional benefits to the participants including connecting with one another, discussing challenges they experience, and practicing new skills learned in the group with each other.

The Parenting Wisely teen edition is an educational and skilling-building curriculum designated for parenting with adolescents. The 10 most commonly reported challenges include: helping children to do housework, helping children do better in school, curfew, criticizing, monitoring school, homework and friend, loud music, chores incomplete, sharing the computer, sibling conflict, getting up on time, and finding drugs. These challenges model both effective and ineffective ways of handling situations through a series of short videos. The focuses of these videos is to demonstrate the use of different skills and methods aimed to improve family relations and achieve desired outcomes within the home. The parenting groups also provide parents with an opportunity to discuss parenting, practice new skills, and problem solve issues with peers and facilitators in a non-judgmental solution-focused environment.

Two cohorts were completed in 2020. Due to the pandemic, the curriculum has transitioned to an online format which allows parents to work independently. In addition to the individual online format, three virtual sessions will be facilitated to allow parents to come together, discuss the curriculum, and personal parenting issues in a collaborative environment.

*Kinship Baskets:* We recently received a generous donation of approximately 20 baskets designed to help support new relative placements with essential needs and items such as blankets, backpacks, books, toiletries, and household items. This donation was the result of a local Girl Scout troop project. After learning of some needs our kinship providers have, the local troop coordinated this amazing effort. We are grateful for this generous donation!



## NorthCentral Updates by Lacey Piekarski

**FSET:** The NorthCentral FoodShare Employment & Training (FSET) Program is excited to announce a formal third-party program with Aspirus to offer a paid Certified Nursing Assistance training program. This formal partnership begins April 2021, offering an accelerated five-week C.N.A. training course to FSET customers. The classroom portion of the training will be taught by a licensed instructor and completed online, supported through laptops available for loan through FSET. The program requires two in-person clinical days at the Aspirus Wausau Hospital. FSET customers will be provided intensive case management while completing the training, as well as support services to complete the course, obtain employment and maintain their position after completion. With the option to complete this course virtually, support through the process and Aspirus positions available throughout the nine-county FSET region, we are very excited to partner with this local employer to benefit those interested in the medical field.

The in-house Certified Nursing Assistant Program partnership with Wood County Human Services Department, in collaboration with Edgewater Haven and Norwood, is currently on-hold until the final step facility inspection by the Department of Health Services is complete. Due to current pandemic restrictions, the timeline for final approval and in-house C.N.A. training is anticipated for late 2021.

**Youth Division Update - Independent Living Program:** Makenzi Gehrman began in her new role as Independent Living Program Coordinator on April 5, 2021. Makenzi began her internship with the Adolescent Diversion Program (ADP) in fall 2020, graduating from UW-Stevens Point with a degree in Social Work in 2021. We are excited to celebrate Makenzi's transition from internship to formal position within the team.

Beth Larsen, previous Independent Living Program Coordinator, has transitioned to a new role as CW Solutions – PATHS Program Supervisor. Beth is providing transitional support to the Independent Living Program while collaborating the new PATHS Program to serve a similar youth population in the nine-county NorthCentral region.

**NorthCentral PATHS:** In December 2020, Wood County Human Services Department private partner, CW Solutions, was selected as only 1 of 2 providers to operate the PATHS Program in Wisconsin as part of a new five-year grant. The PATHS Program is included in the umbrella of programs operated within NorthCentral Programs, operated by WCHSD and CW Solutions. The program covers the same nine-county region as the current NorthCentral FSET and Independent Living Programs including Adams, Forest, Langlade, Lincoln, Marathon, Oneida, Portage, Vilas and Wood counties. Program facilitation will begin in May 2021, led Beth Larsen, PATHS Supervisor, with support of a Program Manager and Case Manager.

The PATHS Program supports NorthCentral emerging adults ages 17 – 22 who have aged out of court-ordered care without being reunified with their family. In collaboration with the IL Program, rapid rehousing and additional resource identification includes but is not limited to:

1. **Permanent Connections**
2. **Academics**
3. **Training and Employment**
4. **Housing**
5. **Social and Emotional Well-Being**



For program updates, please visit: <https://changewithin.net/programs/paths>

## Norwood Health Center Update by Marissa Laher

We have continued to conduct community vaccination clinics on site based on the supply of vaccine received from the state. We are winding down our COVID clinic as more sites have been offering vaccine

in the community and the supply being sent to us has dropped. The staff here did an amazing job with vaccinating staff and community members.

We continue to work on slowly and safely re-opening back to normal. Some staff that have been working from home have started to return on site. Residents have been enjoying the increased freedom and activities they have been able to enjoy with the easing of restrictions.

The team continues to work with Wipfli on approved expenses/projects in regards to the Provider Relief Funds we have received, including updating our WIFI bandwidth.

#### **Norwood Nursing Department by Liz Masanz**

Admissions Unit: The hospital census has been low. We are working on some outreach to contracted counties and working with our psychiatrist to remove barriers to admissions. The head nurse and client services manager have been working on updating some treatment team protocols to improve the treatment plan documentation. We are working on the process for antibiotic stewardship requirements that are now needed for hospitalizations using some Matrix charting. Providers are training on doing e-scribing and electronically signing off their orders in Matrix to move us closer to having fully electronic medical records.

Long Term Care Unit: We continue to work with residents on COVID-19 precautions, in person visits, activities, and vaccinations. Our overall census has dropped due to placements in the community finally occurring that have been on hold due to COVID and assisted living facilities not taking patients. We are working on some solutions to help raise the census.

#### **Norwood Dietary Department by Larry Burt**

Congregate meals for the month of March were 9,962 with revenue of \$45,825.20. Congregate meals for the year are 26,728 with revenue year to date of \$122,948.80

#### **Norwood Maintenance Department by Lee Ackerman**

Update on 2020 Capital Improvement Projects: Level 4, Pathways Renovation – The response to our bid request published last month was small; only two contractors offered bids, but all trades were represented and acceptable bids were obtained. Work is scheduled to start the first week in April. Maintenance staff started demo work in the first two bathrooms in preparation for the new tile. Unfortunately, the installers informed us at the end of the month that the tile we planned to use is now on backorder. A plan on how to proceed will be made and reported on next month.

Covid-19: The visitation room is nearly finished, with only the installation of the sink and the final inspections by the local Building Inspector and DHS remaining. Though this project took much longer than expected, the work progressed smoothly, even with the bi-weekly vaccine clinics operating in the same general area.

## CVSO Report to the Wood County Health and Human Services Committee

**Meeting Date: April 22, 2021**

### March Activity:

Caseload activity for March 2021 - 13 new veterans served. During the month of March, we completed/submitted 339 federal forms to include:

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

### Activities:

1. Completed as of April 15:
  - a. March 24 – Presentation at the Heroes Cafe
  - b. March 31- Video Conference with Department of Corrections Wisconsin Resource Center on veteran due to be released and returning to Wood County.
  - c. March 31 – Meeting with Wood County Criminal Justice Coordinator on possible veteran diversion options.
  - d. April 7 – Coordinated Services Team (CST) Sub-Committee on policy review meeting (WebEx).
  - e. April 10 – Wood County Homeless Committee round table (VIA Zoom)
2. Near Future:
  - a. April 27 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
  - b. April 28 – North Central Wisconsin Continuum of Care meeting (Via Zoom)
  - c. May 5 - Coordinated Services Team (CST) Sub-Committee on policy review meeting (WebEx).
  - d. May 10 - Wood County Homeless Committee round table (VIA Zoom)

### Office updates:

1. Office and VA response to COVID-19 –
  - a. The Tomah VA Medical Center has begun COVID-19 Vaccination Clinics. Wisconsin Rapids CBOC is one of the sites and providing Friday and some Saturday/Sunday shot clinics. Veterans must be eligible and **enrolled in VA healthcare** to receive a vaccination. They have expanded to **all** veterans currently enrolled. **Their spouses, caregivers and family members/survivors entitled to CHAMPVA health care are now eligible.** Veterans can call to be put on a list for a scheduled shot clinic (800-872-8662 ext 66274). For more information visit [www.Tomah.VA.GOV](http://www.Tomah.VA.GOV)
  - b. Federal VA continues to lag behind on scheduling and completing compensation exams. Therefore, new ratings decisions have slowed.
  - c. Starting March 22<sup>nd</sup> the Milwaukee VA Regional Office will again be open to the public for access to the contact team and Veteran Service Organizations Claims Office. However most VA employees will continue to work remotely.

2. 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 \$275,073 in retroactive payments. Monthly increases totaling \$36,684 or additional \$440217 every year.

Since last month's report:

Veteran's dependents were added to his award increasing benefits by \$70 per month

A veteran was granted service connection for erectile dysfunction secondary to his diabetes for a \$111 per month increase in benefits.

**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.

3. Homelessness. Effective April 15 landlords are once again allowed to evict tenants for unpaid utilities. They still cannot evict for non-payment of rent. We do not know what effect this will have on veterans. In addition, Wisconsin Rapids landlords are now liable for unpaid water & electric utilities so this may accelerate evictions. CAP services does have programs to assist and Heat for Heroes' can offer additional assistance for some veterans.
4. Our office is assisting the social worker at the Wisconsin Resource Center and the family of a veteran about to be released to the Marshfield area coordinate ongoing mental health treatment and court ordered medication with the Tomah VA hospital and clinics. Additionally we are exploring ways to further assist the veteran back into society. Possible VA disability or pension to augment his income.



## **Minutes of the Wood County Public Safety Committee**

**DATE:** April 12, 2021

**PRESENT:** Dennis Polach, Joe Zurfluh, Mike Feirer, Bill Winch, Brad Hamilton

**EXCUSED:**

**NOT**

**PRESENT:**

**OTHERS** Steve Kreuser, Sarah Christensen, Bill Clendenning, Scott Brehm, Lori

**PRESENT:** Heideman, Erik Engel, Lance Pliml, Shawn Becker, Quentin Ellis, Nanci Olson, Reuben Van Tassel, Charlie Hoogesteger, Kelli Trzinski, Paul Bernard

**LOCATION:** Wood County Courthouse

### **1. Call to Order:**

Mike Feirer called the meeting to order at 9:00 a.m.

### **2. Review minutes of March 8, 2021:**

**Motion by Hamilton, second by Polach to approve the minutes of the March 8, 2021 meeting as presented. Motion carried unanimously.**

### **3. Public Comments:**

No Public Comments.

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

**May 10, 2021**

**9:00 a.m.**

**Wood County Courthouse Room 114**

### **5. Communications Department:**

#### **a. Communications March 2021 Claims:**

The Committee reviewed the Communications March 2021 claims. Answered questions on Claims.

#### **b. Communications Report:**

The Committee reviewed the report. Erik talked about what may happen if the building he is in is removed because of the new jail if it is approved. He will then need to start looking for a new location to work out of.



**c. CIP**

Committee reviewed the CIP plan for Communications. Erik is asking for a vehicle for next year. He is requesting replacement of air and heating equipment at Powers Bluff. Update to the simulcast radio system and some related equipment requested for subsequent years.

**Motion by Hamilton, second by Polach to move the Communications CIP to the Operations Committee. Motion carried unanimously.**

**6. Emergency Management Department**

**a. Emergency Management February 2021 Claims:**

The Committee reviewed the Emergency Management February 2021 claims.

**b. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management report. Asked questions about the tent at the Grand Rapids Lions. Steve clarified and discussed the plan. Talked about getting work crews back next week. PPE requests are ongoing, but have declined from the onset of the pandemic. Talked about going to meet the homeowner of an Easter fire with the Salvation Army to see if they can help clean up the property.

**c. Payout of lost vacation:**

Steve talked about how he would like a payout of his lost vacation time that he could not take due to the Covid pandemic. A few other departments have had theirs paid out upon retirement and he would like them to pay his out as well upon his retirement. There will be approximately 180 hours paid out in addition to the current accrued balance.

**Motion by Hamilton, second by Zurfluh to pay out the lost vacation time to Kreuser. Discussion ensued. Motion carried unanimously.**

**d. CIP**

Talked about the radio updates, BNI vehicle, and the upgrade to the WebEx system.

**Motion by Hamilton, second by Winch to approve the CIP and send it on to the Operations Committee. Motion carried unanimously.**

**7. Dispatch Department:**

**a. March 2021 Claims:**

The Committee reviewed the Dispatch March 2021 claims. Answered questions on the claims.

**b. Dispatch Report:**

The Committee reviewed the Dispatch report. Lori thanked the Sheriff's Department for their help with staff regarding the bus incident last month. Lori also talked about how it's National Telecommunicators week.

**c. Hiring:**

Would like to start the hiring process for the last open position that she has. This would bring them up to full staff. The Committee has stated that yes, she should hire that last open position.

**d. CIP**

Discussed her request for software for NextGen 911. This will be needed eventually, so now would be a good time to start that process so that everything is ready for when it goes live. Paul from GIS added some comments on what has occurred thus far. Lori answered questions.

**Motion by Polach, second by Hamilton to send the CIP over to the Operations Committee. Motion carried unanimously.**

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner report.

**b. March 2021 Claims:**

The Committee reviewed the Coroner March 2021 claims.

**9. Humane Officer**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer Report.

**10. Sheriff's Department:**

**a. Correspondences:**

Nothing to report at this time.

**b. Wood County Rescue:**

The Committee reviewed the Wood County Rescue report.

**c. Crime Stoppers:**

The Committee reviewed the Crime Stoppers report.

**d. K-9 Project:**

The Committee reviewed the K-9 report.

**e. CIP:**

Chief Deputy Quentin Ellis discussed the CIP with the Committee. The Department is requesting to replace patrol squads, a jail transport van, patrol snowmobiles, and trailer.

**Motion by Hamilton, second by Polach to send the CIP to the Operations Committee. Motion carried unanimously.**

**f. March 2021 Claims:**

The Committee reviewed the Sheriff's Department March 2021 claims.

**g. Hiring Process:**

Sheriff Becker stated the jail currently has one opening. He also stated the Sheriff's Department would be hiring a couple more deputies to fill vacancies in the next couple of months.

**h.. Boat/ATV/UTV/Snowmobile Patrol:**

The Committee reviewed the Boat/ATV/UTV/Snowmobile Patrol report.

**i. Overtime:**

The Committee reviewed the overtime reports.

**j. Courthouse Security:**

The Committee reviewed the Courthouse Security monthly report.

**k. Jail Items**

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Maintenance: Nothing to Report
- vii. Inmate Programs: Nothing to Report
- viii. Jail Study: Sheriff Becker discussed the Jail Discharge Planner's report from the Ad-Hoc Committee dated April 1, 2021. He stated the next meeting of the Ad-Hoc Committee is Thursday, April 15, 2021. He stated Venture Architect would be discussing a new jail plan at this meeting.

**11. March 2021 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:**

**Motion by Hamilton, second by Zurfluh to approve the March 2021 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**12. Agenda Items for Next Meeting:**

Humane Officer Reports/Activity

**13. Adjourn**

**Meeting adjourned at 10:00 a.m. by Chairman Feirer.**

Minutes taken by Wood County Emergency Management and the Wood County Sheriff's Department

Department Head Humane Officer  
Nanci Olson  
February 21<sup>st</sup> – March 6<sup>th</sup> 2021

2-21; Reports

2-21; WR2756 Follow up on quarantine and Veterinarian for a doberman that bit. 18

2-22,27; WC1982 Welfare check on horse and working with the owner on moving round pen panels to the south side of the barn and run a fence board inside the barn to separate this horse from the herd but still allow this horse to have access to both the outside and shelter @ 8000 block of 36<sup>th</sup> St S. The owner has kept this horse separate from the herd, due to the rest of the horses picking on this one. She's kept the horse this way for a few years by keeping him in a round pen with no access to shelter. Most recently she's started locking the horse in a stall only at night, in spite of the extreme cold and windchill's days on end. This round pen is quite a distance from the herd, the barn and 3-sided shelters. 4,4

2-22,26; WC1988 Follow up on ill puppies @ 11300 block of County Road S, Milladore. Open Case. 60,60

2-23,24; WR3220 Dog Bite Victim said he was bit when he was laying on a couch eating beef jerky and an unknown family member's dog bit him near his left eye brow. Victim won't disclose the name of the owner of the dogs. I explained the quarantine process to him and also I called Aspirus and advised them that the victim declines rabies prevention shots and asked that they contact the victim as well. 20,20

2-24,3-6; WC2231 Open Case regarding cattle not being fed properly @ 5000 block of Grant Road. There are about 20 beef and Holstein cross. The water tank, which has no heater was near empty with the owner stating he fills the one water tank once a day. We discussed that the cattle need 24/7 access to unfrozen water. A small few of the steers were on the thinner side, which he states is due to the recent cold spell and that they are part Holstein and are on the leaner side normally. He had hay out for the cattle when I was there. He states he has 6 round bales left and about 2,000 small bales of hay. I also noted that he feeds three, 6-gallon buckets worth of grain each day as well. The area for the cattle was relatively clean in spite of the mud with the melting snow, the sheds were clean as was the buildings holding the silage and grains. 40,40

2-25,26; PE219 Dog Bite Victim stated she was walking along the road near 500 block of Market Ave, Port Edwards when a loose yellow lab mix attacked/jumped on her and bit her in the stomach area and scratched her leg. 11,11

2-25,26,28; WR3351 The complainant was walking her small dog on a leash when a Husky surprised her by coming up from behind her and grabbing her small Shih Tzu. The Husky pulled the harness off the Shih Tzu and carry him away. The Husky was dragging and shaking the Shih Tzu and was able to take the Shih Tzu to the Husky's yard in spite of the little dog's owner trying to stop it. The adult son of the Husky's owner heard the yelling and came out and was able to restrain the Husky and put it back in the fenced in yard @ 1500 block of Chestnut Street. The owner of the Shih Tzu noticed blood in the mouth of her dog and that the dog was limping on two legs. She took the Shih Tzu to the veterinarian where the vet found puncture wounds as well. The victim dog's owner stated that the Husky's gate is often open with the Husky in the fenced in area. I did have the owner obtain a lock and chain for the gate. 12,12,12

3-3,4; PE253 The victim is also the owner of the dog that bit her. The victim @ 1600 4<sup>th</sup> Street, Port Edwards was putting together a puzzle when she noticed her dog under the table chewing on something, which was a puzzle piece. The Beagle Jack Russel bit both of the victims hands when she was grabbing the leash to pull the dog out from under the table. 22,22

3-4,5;WC3007 The victim of the dog bite said he and his son were outside @ 3500 block of Ervin Road in the township of Sigel, and when the son went to play ball with their two dogs the dogs got into a fight over the ball. The victim broke up the dog fight and accidentally got to close and was bit by their Black Lab on both hands. He received antibiotics and a tetanus shot. 40, 40

*Due to the nature of many of the complaints I do have to go into homes including mobile homes, outbuildings such as garages, sheds and barns with the suspects; so I am not always able to social distance. As required I purchase safety masks such as disposable paper masks to wear in an attempt to try and protect myself from airborne pathogens*

## TIME CARD

COUNTY OF WOOD

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

2/21/2021 THROUGH 3/6/2021

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
02/21/21		\$50.00		8a	12p	4.00	reports
02/21/21	WR2756	\$50.00	18	12p	2p	2.00	Dog Bite
02/22/21	WC1982	\$50.00	4	8a	11a	3.00	no shelter
02/27/21	WC1982	\$50.00	4	2p	5p	3.00	no shelter
02/22/21	WC1988	\$50.00	60	2p	5p	3.00	Dying puppies
02/26/21	WC1988	\$50.00	60	1p	4p	3.00	Dying puppies
02/23/21	WR3220	\$50.00	20	5:30p	8:30p	3.00	Dog Bite
02/24/21	WR3220	\$50.00	20	1p	4p	3.00	Dog Bite
02/24/21	WC2231	\$50.00	40	8a	11a	3.00	lack of water
03/06/21	WC2231	\$50.00	40	2p	5p	3.00	lack of water, welfare
02/25/21	PE219	\$50.00	11	11a	2p	3.00	Dog Bite
02/26/21	PE219	\$50.00	11	5p	7p	2.00	Dog Bite
02/25/21	WR3351	\$50.00	12	5p	8p	3.00	Attacking dog
02/26/21	WR3351	\$50.00	12	9a	11a	2.00	Attacking dog
02/28/21	WR3351	\$50.00	12	3p	5p	2.00	Attacking dog
03/03/21	PE253	\$50.00	22	7p	9p	2.00	Dog Bite
03/04/21	PE253	\$50.00	22	2p	5p	3.00	Dog Bite
03/04/21	WC3007	\$50.00	40	8a	10a	2.00	Dog Bite
03/05/21	WC3007	\$50.00	40	9a	12p	3.00	Dog Bite
TOTAL		\$950.00	448			52.00	\$250.88 (Mileage Check)

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

Mileage: 101-3901-54129-000-331

Department Head Humane Officer  
Nanci Olson  
March 7<sup>th</sup> – March 20<sup>th</sup> 2021

3-7; Reports

3-7,8; WC3172 While taking a rawhide bone away from her dog, the owner was bit @ 9000 block of Richfield Wood Road. The dog is a 3 year old black lab. 68,68

3-8; Public Safety Meeting. Zero mileage claimed due to proceeding to another case directly after this meeting. 0

3-8,9; GR639 The owner of a Goldendoodle was bit on her hand @ 2000 Deer Road. The dog had just had a litter of puppies and the owner saw that the mom was laying on a pup so she reached down and moved the puppy when the mother dog bit her. Zero mileage due to proceeding on to another case after this one on March 9th. 10,0

3-9,10; WC3007 Dog Bite @ 3500 block of Ervin Road in the township of Sigel, follow up on proper quarantine concerns. 40, 40

3-11,20; WC1982 Welfare check on horse @ 8600 block of 36<sup>th</sup> Street South, Saratoga. Zero mileage due to me being able to check on her horse when I was in the area on other errands 0,0

3-12,15; WC1988 Follow up on ill puppies @ 11300 block of County Road S, Milladore. Open Case. 60,60

3-13,20; WC19342 Mistreatment with several horses @ 6400 block of Richfield Drive in the township of Arpin. Frozen water concerns. 60,60

3-14,16; WC18991 Order of Abatement issued in January for aggressive Rottweilers is being checked for compliance. Order of Abatement's are good for 3 years and require periodical follow ups. 10,10

3-17,19; WC2231 Open Case regarding cattle not being fed properly. The water tank, which has no heater was near empty with the owner stating he fills the one water tank once a day. Follow up on water tanks being filled and also heated as necessary. 40,40

March 20 I had answered questions from a Town of Richfield Supervisor regarding the timeline when carcass are to be buried or composted. I explained that this time of year the owner has 48 hours after the time of death and in the summer that changes to 24 hours. We also discussed that composting requires a fence around the area to keep out dogs, wolves, coyotes and such to prevent the spread of disease.

*Due to the nature of many of the complaints I do have to go into homes including mobile homes, outbuildings such as garages, sheds and barns with the suspects; so I am not always able to social distance. As required I purchase safety masks such as disposable paper masks to wear in an attempt to try and protect myself from airborne pathogens.*



**EMPLOYEE NAME:** Nanci Olson

## Monthly Time Report

**DEPARTMENT: Wood County Humane Officer**

3/7/2021 THROUGH 3/20/2021

**APPROVED BY: Public Safety Committee**

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
03/07/21		\$50.00	0	8a	12p	4.00	Reports
03/07/21	WC3172	\$50.00	68	3p	6p	3.00	Dog Bite
03/08/21	WC3172	\$50.00	68	10a	1p	3.00	Dog Bite
03/08/21		\$50.00	0	8:30a	10:30a	2.00	Public Safety Meeting
03/08/21	GR639	\$50.00	10	2p	4p	2.00	Dog Bite
03/09/21	GR639	\$50.00	0	10a	11a	1.00	Dog Bite
03/09/21	WC3007	\$50.00	40	11a	2p	3.00	Dog Bite
03/10/21	WC3007	\$50.00	40	1p	4p	3.00	Dog Bite
03/11/21	WC1982	\$50.00	0	5p	6p	1.00	Shelter
03/20/21	WC1982	\$50.00	0	6p	7p	1.00	Shelter
03/12/21	WC1988	\$50.00	60	8a	11a	3.00	Parvo
03/15/21	WC1988	\$50.00	60	1p	4p	3.00	Parvo
03/13/21	WC19342	\$50.00	60	8a	11a	3.00	Food, water
03/20/21	WC19342	\$50.00	60	8a	11a	3.00	Food, water
03/14/21	WC18991	\$50.00	10	2p	3p	1.00	Abatement
03/16/21	WC18991	\$50.00	10	4p	6p	2.00	Abatement
03/17/21	WC2231	\$50.00	40	8a	11a	3.00	water food
03/19/21	WC2231	\$50.00	40	2p	5p	3.00	water food
TOTAL		\$900.00	566			44.00	\$316.96

**(Mileage Check)**

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

Mileage: 101-3901-54129-000-331

Department Head Humane Officer  
Nanci Olson  
March 21<sup>st</sup> – April 3<sup>rd</sup> 2021

3-21; Reports

3-23,4-2; WC3946 A dog off it's owners property attacked ducks, killing one @ 380 block of Wakely Road, Saratoga. The dog, a Pit Bull, Boxer, German Shepherd, coon-hound mix get's loose often according to the dogs owner. I spoke with the owner of the ducks and he stated that this dog has been loose the last 3 days in a row. On March 23<sup>rd</sup> I issued an Order of Abatement for all 3 adult caregivers of the dog. On March 24<sup>th</sup> I received 9 phone calls from one of the defendants. They did dispute some of the conditions to the Lieutenants via the appeal process on April 1<sup>st</sup> and I was notified of suggested changes. A revised Order of Abatement was put together, typed and delivered on April 2<sup>nd</sup>. 16,16

3-25,26; WC4056 An owner of an American Water Spaniel was bit the day before @ 8970 County road V, township of Rock, when he pulled his dog away from eating a plant. The dog is 12 years old and deaf, and the owner feels he startled the dog when he grabbed him as he has never had an issue with the dog biting in the past. 88,88

3-25; WR5035 A Wisconsin Rapids Officer asked me to come take a look at a St. Bernard @ 1120 block of Washington Street. The dog was tied up with a chain and had matts that where so long they were dragging on the ground, her back end was matted so bad that it look like he had three tails, her eyes looked infected. Her dog house was a plastic igloo with no bottom, not insulated and a couple sizes to small for her. The owners state she comes in at night and sleep in the bathroom. The bathroom was filthy with a strong odor as was the other rooms I observed when I was there. I spoke with both owners of the dog and they agreed to surrender her. I called the South Wood County Humane Society and they agreed to take in the dog. 16

3-25,26; WR5113 I was called by Wisconsin Rapids Officer to follow up on a case where an owner's two pitbulls got into a fight with each other @ 300 block of Drake Street. The owner of the dogs was unable to break them up and called 911 for help. She surrendered the offending dog to the SWCHS. The other dog was in need of medical attention and the officer turned the case over as he wanted me to follow up and make sure the owner did in fact get the dog the treatment he needed due to the puncture wounds to the dog's neck and ears. The owner did take the dog to All Care Vet for antibiotics. FYI, the injured dog in this case was declared dangerous in 2020 due to it severely injuring a neighbor's dog and is under an Order of Abatement with my department from that incident. 16,0

3-28,4-1; WC4233 Crime Stoppers Complaint regarding the welfare of a pitbull @ 3717 State Highway 54 West Port Edwards. The narrative from the anonymous complainant outlines concerns of the sanitation of the mobile home; the sores on the dog's ears, concerns the dog is locked in the kennel all day, that the owner may be hitting the dog; and odor in the home that is unhealthy for the dog. The owner's of the dog believe the complainant may be a relative that has called in numerous times in the past but now has a restraining action against her. The dog is under the care of a veterinarian for the sores on the ears. The dog appears to be in good condition. The home's sanitation is a concerns as is the odor. I gave the owners a sheet I drew up regarding 'Standards of Care' for the dog I will follow up and see if they have improved the living conditions. 12,12

3-29; WC1982 Welfare check on horse @ 8600 block of 36<sup>th</sup> Street South, Saratoga. 4

3-30,4-2; WR5307 Complaint against a local Pet Shop, concerns are sanitation, odor, and dirty cages and dirty carpet. Open Case. 12,12

3-31; WC4404 Owner of a cat was bit on her knee unprovoked by a cat she took in that was a stray @ 9800 block of North Road. 66

3-31,4-1; WR5356 A pitbull @ 1800 block of Shamrock Lane was loose and attacked a 14 year old lab belonging to the neighbors. The lab needed staples in the ear and had puncture wounds to the neck and is on antibiotics and pain medication. The pitbull has attacked in the past. The owners of the pitbull surrendered her. 12 ,12

4-1; WC4408 Dog Attack; A victim walking near County H & County M was attacked, unprovoked by a pitbull type dog, possibly mixed with an English Setter. The dog bit a 3 inch hole in his leg and he was bit on both hands trying to push the dog off him. There are no houses nearby and he has no idea where the dog came from, he did say the dog was reddish in color with medium length hair and appeared mangy looking. The victim received about 19 staples in his leg and was treated for multiple bit wounds. He is undergoing Rabies Prevention shots. 68

4-2,3; WC4503 An owner was bit by her small dog @ 10600 Wills Run, Town of Lincoln. She was bit on her finger unprovoked, she said the dog is older and she will talk to her veterinarian about getting anti-anxiety medication for the dog. 90, 90

*Due to the nature of many of the complaints I do have to go into homes including mobile homes, outbuildings such as garages, sheds and barns with the suspects; so I am not always able to social distance. As required I purchase safety masks such as disposable paper masks to wear in an attempt to try and protect myself from airborne pathogens.*

## TIME CARD

COUNTY OF WOOD

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

3/21/2021 THROUGH 4/3/2021

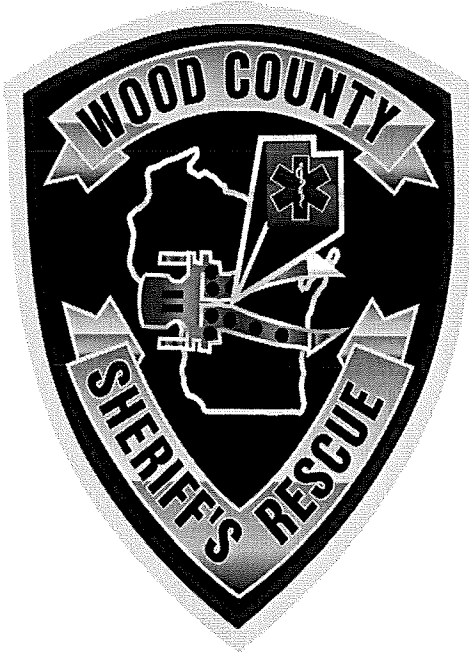
APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
03/21/21		\$50.00	0	9a	1p	4.00	Reports
03/23/21	WC3946	\$50.00	16	1p	6p	5.00	dog attack
04/02/21	WC3946	\$50.00	16	12p	4p	4.00	dog attack
03/25/21	WC4056	\$50.00	88	9a	12p	3.00	dog bite
03/26/21	WC4056	\$50.00	88	11a	3p	4.00	dog bite
03/25/21	WR5035	\$50.00	16	4p	6p	2.00	mistreatment
03/25/21	WR5113	\$50.00	16	7p	9p	2.00	vet treatment needed
03/26/21	WR5113	\$50.00	0	9a	11a	2.00	vet treatment needed
03/28/21	WC4233	\$50.00	12	1p	3p	2.00	crime stoppers
04/01/21	WC4233	\$50.00	12	3p	6p	3.00	crime stoppers
03/29/21	WC1982	\$50.00	4	7p	8p	1.00	shelter
03/30/21	WR5307	\$50.00	12	5p	7p	2.00	Pet Shop
04/02/21	WR5307	\$50.00	12	3p	5p	2.00	Pet Shop
03/31/21	WC4404	\$50.00	66	8a	12p	4.00	Cat Bite
03/31/21	WR5356	\$50.00	12	5p	8p	3.00	dog attack
04/01/21	WR5356	\$50.00	12	12p	2p	2.00	dog attack
04/01/21	WC4408	\$50.00	68	8a	11a	4.00	dog attack
04/02/21	WC4503	\$50.00	90	9a	12p	3.00	dog bite
04/03/21	WC4503	\$50.00	90	1p	4p	3.00	dog bite
TOTAL		\$950.00	630			55.00	\$352.80

(Mileage Check)

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

Mileage: 101-3901-54129-000-331



# March Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

## March Training Descriptions

Date	Type	Description
2-Mar	Business Meeting	March Business Meeting
9-Mar	Project Lifesaver	Mock PLS training. Split into 3 groups to find subject. Also reviewed yellow boat.
16-Mar	Extrication	Extrication of a van.
23-Mar	Extrication	Air bags training for newer members (review for older members).
30-Mar	Work Night	Checks on equipment and call sheet completed. Dispensed fundraiser tickets to members present.

Call #	13	UEMR 202105000110	14	15	16
Date	3/9/2021	3/11/2021	3/11/2021	3/13/2021	3/16/2021
Time	17:23	18:49	13:47	12:11	6:40
Day of Week	Tuesday	Thursday	Thursday	Saturday	Tuesday
Township	Sigel	Sigel	Grand Rapids	Vesper	Wisconsin Rapids
Location	4361 CTH C	CTH C & CTH F	GRIFFITH AVE & SAMPSON ST	6575 RYLAND AVE	1801 16TH STREET SOUTH
Call Type	10-50 w/ Injuries	10-50 w/ Unknown Injuries	Traffic/Scene Containment	Other	Other
Medical/ Extrication	No	No	No	No	No
Ambulance	UEMR	UEMR			
EMR	Vesper	Rudolph			
Fire	Vesper	Rudolph			
Tools/ Equipment Used					
Notes	10-22ed prior to arrival. Rudolph FD also on scene				

Call #	17	18	19	20	21
Date	3/16/2021	3/16/2021	3/20/2021	3/26/2021	3/27/2021
Time	6:40	8:06	15:41	8:01	9:20
Day of Week	Tuesday	Tuesday	Saturday	Friday	Saturday
Township	Wisconsin Rapids	Rudolph	Saratoga	Port Edwards	Grand Rapids
Location	WRAMS	206 STH 66	STH 13 & TOWNLINE RD	STH 54 & STH 73	3530 BOHN DRIVE
Call Type	Other	10-50 w/ Injuries	10-50 w/ Unknown Injuries	10-50 w/ Injuries	Other
Medical/Extrication	No	No	No	No	No
Ambulance			WRFD	WRFD	UEMR
EMR			Saratoga	Port Edwards	
Fire			Grand Rapids		Grand Rapids
Tools/Equipment Used					
Notes					



Call #	22				
Date	3/27/2021				
Time	17:38				
Day of Week	Saturday				
Township	Saratoga				
Location	PINE ST & STH 73 S				
Call Type	10-50 w/ Injuries				
Medical/ Extrication	No				
Ambulance	WRFD				
EMR	Saratoga				
Fire	Nekoosa				
Tools/ Equipment Used					
Notes					

Date	3/13/2021	3/16/2021	3/27/2021		
Day of Week	Saturday	Tuesday	Saturday		
Event	Drive by Birthday	Student Welcome Back	Birthday Parade		
Host		LHS & WRAMS	WCSR		
Location	6575 RYLAND AVE	Multiple	3530 BOHN DRIVE		
Vehicle Used	R3	R3 & R4	R3		
Tools/ Equipment Used	None	None	None		
Event Description	Drive by birthday parade.	Welcomed back students to four day per week schooling. R3 @ WRAMS. R4 @ LHS.	Birthday Parade for Dave Westfall's kid.		



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Operations Overtime/Comp Time Totals

### March 2021

#### Patrol

Overtime hours: 99.5

Comp time hours: 276.875

Holiday Pay hours: 0

Holiday Comp hours: 0

#### Investigations

Overtime hours: 5

Comp time hours: 124.25

#### Security Services

Overtime hours: 17.5

Comp time hours: 14.75

Submitted By: Charles Hoogesteger – Operations Captain

OVERTIME BREAKDOWN 2021 (HRS.)							2021
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL	COVID Sick Replacement
January	0.00	0.00	0.00	124.00	120.00	244.00	
February	0.00	12.00	0.00	82.00	168.00	262.00	
March	24.00	8.00	0.00	154.00	360.00	546.00	
April	0.00	0.00	0.00	0.00	0.00	0.00	
May	0.00	0.00	0.00	0.00	0.00	0.00	
June	0.00	0.00	0.00	0.00	0.00	0.00	
July	0.00	0.00	0.00	0.00	0.00	0.00	
August	0.00	0.00	0.00	0.00	0.00	0.00	
September	0.00	0.00	0.00	0.00	0.00	0.00	
October	0.00	0.00	0.00	0.00	0.00	0.00	
November	0.00	0.00	0.00	0.00	0.00	0.00	
December	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTALS</b>	<b>24.00</b>	<b>20.00</b>	<b>0.00</b>	<b>360.00</b>	<b>648.00</b>	<b>1052.00</b>	<b>0</b>



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Department of Natural Resources Patrols

### MARCH 2021

#### ATV

- No activity

#### BOAT

- 2.5 hours of boat patrol was logged during Walleye Days in Nekoosa. Two written warnings were issued.

#### SNOWMOBILE

- No activity

Submitted by

Charlie Hoogesteger



# Wood County

## WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

## **Public Safety Committee Meeting**

### Security Services March 2021 Report

For the month of March 2021, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	0
Knives -	114
O.C. -	8
Misc. Items -	12

Some of the miscellaneous items that were located for the month were numerous scissors and hand tools, a baton, a shovel handle with a sharp hook on the end that the man used as a walking stick and two empty holsters. One of the subjects with a holster told Security Services that he usually brings his gun into the building but he knew that we are now screening people so he left it in his truck.

Security Services also located, on two separate occasions, drugs entering the courthouse. The first incident was a female subject that had a "Dab" on her, which is THC, marijuana. We were able to identify the substance and hold the subject until an investigator came down and interviewed her. The second occasion was a male subject that Security Services took into custody on a court order. During the search of the male subject, suboxone was located in the crotch area in his pants.

Security Services screened 8,360 people entering the courthouse for the month. We handed out 292 masks to individuals coming into the courthouse. Security Services also had 43 security requests from different departments within the Courthouse.

On March 5<sup>th</sup>, two Oneida County representatives came to the courthouse to see how Security Services operations ran. Their county is looking into courthouse security and a having a single point entry courthouse just as we have here in Wood County.

During the Month of March, I did utilize part-time employees for 43 hours to fill employee shortage hours.

Report submitted by: Lieutenant Bryan D. Peterson



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

April 1, 2021

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – March 2021

For the month of March, the Crime Stoppers program received 34 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The monthly board meeting was held on March 9, 2021. The next regularly scheduled meeting will be on April 13, 2021 at 6:30 P.M.

Respectfully Submitted

Joseph M. Zurfluh  
Investigative Lieutenant  
Wood County Sheriff's Department



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## March K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	8	4	0
K9 Ace	9	2	0
K9 Timo	13	8	0
K9 Roscoe	120	0	0

**TRAINING (MONTHLY)** – Wood Conty K9 Teams from Wood County, WRPD, and NKPD participated in a group training. Areas of instruction/work included narcotics, tracking, apprehension and obdeience. No issues were observed during the trianing.

**TRAINING (INDIVIDUAL)** – K9 Timo (Arendt) and K9 Ace (Christianson) completed on duty training for narcotics. No issues observed.

**USEAGE** – Teams were deployed a total of 14 times in March and resulted in arrests for possession of THC and Methamphetamine.

**DEMO/COMMUNITY** – None

**ADDITIONAL INFORMATION** – Kristine Beathard and K9 Roscoe are attending training at Jessiffany Canine Services in Iron Ridge WI and all is going well. Training is scheduled to be completed in the early portion of April

Respectfully,

Charles Hoogesteger  
Patrol Lieutenant



**WOOD COUNTY JAIL**

January - June 2021

**DAILY POPULATION / INMATES SHIPPED OUT / EMP**

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	191	94	37	181	87	38	195	92	36	203	92	42	0	0	0	0	0	0
2	190	93	36	179	87	39	198	92	37	206	90	44						
3	192	93	36	179	86	38	196	92	37	206	90	44						
4	187	93	36	176	90	38	198	89	38	203	89	42						
5	186	93	34	173	90	37	193	86	37	205	89	43						
6	186	92	38	174	88	37	194	88	39	206	89	44						
7	189	95	40	176	88	38	194	88	37	204	86	45						
8	189	95	40	178	88	37	193	88	36	206	89	47						
9	188	94	42	176	87	34	192	88	36	204	88	46						
10	187	94	41	180	86	33	192	86	36	207	88	51						
11	189	94	41	180	90	33	197	85	37	207	88	51						
12	189	93	44	182	88	37	199	90	40	209	88	51						
13	194	92	45	184	87	37	202	89	39	209	87	52						
14	192	91	45	182	87	37	201	89	38									
15	194	91	45	182	87	37	200	89	38									
16	192	99	45	186	86	36	194	83	39									
17	190	99	45	189	88	35	193	82	40									
18	189	98	45	180	86	34	193	82	41									
19	189	92	45	182	85	34	197	89	42									
20	192	91	45	182	89	34	198	87	42									
21	190	91	42	183	89	34	202	87	42									
22	188	89	41	182	89	34	204	87	41									
23	189	89	41	184	88	34	201	86	42									
24	188	89	40	188	88	34	203	86	45									
25	188	89	39	189	93	34	201	90	45									
26	184	85	38	190	93	32	205	93	45									
27	184	85	40	194	92	36	206	93	45									
28	184	90	39	194	92	36	204	93	45									
29	183	87	40				204	93	44									
30	182	87	40				203	93	42									
31	181	87	39				208	93	42									
WCJail	188.26			182.32			198.71			205.77			0.00			0.00		
Shipped	91.74			88.36			88.65			88.69			0.00			0.00		
EMP	40.77			35.61			40.10			46.31			0.00			0.00		
Avg Length of Stay (Days)	29.00			0.00			0.00			0.00			0.00			0.00		

**WOOD COUNTY JAIL**

July - December 2021

**DAILY POPULATION / INMATES SHIPPED OUT / EMP**

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2																		
3																		
4																		
5																		
6																		
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28																		
29																		
30																		
31																		
WCJail	0.00			0.00			0.00			0.00			0.00			0.00		
Shipped	0.00			0.00			0.00			0.00			0.00			0.00		
EMP	0.00			0.00			0.00			0.00			0.00			0.00		
Avg Length of Stay (Days)	0.00			0.00			0.00			0.00			0.00			0.00		

**2021 Yearly Averages**

Total	193.76
Safekeeper	89.36
EMP	40.70
LENGTH of STAY	29.00

**SK Total**

WP 75
AD 15
SK 90

Color indicates low population	173	02/05/21
Color indicates high population	208	03/31/21

**WOOD COUNTY JAIL & SAFE KEEPER**  
January - June 2021

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January			February			March			April			May			June		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	60	79	15	56	72	15	67	77	15	69	77	15	0	0	0	0	0	0
2	61	78	15	53	72	15	69	77	15	72	75	15						
3	63	78	15	55	71	15	67	77	15	72	75	15						
4	58	78	15	48	75	15	70	74	15	72	75	14						
5	59	78	15	46	75	15	70	71	15	73	75	14						
6	56	77	15	49	73	15	67	73	15	73	74	15						
7	54	80	15	50	73	15	69	73	15	73	71	15						
8	54	80	15	53	73	15	69	73	15	70	74	15						
9	52	79	15	55	72	15	68	73	15	70	73	15						
10	52	79	15	61	71	15	70	71	15	68	73	15						
11	54	79	15	57	75	15	75	70	15	68	73	15						
12	52	78	15	57	73	15	69	75	15	70	73	15						
13	57	77	15	60	72	15	74	74	15	70	72	15						
14	56	76	15	58	72	15	74	74	15									
15	58	76	15	58	72	15	73	74	15									
16	48	84	15	64	71	15	72	68	15									
17	46	84	15	66	73	15	71	68	14									
18	46	83	15	60	71	15	70	68	14									
19	52	77	15	63	70	15	66	74	15									
20	56	76	15	60	74	15	69	72	15									
21	57	76	15	60	74	15	73	72	15									
22	58	74	15	59	74	15	76	72	15									
23	59	74	15	62	73	15	73	71	15									
24	59	74	15	66	73	15	72	71	15									
25	60	74	15	62	78	15	66	75	15									
26	61	70	15	65	78	15	67	78	15									
27	59	70	15	66	77	15	68	78	15									
28	55	75	15	66	77	15	66	78	15									
29	56	72	15				67	78	15									
30	55	72	15				68	78	15									
31	55	72	15				73	78	15									
WOOD	55.74			58.39			69.94			70.77			0.00			0.00		
WPSO	76.74			73.36			73.71			73.85			0.00			0.00		
ADSO	15.00			15.00			14.94			14.85			0.00			0.00		
TOTAL	188.26			182.32			198.71			205.77			0.00			0.00		

MONTH	High	Low
January	63	46
February	66	46
March	76	66
April	0	0
May	0	0
June	0	0

**WOOD COUNTY JAIL & SAFE KEEPER**  
July - December 2021

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2																		
3																		
4																		
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26																		
27																		
28																		
29																		
30																		
31																		
WOOD	0.00			0.00			0.00			0.00			0.00			0.00		
WPSO	0.00			0.00			0.00			0.00			0.00			0.00		
ADSO	0.00			0.00			0.00			0.00			0.00			0.00		
TOTAL	0.00			0.00			0.00			0.00			0.00			0.00		

2021 Safe Keeper Averages		
WOOD Co Jail	63.71	108
WAUPACA Co	74.41	75
ADAMS Co	14.95	15
Total Population	193.76	198

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

# SAFE KEEPER DIFFERENCE 2021

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY  Including Wages/mileage \$44.08/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2020 TOTAL AMOUNT
January	2844	\$88,533.72	\$125,363.52	\$36,829.80	\$36,829.80	\$39,549.30
February	2474	\$77,015.62	\$109,053.92	\$32,038.30	\$68,868.10	\$36,544.90
March	2748	\$85,545.24	\$121,131.84	\$35,586.60	\$104,454.70	\$37,270.10
April	1153	\$35,892.89	\$50,824.24	\$14,931.35	\$119,386.05	\$28,269.85
May	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$26,340.30
June	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$26,340.30
July	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$29,526.00
August	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$27,790.70
September	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$33,216.75
October	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$0.00
November	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$0.00
December	0	\$0.00	\$0.00	\$0.00	\$119,386.05	\$0.00
<b>TOTAL</b>	9219	\$286,987.47	\$406,373.52	<b>\$119,386.05</b>		<b>\$284,848.20</b>

\$31.13  
\$44.08

# SAFE KEEPER HOUSING

2021

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2021 YTD TOTAL	2020 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$109,250.00
FEBRUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$196,800.00	\$218,500.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$295,200.00	\$327,750.00
APRIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$437,000.00
MAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$546,250.00
JUNE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$655,500.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$753,900.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$852,300.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$950,700.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$1,049,100.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$1,147,500.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,200.00	\$1,245,900.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$48,825.00</b>	<b>\$246,375.00</b>	<b>\$295,200.00</b>		<b>\$1,245,900.00</b>

2021 is a 90 average

Waupaca \$36.00 per bed day (75)

Adams \$35.00 per bed day (15)

# Electronic Monitoring 2021

## Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2021 Total Amount	2020 Total Amount
January	40.77	\$37,031.39	\$37,031.39	\$39,293.06
February	35.61	\$29,214.44	\$66,245.84	\$70,295.97
March	40.1	\$36,422.83	\$102,668.67	\$115,447.57
April	0	\$0.00	\$102,668.67	\$175,773.34
May	0	\$0.00	\$102,668.67	\$237,328.83
June	0	\$0.00	\$102,668.67	\$287,256.03
July	0	\$0.00	\$102,668.67	\$335,014.44
August	0	\$0.00	\$102,668.67	\$384,970.94
September	0	\$0.00	\$102,668.67	\$384,970.94
October	0	\$0.00	\$102,668.67	\$384,970.94
November	0	\$0.00	\$102,668.67	\$384,970.94
December	0	\$0.00	\$102,668.67	\$384,970.94
<b>TOTAL</b>	<b>9.71</b>	<b>\$102,668.67</b>	<b>\$102,668.67</b>	<b>\$384,970.94</b>

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

**Bed Days x \$29.30 = Monthly Savings**



Wood County Sheriff's Department Kitchen Report 2021						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2336	2178	2191	0	6705	\$22,180.15
February	1868	1781	1770	0	5419	\$17,883.04
March	2244	2133	2164	0	6541	\$19,084.32
April	1116	1056	1088	0	3260	\$9,793.04
May	0	0	0	0	0	\$0.00
June	0	0	0	0	0	\$0.00
July	0	0	0	0	0	\$0.00
August	0	0	0	0	0	\$0.00
September	0	0	0	0	0	\$0.00
October	0	0	0	0	0	\$0.00
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
<b>TOTAL</b>	<b>7564</b>	<b>7148</b>	<b>7213</b>	<b>0</b>	<b>21925</b>	<b>\$68,940.55</b>

Cost per meal **\$3.14**

Cost per day **\$9.43**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
<b>Food &amp; Labor</b>	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
<b>Number of Meals</b>	103,993	86,637	77,044	88,993	118,016
<b>Cost per Meal</b>	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
<b>Cost per Day</b>	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
<b>Food &amp; Labor</b>	\$262,016.71	\$262,906.02	\$233,270.65	\$68,940.55	\$0.00
<b>Number of Meals</b>	122,668	111,439	81,970	21,925	0
<b>Cost per Meal</b>	\$2.14	\$2.36	\$2.85	\$3.14	#DIV/0!
<b>Cost per Day</b>	\$6.41	\$7.08	\$8.54	\$9.43	#DIV/0!
	2023	2024	2025	2026	2027
<b>Food &amp; Labor</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Number of Meals</b>	0	0	0	0	0
<b>Cost per Meal</b>	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Cost per Day</b>	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!



MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 TUESDAY, APRIL 20, 2021  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Jake Hahn, Dave LaFontaine and Bill Leichtnam.

Members Excused: Carmen Good.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech.  
 Land & Water Conservation Staff: None.  
 UW Extension Staff: Nancy Turyk.  
 Co Surveyor: None.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendening, Dist. #16 Supervisor Lance Pliml, Mike Schoenholz (Village of Biron) and Susan Feith.

1. **Call Meeting to Order.** Chairperson Curry called the CEED Meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chairman Curry declared a quorum.
3. **Public Comment.** Dist. #16 Supervisor Lance Pliml shared that he has contacted Mayor Blaser in regards to rezoning 17th Avenue property and the vacate Avon Street property with discussions ongoing.
4. **Review and approve letter of support for the Biron Licensee Group written by Chairman Pliml, that advocates changing the ownership of their property from the elevation line of 1036' to the shoreline** County Board Chairman Pliml's letter will be shared with all Supervisors at the County Board meeting.

*Motion by Dave LaFontaine to approve the letter of support for the Biron Licensee Group by Chairman Pliml that advocates changing the ownership of their property from the elevation line of 1036' to the shoreline. Second by Bill Leichtnam. Motion carried unanimously.*

5. **Consider resolution that supports the adoption of the Rural Economic Development Plan for Wood County, Wisconsin.**

*Motion by Dave LaFontaine to approve the resolution to adopt the Rural Economic Development Plan for Wood County, Wisconsin. Second by Jake Hahn. Motion carried unanimously.*

6. **Schedule next regular committee meeting.** The next regular CEED meeting is scheduled for Wednesday, May 5, 2021 at 9:00 a.m. at Wood County Courthouse in Conference Room #114.
7. **Agenda items for next meeting.** Agenda items need to be submitted by Wednesday, April 28<sup>th</sup> for the next regular CEED meeting.
8. **Schedule any additional meetings if necessary.** None.
9. **Adjourn.** Chairman Curry declared the meeting adjourned at 9:05 a.m.

Minutes by Kim Keech, Planning & Zoning Office



MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, MAY 5, 2021  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Jake Hahn, Dave LaFontaine, Bill Leichtnam

Members Excused: Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn (via WebEx)

Land & Water Conservation Staff: Shane Wucherpennig, Lori Ruess.

UW Extension Staff: Jason Hausler, Hannah Wendels (via WebEx), Nancy Turyk (via WebEx)

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning (via WebEx), Dist. #16 Supervisor Lance Pliml, (via WebEx) Ben Jeffrey, Wood County Health Department (via WebEx), Angel Whitehead (via WebEx) .

1. **Call to Order.** Chairperson Curry called the CEED meeting to order at 9:00 am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comments (*brief comments/statement regarding committee business*)** None.
4. **Review Correspondence.** None.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the April 7, 2021 and April 20, 2021 CEED meetings, 2) bills from Land & Water Conservation, Planning & Zoning and UW Extension and 3) staff activity reports from Laura Huber, Matt Lippert, Nancy Turyk, Allison Jonjak, Jackie Carratini, Hannah Wendels, Kelly Hammond, Rachael Whitehair, Janell Wehr, Caleb Armstrong, Klayton Kree, Lori Ruess, Rod Mayer, Shane Wucherpennig, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech and Victoria Wilson.
  - A. Minutes of April 7, 2021. No additions or corrections needed.
  - B. Minutes of April 20, 2021. No additions or corrections needed.
  - C. Department Bills. No additions or corrections needed.
  - D. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the April 7, 2021 and April 20, 2021 minutes, bills from Land & Water Conservation, Planning & Zoning 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
7. **Risk and Injury Report.** None.
8. **Land & Water Conservation Department.**
  - A. Open/approve low bid for Dale and Jason Behrend's intermittent stream culvert crossing project. No bids were received. Shane Wucherpennig explained this project was bid out four different times. The first time it was bid out, one bid was received from Kolo Trucking, and the CEED Committee denied the bid because it was considerably higher than the LWCD estimate. Shane added he is not sure why we did not receive any more bids on this project, but he could solicit bids or could do "average cost bidding" and find a contractor to complete the project. The Committee agreed that Wucherpennig should begin with soliciting bids before doing average cost bidding.

- B. Review/approve resolution to oppose changes in the Wildlife Damage Abatement and Claims program. Shane Wucherpennig explained the resolution to oppose changes in the Wildlife Damage Abatement and Claims program (WDACP) through Senate Bill 63 and Assembly Bill 49 that would eliminate all County control. Wood County has administered the Wildlife Damage Abatement and Claims program since inception in 1983. Fifty percent of the Conservation Program Coordinator's position is funded through the WDACP and Wood County landowners would lose the local assistance provided by this position. Discussion followed.

Dave LaFontaine commented he feels it is another attempt for the state to take away local control.

Bob Ashbeck asked how the program is funded and Wucherpennig added it is funded through hunting and fishing licenses. Ashbeck added he would have to vote against the resolution as he feels we are taking advantage of State money.

*Motion by Dave LaFontaine to approve the joint resolution with Judicial & Legislative Committee to oppose changes in the Wildlife Damage Abatement and Claims Program. Second by Bill Leichtnam. Motion carried with Bob Ashbeck opposing.*

- C. Discuss UW Stevens Point Groundwater Center well testing data set. Chair Curry explained he wanted this on the agenda for discussion, as when he took the resolution for continuing well water testing to the Operations Committee, someone asked why Wood County is providing free nitrate testing when testing is available through Central Wisconsin Groundwater Center (CWGC), UW Stevens Point. Shane Wucherpennig explained why the Land & Water Conservation Department took on the countywide nitrate testing versus using the CWGC data.

- CWGC data only consists of wells tested during a certain timeframe.
- Data not shared to public.
- CWGC database is an excellent tool for statistical data use.

Benefits of Wood County Land & Water data

- Able to get a current baseline in Wood County
- Know names, owner, and well depths.
- Data will be helpful if future groundwater study.
- Educational standpoint – brings awareness to landowners.

Discussion and questions followed. Chair Curry shared he wanted this committee and the County Board to know what we are gaining by offering the free nitrate testing. Bill Leichtnam mentioned the well testing is a very good program and we should start thinking about funding for the next step.

Shane gave a brief update on the May 4, 2021 North Central Land and Water Conservation virtual meeting, Matt Krueger, WI Land + Water Executive Director reported on the Governor's budget proposals, which includes funding Land & Water Conservation positions at the level outlined in the Joint DATCP/DNR grant application (first position 100%, second position 70% and third position 50%). Matt encouraged Land & Water Conservation Departments/Committees to reach out to the Joint Finance Committee in the form of a letter, supporting this proposal.

*Motion by Bill Leichtnam to have the County Conservationist draft a letter to the Joint Finance Committee expressing support of the restored funding to Land & Water Conservation Departments and have the CEED review before sending. Second by Jake Hahn. Motion Carried unanimously.*

D. Committee Reports

- i **Citizen's (Wood County) Groundwater Group meeting.** Bill Leichtnam shared a recap of the April 19<sup>th</sup> Citizen's Groundwater Group Meeting. George Kraft, Professor Emeritus, UWSP gave a presentation on "What we've learned from 30 years of

Groundwater Testing". Highlights of the meeting are covered in the Citizen's Groundwater Group Meeting minutes on page 30 of the CEED packet.

The next meeting will be held virtually on Monday, May 17<sup>th</sup>; the guest speaker will be Russ Groves, Entomologist.

ii. **Health Committee report.** Ben Jeffery shared there are no major updates on AGC. Completed contact information for wells not yet tested.

iii. **Central Sands Groundwater County Collaborative (CSGWCC) committee report.** Nancy Turyk provided an update on the Central Sands Groundwater County Collaborative Committee.

- The six county quarterly meeting was held in April.
- The \$60,000 grant was received.

Bill Leichtnam mentioned a Portage County Groundwater Citizen's Advisory Committee meeting at the Portage County Annex Building on June 3<sup>rd</sup> at 6:00 pm.

iv. **Golden Sands RC&D report.** Bill Leichtnam shared the next meeting is May 20<sup>th</sup>. He will have an update at the June CEED.

#### **9. Private Sewage.**

Jason Grueneberg reported over 3200 septic maintenance notices have been mailed.

#### **10. Land Records.**

Jason Grueneberg shared the Land Information Council meeting was held on April 29<sup>th</sup>.

#### **11. County Surveyor.**

Hosting the County Land Surveyor meeting.

#### **12. Planning**

Jason Grueneberg reported briefly on the following projects.

- Wood County Bike and Pedestrian plan is moving forward.
- Working with the Regional Plan Commission on an ATV/UTV economic impact study. Hope to have a report by fall.
- Working on a Wood County ATV/UTV plan/strategy.
- Adam Dekleyn working with several municipalities on Comprehensive Plans and/or Ordinances.

#### **13. Economic Development**

##### **A. North Central Wisconsin Regional Planning Commission Update.**

Jason Grueneberg and Dave LaFontaine gave an update on the North Central Wisconsin Regional Planning Commission.

- Meeting was held on Wednesday, April 28<sup>th</sup>, Jason will scan and email information from the NCWRPC meeting packet to the Committee.
- Portage County just signed on to be a member.
- Sprint Grant – deadline May 12<sup>th</sup>.
- Jason participated in a meeting to develop a strategy for regional recovery from COVID-19. The planning process will take place over the next year.
- The Regional Plan Commission held discussion on forestry. The forestry industry has been drastically affected by the VERSO closure.

##### **B. Update on Economic Development Administration CARES Act funding for recovery efforts in response to the VERSO Mill closure.**

Jason Grueneberg shared an article announcing CARES Act funding in the amount of \$144,000 to Wisconsin Rapids following VERSO mill shutdown. Collaborated with Heart of Wisconsin and the City of Wisconsin Rapids to apply for this funding. This is a direct benefit of being a NCWRPC member.

Dave LaFontaine asked about the \$14.1 million Wood County is going to receive through the American Rescue Plan and how that the funds will be used. Jason Grueneberg noted the County is waiting for guidance on the use of these funds. Lance Pliml shared the \$14.1 million will be received in two checks, with the first check arriving sometime in May. Money will be put in interest-bearing accounts until the use of the money is finalized.

C. Discuss implementation of Wood County Rural Economic Development Plan.

Jason Grueneberg and Nancy Turyk reported.

- The REDI plan was adopted by County Board in April.
- A lot of work to work towards implantation.
- Looking to structure lead to move forward with broadband group.
- Goal is to have Nancy Turyk or Jason Grueneberg attended one of the group meetings.
- Anyone who wants to be part of the initiative can participate.
- Hope to see groups forming.
- Discussion with CEED on grant program
  - Proposals
  - How to distribute funds

Discussion followed which led to the next agenda item - Discuss 2022 Economic Development Budget.

D. Discuss 2022 Economic Development Budget.

Jason Grueneberg shared he is looking for direction on how to structure the 2022 Economic Development Grant program. He would like a decision by the June CEED meeting if the same procedure as last year should be followed or if changes are needed.

Dave Lafontaine mentioned it would be very helpful to look at the REDI plan. We need to know where money will be allocated to and what partners we need to implement the REDI plan.

Lengthy discussion followed.

Chairperson Curry stated Grueneberg should send the same information/application forms as last year and look at groups for initiatives. It was the consensus of the CEED that Jason have the information/application forms ready to send out shortly after the June CEED meeting.

E. Broadband grant update and discussion.

Jason Grueneberg handed out an article on broadband connectivity that was in the State Journal. He also gave an update on the broadband grant. Bug Tussel Wireless received approval for grant funding of about \$1,000,000 from the Public Service Commission (PSC) for broadband expansion in Wood County. In addition, County Board approved a resolution to provide Bug Tussel Wireless a \$1,000,000 loan. Bug Tussel has started to do some work in the county and a request for payment of the upfront work could be coming soon.

Chair Curry mentioned Wood County should be working on how to structure the grant with Bug Tussel Wireless and this should probably be on the Operations Committee meeting agenda for discussion on drawing up an agreement with Bug Tussel Wireless. Jason Grueneberg will check with Lance Pliml on this.

**14. Extension**

A. General Office Update.

Jason Hausler shared a Wisconsin Extension Association (WEXA) meeting is taking place at 10:00 a.m. today (May 5), to formulate by-laws, update procedures, etc. Jason did not know if Wood County paid their \$50 WEXA dues and added, if the CEED is in favor, future dues could be put in Extension Department's budget.

Lance Pliml was in a meeting with Mark O'Connell, Executive Director of the Counties Association, and Mark joined the CEED meeting virtually to answer questions on WEXA dues.

He explained the dues are \$50/county to take care of travel; zero dollars are going to the association. He will check if Wood County has paid last year's dues.

The new format for the monthly staff report was put on hold. Hope to have it in the June CEED packet.

The 2020 Wood County Extension Annual Report was in the CEED packet and is being shared far & wide. If you have any questions on the report, please let Jason know.

**B. Update on Board Chairs Return to Office Request**

Jason Hausler shared 100% county paid employees will return to working in the office by June 1. July 1st is the target date for State staff members to return to the office.

**C. 2022 Extension Contract Update.**

Jason Hausler referred to the Educator's contract information on pages 57 and 58 of the CEED packet. He explained there is a projected \$4,000 increase in the Educator's contract budget from 2021 to 2022 based on true cost adjustments for health insurance and other benefits. It should also be noted that the baseline cost-share for professional development in the budget will sunset in 2022.

**D. Educator Presentation – Hannah Wendels, *FoodWise Nutrition Educator***

Hannah Wendels, FoodWise Nutrition Educator shared highlights of the FoodWise program.

- In January, started monthly nutrition lessons with Ho-Chunk Head start – this will wrap up in June.
- Teaching virtual nutrition classes at Mead and Howe Elementary.
- New partnership with Wisconsin Rapids Food Services Director – implemented "harvest of the month" program, which promotes Wisconsin grown vegetables.
- Working on "in person" summer programs at the YMCA and Food Pantry.

Dave LaFontaine asked if Wood County schools outside the Wisconsin Rapids School District qualify for support under the FoodWise Program. Jason Hausler and Hannah explained the guidelines for qualification and added at this time no other school district in Wood County qualifies.

**15. Requests for per diem for meeting attendants.**

None.

**16.** The next regular CEED meeting is scheduled for Wednesday, June 2, 2021 at 9:00 am., at the Wood County Courthouse in Room 114.

**17. Agenda items for next meeting.**

A. Agenda items for the June meeting need to be submitted by May 26th.

**18. Schedule any additional meetings if necessary.**

**19. Adjourn.** Chair Curry declared the meeting adjourned at 11:45 am.

Minutes by Lori Ruess, Land & Water Conservation Department

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**March 18th, 2021**  
**Online via Zoom**

**Attendees:** Gary Beastro (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Ed Hernandez (Waushara); Reesa Evans (Member-at-Large); Denise Hilgart (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Gerry Zastrow (Portage); Al Barden (Member-at-Large). Bill Clendenning was also present.

**CALL TO ORDER:** Hernandez called the meeting to order at 9:00 a.m.

**APPROVAL OF MINUTES:** Motion made by Walker, seconded by Zastrow, to pass the minutes from the January 2021 meeting. Motion carried unanimously.

**VOTE FOR CHAIR:** This was listed on the agenda by mistake and removed without action.

**Into Closed Session:** 9:02 am

**Out of Closed Session:** 9:35 am

**TREASURER'S REPORT:** Hilgart discussed the most recent treasurer's report. She indicated that dispersals and receipts were routine. Motion by Barden, seconded by Walker, to forward to the full council. Motion carried unanimously.

**FINANCIAL PROCEDURES:**

**State RC&D Dues:** The state organization has requested \$200 voluntary dues to support meetings and to develop a strategic plan in 2021. No meetings were held in 2020, so no dues were paid then. Motion by Evans, seconded by Barden, to pay \$200 for the 2021 state dues. Motion carried unanimously.

**2020 Actuals/Projected:** There was more revenue than projected in 2020 and expenses were less than expected. This resulted in \$24,078 more revenue than expenses for 2020. A discussion occurred about options. Motion made by Evans, seconded by Barden, to put the money in the contingency fund. Motion carried unanimously. The P/F Committee will review after reconsideration of the request to raise the line of credit (which has been denied so far).

**2021 Draft Budget:** A draft budget for this year was emailed previously. Butkiewicz said that it was more conservative than prior years, so it shows only a \$10 difference between revenue and expenses. This will change if additional income, such as other grants, are received during the year. Motion by Evans, seconded by Walker, to send on to the full council. Motion carried unanimously.

**Endowment 2020 Performance:** The report about the performance of the Endowment Fund showed an increase in our investment. Motion by Barden, seconded by Walker, to reinvest the distribution until it might be needed. Motion carried unanimously.

**Rent:** The building has a new owner. However, the current lease runs until the end of June 2022, so rent costs will remain the same until then. Consideration needs to be given to determine whether to stay in the same size office space or do more activities virtually.

**STAFF AND MEMBERSHIP:**

**Staff Positions:** Interviews and hiring for full-time and seasonal positions are ongoing. The Westfield NRCS position is likely filled, but the Medford position is still open. The funding that was applied for a regional TIS/NEWIP coordinator was not awarded.

**Minutes and Secretary's Absence:** The plan is to have all draft minutes submitted to the Golden Sands RC&D's office by the following Monday and distributed to members the following Thursday after the meeting (the 4th Thursday of the month). Consideration is being given to developing a template that could be used to take minutes if the Secretary is not available.

**COUNCIL PURCHASES:** No new items.

**INSURANCE & BENEFITS:** Benes is still looking into options.

**COMMUNICATION/MARKETING**

**Newsletter:** The most recent newsletter, which was distributed about a month ago, was about jobs available at Golden Sands RC&D.

**Document Retention Policy:** Butkiewicz is working on a document retention policy.

**OTHER BUSINESS:** No new items.

**ADJOURNMENT:** The meeting was adjourned at 10:03 a.m. upon a motion made by Barden, seconded by Walker.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry/Agriculture/Wildlife Committee Meeting Minutes**  
**March 18th, 2021**  
**Online via Zoom**

**Attendees:** Cherrie Nolden (Golden Sands RC&D Staff); Al Barden (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Bill Clendenning (Wood); Brent Tessmer (Taylor); Denise Hilgart (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Asa Plonsky (Golden Sands RC&D Staff); Rachel Bouressa (Golden Sands RC&D Staff); Bob Walker (Member-at-Large).

**CALL TO ORDER:** Tessmer called the meeting to order at 10:08 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion from Barden, seconded by Walker, to approve the minutes from the January 2021 meeting was passed.

**PROJECT UPDATES:**

**Cooperating For Woods and Wildlife/Demonstration Forests:** Butkiewicz reported about participation in a Woods & Wildlife virtual event in February. She is working with landowners on potential habitat development projects for Karner Blue butterflies. Butkiewicz is continuing to encourage landowners to participate in existing cooperatives and programs. She is hopeful that in-person events can be held later this year, but that will depend on Covid-19 progress and limitations.

**Central Wisconsin Invasives Partnership (CWIP)/Northeast Wisconsin Invasives Partnership (NEWIP):** Plonsky reported progress and activities affecting both groups, including: the completion of an annual report for CWIP, signing on of new members to the partnerships, the completion of reports required for grant funding, preparation for a variety of field events that will be held at later dates, the completion of various administrative tasks for NEWIP, and participation in local events.

**NRCS Cooperative Agreements:** Butkiewicz reported that hiring is in progress for positions at local Natural Resources Conservation Service (NRCS) offices.

**Bluebird And Bat Houses:** No updates.

**Tree Shelters:** Butkiewicz reported that several orders from landowners have been processed. She noted that Golden Sands will be evaluating the economic advantages versus the administrative costs for this program at the end of the season.

**Waupaca County Conservation Field Day (WCCFD):** Butkiewicz reported that options are still being evaluated to determine if this year's event will be in-person or virtual.

**NACD Technical Assistance Project/Managed Grazing:** Bouressa and Nolden reported that they are working on new and existing managed grazing plans and that they are starting to plan upcoming pasture walks, including one set for June 12.



**Little Plover River Appreciation Field Day:** Butkiewicz said that this event will not be held in 2021, but that Golden Sands hopes to hold it in 2022.

**NEW PROJECTS:** None

**MEMBER REPORTS:** None

**OTHER BUSINESS:** Plonsky led a discussion about the appointment of a steering committee fiscal agent representative for NEWIP. Motion by Clendenning, second Walker, to appoint Hannah Butkiewicz to that role. Motion carried. Plonsky noted that we should also appoint a person to replace Josh Benes as the steering committee fiscal agent representative for CWIP. Motion by Clendenning, second Walker, to appoint Hannah Butkiewicz to that role. Motion carried.

**ADJOURNMENT:** Motion by Clendenning, second by Walker, to adjourn at 10:35 am. Meeting adjourned.

Respectfully submitted,

Bob Walker  
Temporary Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Waters Committee Meeting Minutes**  
**March 18th, 2021**  
**Online via Zoom**

**Attendees:** Pat Kilbey (Marquette); Reesa Evans (Member-at-Large); Paul Pisellini (Adams); Al Rosenthal (Marquette); Ed Hernandez (Waushara); Amy Thorstenson (Golden Sands RC&D); Amanda Burzynski (Golden Sands RC&D Staff); Jodi Scheppe (Adams); Anna Cisar (Golden Sands RC&D Staff); Bill Leichtnam (Wood); Bob Ellis (Waupaca); Chris Hamerla (Golden Sands RC&D Staff).

**CALL TO ORDER:** Rosenthal called the meeting to order at 10:06 am.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion by Ellis, seconded by Pisellini, to approve the January 2021 Minutes. Motion was approved unanimously.

**NEW PROJECTS:**

Thorstenson outlined six new Clean Boats, Clean Waters (CBCW) projects that were awarded grants. There are single positions at Big Bass, Chain O' Lakes, Helen, Pearl, and Silver Lakes, as well as two positions at Green Lake. Some of the positions will be filled by returning workers. Motion by Pisellini, seconded by Ellis, to approve all six projects and forward them to the full council. Motion carried unanimously. Thorstenson entered a link to the project sheets in the chat message for anyone who wanted to review the actual sheets. Cisar Reported that Pigeon Lake decided to use another vendor for its lake management plan.

**GROUNDWATER PROTECTION:** Leichtnam described a DATCP grant for \$60,000 that was received by the multi-county groundwater consortium. This includes funds for a position to collate all water data from the involved counties, as well as testing for nitrogens and neonicotinoids (known to harm pollinators). It is possible that other funding may come from the Joint Finance Committee. Evans mentioned that the Wisconsin Department of Natural Resources (WDNR) proposed a change in NR151 (commonly called the "runoff rule") to include potential nitrogen contamination leached into groundwater by agricultural producers. There is currently a public comment period, about the economic analysis for costs connected to the proposed changes, that ends on 4/10/21. Later this year, there will likely be a public comment period on the proposed rule itself. The Environmental Protection Agency (EPA) said that Wisconsin is one of the 12 states with rising nitrogen contamination in its groundwater.

**COUNTY AND STAFF UPDATES:**

**Leichtnam:** The Wood County Land & Water Conservation Department has a new engineer. Money for purchasing a roller crimper was recently approved. It will be available for rent by county farmers.

**Ellis:** Many of the lakes in the Chain are still frozen.

**Pisellini:** Well testing of private wells is expected to start in Adams County this year. The county tree sale went well. Work on the addition to the main county building is on track. Much of it is dedicated to rooms related to an additional courtroom for the second circuit court judge, who is expected to start in 2022. Sand Valley is building a new private golf course that will not be open

to the public; it is hoped that taxes from this course will help county funds. He introduced Jodi Scheppe, who is a new member of the Adams County Land & Water Conservation Department and the vice-chair.

**Hernandez:** His office is involved in winter/spring transition projects. His office will be starting the third round of private well testing for nitrogen and chloride this year; looking at performance standards for areas of high nutrient production.

**Kilbey:** His office has been doing one-on-one training with farmers about Natural Resources Conservation Service (NRCS) 590, sometimes with laptops borrowed so that farmers could create their own with the county's help. This has been working better than prior group training has done.

**Hamerla:** He forwarded the press release about the NR151 changes to committee members. The purple loosestrife season will be starting up soon. Hamerla and Cisar are working with Portage County lakes to set up a county-wide lake group. They are also working with various counties for AIS agreements. He has been working with DATCP, as well as Petco and Petsmart, on aquarium moss-balls the businesses were selling that turned out to contain invasive zebra mussels. They have been pulled off shelves. Some non-native crayfish have been available in Wisconsin. It is illegal to possess non-native crayfish, much less sell them.

**Cisar:** She and Hamerla are conducting interviews for AIS technicians. There are 12 applicants this year, which is more than usual.

**Thorstenson:** Besides the CBCW projects, she is also leading a mass weeding for Eurasian Watermilfoil weevils this year.

**Burzynski:** She has been teaching groundwater (original and expanded) and aquatic invasive species (AIS) lessons virtually. Unlike the AIS lesson, the groundwater lessons are only available to 5th graders in Waupaca and Waushara Counties.

**ADJOURNMENT:** Motion by Leichtnam, seconded by Pisellini, to adjourn at 10:54 am. Motion was approved.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Regular Business/Executive Committee Meeting Minutes**  
**March 18th, 2021**  
**Online via Zoom**

**Attendees:** Ed Hernandez (Waushara); Al Barden (Member-at-Large); Gary Beastrom (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bill Clendenning (Wood); Reesa Evans (Member-at-Large); Bill Leichtnam (Wood); Pat Kilbey (Marquette); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Gerry Zastrow (Portage); Paul Pisellini (Adams); Hannah Butkiewicz (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Scott Wilhorn (Juneau); Mike Weyh (Columbia); Greg Baneck (Outagamie); Denise Hilgart (Golden Sands RC&D Staff); Tommy Enright (Farmers Union); Mark Gerrke (Common Roots Rising); Dustin Ladd (Juneau); Jodi Scheppe (Adams); Amy Thorstenson (Golden Sands RC&D Staff). State Senator Patrick Testin was also present for part of the Meeting.

**CALL TO ORDER:** The meeting was called to order by President Hernandez at 11:00 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion made by Rosenthal, seconded by Clendenning, to approve the minutes from the January 2021 meeting. Motion carried unanimously.

**TREASURER'S REPORT:** The treasurer's report for January and February 2021 was emailed previously. Hilgart indicated that dispersals and receipts were routine and reviewed each of the three accounts. Information on the Endowment Fund was emailed to participants. Motion made by Clendenning, seconded by Walker, to accept and file the treasurer's report. Motion carried.

**OLD BUSINESS:**

**Wisconsin RC&D Update:** Butkiewicz and Benes attended the January 2021 state RC&D meeting. The state organization is requesting \$200 in voluntary dues to support future meetings and the development of a strategic plan. The next meeting will be held on 4/22/2021 in Birnamwood. Clendenning, who also attended that meeting, asked that research be done on how many states still have a state RC&D organization.

**Groundwater Legislation:** Leitchnam indicated he would wait for the Water Committee activities to be reviewed and then augment information as necessary.

**NEW BUSINESS:**

**Conflict of Interest Policy and Board of Directors:** All staff members have signed the Conflict of Interest Policy. Paper copies were sent out to council members who had not responded to the email request for signing the policy. Butkiewicz indicated she was hoping to have all signatures received by the end of this month. There was one member who expressed some concern about the policy, so they have not signed it. Clendenning suggested getting a legal opinion. Other suggestions about allaying concerns were discussed. Pisellini asked to receive another email to

review the policy. Butkiewicz announced that there were still four empty council member seats: two for Outagamie, one for Green Lake, and one for Taylor.

**Draft 2021 Budget:** The proposed Overhead and Administrative Budget for 2021 was sent via email before the meeting. Butkiewicz indicated that this budget was conservative in that it didn't include grants expected to be applied for during the coming year. Under the current draft, revenues and expenses are within \$10 of each other, but this will change if more grants are awarded. Motion made by Pisellini, seconded by Rosenthal, to accept the draft 2021 budget. Motion carried unanimously.

### **COMMITTEE REPORTS:**

**Personnel/Finance Committee Report:** Evans reported on the meeting this morning. The treasurer's report was passed on for the full council to consider. Voluntary dues of \$200 for the state RC&D was approved to be paid. The 2020 projected and actual budget was reviewed. More revenue was received than projected and expenses were less (partly due to the pandemic), so there is a net of just over \$24,000. It was decided to keep this in the contingency fund. The line of credit applied for was not approved, but that may change with new information. Possible distribution gained from the Endowment Fund will be reinvested until the P/F Committee decides otherwise. There is a new owner for the building, but the rent remains the same until the end of June 2022, which is when the current lease ends. Interviews for full-time and seasonal positions are occurring. A desired timeline for sending the draft meeting minutes was mentioned. The most recent newsletter was about jobs available at Golden Sands RC&D. Butkiewicz is working on developing a document retention policy.

**Forestry/Agriculture/Wildlife Committee Report:** Walker reported on today's meeting. Woods & Wildlife held a virtual event in February. Butkiewicz replaced Benes as the financial agent for both of the Invasive Species Cooperatives. The agreement with the NRCS is being processed. Tree shelter sales will be reviewed to determine if it is financially lucrative to continue providing them for sale. It is undecided as to whether the Waupaca County Conservation Field Day will be virtual or in person. Several managed grazing plans are in progress and pasture walks are being scheduled. There will not be a Little Plover River Appreciation Day in 2021.

**Water Committee Report:** Evans reported on the Water Committee meeting. There were six new projects for Clean Boats, Clean Waters. The lakes included: Big Bass Lake, Waupaca Chain O' Lakes, Silver Lake, Pearl Lake, and Green Lake. Leichtnam gave a report about a \$60,000 grant received from DATCP for a multi-county groundwater consortium. This will involve testing groundwater for neonicotinoids (known to harm pollinators) and nitrogens, as well as fund a position to collate water data from the member counties. There is currently a public comment period, ending 4/10/21, for the economic impact of a proposed change to NR151 about nitrogen limits. Later there will be a public comment about the proposed rule change. Representatives also gave updates from each county present, as well as input from Hamerla and Cisar. Burzynski has been teaching virtual lessons to 5th graders about aquatic invasive species (AIS) to various classes, as well as groundwater lessons to 5th graders in Waupaca and Waushara Counties. Leichtnam indicated that he would email Testin about some issues related to groundwater and the neonicotinoids, since he left the meeting.

**NEW PROJECTS:**

There are six new projects from the Waters Committee for Clean Boats, Clean Waters. All are set to start 2/1/21 and end 10/31/21.

1. Two positions on Green Lake with \$7401 state share and \$3907 match.
2. One position on Pearl Lake with \$3986 state share and \$2078.71 match.
3. One position on Silver Lake.
4. One position of Helen Lake.
5. One position on Chain of Lakes.
6. One position on Big Bass Lake.

Motion by Evans, seconded by Rosenthal, to approve the new projects and authorize Thorstenson to sign them for the Waters Committee. Motion carried unanimously.

**STAFF/PROJECT UPDATES:** Staff reports were sent out before the meeting via email.

**AGENCY/PARTNER REPORTS:** None.

**ADJOURNMENT:** Motion made by Barden, seconded by Leichtnam, to adjourn the meeting.  
Meeting adjourned at 11:46 am.

Respectfully submitted,

Reesa Evans  
Recording Secretary

## WOOD COUNTY LAND INFORMATION COUNCIL

### MINUTES

Date: Thursday April 29, 2021 at 9:03 a.m.

Location: Via Webex Teleconference and in person room 114

Attendees: Ken Curry, Wood County Board District 11 Supervisor; Paul Bernard, Land Information Officer; Al Breu, Wood County Board District 6 Supervisor; Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager; Victoria Wilson, Planning & Zoning; Jason Grueneberg, Director-Planning & Zoning; Brian Spranger, First Weber; Bill Clendenning, Wood County Board District 15 Supervisor; Kevin Boyer-Wood County Surveyor; Bill Leichtnam-Wood County Board District 19 Supervisor;

1. Chairperson Curry called the meeting to order at 9:03 a.m.
2. Introductions.
3. Chairperson Curry declared a quorum.
4. Approval of previous meeting minutes (1/27/2021).

Chairperson Curry asked for any additions or corrections to the previous meeting minutes. Heather Gehrt indicated she wanted clarification regarding an email that had been sent after January's LIC meeting regarding the budget numbers and that some of Heather's numbers were not correct. She did not appreciate being called out in the email when in fact her budget numbers were correct. Having no further additions or corrections, motion by Ken Curry to approve. Second by Lori Heideman. Motion carried unanimously.

5. General Addressing Discussion with Emergency Management.
  - Mark explained that there are some municipalities (City of Marshfield, City of Wisconsin Rapids, Village of Port Edwards, Nekoosa and Grand Rapids) that do their own address determinations. Mark is the record keeper and those municipalities do run those addresses by Mark first. Further discussion took place regarding addresses. Lori Heideman expressed concern that a 911 call was received recently for an apartment complex in Port Edwards where the addresses were never provided to the dispatch center. This could be dangerous to residents. Communication between the municipalities and Wood County will need improvement. A suggestion was made for a sub-group to form and take a closer look at the way addressing is determined and communicated. Al Breu suggested putting together some information to present at the Towns Association Meeting. Mark indicated he could put some information together for a presentation. A report from the sub-group will be added to the agenda for the next meeting.
6. Role of Wood County Land Information Council.
  - Tiffany Ringer asked for this item to be on the agenda due to some concerns she had regarding the committee and the allocation of some of its budget funds. One concern was regarding the fact that Jason Grueneberg is not on the Land Information Committee. There was \$250 dollars, of the \$1000 budgeted, for the WLIA conference for Jason to attend in budget year 2020. Tiffany is questioning why Jason's attendance was covered when he is not a committee member. Jason provided clarification that in the past there was a policy where only Land Information Committee members could be sent to

conferences and trainings. There have been situations where individuals from the county that are not committee members have been sent to specific conferences and trainings. The LIC allocates \$500 of the \$1000 in funds for to the Register of Deeds office for conferences and training. Not all counties provide that funding.

- Tiffany Ringer wanted to reiterate to everyone that the Laredo software that the Register of Deeds office provides other departments to use, can only be used for county business and is not to be used for personal gain. There is an internal contract that each user needs to sign in order to use Laredo. If usage is deemed inappropriate, Tiffany can revoke usage at any time. Paul Bernard asked Tiffany what she considered inappropriate usage. Tiffany further explained that Paul Bernard informed her that he had used the Laredo software to complete his Master's Degree project. Paul Bernard clarified that he informed the council of his use of Laredo software for the Master's Degree project prior to completing it. Kevin Boyer shared feedback on how well Paul Bernard, is doing, the improvements he has brought to our county GIS and other programs, his appreciation for the use of Laredo software and his disdain for the question of Paul Bernard using the software inappropriately. Further discussion took place.
- Heather Gehrt expressed concern that the committee has not had the opportunity to address the policies, needs or prioritization of projects by the Land Information office. Paul Bernard explained that if a project is part of the foundational elements of the purpose of the Land Information office, those projects are given priority. Heather Gehrt asked how other departments are supposed to know if and when their project could be done. Paul Bernard expressed that he would like to see a proposal for projects other departments would like done so he can review the project and decide when funding and time would be able to be allocated to get that project completed. Further discussion followed.

7. 2019-2021 Land Information Plan Project Updates.

- Indexing of Non-Recorded Documents by Geography  
Paul went over the items he is working on or which have been completed. The indexing process has been split into different categories, of these categories Plat of Surveys, Section Summaries, Tie Sheets, Surveying Field Notes and Railroad Right of Way have been indexed. Town Right of Way documents, Original PLSS Notes and Unrecorded DOT plats have not been indexed. DOT plats are a special case and may not be indexed by the end of the year as we are waiting on a request put into the DOT for digital copies of the plats.
- Hydrographic Layer Improvement.  
Paul continues to work on improving the hydrographic layer on the GIS map. This layer will have greater detail when completed.
- Next Generation 911.  
We are moving forward with this project without being able to secure any grant funding after several applications. This is possible because DATAMARK, a private contractor, was able to split the once very large project into smaller pieces. This was also possible because of the Collaboration between the Land Information Office and the Dispatch Center, both in cost-sharing and staff time. The first project executed is called the ACE comparison, which compares multiple different sources in order to establish the GIS as the "master database" including all addresses listed in any system. The sources compares as follows: GIS Site Address Points, ALI, Marshfield Utility List, Wisconsin Rapids Utility List, Info-USA Residential & Business (a database that pulls from the US Post Office).



- PLSS Monumentation/Perpetuation – Surveyors Update  
This item was skipped.
8. Other Project Updates.
- Uniform Municipal Zoning maps and applications  
Paul is helping the Health Department with the COVID Dashboard. David Strong from the Health Department would like to start tracking vaccinations. Paul will need to write a piece of custom software for David to help with tying down specific vaccinations to school district and municipality by address.  
Paul has been working closely with County Planner Adam DeKleyn to clean up the zoning data. They have created an individual application for each town and village that is zoned that provides a great deal of information for the municipalities to utilize.
  - New GIS and Imagery Servers  
We are getting two new servers, whereas in the past we only had one. One server will be for the general public and the other for internal users. This will be much more efficient than what we have now.
  - 2020 Census and Redistricting  
We are currently in a holding pattern due to COVID. We are waiting for guidance from County Clerk Trent Miner and the Wisconsin Counties Association on this project.
  - Creation of 2022 – 2024 Land Information Plan  
This plan is updated every three years to provide guidance to the Land Information office on what the large projects will be. The Department of Administration has released instructions on how to complete the plan. A draft of the plan is due by September 30, 2021. The final plan will be due December 31, 2021. Paul gave an overview of what he intends to include in the plan. Proposed projects were 2022 LiDAR acquisition and Historic Air Photo scanning, indexing, georeferencing and mosaicking.
9. Budget Update.
- Jason Grueneberg passed out information on the revenues received by the Land Information office this year. Expenses were included in the packet.  
Jason discussed the email that was referenced by Heather Gehrt at the beginning of this meeting. Jason further clarified that neither Heather's nor Jason's budget numbers were incorrect, rather, Jason was working off of projected numbers and Heather was working off of actual numbers. Jason apologized to Heather for how the email was handled.  
Jason provided further explanation on the revenues that have come in so far this year. Heather Gehrt asked that the expense and revenue reports be included in the packet at each quarterly meeting.
10. Public Comment. None (Move this to item #4 for next agenda)
11. Agenda Items for next meeting.
- Report from general addressing sub-group.
  - Financials
12. Adjourn. Chairman Curry declared the meeting adjourned at 10:39 a.m.

Minutes taken by Victoria Wilson, Planning and Zoning Department.

## **CEED Committee Report**

### ***April 2021***

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#### **LAURA HUBER**

*Extension Wood County, 4-H Program Coordinator*

##### **Educational Programs**

- 4-H clubs are returning to in-person meetings. I work with club leaders to plan safe meetings
- Lego Club and Art Club are teen-led virtual clubs. I attend to ensure safety of participants and to support the teen leader. Lego Club meets weekly and Art Club meets every other week.
- Wood County Cloverbuds is a virtual program for youth in grades K-2. We meet once a month for fun, hands-on activities. In April, we learned about and made quilts of paper.
- Volunteers in Preparation (VIP) training is a required part of the 4-H youth protection process. I co-taught VIP for 7 people on 10 April.
- Wildlife & Woods is a virtual education program for youth from all across Wisconsin. I facilitate these youth-led meetings each month. In April, we learned about songbirds and fruit trees.
- I continued to work with colleagues to plan possible summer camp opportunities.
- I began working with local partners to plan short day "camp" programs. I am having trouble finding spaces that allow outdoor groups in.

##### **Statewide Programs and Professional Development**

- I attended the virtual National Extension Conference for Volunteerism.
- I serve on the Positive Youth Development Institute's Policy Advisory Standing Committee. We review and write policy that governs 4-H programs.
- I serve on the Virtual Learning Community Team. We recruit teachers for statewide virtual programs, review program proposals, and promote upcoming classes.

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#### **MATT LIPPERT**

*Extension Wood & Clark Counties, Agriculture Agent*

- I interviewed on WDLB and WFHR, updating spring farm conditions, ag census information and sustainable agricultural systems.
- I participated in Faculty Senate and Department of Extension Agriculture Section Faculty programs.
- I met with the MACCI Agri-Business Committee; we are now collecting outstanding senior in agriculture recognition from area high schools.
- I helped select scholarship recipients for a college dairy student scholarship program.
- Farm visits and phone consulting has been about feeding programs, dairy facilities for replacement heifers, fencing law and soil testing.
- I participated in the series on impacts on agriculture of climate change. Things such as more precipitation, heavier single rain events, more heat stress for cattle, warmer nights, warmer winters, more invasive insect and weed pests are predicted and have already been shown to be occurring. We also covered methods to deliver information about climate change to producers and perceptions producers have about climate change and how they have changed over time.

- I had day of furlough.
- I participated on the MSTC Agriculture Program Advisory program. They reviewed the recent virtual farm tour which I was a part of, being on a general ask the experts table and giving a presentation on mastitis prevention as it is utilized at the Marshfield Agriculture Research Station.
- The Management Assessment Center, which I am a part of is making plans for reopening in late 2021. Producers participate in the program to interact with peers and have their management style be identified. They also observe their peer's management methods.
- The Central Ag News is going out at the end of the month to area producers. We are reviewing methods to make this more utilized as an email version instead of the current print newsletter version.
- The Equity in Agriculture hiring and retention committee met and is preparing a report for the larger committee.
- I have participated in a discussion about greater understanding of Hmong culture, reading the book *The Latecomer* and discussing it.

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## NANCY TURYK

*Extension Wood County, Community Development Educator*

### **Economic Development**

- Finalized the REDI plan and presented to County Board. Initiated conversations with Jason Grueneberg to develop strategies and timelines for implementation.
- Participated in discussion with Extension and the Public Service Commission about broadband and economic development. Attended Wood County meeting on broadband.
- Met bi-weekly with the Wood County economic development recovery group to collaboratively address current topics associated with the economic development recovery needs and opportunities.
- Shared information about economic recovery business support opportunities by emails, telephone, and web conferencing conversations primarily with Wood County towns/villages/cities, chambers of commerce, visitor and convention bureaus, Mid-State Technical College, UW-Stevens Point@Marshfield, Ho-Chunk Nation, agricultural staff, Wood County health and planning and zoning departments.

### **Energy and Resiliency**

- Reviewed materials and programs related to energy efficiency and renewable energy and shared relevant information with Wood County staff.

### **Local Community Initiatives**

- Participated in weekly and final meetings for Wisconsin Rapids' cultural program with assistance by students in UW-Madison's UniverCity program.
- Participated in Situational Analysis discussions for the Area 7 counties.
- Coordinated CSGCC's grant project funded through DATCP. Current topics related to the contract, position description for post-doc, identification of advisory and outreach teams. Met weekly with the administrative team, met with CSGCC outreach team. Prepared and send CSGCC agenda and facilitated the Zoom portion of the meeting.
- Discussed the annual update to the County's Strategic Plan with Supervisor Rozar.



- In addition to routine collaborations and conversations with County staff, I kept informed about the County by reading county email updates, county committee packets, local newspapers, listening to the County Board and CEED committee meetings, and in discussions with Wood County employees and supervisors.

### **UW-Madison Extension**

- Participated in virtual meetings with UW-Madison Extension Dean, Community Development Institute, and Wood County staff.
- Continued working with the core team working on the development of a community resilience menu and train-the-trainer course through the UW-Madison Extension Climate Change Leadership Team. Participated in Extension's Climate Change and Agriculture webinar.
- Organized structure and content for the WICCI report update.
- Contributed to Extension's plan for the Community Economic Development team.
- Participated in local and statewide discussions about diversity, racism, and inclusion.
- Partially attended the National Academy of Science's Nobel Prize summit "Our Plant, Our Future".

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### **ALLISON JONJAK**

*Extension Wood County, Cranberry Outreach Specialist*

- Acquired UW Fleet vehicle for travel to trials and field visits.
- Established protocol for Year One analysis of Cranberry Soil Health research (with USDA, UW-Madison, and UW-Extension).
- Interview with WDLB to encourage cranberry interest and education for all county citizens.
- Brainstormed with MaryAnn Lippert to leverage and capitalize on success of Cranberry Grower involvement in Wood County's broadband grant success.
- Designed (with UW-Madison and Extension) curriculum for Cranberry Leadership Alumni Club based on Humble Inquiry framework.
- Joined continent-wide cranberry plant pathology research pre-season planning discussion to coordinate research.
- Advised FPAC-RMA on best management practices for growers after a crop loss, so that they could update federal crop insurance guidelines.
- Planned (with Extension specialists) a Cranberry Short Course which will consist of video education and curriculum for new hires into the cranberry industry who need to receive quick, straightforward agronomic information about a unique crop.
- Progress phenocam project for 2021.
- Participated in Jason Hausler's Situation Analysis for Wood County planning.
- Organized Cranberry Mini-Clinic, with 2 hours of content on upcoming season practical advice.
- Hosted and delivered virtual Cranberry Mini-Clinic, to 122 attendees.
- Planned Growing Degree Day for Sparganothis Fruit Worm and Cranberry Fruit Worm control trials.
- Attended Public Relations Training with WSCGA.
- Planned and scheduled May, June, and July Virtual Brown Bags.
- Received trial equipment.
- Joined continent-wide cranberry insecticide research pre-season planning discussion to coordinate research.
- Reviewed Cranberry Board research budget amendments.



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## **JACKIE CARATTINI**

*Extension Wood County, Human Development and Family Relationships Educator*

- Attended the United Way of South Wood and Adams counties Stuff the Bus meeting.
- Attended the Mental Health First Aide trainers quarterly meeting.
- Attended 4 planning meetings for upcoming Adult Mental Health First Aid trainings
- Co-taught 3 full day Adult Mental Health trainings virtually. (2 out of the 3 were for Wood County residents and partners).
- Taught "Who Gets Grandmas Genealogy Materials".
- Attended the UW-Madison Faculty Senate meeting.
- Attended a UW-Madison Library Services training.
- Met every other Friday with the new Civil Rights compliance coordinator. with Extension, Kim Waldon to assist in her transition into her new role.
- Co-taught Aging Mastery Program. Which meets 2X a week for 5 weeks starting April 1st with 19 participants.
- Met with one individual client for financial coaching.
- Attended 2 planning meetings for the upcoming pilot program for the Planning AHEAD curriculum.
- Coordinated and hosted daily "Extension Wellness Moments".
- Co-piloted 2 sessions of the statewide Rent Smart monthly series
- Attended the WeCOPE community of practice statewide group
- Co-taught a once a week for 6 weeks WeCOPE self-care curriculum starting April 26th.
- Attended the Resilient Farms meeting
- Attended the United Ways Early Years coalition meeting
- Attended a Department of Extension Administrative committee meeting
- Attended a meeting with the Family Development section
- Attended the Racism As a Public Health Crisis co-hort facilitator training which will meet once a week for 6 weeks.
- 2 programs were planned, advertised but canceled due to low registration. One was Learning to Breathe- a mindfulness curriculum for youth. The other was Encouraging Financial Conversation which is a financial training curriculum for community partners. They will be rescheduled in the fall.

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## **HANNAH WENDELS & KELLY HAMMOND**

*Extension Wood County, FoodWise Nutrition Educator and Coordinator*

- Completed co-teaching a series of 10 weeks of virtual Strong Bodies classes every Tuesday & Thursday morning (Hannah, 04/08)
- Completed co-teaching virtual nutrition lessons to 3rd grade classrooms, series of 4 lessons per classroom, will teach two classrooms (Hannah, 04/23)
- Completed co-teaching a virtual Kids in the Kitchen class with Ho-Chunk Head Start, made a healthy snack with children and their parents via Zoom, series of 4 lessons - 1 per month (Hannah, 04/21)
- Begin teaching virtual nutrition lessons to 3 Kindergarten classrooms at Howe Elementary, series of 4 lessons, every Tuesday afternoon (Hannah, 04/27)
- Created and sent nutrition lessons to Grove and Mead Kindergarten classrooms as a form of indirect education to reach their students (Hannah, 04/05)



- Attend Healthy Aging Wood County virtual meeting (04/27)
- Continuing 8-week professional development training on Policy, Systems and Environmental Change (Hannah, 01/21, ongoing)
- Working with the Food Service Director in the WRPS System to send out a monthly nutrition newsletter to every school in the system using the Harvest of the Month program, materials each month are also included on the District website (Hannah, 04/12, monthly, ongoing)
- Attend Wood County Hunger Coalition virtual meeting (Hannah, 04/22)
- Continue co-teaching Strong Bodies class in both Wood and Portage County that is completely virtual and includes nutrition education as well as strength building (Hannah, 10/19, ongoing)
- Continue work with “Physical Activity/Nutrition for Colleagues in FoodWise” workgroup (ongoing, Hannah)
- Attend virtual FoodWise North Region check in calls (ongoing, Hannah & Kelly, Tuesdays)
- Attend virtual FoodWise State check in calls (ongoing, Hannah & Kelly, every other Tuesday)
- Attend virtual Wood County Extension check in calls (ongoing, Hannah & Kelly, Mondays)
- Attend virtual Extension Area 7 check in calls (ongoing, Hannah & Kelly, every other Wednesday)

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## **RACHAEL WHITEHAIR**

*Extension Wood County, Natural Resources Educator*

- Met with Shelly Strom of UW Madison to discuss collaborative opportunities on two Marathon County projects, one centered around the Fenwood Creek and understanding the perspectives around water quality of stakeholders within the watershed. The other project involves developing education and outreach materials around agricultural BMP's (April 6)
- Met with the WI Prairie Chicken Festival committee to finalize planning for the 2021 virtual festival. (April 6)
- Produced a promotional video by request of the Farmers of Mill Creek Watershed Council to highlight their Educational programs, this video was showed to the group at a farmer-led meeting and approved for circulation (April 7)
- Facilitated a virtual discussion among 14 Mile Watershed Alliance board members about developing a brochure to share information about the mission of the group and describe the 14 Mile 9 key element plan to area stakeholders. (April 15)
- Facilitated a virtual discussion among 14 Mile Watershed Alliance board members and DNR staff about grant eligibility and reimbursement details for their water monitoring program (April 15)
- Hosted a speaker rehearsal for the WI Prairie Chicken Festival (April 15)
- Participated in the CSGCC Outreach committee meeting. As a co-developer of the outreach plan, I contributed to discussion about best first steps to developing a foundation for information sharing during the project time period of the Central Groundwater Gap Analysis that received funding (April 15)
- Attended a meeting with DATCP, Producer-led group representatives from around the state, and General Mills Representatives from their sustainability program. I attended on behalf of the Farmers for Tomorrow watershed group, inquiring about potential partnerships and funding opportunities with General Mills (April 15)
- Attended the PACRS monthly conference call to learn from Scott Provost about Neonicotinoids and their impact on groundwater quality (April 16)
- Met with colleagues in the Natural Resource Education Program to discuss DNR contract details and deliverables for the current funding cycle (April 16)





- Met with Natural Resource Institute Colleagues to begin analysis on the Farmer-led Involvement Survey sent out to Extension colleagues in the Nat. Resource and Ag institutes to learn about the role of extension in farmer networks. This data will be presented at the upcoming JCEP annual conference on May 4th (April 19)
- Attended the Citizens Groundwater Group monthly meeting to learn from Dr. Kraft about nitrate contamination in Central WI (April 19)
- Provided radio programming about environmentally friendly landscaping options on WFHR (April 22)
- Met with DATCP Producer-led program leaders and other members of the regional producer-led working group to provide updates on group work around the state and feedback on grant application and reporting content and processes (April 22)
- Attended a Cultural Initiative Presentation given by a student leadership research team of UW-Madison. Their mixed method site analysis lent important information about the opinions/feelings held by minoritized community Members in S. Wood County regarding opportunities for cultural celebration and respect. There was then a discussion about next steps to developing a coalition to provide ongoing institutions of support, resource, and information sharing needed by these communities (April 23)
- Attended the CSGCC quarterly meeting as a member of the outreach subcommittee to discuss the beginning of the Groundwater Gap Analysis (April 26)
- Met with members of the DATCP Regional Producer-led working group to discuss newly attained grant funding to be used for leadership training among producer-led members and partners (April 26)
- Attended a planning meeting for Agriventure camp, a local Mill Creek effort for youth education. I will be providing educational programs to youth on watersheds and water quality (April 26)
- Host a virtual video showing event for the 14 Mile Watershed Alliance, called The Biggest Little Farm, a story about regenerative agriculture. This event is intended to educate members and guests of 14 Mile Meetings about regenerative movement (April 27)
- Present a training to Marshfield Ag Research Station staff on Prairie Filter Strips, a conservation BMP capable of drastically reducing groundwater contamination and nutrient loss from landscapes when used strategically. This practice also increases ecosystem resources for pollinators and other native wildlife. (April 28)
- Met with Adams Co. Extension, DATCP, and Land & Water to discuss upcoming producer-led meeting with Big Roche A Cri farmers (March 16)
- Hosted Zoom meeting and co-lead discussion for producer-led group with Big Roche A Cri farmers, invited Matt Hintz of the farmers for tomorrow to bring in additional perspectives and discussion (March 18)
- Met with Prairie Chicken Festival to review virtual platform that I developed and make final edits before sharing with the public (March 19)
- Spoke on WDLB radio about environmentally friendly plantings to consider for spring garden and landscaping renovations (March 23)
- Hosted the Central WI Farm Profitability Expo presentation by Diane Mayerfeld of UW-Madison Extension “ Silvopasture- Does it make sense for your farm?” (March 24)
- Attended planning meeting for local ag summer camp “Agriventure Camp”, I am serving as a presenter on groundwater (March 29)
- Assisted Dan O’Connell and Tracy Arnold of Portage County with their virtual Prairie Chicken Fest presentation on educational programs that encourage conservation adoption (March 31)

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**JANELL WEHR**

*Extension Marathon & Wood Counties, Horticulture Educator*

- **Lettuce Be Different.** Concluded 4-H program for March Discovery Month with discussion of the importance of diversity. Program explored variation within species by observing differences between 3 varieties of lettuce.
- **Planting the Vegetable Garden.** In this program I developed and delivered, participants learned which garden crops are best suited for direct sowing and which should be transplanted. Learners were also introduced to techniques for direct sowing seeds and transplanting started plants. All participants reported either prior confidence in both objectives or an increase in confidence in ability going forward.
- **Volunteer Recognition.** The inaugural Master Gardener Volunteer Week was successful across the statewide volunteer audience as well as locally. I will continue to serve on the statewide committee to develop continuing recognition efforts.
- **Foundations in Horticulture.** The steering committee is refocusing efforts from evaluation to development for the next iteration of FIH. I will be offering FIH in Wood County this fall. I will be creating tools of engagement for the course.
- **WFHR Outreach.** Shared with the listenership important key factors to keep in mind when heading out into the garden this spring



## Staff Report for April

### Caleb Armstrong

- Worked with Jared Katzenberger on soil sampling his 10 acre horse pasture. He wanted to plant rye/alfalfa grass into the existing grasses. He then rented out our drill.
  - Worked on calibrating the drill for his needs and delivered it to his house for no-tilling his and his father's land.
- Attended a nutrient management training with the new employees for DATCP, following the new rules and updates with nutrient management and SNAP PLUS.
- Attended a webinar training on how to improve water quality and soil health on tile drained lands in Wisconsin.
- Attended a webinar training on how to get the most out of your restoration projects economically and ecologically.
  - This was three days training steps covering three different Thursdays in the month.
- Worked with Luke Kuefer on renting out our no-till drill and what to plant.
  - Ended up planting 36 acres of a grass mix into old pastures/hay fields to give them a regeneration.
  - Working on a cost-share for residue management with him on land.
  - Also plans on renting out later in the year as well.
- Worked with Roth Golden Acres on no-tilling alfalfa into a rye stand
  - Cost-sharing this as well for residue management.
  - Working on a plan for future conservation practices this upcoming growing season.
- Working on grazing plans with Rachel Bouressa from Golden Sands RC&D.
  - Making a grazing plan for Luke Kuefer.
  - Making a grazing plan for Barry Richardson
  - Having a possible pasture walk/tour with Larry Altmann.
- Working on collecting all nutrient management plans not turned in so far for the 2021 season.
- Planning on some field days with farmers we have worked with in their BMP's.
- Advertising our drill and roller crimper and making a list of potential farmers who are interested in giving it a try to implement better conservation practices on their land.
- Worked the tree sale with our department. Sorting, bagging, and selling all the trees and the leftovers given to us.
- Did some field checks on potential manure complaints. Nothing thankfully was of too much of environmental concern.

Staff Report for Klayton Kree  
February 2021 (first day February 15<sup>th</sup>)

- Conducted a survey at Cashen site for streambank erosion project with Russ Bieble and imported that into CAD file to make surface elevations.
- Attended four CAD training “happy hours” on creating surfaces, alignments, and profiles.
- Viewed a webinar on a livestock pipeline.
- Continued training series on hydrology including watershed delineation, RCN, and calculating peak discharge.
- Stream Stats training and watershed tool training with DATCP.
- Helped with the tree sale pickup, organization, packaging, and distribution of the trees for the majority of the week (Tuesday, Wednesday, Friday, Saturday)
- Transfer the no-till drill from one farmer to another, most Fridays/Mondays.
- Met with Drew Z. to talk about the Cashen site and begin excel spreadsheets and computations for construction plan.
- Have continued work on designing rock crossing project and excel spreadsheets and computations for that as well.
- Due to rain and snow, stream monitoring kept having to be postponed until three to four days after a precipitation event, have not had the chance to sample yet.

***Activities Report for Lori Ruess  
April 2021***

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed March sales tax report and forwarded to Finance.
- Approved staff time cards for April 8<sup>th</sup> payroll.
- Assisted Rod with cleaning and organizing of Forestry Garage in preparation for the annual tree and shrub distribution.
- Attended Non-metallic mining webinar on Financial Assurance.
- Reconciled Wildlife Damage Abatement & Claims general ledger for first quarter reimbursement.
- Completed LWCD payroll percentages and forwarded to Finance prior to the April 8<sup>th</sup> and April 22<sup>nd</sup> payrolls.
- The week of April 12 – April 16<sup>th</sup> assisted staff at the forestry garage, with tagging, sorting, bagging, and distribution of trees, shrubs and wildflowers.
- Attended April 23<sup>rd</sup> staff meeting and completed minutes.
- Requested cost-share reimbursement for nutrient management & cover crops landowners in the amount of \$ 31,204.
- Completed 1<sup>st</sup> quarter reimbursement request for Serenity River LLC grant.
- Completed change orders and reimbursement requests for six cost-share contracts and submitted to DATCP for reimbursement.
- Typed resolution to oppose changes to the Wildlife Damage Abatement and Claims program and forwarded to Corporation Counsel and Finance for review and approval.
- WebEx meeting with Dan Brandl and Rod Meyer to review progress of new non-metallic mining program.
- Organized County Board packet and submitted to the County Clerk's office.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.

## ***Activities Report for Rod Mayer***

***APRIL 2021***

- Met with landowner to address goose damage problems on new plantings – borrowed scare gun to landowner.
- Set up lab top and tested to work with hot spot at shop building for tree sale.
- Discussions with two landowners for possible wildlife fence builds on cranberry marshes for 2021.
- Continued correspondence with landowner regarding pond build complaint – reviewed exemption and sent back – discussions over phone with both owner and complainant.
- Cleaned/organized shop for tree sale.
- Correspondence with three new landowners or operators for future pond builds.
- Attended Non-metallic mining Financial Assurance Part 1 webinar.
- Picked up solar fence chargers for Apiary bear abatement and delivered to Wood County apiary owner.
- Tree Sale: Made arrangements with Nurseries - Highway Dept. - Emergency Management, Picked up trees from Laura Lane Nursery, received shipment from Hramer Nursery, Sorted and labeled received trees, Sorted all orders of purchased trees into order bags, Held tree distribution Friday and Saturday, made calls and sold all extra trees and arranged pick-ups, admin. updates to database etc., shop clean up, 25,850 trees/shrubs were sold. Packaged bonus trees to donate to Auburndale School.
- Completed enrollment papers and ordered batteries for Apiary bear abatement for large scale bee keeper in Wood Co.
- Worked on documentation for Wildlife 1<sup>st</sup> ¼ reimbursement.
- Recorded 6M wildlife fence build contract with Register of Deeds.
- Reviewed Wildlife program resolution.
- Picked up rusty crawfish from Pittsville School
- Began reviewing submitted Dupee Non-Metallic Reclamation Permit application and plan in the Town of Hiles. Correspondence with DNR for review of dewatering discharge.
- NMM software development meeting with IT.



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*Activities Report for Shane Wucherpfennig – April, 2021*

- **April 1-13** – Vacation.
- **April 14** – Concrete Mix Check training, emails, Phone correspondence.
- **April 15** – CSGCC Outreach meeting, Emails, Phone correspondence.
- **April 16** – PACRS Meeting
- **April 19** – Citizens (Wood County) Groundwater Group, Landowner visits.
- **April 20** – CAD training - Creating Alignments and Profiles, County Board meeting.
- **April 21** – Randy Seidl Storage facility design.
- **April 22** – Met with Landowners involved with the Serenity River LCC. Project. TMDL Tracking.
- **April 23** – Attended Wisconsin lakes virtual conference. Zoom Meeting.
- **April 26** – PHS Rusty Crayfish project in Pittsville. Worked on 2021 annual work plan for DATCP.
- **April 27** – CSGCC Quarterly meeting.
- **April 28** – Time reporting, agenda items, staff reports, reports and BITS Program.
- **April 29** – Virtual Skype meeting with DNR, project designs.
- **April 30** – Zoom meeting. Tracking.

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  
Kim Keech, Admin Services 5  
Victoria Wilson, Admin Services 4

RE: Staff Report for May 5, 2021

## 1. Economic Development (Jason Grueneberg)

- a. Heart of Wisconsin (HOW) Chamber Economic Development Task Force – On April 7<sup>th</sup>, I participated in the first meeting of the HOW Economic Development Task Force. The task force is established to help implement economic development strategies identified by the HOW Board.
- b. Wood County Economic Development Roundtable – On April 8<sup>th</sup> and April 22<sup>nd</sup>, I facilitated Economic Development roundtable discussions in response to the economic impact of COVID-19 on our economy. Notes from those meetings are attached to this report.
- c. South Wood County Bicycle & Pedestrian Trail Wayfinding – On April 15<sup>th</sup>, I participated in a meeting to plan for bicycle and pedestrian wayfinding signage for trails in south Wood County. By fall of 2021, Grand Rapids, Biron, Wisconsin Rapids, Port Edwards, Saratoga and Nekoosa will have trail head and additional wayfinding signs installed.
- d. North Central Wisconsin Regional Plan Commission (NCWRPC) Regional Recovery – On April 15<sup>th</sup>, I participated in a meeting to develop a strategy for regional recovery from COVID-19. The planning process will take place over the next year.
- e. Wood County Broadband – On April 19<sup>th</sup>, I participated in a meeting to talk about the 2 Public Service Commission Grants that were awarded to Bug Tussel Wireless and Wood County. The group also discussed next steps in broadband expansion in Wood County, including the possibility of applying for a Public Service Commission Grant in 2021. The group is in the process of becoming the Wood County Digital Equity Solutions Team (DEST) that will further the efforts of broadband expansion. Creation of DEST is a recommendation that is included in the Wood County Rural Economic Development Plan.
- f. Marshfield Bike Share – On April 19<sup>th</sup>, I participated in a meeting to coordinate efforts of implementing a bike share program in the city of Marshfield.

## 2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (7) CSMs were submitted for review/approval. (7) CSMs were approved/recorded. (7) CSMs are pending approval.
- b. Town of Grand Rapids Comprehensive Plan – Town Plan Commission met twice this month. Presented Implementation Element at one meeting and discussed final public participation opportunities at the other. Draft of plan will be available for review by the public in May.
- c. Wood County Well – Water Systems Program – Currently working with DNR on staff training and certification. Program information will be available on the P&Z webpage in May. Staff are in the process of reviewing ordinance revisions; developing DPZ administrative/program functions; and determining well driller outreach efforts.
- d. Wood County Bike and Pedestrian Plan Update – Initiating plan update with assistance of RPC. Compiling background info; developing survey; and identifying core planning group and stakeholders.
- e. City of Marshfield Bike and Pedestrian Plan – Marshfield is in the process of developing a city bike and ped plan. Met with city officials to coordinate bike and pedestrian planning efforts, focusing on connectivity with adjacent unincorporated areas and ensuring consistency with other existing plans.
- f. Town of Marshfield Zoning Update – Presented updated official zoning map to the Town Board and Plan Commission. Town zoning ordinance and official zoning map is available online: [HERE](#)
- g. Town of Lincoln Zoning Ordinance – Completed a review of existing zoning ordinance with the Plan Commission. PC determined no amendments and/or revisions are necessary. Town Board may consider reaffirming zoning ordinance.
- h. Town of Port Edwards Zoning Update – Updated official town zoning map. An interactive official town zoning map is available online: [HERE](#)
- i. Wood County ATV/UTV Survey and Economic Impact Project – Working cooperatively with the RPC and other county departments to develop a survey. The purpose of the project is to gather information from ATV/UTV users related to trail and route preferences, and to determine some basic economic impact from users. The finished product is intended to guide future projects, planning, decision making, policy, funding, etc.
- j. Other Town Zoning Updates – Completing updates to the following official town zoning maps: Cameron, Grand Rapids and Auburndale. Presenting at upcoming TB meetings.
- k. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and town officials.

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

- a. Working towards completing projects outlined in the WLIA 3-year plan:
  - i. Hydro polygon & line improvement
  - ii. Indexing survey records
  - iii. NG911
- b. Reviewing deliverables from the DATAMARK addressing comparison that compared our GIS data to other sources such as ALI, Tax Roll, Utility list etc.
- c. A few custom map requests.
- d. Parcel mapping updates on a weekly basis.

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

03-31-2021 – Shoreland & floodplain consults

04-01-2021 – Plan review, soils evaluation & hydrograph conventional TN: 07; floodplain meeting with homeowner; issued reconnect conventional TN: 18

04-05-2021 – Plan review & soils evaluation new mound >24" TN: 14; soils onsite TN: 02; inspection tank & absorption cell replacement conventional TN: 07; inspection plow & absorption cell replacement mound >24" TN: 14

04-06-2021 – Created American Disabilities Act affidavit for shoreland property TN: 07; plan review & soils evaluation new conventional TN: 19; soils evaluation new mound <24" TN: 16; soils evaluation new mound >24" TN: 16; soils evaluation new mound A+) TN: 08

04-07-2021 – Soils evaluation mound A+0 TN: 10; issued shoreland ADA restriction TN: 07; inspection report mound >24" TN: 16; inspection report mound <24" TN: 12; inspection report HT TN: 01

04-08-2021 – Inspection report mound <24" TN: 12; inspection report mound <24" TN: 21; (2) inspection report mound <24" TN: 15

04-09-2021 – Inspection report conventional TN: 07; inspection report mound >24" TN: 14; shoreland/floodplain onsite violation TN: 07; plan review, soils evaluation & issued new mound <24" TN: 06; soils evaluation mound <24" TN: 13

04-12-2021 – Plan review renewal mound <24" TN: 07; plan review, soils evaluation, hydrograph & issued new conventional TN: 18; plan review & issued reconnect mound <24" TN: 09

04-13-2021 – Plan review & issued new HT TN: 01; health & safety letter RE: cattle on mound system TN: 01

04-14-2021 – Inspection report mound A+0 TN: 11



04-15-2021 – Plan review, soils evaluation & issued replacement mound A+0 TN: 15

04-16-2021 – Soils evaluation mound <24" TN: 02; soils evaluation HT TN: 15; soils onsite & soils evaluation mound A+0

04-19-2021 – Soils evaluation & plan review mound <24" (re-core mound) TN: 18; soils evaluation & plan review conventional TN: 13

04-20-2021 – Soils evaluation & plan review aerobic unit TN: 07

04-21-2021 – Meeting regarding campground @ Bethel Center TN: 01

04-22-2021 – Soils onsite TN: 13

04-23-2021 – Soils evaluation HT TN: 01; soils evaluation, hydrograph, plan review & issued replacement conventional TN: 07

04-26-2021 – Septic system site visit verifications TN: 04 (2) & TN: 01

04-27-2021 – Shoreland site visit TN: 17; conventional onsite meeting TN: 07; HT & septic maintenance questions with property owners

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

3-31-2021 – Reviewed HT/conventional system for commercial property TN-18.\*

4-1-2021– Floodplain research and meeting.

4-2-2021 – Holiday (Court House closed)

4-5-2021 – Mound inspection TN-14. Soil onsite TN-02.

4-6-2021 – Kimball well reading. Shoreland meeting with land owner.\* Small claims court. Small claims meeting with Corporation Council.

4-7-2021 – Floodplain meeting\*. Shoreland meeting with contractor TN-18. Mound plan review TN-06.

4-8-2021 – Soil test review TN-13.\* Shoreland zoning permit TN-18. Mound application renewal TN-07.\*

4-9-2021 – Floodplain site visit TN-18.\* Eichhorn well reading.\*

4-12-2021 – Out (sick kid)

4-13-2021 – Shoreland research and question for land owner TN-16. Renewal application review TN-18.\*

4-14-2021 – Court case meeting with land owner. Mound system replacement review TN-15.\*

4-15-2021 – Reviewed two soil reports TN-15 and TN-02\*. Shoreland/Floodplain letter TN-18 and Floodplain letter TN-07.

4-16-2021 – Mound plan review TN-18.\* Soil onsite TN-15.\*

4-19-2021 – (2) Conventional plan reviews TN-13.\* Citizens Groundwater Group web meeting.

4-20-2021 – Attended small claims Court. Met with two court cases.

4-21-2021 – Site inspection mound replacement TN-18.

4-22-2021 – Out (sick kid)

4-23-2021 – HT inspection TN-01.

4-26-2021 – Septic verification site visit verifications TN-04 (2) and TN-01\*. Mound plan review TN-16.

4-27-2021 – Shoreland site visit TN-17\*. Conventional system site inspection TN-13. Conventional onsite meeting TN-07\*. Shoreland phone meeting with land owner TN-07.

\*Training purposes with Code Administrator.

## **6. Office Activity (Kim Keech and Victoria Wilson)**

- a. Monthly Sanitary Permit Activity – There were 9 sanitary permits issued in March 2021 (6 New, 3 Replacements, 0 Reconnects
- b. and 0 Non-Plumbing) with revenues totaling \$6,900. There were 8 sanitary permits issued in March 2020 (5 New, 3 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$6,825.

There were 22 sanitary permits issued through March 2021. For comparison purposes, the following are through the same period for the previous five years: 2020 – 22, 2019 – 12, 2018 – 20, 2017 – 22 and 2016 – 17.

- c. 2021 Tax Refund Intercept Program (TRIP) – As of April 26<sup>th</sup>, Wood County received \$19.00 payment for a total of \$2,661.00 on five (5) outstanding cases for 2021.
- d. 2021 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, Holding Tank (Farmer Exempt) and Holding Tank Maintenance Notices are scheduled to be mailed approximately Friday, April 23<sup>rd</sup> with a due date of Friday, August 13<sup>th</sup>. There are approximately 3,207 to be mailed between the five notices.
- e. Enforcement Activities Update (Small Claims) – Vacancy checks by office staff for 2020 maintenance enforcement was completed on Thursday, January 21<sup>st</sup> and Friday, January 22<sup>nd</sup>.

i. Small Claims Court Cases Scheduled

Date

Small Claims # Cases & Court Case Type

4/06/2021 (9) Failure to pay \$25 program fee (2020)

4/06/2021 (1) Failure to provide servicing or Maintenance Report (2020)

Court Case Summary:

(9) cases have settled paying a forfeiture.

(1) case Default Judgment.

4/20/2021 (7) Failure to pay \$25 program fee (2020)

Court Case Summary:

(5) cases have settled paying a forfeiture.

(1) case has a monthly payment plan.

(1) case Default Judgment.

- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.
- g. Survey Document Indexing Project – There are over 4,000 survey documents that are being indexed with a tentative completion by the end of 2021.
- h. ArcGIS Software Project – Editing addresses in 22 townships.
- i. Wisconsin Fund Grant Program - 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. Governor Ever has included the Wisconsin Fund Grant program in his 2021-2023 budget draft. It is anticipated the fate of the program will not be known until it is signed into law which is due to happen by July 1, 2021.
- Office Staff continues to promote and take applications for the grant program. Wisconsin Fund Grant program brochure and application form can be found on the Wood County Planning & Zoning website.
- j. Kim attended the following meetings/trainings:
- i. Citizens (Wood County) Groundwater Group on April 19<sup>th</sup>.
  - ii. Small Claims Court Status Meeting on April 6<sup>th</sup> & April 19<sup>th</sup>.
  - iii. CEED Committee Meeting on April 20<sup>th</sup>.
- k. Victoria attended the following meetings/trainings:
- i. Economic Development Meeting (COVID-19 Recovery) on April 8<sup>th</sup> & April 22<sup>nd</sup>.
  - ii. Land Information council on April 29<sup>th</sup>.

## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, April 19, 2021  
TIME: 2:00 p.m.  
LOCATION: Teleconference via WebEx

**Present:** Ray Bossert, Rhonda Carrell, Bill Clendenning, Scott Custer, Bruce Dimick, Gordon Gottbeheut, Tamas Houlihan, Kim Keech, George Kraft, Clayton Kree, Dustin Ladd, Bill Leichtnam, Matt Lippert, Robert Sorenson, Michael Tiboris, Nancy Turyk, Gregg Wavrunek, Rachael Whitehair, Allison Werner, Shane Wucherpennig and Tim Wuebben.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:07 p.m.
2. **Public Comment:** "Clean Water" referendum confused people with water issues versus politics.
3. **Speaker – George Kraft, Professor Emeritus, UWSP**  
**"What we've learned from 30 years of Groundwater Testing"**  
George Kraft is a Professor of Water Resources and Director of the Center for Watershed Science and Education with appointments with UWSP College of Natural Resources and the University of Wisconsin – Extension.

Highlights of "What we've learned from 30 years of Groundwater Testing" presentation:

- A lack of information isn't what's keeping us from doing better.
- Nitrate misconceptions & untruths.
- Big Springs Iowa Groundwater Monitoring – Groundwater nitrate on agricultural landscapes is increasing with the increase due to increasing nitrogen inputs. Crops get less efficient taking up nitrogen as nitrogen increases.
- Whiting Wisconsin Municipal Well Nitrate Study – Nitrates in Central Wisconsin groundwater is increasing.
- 1994 Nitrate Conference – 80 participants with presenters in hydrology, agriculture, public health and land use planning putting together our best understanding of Wisconsin nitrate picture.
- Sources of nitrate – 9% septic systems, 1% lawns/other and 90% agriculture.
- Shaw's Work – Shaw overestimated non-agriculture impacts and underestimated Agriculture impacts. Shaw's estimate is state-wide with local estimates differing. Lawns and septic systems contribute nitrate to groundwater but does not mean they necessarily push nitrate above drinking water standards. Most areas with septic systems with no agriculture have "safe" nitrate levels.
- Port Edwards Groundwater Priority Watershed Study summary – median nitrate: 21 mg/L, 2x drinking standard; pesticides: 5 detected, some > drinking standards. Most applied nitrogen leached in groundwater. Potato, vegetable & field corn leaches huge amounts of nitrate to groundwater. University recommendations for nutrient management plans don't work here. Agriculture pollution can make aquifer unstable. Need rotations that combine high leaching and low leaching crops.
- Pollution moves with groundwater flow.
- Springfield Corners lessons – Deeper, older groundwater is "clean". Shallower, young groundwater is higher in nitrates. The increase in nitrate over time follows increasing nitrogen use. Agriculture practices must change otherwise aquifer will become polluted above drinking water standards.
- Summary: We have plenty of data but lack resolve.

Discussion followed.

4. **Correspondence/Updates/Handouts/Reports:**  
Bill Leichtnam shared the following at the meeting:
  - A. "DNR Received Public Comments on Draft Economic Impact Analysis Regarding Nitrate Pollution in Groundwater" email – Rule amendment proposes to establish agricultural nonpoint source performance standards targeted to nitrate pollution in areas of the state which are susceptible to

groundwater contamination. Website link:  
<https://dnr.wisconsin.gov/news/input/ProposedPermanent.html>

5. **Action Items proposed by Citizens (Wood County) Groundwater Group**  
Action items proposed from the Citizens (Wood County) Groundwater Group would be brought forward to the CEED Committee followed by the Wood County Board of Supervisors.
6. **Roundtable**
  - A. Bruce Dimick – The water table is down in the Town of Saratoga and Central Sands region the last couple of years.
  - B. Rhonda Carrell – The water table in the Town of Saratoga is 2 feet down than it was in 2014.
7. **Announcements of members / visitors (upcoming parallel events / meetings)**  
Proposed NR 151 rule changes for Nitrate public hearings will be scheduled for summer 2021.  
Website line: <https://dnr.wisconsin.gov/topic/nonpoint/nr151nitrate.html>  
  
Wisconsin DNR Central Sands Lakes Study Public Hearing is Wednesday, April 28<sup>th</sup> @ 6:00 p.m.  
Website link: <https://dnr.wisconsin.gov/calendar/hearing/42751>.  
  
Joint Finance Committee 2021-2023 Biennial Budget Public Hearing is on Wednesday, April 28<sup>th</sup>. Website link: [www.legis.wisconsin.gov/topics/budgetcomments](http://www.legis.wisconsin.gov/topics/budgetcomments).  
  
The next meeting for the Central Sands Groundwater County Collaborative meeting will be Monday, April 26<sup>th</sup> @ 10:00 a.m. with a quarterly update.
8. **Future Speakers:**  
May – Russ Groves, Entomologist, “Neonicotinoids”
9. **Agenda Items for next meeting**  
Agenda items should be submitted to Bill Leichtnam by the second Monday of the month.
10. **Next Meeting** Monday, May 17<sup>th</sup>, 2:00 p.m. (VIRTUAL)
11. **Adjourn Groundwater Group Meeting** Chair Bill Leichtnam adjourned @ 3:35 p.m.

Notes by Kim Keech, Planning & Zoning Office

Via: Teleconference

Jason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Matt McLean-Director-Visit Marshfield;; Betsy Wood-Managing Director-Incourage; Kristie Rauter-Egge-Community Health Planner-Wood County; Josh Miller-Development Services Director-City of Marshfield; Nancy Turyk-Community Development Educator-UWEX; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

***Jason Grueneberg-Wood County Planning & Zoning:***

- Wood County COVID cases are down with only 17 active cases at this time. Statewide the number of cases is stable.
- Unemployment is down to 3.8% statewide and we are starting to hear about workforce shortages again.
- First time jobless claims are down 684,000, which is the lowest since the start of the pandemic.
- There is a lot of talk surrounding the state budget. Governor Ever's proposal is being dissected.
- The American Rescue Plan of \$1.9 billion dollars in stimulus funds has been approved. Municipalities are trying to figure out the allocation of those funds and how they can be used.
- Vaccines are in the news daily and appear to be going well.
- Bug Tussel Wireless was approved to receive grant funding around \$800,000 from the public service commission for broadband expansion in Wood County.
- The county applied for a transportation alternative program grant last year and were awarded funding to do a Bicycle and Pedestrian plan in Wood County.
- The regional plan commission is leading an ATV Return on Investment (ROI) study in the county.

***Josh Miller-City of Marshfield:***

- We continue to work on our Economic Development Strategic plan with the Economic Development Board, with our main focus being on housing. Other things we are working on are redevelopment and entrepreneurship.
- We are also working to get new lots in the city for subdivisions.

***Matt McLean-Visit Marshfield:***

- We plan to go ahead with the Maple Fall Fest event in September.
- The sports study is coming up in two weeks.
- We have made some headway on our video project and will be putting out some RFPs to some video production companies. We hope to do something in the next two months.
- We launched another grant program with the Central Wisconsin Tourism Association.
- Travel optimism is very strong at this time. Unfortunately, we are not seeing it in the hotel industry yet.

***Kristie Rauter-Egge-WC Health Department:***

- We are working with schools to do testing of symptomatic children through a pilot testing grant. The testing has been extended through the end of June.
- The schools on the south end of the county have gone to a four day school week. We are working with Aspirus on doing voluntary surveillance testing of children. We are seeing low percentages of positives. Marshfield is working towards going to full time schooling.
- Many people are getting vaccinated so our numbers are dropping. We are slowly getting more and more vaccines. After today, most of our educators will be vaccinated.
- We are projected to get the Johnson & Johnson vaccination in the near future, which is a one-dose vaccination.
- We are moving out of the airport hangar and to the Grand Rapids Lions park facility in about five weeks.

***Nancy Turyk-UWEX:***

➤ CEED committee will take up a resolution to move the REDI plan forward to the county board.

❖ Next EDR meeting: Thursday April 8, 2021 at 9:00am via teleconference  
Adjourned at 9:58 am

Via: Teleconference

Jason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Angel Whitehead-President-Heart of Wisconsin Chamber of Commerce; Scott Larson-Executive Director-MACCI; Kristie Rauter-Egge-Community Health Planner-Wood County; Nancy Turyk-Community Development Educator-UWEX; Mark Spiers-UWSP-Small Business Development; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

***Jason Grueneberg-Wood County Planning & Zoning:***

- Wood County COVID cases remain low at 28 active cases. We are seeing a slight increase in cases statewide.
- One in five people in the state are fully vaccinated. Soon, everybody will be able to get the vaccine.
- The last round of stimulus is a topic of discussion for many people. They are working to understand what the funding can be used for specifically.
- The governor's order was struck down so the mask mandate is no longer in place.
- The Wood County Solar project is currently working on clearing trees. They hope to be done with that around June 1<sup>st</sup> at which time the construction will begin. They continue to look for housing for the workers. The hope is to have them housed in Wood County. They will be providing educational opportunities. If anyone can help connect the schools with the Solar Project please let me know.
- There is not much new to report on Verso. The Consolidated cooperative has been legally formed and has a board of directors.
- The Wood County Bicycle and Pedestrian plan is moving forward. We will look at wrapping that plan up by April of 2022.
- We are working with the Regional Plan Commission on an ATV/UTV economic impact study.
- We are working on an ATV/UTV County plan/strategy.

***Scott Larson-MACCI:***

- Visit Marshfield is starting the process of the sports tourism study as of this week.
- We continue to work through the stimulus programs that are out there by answering questions related to that.
- We have transitioned more towards economic development questions from COVID response questions. The workforce issues continue to be a problem.
- Rural broadband expansion continues in Wood County. There was a meeting with Lt Governor Barnes in Pittsville last Friday to discuss this topic. Bug Tussel Wireless was in attendance at this meeting as well. More information will come on this project as it moves forward.
- Centergy is putting together another meeting regionally to discuss how we can advance broadband service throughout central Wisconsin.

***Angel Whitehead-HOW:***

- Next week we are having our job fair at East Junior High with over fifty vendors expected. We estimate between one and two hundred individuals to attend.
- We are still waiting to hear back on the final Economic Development Administration application for WEDC grant funding.
- We are assisting a few businesses that are re-locating in the Wisconsin Rapids area.
- Our sub-committee for economic and workforce development met yesterday to discuss looking at options for programming for business retention and expansion. We are looking to change the model for the way the data is collected.



- We are working on a joint video for Wood County recreation. We have finalized an RFP that has been sent to six local contractors along with one to Discover Wisconsin. We plan to use those videos in many ways to promote recreation in central Wisconsin.
- We are super excited to announce our new Sip, Shop, Support Local campaign! The Bingo card campaign will run from May 1<sup>st</sup> – 8<sup>th</sup> this will be a great week to shop for Mother's Day and Father's Day gifts and ideas and enjoy some great food and drinks too.  
We hope that you will take part in this event. You can pick up a BINGO card at one of the participating businesses or the Chamber of Commerce after April 20<sup>th</sup>.

***Kristie Rauter-Egge-WC Health Department:***

- We are giving more and more vaccines. In a month, we will move from the airport hangar to the Grand Rapids Lion's park in Grand Rapids.
- On the 21<sup>st</sup> and the 28<sup>th</sup> of April, we will be doing vaccinations at the Marshfield Fairgrounds. We will return to the Marshfield fire department on May 5<sup>th</sup>.
- We have staff that will be reaching out to people regarding the bike share program and planning a meeting about the program.
- We had a vaccination clinic a couple of weeks ago to vaccinate around two hundred Spanish speaking and Hmong people. We will also be vaccinating inmates at the jail. We are trying to reach some of our vulnerable population as well.
- We are doing a lot of planning for the upcoming Farmer's Markets in North and South Wood County.

***Mark Speirs-UWSP:***

- Jenny Resch has left employment at UWSP. The university is working to fill her position due to the extent of her involvement with businesses and economic development for the university.
- The Small Business Development Center is up thirty to forty percent as far as clients and businesses.
- We have seen an increase in participation in the classes we provide to entrepreneurs and people looking to start a business.
- Workforce continues to be a great concern along with supply chain issues, especially in the restaurant industry.

***Nancy Turyk-UWEX:***

- The REDI plan will go to the County Board this month and begin implementation next month.
- Colleagues in the Community Development Institute of UW Extension are compiling a website of resources concerning the stimulus money.
- Small Business Association, Wisconsin Housing & Economic Development Authority and Extension are partnering on some funds that came through the SBA for childcare. It is called Boot Camp 101 and aims to get organizations up and rolling.

- ❖ Next EDR meeting: Thursday April 22, 2021 at 9:00am via teleconference  
Adjourned at 9:54 am

Via: Teleconference

Nancy Turyk, Community Development Educator-UW Extension, as facilitator

In Attendance: Scott Larson-Executive Director-MACCI; Kristie Rauter-Egge-Community Health Planner-Wood County; Matt McLean-Director-Visit Marshfield; Josh Miller-Development Services Director-City of Marshfield; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

***Nancy Turyk-UWEX:***

- It is anticipated that the federal government will roll out the programs and rules regarding the large funding package on May 11<sup>th</sup>. From there the state will decide how to distribute the funds. This will result in many funding opportunities we will need to look into.
- The Economic Development Administration has funded a grant that Wisconsin Rapids had applied for earlier this year. The grant funds will be put towards the downtown Wisconsin Rapids area.

***Scott Larson-MACCI:***

- We continue to roll out our normal programming for 2021.
- The Small Business Administration held a program regarding restaurant funding opportunities that are available. "The American Rescue Plan Act established the Restaurant Revitalization Fund (RRF) to provide funding to help restaurants and other eligible businesses keep their doors open. This program will provide restaurants with funding equal to their pandemic-related revenue loss up to \$10 million per business and no more than \$5 million per physical location. Recipients are not required to repay the funding as long as funds are used for eligible uses no later than March 11, 2023."

***Matt McLean-Visit Marshfield:***

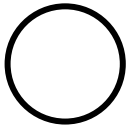
- Angel sent out an RFP a couple of weeks ago. We have received some RFPs back and have narrowed them down to three potential candidates. We will work with the potential candidates to make a decision on which one to go with to produce promotional videos for recreation in Wood County.
- We toured the new Hampton Inn last week, which opened about a week ago. We are using social media to help get the word out that they are now open.
- The last week or two we have seen a slight increase in hotel occupancy.
- We plan to send out 14,000 inserts in the Hub City Times during the second week of May, which will display how we support our local economy by promoting tourism. The second week of May is National Travel and Tourism week.
- We are still on track to hold Maple Fall Fest in September.
- We are gearing up for our grant program for our partners in attractions, sports and events.
- We are working on Best of Marshfield, which will take place in June & July.

***Josh Miller-City of Marshfield:***

- We had a meeting regarding the Bike Share program last week. We are looking at deploying the bike share kiosks in four locations in Marshfield. The kiosks will have five bikes each. The locations are yet to be determined.
- The city is working on some housing projects, which include a city subdivision and a mixed use TIFF. We are lacking lots to provide single-family housing.
- We are hoping to get approval from the council on Tuesday for our TIFF districts.
- Permits for culverts, sidewalks and driveways can now be taken out online using Evolve software.
- The plan commission reviewed an apartment complex on the northwest side of Marshfield, which will provide seventy-two apartments.
- The aquatic center is on track. The tentative timeline for opening is July.
- The Marshfield Utility building construction on the south side will begin in June.

***Kristie Rauter-Egge-WC Health Department:***

- We continue to hold vaccination clinics in Marshfield and Wisconsin Rapids. We will move from the airport hangar to the Grand Rapids Lions Park in the next week.
  - We are exploring ways to help vaccinate individuals that cannot come to a clinic.
  - We are hoping to launch the Bike Share program in May.
  - Farmer's Market season is approaching. We were able to get some legislation into the governor's budget around securing dollars for Farmer's Market and EBT to be used at the farmer's market.
- ❖ Next EDR meeting: To be determined  
Adjourned at 9:33 am



RESOLUTION#

Introduced by  
Page 1 of 1

CEED and Judicial & Legislative Committees

ITEM# 4 -  
DATE May 18, 2021  
Effective Date May 18, 2021

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No: \_\_\_\_\_

Yes: \_\_\_\_\_

Absent: \_\_\_\_\_

Number of votes required:

☒ Majority

☐ Two-thirds

Reviewed by: PAK

, Corp Counsel

Reviewed by: EN

, Finance Dir.

LAR

INTENT & SYNOPSIS: To oppose changes in the Wildlife Damage Abatement and Claims program through Senate Bill 63 and Assembly Bill 49, which eliminates any local County control of the program and instead gives all authority to the State government officials.

FISCAL NOTE: None

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

WHEREAS, the Wildlife Damage Abatement and Claims program, fully funded by a surcharge on hunting licenses, is a voluntary Department of Natural Resources program to assist producers with agricultural losses caused by deer, bears, geese, and cougars, as well as elk and sandhill cranes if hunting those animals is authorized; and,

WHEREAS, Wood County has participated in the program since its inception in 1983 and has administered the program through the Conservation, Education, and Economic Development (CEED) Committee; and,

WHEREAS, the Wisconsin State Legislature is proposing making changes to the Wildlife Damage and Claims program through Senate Bill 63 and Assembly Bill 49 by eliminating the administration of these programs from the Land Conservation Committee and changing the administration to these programs to the DNR instead; and,

WHEREAS, by eliminating any local authority, when landowners have issues and appeals concerning harvest objectives or management of the program, they will no longer appear before the (CEED) Committee, but would instead have to travel to Madison to appear before DNR officials who don’t necessarily have local concerns in mind when rendering a decision.

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors oppose the changes to the Wildlife Damage and Claims program through Senate Bill 63 and Assembly Bill 49 which eliminates any local County control of the program and instead gives all authority to the State government officials.

BE IT FURTHER RESOLVED, that the County Clerk is directed to send a copy of this resolution to Governor Evers, the members of the State Legislature, the Wisconsin Counties Association and the other counties of the State of Wisconsin.

( )

Kenneth Curry, Chair

Robert Ashbeck

Jake Hahn

Dave LaFontaine

Bill Leichtnam

Carmen Good – Citizen Member

Bill Clendenning, Chair

Ed Wagner

Joseph Zurfluh

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 21 .

County Clerk

County Board Chairman

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: May 7, 2021  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 11:14 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,  
 Kenneth Curry, Ed Wagner, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:00 a.m., the meeting was called to order. The Chair pointed out the meeting is no longer being recorded.
2. Public comments. None.
3. The minutes for the April 1, 2021, meeting were reviewed. There being no objections, the minutes were deemed approved by the Chair.
4. The Committee reviewed the claim of Abby and Kevin Hoffman. This claim 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 Zurfluh, seconded by Leichtnam, to approve the reports and payment of department vouchers. All ayes.**

Discussion had on a position description for the Administrative Coordinator. The Committee will set the matter for discussion at its next meeting and will work with Human Resources Director McGrath on this.

7. The Committee reviewed correspondence and legislative issues.
  - a. Report of Citizens Groundwater Group. Supervisor Leichtnam hit the high points of the group's April 19 meeting where Professor George Kraft spoke. Kraft explained that the data is available but the political will or resolve has not been present to do what obviously needs to be done in protecting groundwater from nitrogen contamination. The next meeting will be Monday, May 17.
  - b. Eau Claire County resolution, re: Strengthen hate crime statutes. **Moved by Leichtnam, seconded by Zurfluh, to present a resolution to the county board similar to the Eau Claire County resolution. All ayes.**

- c. Washington County resolution, re: Increase in criminal/ordinance surcharge. No action taken.
  - d. Washington County resolution, re: Duplicate copies of transcripts for search warrants. No action taken.
  - e. Green Lake County resolution, re: Wildlife damage program changes. Moved by Wagner, seconded by Leichtnam, to co-sponsor a resolution with the CEED committee to oppose a legislative effort to remove the Wildlife Damage Abatement Program from the county and transfer the responsibility to the DNR. All ayes.
  - f. Wood County Census and Redistricting. Chairman Pliml explained the problem being addressed by the WCA and municipalities in Wisconsin on dealing with the delayed promulgation of census data and when redistricting should be addressed. Practically speaking, there will be insufficient time to perform the redistricting process in time for the filing of nomination papers this fall. Moved by Curry, seconded by Clendenning, to extend the completion time frame of redistricting until 2022. Motion to table by Clendenning. No second. 2 ayes, 3 nays, Motion lost.
8. County Board rules.
- a. Rule 12, speaking at meetings by non-supervisors  
Olivia Chasteen, resident of Pittsville, expressed concern over giving the board the ability to forgo public comments. Committee directed Corporation Counsel to prepare another rewrite of Rule 12 and present same at the next meeting.
  - b. Rule 30, number of per diems allowed annually for county board supervisors attending meetings. Chairman Clendenning wants to change the current rule that limits the meetings a supervisor can attend to 125 meetings per year by increasing it by 15. No action taken.
9. Use of County logo.
- Moved by Wagner, seconded by Curry, that non-county use of the county logo must be approved by a county committee.  
Moved by Clendenning, seconded by Zurfluh, to eliminate committee and insert Corporation Counsel. All ayes on motion to amend.  
Motion as amended approved unanimously.

10. Number of supervisors, per diems, and salary for next term of office. **Moved by Wagner, seconded by Zurfluh, to leave the salaries and per diems as they are. All ayes.**
11. Mask mandate. Supervisor Clendenning expressed concern over the automatic cancelling of the County's mask mandate when the state's mandate expired by court order. Resident Tim Zanders spoke in favor of the County imposing a mask mandate in the county.  
**Moved by Leichtnam, seconded by Clendenning, to re-impose the County's mask mandates in County buildings. Discussion had. 4 ayes; Supervisor Curry voted no.**
12. ADRC proposal to have a separate meal site in Wausau for Hmong. Jonette Arms, ADRC Director, explained that ethnic-oriented dining sites are not unusual and help to draw minority populations to the meal program. Arms explained that there was only one Hmong elderly person who went to a meal site in 2019. She explained that the Hmong have a different palate preference and are very underserved. This is not an attempt to segregate but rather to serve those in need. Others felt this is not encouraging the unifying of the different cultures that is very much needed.
13. Attendance at meetings.  
**Moved by Zurfluh, seconded by Wagner, to grant Leichtnam a per diem for attending the Drug Task Force meeting. All ayes.**  
**Moved by Zurfluh, seconded by Leichtnam, to grant Clendenning a per diem for attendance at the State legislature's regional Finance Committee meeting. All ayes.**
14. Agenda items for the June 2021 meeting:
  - Administrative Coordinator Position Description
  - Rewrite of County Board Rule #12
15. The next committee meeting will be June 4, 2021, at 9 a.m.
16. At 11 a.m., pursuant to Wis. Stat. s. 19.85(1)(c), **moved by Zurfluh, seconded by Leichtnam, to go into closed session to discuss Criminal Justice Coordinator completing probationary period. All ayes.**
17. At 11:14 a.m., **moved by Wagner, seconded by Leichtnam, to return to open session. All ayes.**
18. Meeting adjourned without objection by the Chairperson at 11:14 a.m.

Minutes taken by Peter Kastenholz.

## Judicial & Legislative Committee Meeting

**Date:** May 7, 2021

[illegible]





# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

April 29, 2021

To: Judicial & Legislative Committee

Re: May 7, 2021 Judicial & Legislative Committee Agenda, Item #10

Gentlemen:

At the request of Chairman Clendenning, I queried the counties in my county clerk district group as well as Jackson and Clark Counties since they are contiguous to Wood County about their rates of pay for their county board members.

That report is attached.

If you have any questions, or need anything further, please so advise.

Sincerely yours,

Trent Miner  
County Clerk

### **County Board Pay Rates - 2021**

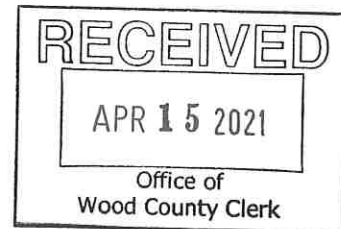
<b>County</b>	<b># Supervisors</b>	<b>Supervisor Salary or per diem</b>	<b>County Board Chair Extra Salary (yearly)</b>	<b>Vice Chair Extra Salary (yearly)</b>	<b>Committee Chair Extra Salary/per diem</b>
Wood	19	\$150/month salary \$50/ per diem	\$20,000 as Chair & Admin Coord.	\$960	\$15/per diem
Marathon	38	\$5,491 Salary	\$30,000	\$8,991	\$600/salary
Portage	25	\$51.77 per diem <u>Committee mtg</u> \$56.94 per diem County Board mtg.	\$24,849.64 (but receives no per diems)	None	Chairs get the CB rate per diem of \$56.94
Waupaca	27	\$70 per diem for <u>under 4 hours</u> \$100 if over 4 hours	\$13,500 + \$5,000 as Admin Coord.	\$1,200	None
Juneau	21	\$45 per diem	\$14,000	None	None
Jackson	19	\$55 per diem up to <u>3.5 hours</u> \$65 per diem up to <u>4.5 hours</u> \$75 per diem over 4.5 hours	\$4,000	\$600	\$10 per diem
Green Lake	19	\$45 Committee <u>meeting</u> \$50 County Board meeting	\$6,000	None	None
Clark	29	\$70 per diem 4 hours or less \$100 per diem over 4 hours	\$7,200	None	None
Marquette	17	\$75 per diem	\$5,000	\$4,000	None
Adams	20	\$40 per diem Under 4 hours \$65 per diem Over 4 hours \$50 per diem County Brd Mtgs.	\$3,600	None	None
Waushara	11	\$50 per diem \$75 per diem for County Board or full day meeting	\$4,800	None	None



22 EAST MIFFLIN STREET, SUITE 900  
MADISON, WI 53703  
TOLL FREE: 1.866.404.2700  
PHONE: 608.663.7188  
FAX: 608.663.7189  
WWW.WICOUNTIES.ORG

Placed in packet at request of  
J&L Chair Glendenning

## MEMORANDUM



**TO:** County Board Chairs, Executives, and Administrators  
**FROM:** Mark D. O'Connell, Executive Director  
**DATE:** April 12, 2021  
**SUBJECT:** 2021 WCA Annual Business Meeting Resolutions  
Deadline for Submission: 4:30 p.m. on June 28, 2021

The WCA Annual Conference will be held from September 26-28, 2021 in La Crosse County. I look forward to seeing you there.

Each year, counties have the opportunity to submit resolutions for consideration at the Annual Business Meeting, held in conjunction with the WCA Annual Conference. Resolutions adopted at the Annual Business Meeting become part of the WCA Platform.

The WCA Constitution requires all resolutions be submitted to the WCA executive director no later than 90 days prior to the Annual Business Meeting. Therefore, **all resolutions must be submitted to the WCA office no later than 4:30 p.m. on Monday, June 28, 2021** to be considered at the 2021 Annual Business Meeting. All resolutions submitted by the deadline will be referred to the appropriate steering committee, as well as the WCA Resolutions Committee, prior to action at the Annual Business Meeting.

Please keep the following in mind when submitting resolutions for the Annual Business Meeting:

1. All resolutions submitted must be adopted by your full county board (please send an official copy for verification purposes).
2. Any resolution submitted must be on a matter of public policy.
3. **Resolutions must be submitted with a cover memo indicating that the resolutions are submitted for consideration at the Annual Business Meeting.**
4. Resolutions may be submitted in any one of the following ways:
  - Mailed to the WCA office: 22 E. Mifflin Street, Suite 900, Madison, WI 53703
  - Faxed to 608.663.7189
  - Emailed to [voss@wicounties.org](mailto:voss@wicounties.org)

5. If possible, please also email a Microsoft Word or text version of the resolutions to the WCA office. This will allow for a quicker processing/turnaround time on our end, as WCA staff will not need to retype each resolution. You will still need to send an official copy of each resolution so staff can verify action on the resolution was taken by the full county board.
6. Once the WCA office receives your resolutions, a confirmation notice will be sent to the county clerk. If you do not receive a confirmation notice by June 30, 2021, please contact the WCA office to ensure your county's resolutions were received.

All resolutions received by the deadline will be considered at the Annual Business Meeting. The Annual Business Meeting is scheduled to take place on Sunday, September 26, 2021.

If you have any questions regarding the resolutions process, please do not hesitate to contact Sarah Diedrick-Kasdorf at the WCA office (608.663.7188 or [diedrick@wicounties.org](mailto:diedrick@wicounties.org)).

cc: WCA Board of Directors  
County Clerks

JEROME A. MAEDER (1954-2020)  
BRADLEY D. MYSKA  
BENJAMIN C. WELCH



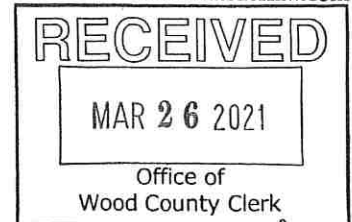
TELEPHONE: 715-842-2281  
FACSIMILE: 715-842-1046  
www.maederlaw.com

RECEIVED

MAR 26 2021

WOOD COUNTY HUMAN  
RESOURCES

March 23, 2021



TO: Bob Phillips  
Western National Mutual Ins. Co.  
4700 West 77<sup>th</sup> Street  
Edina, MN 55435-4818

CT Corp, Registered Agent  
Western National Mutual Ins. Co.  
301 South Bedford Street, Suite 1  
Madison, WI 53703

Dave Homb  
President of Auburndale  
School District School Board  
10564 School Avenue  
Auburndale, WI 54412

Marleen Knutson  
Clerk of Auburndale  
District School Board  
10564 School Avenue  
Auburndale, WI 54412

Daniel Hahn, Registered Agent  
Hahn Transportation Auburndale, Inc.  
8121 Hilltop Road  
Pittsville, WI 54466

Michael Kieffer  
5334 Connor Street  
Auburndale, WI 54412

Lynn Lingford  
Clerk for Village of Auburndale  
5508 Main Street  
Auburndale, WI 54412-0036

Trent Miner  
Wood County Clerk  
400 Market Street  
Wisconsin Rapids, WI 54495

RE: My Clients: Abby and Kevin Hoffman on behalf of their deceased minor  
son, Tyson Hoffman  
D/A: 3/8/21

Greetings:

Please find enclosed the Notice of Injury/Circumstances of the Claim of Abby and Kevin Hoffman on behalf of their deceased minor son, Tyson Hoffman, in regards to the above matter.

Respectfully,

JEROME A. MAEDER, S.C.

BY:

Benjamin C. Welch

BCW:ajh  
Enclosures

TO: **Bob Phillips**  
**Western National Mutual Ins. Co.**  
**4700 West 77<sup>th</sup> Street**  
**Edina, MN 55435-4818**

**CT Corp, Registered Agent**  
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**Lynn Lingford**  
**Clerk for Village of Auburndale**  
**5508 Main Street**  
**Auburndale, Wi 54412-0036**

**Trent Miner**  
**Wood County Clerk**  
**400 Market Street**  
**Wisconsin Rapids, WI 54495**

### **NOTICE OF INJURY/CIRCUMSTANCES OF THE CLAIM**

PLEASE TAKE NOTICE that Abby and Kevin Hoffman, personally and on behalf of their minor son, Tyson Hoffman, deceased, 5542 County Road Y, Auburndale, Wood County, Wisconsin, by their attorneys, JEROME A. MAEDER, S.C., by Benjamin C. Welch, give notice of the following:

Date of Accident: March 8, 2021

Location of Accident: On County Road Y, Village of Auburndale, Wood County, Wisconsin.

Persons Injured: Tyson Hoffman, a minor, was seriously injured and died as a result of his injuries resulting in substantial medical bills, funeral and burial expenses, conscious pain and suffering and fear and apprehension of his impending death.

Abby and Kevin Hoffman suffered the loss of their son's love, society and companionship. They were present at the scene of the accident after the accident and personally witnessed the severe injuries and ultimate death inflicted to their son due to the negligence of Michael Kieffer. As a result of them witnessing the severe injuries and death of their son as set forth above, Abby and Kevin Hoffman have sustained severe emotional distress.

Circumstances Involved: Tyson Hoffman was a pedestrian on County Road Y in Auburndale, Wood County, Wisconsin when he was struck and killed by a bus owned by Hahn Transportation Auburndale, Inc./School District of Auburndale/Wood County/Village of Auburndale, being operated by Michael Kieffer, an employee of Hahn Transportation Auburndale, Inc./School District of Auburndale/Wood County/Village of Auburndale.


Persons Involved: Abby and Kevin Hoffman, personally and on behalf of their minor son Tyson Hoffman, deceased.

**THIS IS NOT A CLAIM -- IT IS A NOTICE OF INJURY/CIRCUMSTANCES OF THE CLAIM ONLY.**


STATE OF WISCONSIN     )  
  )SS.  
COUNTY OF WOOD         )

I, Abby Hoffman, on behalf of myself and my minor son, Tyson Hoffman, deceased, being first duly sworn on oath, depose and state that I am the claimant above-named and that I have read the above and foregoing Notice of Injury/Circumstances of the Claim and know the contents thereof and that the same is true and accurate to my own knowledge.

Dated this 19 day of March, 2021.

  
Abby Hoffman

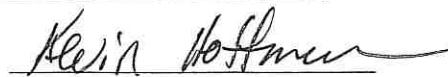
Signed and sworn to before me this 19  
day of March, 2021, by Abby Hoffman.

  
\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires: Perma


STATE OF WISCONSIN     )  
  )SS.  
COUNTY OF WOOD         )

I, Kevin Hoffman, on behalf of myself and my minor son, Tyson Hoffman, deceased, being first duly sworn on oath, depose and state that I am the claimant above-named and that I have read the above and foregoing Notice of Injury/Circumstances of the Claim and know the contents thereof and that the same is true and accurate to my own knowledge.

Dated this 19 day of March, 2021.

  
Kevin Hoffman

Signed and sworn to before me this 19  
day of March, 2021, by Kevin Hoffman.

  
\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires: Perma



Dated this 23 day of March, 2021.

JEROME A. MAEDER, S.C.

BY: 

Benjamin C. Welch

Attorney for Abby and Kevin Hoffman for their  
minor son, Tyson Hoffman, deceased

Jerome A. Maeder, S.C.  
602 Jackson Street  
P.O. Box 1626  
Wausau, WI 54402-1626  
(715) 842-2281



# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

**MAY 2021**

### **MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE**

Prepared by Child Support Director Brent Vruwink

- I attended WCA Human Services Day on April 13<sup>th</sup>. Child Support Funding was one of the legislative issues discussed during the event.
- Supervisor Clendenning and I attended the Joint Committee on Finance public hearing in Rhinelander on April 21<sup>st</sup>. I was able to testify on the need for increased Child Support funding.
- I took part in a meeting with the Legislative Fiscal Bureau to explain our budget request for increased Child Support funding.
- Shannon Lobner and I updated all agency job descriptions at the request of Human Resources.
- I will be attending the WCSEA meeting on May 5<sup>th</sup>.
- I will be participating in the Child Support Directors' Dialogue May 5<sup>th</sup>- May 7<sup>th</sup>. This will be a virtual event.
- I will be attending the Department Head Meeting on May 26<sup>th</sup>.
- The March performance numbers have been released. The current support numbers have now moved above the 80% threshold.
- The current IV-D case count is 3,671.



# Wood County WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholtz*  
CORPORATION COUNSEL

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## MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE May 2021

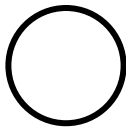
Administrative Coordinator. Department heads, in general, are responsible for answering lots of questions. It is an aspect of management. The service departments not only address the internal management issues, but also must respond to queries coming from other departments. Not surprisingly, then, the corporation counsel addresses numerous legal and procedural questions each month. Sometimes the questions don't have a clear answer. It is the nature of our legal system that a lawyer will look to both regulatory law, like the statutes, administrative codes, and various federal laws and regulations as well as case law, from both the courts and administrative agencies, to ascertain how the "law" will apply to a fact scenario. It is a process of extrapolating relevant law and applying it to the situation at hand. It is not the type of profession that lends itself to the precision one finds in other realms, such as accounting, instead it is more like nursing, social work, and even law enforcement. That being, at times, reasonable minds may differ. This is often demonstrated in the appellate decisions we read about where justices on the state and federal supreme courts will differ in their construction of the law.

The difficulty in interpreting regulations tends to be even more problematic at the local level, often because the laws (ordinances) and regulations (resolutions, policies, procedures, and practices) are not as fully fleshed out, lest they be thousands of pages long. Also, there is a lack of case law. At best, you have past practice, but like with case law, there is a need to discern if differences in the facts does or should result in a different interpretation and application of the law from a past event to a current one. In large part, there is nothing that can be done about this difficulty in interpreting local regulations but sometimes there are remedies.

For instance, the Judicial and Legislative Committee is forever tinkering with the county board rules. This isn't an exercise in busy work, it is an effort to learn from experiences and then to memorialize what has been learned in brief rules. To that end, you are all continually encouraged to suggest modifications to the rules as situations arise and are dealt with, especially when you don't think the rules worked effectively.

An area that has been very problematic in construing is the responsibilities of the county's administrative coordinator. The applicable statute is quite vague in providing that: "The administrative coordinator shall be responsible for coordinating all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in other elected officers." There are no published appellate court cases construing the law, so one is left with discerning its meaning just from the text thereof and prior applications of the law here in Wood County.

For many years the County had the same person as the administrative coordinator but when that wasn't the case, both before Lance Pliml became the county board chair and prior to his most recent term, there were lots of questions presented on how to apply the powers of the administrative coordinator. The questions can be very difficult to answer and so often there is some political drama surrounding the fact scenario. When Lance and I aren't around anymore, the historical context, that being the applicable local precedents, will be diminished. (Fortunately, Trent should be around for another 20+ years.) Seeing and dealing with the problem makes me believe that the time is right for the county once again to try to approve a position description for the office of administrative coordinator. As I recall, Human Resources Director McGrath made a valiant effort to accomplish this task a few years back and for various reasons, the mission was not accomplished. Now might be a more opportune time to finish the job and I am encouraging the Judicial & Legislative Committee to work with Kim to prepare a position description for consideration of the full county board.



RESOLUTION#

Introduced by Judicial and Legislative Committee  
Page 1 of 2

ITEM# 5-  
DATE May 18, 2021  
Effective Date May 18, 2021

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:  
☒ Majority ☐ Two-thirds

Reviewed by: , Corp Counsel

Reviewed by: , Finance Dir.

LAD

INTENT & SYNOPSIS: To go on record in requesting the State of Wisconsin to strengthen its hate crime statute, Wis. Stat. s. 939.645, so as to provide enhanced security to members of Wisconsin's marginalized communities.

FISCAL NOTE: None.

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

WHEREAS, the people of the state of Wisconsin are as diverse as anywhere in the United States, be they indigenous, Asian, Pacific Islander, Latin X, Black, LGBTQ, or any combination thereof, or other; and

WHEREAS, on a national, state, and local basis, the number of hate crimes committed against marginalized communities is increasing at exponential rates; and

WHEREAS, people from all walks of life deserve to be treated with dignity and respect; and

WHEREAS, people from all communities contribute to making Wisconsin a healthy and thriving environment for families and businesses; and

WHEREAS, hate crimes pose an immediate threat to the sanctity and security of every citizen and present a security risk to both the State of Wisconsin and the United States; and

WHEREAS, Wisconsin’s current hate crime statute is by and large used by prosecutors as a bargaining or negotiation tool; and

WHEREAS, Wis. Stat. s. 939.645, the current “hate crimes” statute, needs an update to strengthen it and provide enhanced security to members of Wisconsin’s marginalized communities.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to request that the legislature and the governor of the state of Wisconsin enact legislation to modify Wis. Stat. s. 939.645, as set forth below, by making the following changes:

939.645 (1) If a person does ~~all~~ any of the following, the penalties for the underlying crime are increased as provided in sub. (2):

939.645 (1) (b) Intentionally selects the person against whom the crime under par. (a) is committed or selects the property that is damaged or otherwise affected by the crime under par. (a) in whole or in part because of the actor’s belief, values, or perception regarding the race, religion, color, disability, sexual orientation, national origin or ancestry, gender, gender identity, gender expression, age, or veteran’s status of that person or the owner or occupant of that property, whether or not the actor’s belief, values, or perception was correct.

{ }

BILL CLENNENING (Chair)

BILL LEICHTNAM

KENNETH CURRY

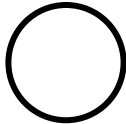
ED WAGNER

JOSEPH 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 2 of 2

939.645 (1) (c) The use of gay/transgender panic defenses is forbidden.

939.645 (4) This section does not apply to any crime if proof of race, religion, color, disability, sexual orientation, national origin or ancestry, gender, gender identity, gender expression, age, or veteran’s status, or proof of any person’s perception or belief regarding another’s race, religion, color, disability, sexual orientation, national origin or ancestry, gender, gender identity, gender expression, age, or veteran’s status is required for a conviction for that crime.

939.645 (5) This section mandates that hate crime data be collected, retained, and made publicly available based on demographic statistics by the Attorney General of the State of Wisconsin and the Wisconsin Department of Justice.

939.645 (6) This section requires law enforcement officers and officials to receive specialized hate crime training and continuing education on a biennial basis.

**BE IT FURTHER RESOLVED** that the Wood County Board of Supervisors directs the County Clerk to forward a copy of this resolution to the Office of the Governor of the State of Wisconsin, the Office of the Attorney General for the State of Wisconsin, members of the Wisconsin Assembly and Senate, the county clerk for every county in the state of Wisconsin, as well as to the Wisconsin Counties Association.

( )

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

County Clerk

County Board Chairman

**WOOD COUNTY  
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE  
MINUTES**

**DATE:** Thursday, May 6, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Highway Department  
555 17<sup>th</sup> Ave. North  
Wisconsin Rapids, WI 54495  
**MEETING TIME:** 9:02 a.m.  
**ADJOURNMENT TIME:** 10:51 a.m.  
**MEMBERS PRESENT:** Chairman Jacob Hahn, Supervisor John Hokamp, Supervisor Dave LaFontaine, Supervisor Lee Thao

**HIRC Members Present via WebEx:** Supervisor Al Breu

**OTHERS PRESENT:** Roland Hawk, Highway Department Director; Fritz Schubert, Forest Administrator; Sandra Green, Parks & Forestry Office Supervisor; Chad Schooley, Parks and Forestry Director, Supervisor Dennis Polach, Chuck and Lisa Guden, Randy Kunderinger and Bernie Karaliunas, Highway Department, Students from Columbus Catholic High School, Orion Smith, Meghan Kibbel, Emmalee Jicinsky, Jadon Nienast, Dora Walker, Janelle Haupt, Kelsey Seefluth, Brianna Duda and Teacher, Mary Wendol.

**OTHERS PRESENT VIA WEBEX:** County Board Chairman Lance Pliml, Supervisor Bill Clendenning, David Tiffany, Ray Bossert

1. Call meeting to order
2. Declaration of quorum
3. Public comments –None at this time.
4. Correspondence. C. Schooley relayed thank you from Metro Deer Management Group for allowing use of South Wood County Park, to help reduce the whitetail herd in the local urban areas. The thank you was from Daniel Hobbs. Not specific on how many deer were harvested within the parks, but last year the group harvested 59 deer, which was up 33% from the previous year.
5. Approve minutes from previous committee meetings. **Motion by D. LaFontaine, second by J. Hokamp to approve minutes of the previous meetings. Motion carried.**
6. ATV Trail/Route system update.  
R. Hawk states they are receiving numerous request to open county highways and has had another six or seven in the past week or so. The first one is a section of CTN from W Street to Hetze Road. He had the superintendents review it and their recommendation is that that section is very low volume, speeds low, a lot of agriculture as well. Making the recommendation from Highway S to Highway F to open up and requests approval for this. Most of the traffic is local and agricultural anyway.

Some of the criteria to evaluate speeds and roads for ATV access. 1) speed on the road and volume or amount of traffic. 2) Truck traffic, site distances, whether or not we have bridges and if there is connecting routes. We do not believe every county highway should be open as an ATV route, but to find as much off-road areas instead where the townships would accept ATV traffic. C. Schooley wanted to remind the committee and the Hwy. Dept. that our 2021 expenses are now over the \$10,000 budgeted allotment for signs and installation costs.

We also need to look forward to the next budget cycle in allocating dollars for future work of installing signs. Most of the cost is coming from the work of the employees installing them. D. LaFontaine suggests cost sharing with other townships or ATV clubs. **Motion to approve that section of CTH N by J. Hahn and second by D. LaFontaine. A. Breu – no, does not believe that ATV's should be allowed on a highway and that as R. Hawk stated, we are running out of money for sign costs. Motion carried 4-1.**

## **7. HIGHWAY**

- a. Employee Recognitions. Randy Kunding, employee for 30 years. Started July 2, 1990 and has just accepted the position of Highway Superintendent. Congratulations Randy!  
The next individual is Bernie Karaliunas, employee for 35 years. Started May 5, 1986, 35 years. Congratulations Bernie on your years of service and on your retirement!

- b. Access waiver request - Charles Guden. Request to add an additional commercial driveway to a property he owns on CTH N, which is a rural 55 mph roadway, between A and Hwy. 80. Our ordinance has been only one access for property owners who border the county highway system. R. Hawk amended the policy to allow one residential or one commercial access. Also added was the ability to increase width of driveways and more. Granting access to the Highway is a privilege and not a right. Grant permission to build a driveway from the storage garage to CTH N that would provide a commercial driveway with only about 100' spacing to maintain safety. R. Hawk presented him with a proposal to combine his residential drive and commercial driveway and have access to both of his parcels. This proposal would still be in violation of the ordinance, however it would be a safer condition than having Mr. Gruden install an additional driveway with less than the required access spacing.

Mr. and Mrs. Guden state Hwy. N is not a very highly traveled road. It is two separate ten-acre parcels. A. Breu would be in favor of this variance as the area is flat, there is little traffic, and feels this would be something we could approve. As far as setting a precedent, does not feel by approving this that would happen. According to the Grudens both neighbors would be fine with a driveway placed in their desired location. They feel that they should have done this a long time ago; they want separate driveways for each parcel as they are thinking of the future of this property. **Motion by J. Hahn to grant the waiver to the property owners and second by J. Hokamp. Motion carried.**

- c. Highway staff reports. R. Hawk is filling vacant positions. With the number of vacant positions and the need to request to fill, HR has approved filling vacancies from within the department and come to the HIRC for approval to fill any remaining openings. The position vacated by Superintendent Kunding is the rubber tired backhoe operator and with the potential to fill from within there may be additional vacancies. Highway projects –Highway X project will be moved from 2021 to 2022 due to extensive DNR permits needed.

R. Hawk has been working with the City of Marshfield to sell approximately 5 – 7 acres of the Marshfield Highway property so the city can relocate its Street Department. This combined municipal site may provide opportunities for the Highway Department and City of Marshfield Street Department to share a campus style setting. Both departments could benefit from this opportunity by not having to duplicate certain services and/or materials.

Recovery Act Funds will be available to the counties and townships soon. Highway is working on design contracts with engineering firms to have plans available for construction projects in preparation for the Recovery Act Funds.

- d. Highway revenue report. No questions.

- e. Highway vouchers. **Motion to approve vouchers by D. LaFontaine and second by L. Thao. Motion carried.**
- f. Highway property sales. Discussed.
- g. Culvert Quotes. **Motion to accept and approve the quote most advantageous to Wood County by D. LaFontaine and second by A. Breu. Motion carried.**
- h. ALBC Quotes. **Motion to accept the quote most advantageous to Wood County by D. LaFontaine and seconded by L. Thao. Motion carried.**
- i. Request for hire – Truck Operator & Operator. We are asking for permission to fill the truck operator and back hoe operator if not filled within. **Motion to grant permission by J. Hokamp and second by A. Breu. Motion carried.**

## 8. PARKS AND FORESTRY

- a. Parks & Forestry staff reports. Parks office staff, and Chris M., IT, will continue exploring different camping and shelter reservation systems. The department is looking at different vendors, and once we come up with a recommendation will bring forward to the committee. From the vendors we have received quotes from thus far, the initial setup and implementation costs are approximately \$20K - \$25K, with varying annual costs beyond that. We do have the ability of offsetting these expenses with camping fee increases.
  - b. Special Use permits: June 5<sup>th</sup>, 2021 North Park, Dairy fest Fling Disc Golf Tournament. The Disc Golf course is closed to the public during this time. The P&F Department charges a \$50 fee to reserve the area, and \$2 per participant for this tournament. Recommendation is to approve this event. **Motion to approve this event by D. LaFontaine, second by L. Thao. Motion carried.**
  - c. 2022-2026 CIP review. Dave Tiffany is on WebEx and would like to participate in the discussion regarding the parking lot at North Wood County Park; however, there are technical issues that is not allowing us to communicate with him. C. Schooley stated he had spoken to him previously and he wanted to speak in support of blacktopping the North Park disc golf parking lot in 2022. C. Schooley handed out an aerial photo of the area, and shared revenue made over the last 2 years from user fees at the course. The 2022 CIP request includes \$80K for road/parking lot surface repairs. C. Schooley stated this project could be included in that amount, if approved. The parking lot estimate is \$30K. In addition, C. Schooley noted that he made a swap in the CIP summary from last month, which now has the Powers Bluff Entrance Road Project in 2022 and the Dexter Beach House Shelter Project in 2023. Both projects had the same cost associated with them, so would not change the annual totals. **Motion by D. Lafontaine and second by J. Hokamp to approve. Motion carried.**
  - d. Snowmobile Program Resolutions for funding additional miles and bridge construction. **Motion by D. LaFontaine, second by L. Thao to approve both resolutions. Motion carried.**
  - e. Timber Sale Contract Extensions: #741, #744, #775, #777. The recommendation from the Forest Administrator is to grant one-year extensions with no stumpage increase. **Motion by A. Breu and second by D. LaFontaine to approve. Motion carried.**
  - f. Wood County Wildlife Area Advisory Committee: Vacant seat and New Applicant. Motion to approve the applicant and forward to the County Board Chairman for appointment to the committee. **Motion by A. Breu and second by J. Hokamp. Motion carried.**
  - g. Parks and Forestry revenue reports.
  - h. Parks & Forestry vouchers. D. Polach asked about the 50% office remodel voucher. **Motion to approve the vouchers by D. LaFontaine, second by L. Thao. Motion carried.**
9. Future Agenda Items. Please get ahold of Chairman Hahn for added agenda items.
10. Set next regular meeting date: June 3, 2021 at 9:00am at Wood County Highway Department, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495
11. Adjournment. Meeting adjourned at 10:51 am.





# Wood County

## WISCONSIN

OFFICE OF  
HIGHWAY COMMISSION

*Roland Hawk*  
COMMISSIONER

May 6, 2021

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for May 6, 2021 HIRC meeting

---

### **Department Activities**

#### **Personnel**

A replacement for Patrol Superintendent, Bernie Karaliunas who submitted his retirement letter effective May 7, 2021 has been selected. Randy Kunding who has been employed at WCH for 30 years and most recently has been the rubber tire backhoe operator. Randy's official start date was April 26.

Interviews for the vacant truck operator position will be scheduled for early May. Internal skills test and interviews for the rubber tire backhoe operator position will be conducted May 10. If there are no qualified internal candidates Commissioner is seeking permission to fill the vacancy with outside candidates. *Agenda Item.*

The paving screed operator interviews were conducted April 19. An offer was made to Kevin Steins and he has accepted.

Interviews for Summer Help, LTE, and Engineering Intern positions are under way. Candidates will start work in May.

Highway conducted a safety training event at the Highway shop in Wisconsin Rapids on April 15. The County Mutual Spring Safety Training Event and audiogram tests is scheduled for May 5 at MSTC.

Highway staff has met with a number of towns and municipalities to share information regarding County/State/Federal road aid programs.

Commissioner attended WCHA Legislative Committee and WCHA Executive Committee April 26, also attended WCHA Board of Directors meeting April 27 and Highway Commissioner training events conducted by WCHA on April 27 & 28.

#### **Highway Projects**

The five year highway improvement plan has been updated to include the 2026 calendar year. This plan outlines the departments five year project schedule. A change was made to move CTH X from the 2021 construction season to 2022 due to the extensive wetland impacts that engineering staff has been coordinating with WDNR and USACOE. These permits to fill or disturb wetlands have to be obtained before any work in wetlands can begin.

Commissioner is still in the negotiating phase for design contracts for intersections at CTH W & 48<sup>th</sup> ST and CTH Z & 48<sup>th</sup> ST in the Town of Grand Rapids. These projects are currently scheduled for 2024 however there may be funds available in 2022 or 2023 for infrastructure projects and these are ideal improvements.

Preliminary engineering phase for intersection at CTH P & CTH K in the Town of Auburndale, just east of the Village of Auburndale is nearing completion, final design to begin soon with plans available for construction later in 2021. Currently this project is scheduled for 2021 construction.

Commissioner is continuing to work on drafting documents to complete transfer of R/W to Village of Biron and CWPCo.

Commissioner met with business and property owners near the intersection of US 10 and CTH BB (Nasonville) to discuss alternatives to access for CTH BB onto US 10. Commissioner will schedule meetings with WisDOT to discuss impacts and alterations to US 10.

### Highway Maintenance

Seasonal Road Limit Postings were posted March 8 and removed in Wood County April 9. Attached is a report from the Sheriff's Department showing 9 arrests were made during this time and \$7,894.78 in fines were assessed. The Highway Department issued \$6,700 in seasonal weight permits during this time. This is the second year the Highway Department has issued seasonal weight permits and it has allowed Highway Staff to control and direct movement of heavy loads during this time to prevent damage to county highway pavements.

Crews have been mowing and brushing State & County R/W. Crews are returning to some areas previously brushed to chip larger woody debris and remove it from the R/W.

Crews have completed removing snow fence. Crews are repairing damaged pavements on both State and County highways. All the county roads that are scheduled for chip sealing in the spring have been inspected and any cracks or joints that need repaired prior have been filled.

Sign crews have installed the reduced speed limit signs on CTH Y from Roberta Lane to the Marshfield City limits.

Engineering staff are working with a Certified Land Surveyor to complete a CSM for excess lands to sell back to adjacent land owner on CTH JJ. Approximate size of this parcel is 0.6 acres. Staff are also working with WDNR and USACOE to review two parcels on CTH Y on the NW side of city of Marshfield to see if there are any restrictions for selling these lands. The Highway Department purchased these parcels during the construction of CTH Y in the late 1980's as potential wetland mitigation.

### ATV Plan/Development

Commissioner met with Power Pac the ATV dealer who is organizing ATV access on CTHBB in the Town of Cameron. Highway Department has initiated installation of signs and will complete the sign installation when they show there is approval from adjacent property owner to cross private lands to access their business.

### WCHA Development

Legislators and WCHA are working on outlining/defining how COVID Relief funds can be utilized in regards to infrastructure and transportation projects. There is a significant amount of revenue being proposed for transportation projects in addition to the American Recovering Act, Legislators are proposing to increase County GTA amounts 2% each year in the next biennium and include another

Supplemental Appropriations similar to the \$90.0 Million Supplemental program authorized in 2020.

Highway Commissioner plans to complete numerous engineering plans in preparation.

WCHA Legislative Committee is working on legislation to improve safety in Work Zones. A package of legislation include:

- Providing reporting privileges to Flagging personnel similar to Bus Drivers,
- Adding Work Zone Safety Information to Drivers Education Programs,
- Allowing Green Strobe Lights in addition to white, red, and amber to MUNICIPAL maintenance vehicles,
- Video Enforced Work Zones,

Other legislative or budget issues WCHA & WCA are actively working on include:

- Level of Effort from counties to maintain highway budgets to receive GTA increases,
- Amend Wis. STAT. § 66.0602(3)(e)  
Counties are requesting relief from their statutory levy cap for funds levied for purposes of the County Road and Bridge Fund under Wis. Stat. § 83.065.:

WCHA will be electing a new Vice Chair at the June Summer Road School. This positions is an elected county supervisor.

## **Accounting Supervisor Report**

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

### Revenues

Revenues are as anticipated.

### Expenses

Expenses are as anticipated in most areas.

After snow fence was brought down, the Snow and Ice Control budget stands at about 50%; a good figure to take into next season.

### Other

I have concluded the preparation of the audit workpapers for Finance and the auditors. There were no surprises during the preparation. I am prepared for the auditors on-site questions beginning in May.

I have also finished a series of annual surveys for the State and will now begin working on our Annual Report.

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Friday, April 30, 2021

	Actual	2021 Budget	Variance	Variance %
<b>REVENUES</b>				
Intergovernmental Revenues				
43531 State Aid-Transportation	\$627,020.56	\$2,194,425.00	(\$1,567,404.44)	(71.43%)
43534 State Aid-LRIP	198,952.75	975,000.00	(776,047.25)	(79.59%)
Total Intergovernmental	825,973.31	3,169,425.00	(2,343,451.69)	(73.94%)
Licenses and Permits				
44101 Utility Permits	15,070.00	16,000.00	(930.00)	(5.81%)
Total Licenses and Permits	15,070.00	16,000.00	(930.00)	(5.81%)
Intergovernmental Charges for Services				
47230 State Charges	407,890.37	1,114,354.00	(706,463.63)	(63.40%)
47231 State Charges-Highway	99,736.51	579,812.00	(480,075.49)	(82.80%)
47232 State Charges-Machinery	9,236.21		9,236.21	0.00%
47300 Local Gov Chgs	66,124.10	520,712.00	(454,587.90)	(87.30%)
47330 Local Gov Chgs-Transp	121,366.10	1,151,102.00	(1,029,735.90)	(89.46%)
47332 Local Gov Chgs-Roads		417,440.00	(417,440.00)	(100.00%)
47333 Local Gov Chgs-Bridges	(0.01)	74,917.00	(74,917.01)	(100.00%)
Total Charges to Other Governments	704,353.28	3,858,337.00	(3,153,983.72)	(81.74%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	11,235.93	2,092,213.00	(2,080,977.07)	(99.46%)
Total Interdepartmental Charges	11,235.93	2,092,213.00	(2,080,977.07)	(99.46%)
Total Intergovernmental Charges for Services	715,589.21	5,950,550.00	(5,234,960.79)	(87.97%)
Miscellaneous				
48340 Gain/Loss-Sale of Salvage and Waste	3,085.00	6,700.00	(3,615.00)	(53.96%)
Total Miscellaneous	3,085.00	6,700.00	(3,615.00)	(53.96%)
Other Financing Sources				
49110 Proceeds from Long-Term Debt	2,350,000.00	2,350,000.00		0.00%
Total Other Financing Sources	2,350,000.00	2,350,000.00		0.00%
<b>TOTAL REVENUES</b>	<b>3,909,717.52</b>	<b>11,492,675.00</b>	<b>(7,582,957.48)</b>	<b>(65.98%)</b>
<b>EXPENDITURES</b>				
Public Works-Highway				
53110 Hwy-Administration	98,810.73	338,277.73	239,467.00	70.79%
53120 Hwy-Engineer	46,916.14	252,201.85	205,285.71	81.40%
53191 Hwy-Other Administration	105,455.01	333,809.28	228,354.27	68.41%
53210 Hwy-Employee Taxes & Benefits	(814,129.59)	1,612,034.11	2,426,163.70	150.50%
53220 Hwy-Field Tools	37,934.11	(832.98)	(38,767.09)	4,654.02%
53230 Hwy-Shop Operations	86,766.41	256,841.04	170,074.63	66.22%
53232 Hwy-Fuel Handling	(5,833.29)	(23,105.00)	(17,271.71)	74.75%
53240 Hwy-Machinery Operations	(335,910.03)	343,319.63	679,229.66	197.84%
53260 Hwy-Bituminous Ops	26,096.34	229,437.92	203,341.58	88.63%
53262 Hwy-Bituminous Ops	(5,424.98)		5,424.98	0.00%
53266 Hwy-Bituminous Ops	1,606.24	1,874,692.32	1,873,086.08	99.91%
53270 Hwy-Buildings & Grounds	65,024.48	183,568.29	118,543.81	64.58%
53290 Hwy-Salt Brine Operations	(37,098.08)		37,098.08	0.00%
53291 Hwy-Salt Brine Operations	9,136.32	150.00	(8,986.32)	(5,990.88%)
53281 Hwy-Acquisition of Capital Assets	64,202.49		(64,202.49)	0.00%
53310 Hwy-Maintenance CTHS		21,351.82	21,351.82	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	468,566.62	1,887,686.10	1,419,119.48	75.18%
53312 Hwy-Snow Remov	481,684.81	890,438.04	408,753.23	45.90%
53313 Hwy-Maintenance Gang	21,499.27	103,303.39	81,804.12	79.19%
53314 Hwy-Maint Gang-Materials	2,244.91	2,900.00	655.09	22.59%
53320 Hwy-Maint STHS	539,690.27	1,109,246.76	569,556.49	51.35%
53330 Hwy-Local Roads	163,103.18	1,126,479.33	963,376.15	85.52%
53340 Hwy-County-Aid Road Construction		475,418.61	475,418.61	100.00%
53341 Hwy-County-Aid Bridge Construction		129,393.16	129,393.16	100.00%
53490 Hwy-State & Local Other Services	92,959.42	517,068.91	424,109.49	82.02%
Total Public Works-Highway	1,113,300.78	11,663,680.31	10,550,379.53	90.45%
Capital Outlay				
57310 Highway Capital Projects	27,736.38	2,294,738.29	2,267,001.91	98.79%
Total Capital Outlay	27,736.38	2,294,738.29	2,267,001.91	98.79%
<b>TOTAL EXPENDITURES</b>	<b>1,141,037.16</b>	<b>13,958,418.60</b>	<b>12,817,381.44</b>	<b>91.83%</b>

County of Wood  
DETAILED INCOME STATEMENT W/SUBTOTALS  
Highway Departmentwide  
Friday, April 30, 2021

	Actual	2021 Budget	Variance	Variance %
NET INCOME (LOSS) *	2,768,680.36	(2,465,743.60)	5,234,423.96	(212.29%)



## Parks & Forestry Department Reports

Thursday, May 6, 2021

### **Director Report, by Chad Schooley**

- Attended planning meeting with City of Marshfield representatives regarding their Pedestrian and Bicycle Plan update.
- Had a site meeting with representatives from the Aqua Skiers at Red Sands Beach. They would like to see some improvements made at that location, which would include: installing concrete steps down to dock area, terracing portions of the beach, constructing an ADA accessible sidewalk to the stage area, creating a sidewalk/bumpouts on the top of the beach area, and possibly make improvements to the shelter building that would allow for some enclosure to block the wind. I will be working with the club regarding possible grant applications for some of these improvements. The club will be reaching out to an engineering consultant to inquire about design costs.
- Have been finishing the grant applications for the Powers Bluff Trailhead Development Project-Phase 1, and the Dexter Beach House Shelter construction projects. Grants will be submitted prior to May 1.
- The P&F office partitions, and accessories, have been ordered, and will be installed in early June.
- Assisted Hwy staff and North Park staff in planning for the emergency exit road widening project. Hwy anticipates finishing project prior to May 1.
- Working with P&Z on the beginning of the Regional ATV planning/economic impact study, and the Wood County ATV/UTV Comprehensive Plan.
- Continue researching and interviewing potential reservation system vendors. P&F office staff, and Chris M., IT, will bring more information to the Committee, in the future, if we would like to pursue this option.
- Since I was not at the April HIRC, I wanted to see if there were any followup questions/concerns about the 2022-2026 CIP. I have put this on the agenda for further discussion, if needed.
- **Special Use Permits**  
Saturday, June 5<sup>th</sup> 2021- 14<sup>th</sup> Annual Dairyfest Fling Disc Golf Tournament. The course would be closed to the general public that day. Course use fee is \$50, plus \$2 for each player in the tournament.

### **Construction Supervisor Report, by Dennis Quinnell**

#### **Construction Projects**

- Work at the North Park Shelter has been completed.
- We are trying a timed doorlock at White Beach ADA restroom. If it works well, we will install at other locations. This will allow doors to be locked without staff having to physically go to the location.
- The next project will be to complete Willow Run vault toilet building floor tile.

## **Maintenance Operations**

- All parks are plumbed and ready for the camping season. Crews are busy cleaning brush and landscaping for the season.

## **Employee Matters**

- We hired a new camp ranger for South Park.
- We are still in the process of hiring LTE's and have selected candidates.
- We are having Employee CPR training in May.

## **OTHER**

- The Highway Department is working on widening the emergency exit road at North Park.

## **Office Supervisor Report, by Sandra Green**

### **Snowmobile / ATV**

- Continued to work with the State DNR to confirm snowmobile trails funded/non-funded.
- Submitted two separate snowmobile state trail aids applications for new miles and a bridge.
- Attended ATV route identification planning meeting with Hwy, P&Z, and P&F staff. We will be working on improving signing and mapping for the mainline routes.

### **Office**

- Attended the monthly HIRC meeting on April 1 at the Hwy. Dept.
- Continued work on updating web pages (North & South Parks).
- Updated website, Travel Wisconsin, Facebook and Instagram with pertinent news.
- Reviewed new front office layout from the vendor. Should arrive in 6-8 weeks.
- Worked on updating the office voicemail phone tree. Once it is set, will forward to IT.
- Worked on a "FAQ" for the Parks & Forestry to be placed on our website.
- Assisted Chad with the 2022-2026 CIP.
- Participated in a WebEx meeting with a reservations software vendor.
- Camping season is ramping up, starting to get real busy with phone calls. We have one new Ranger on board this year to replace Chet James who retired.
- I will be training the new Ranger on opening day out at South Park on 4/29 and 4/30.
- Finished up work on the 2020 Annual Report.
- Participated in meeting with Chis M, IT, and P&F front office staff, to discuss the campground reservation system upgrades going live shortly. We also discussed interviewing reservation software vendors for future service.

## **Forest Administrator, by Fritz Schubert**

- Routine timber sale administration of active timber contracts: #719, #724, #764, #765, #766, #770, #771, #773, #776, 777, #782 . Checked landings, pulled ticket boxes, followed up on mill scale slips and billing info.



- Completed and reviewed paperwork and documents necessary for upcoming timber bid opening. Bid date is Wednesday, May 19, 2021.
- Investigated and worked with Sherriff's deputy on illegal truck traffic on closed forest road.
- Received application/request for ditch cleaning from cranberry grower. Began process of gathering information, evaluating, and planning. This will be a topic for HIRC at a future meeting.
- Forestry Tech. has been continuing recon projects in several areas of the County Forest.
- Forestry Tech. graded shooting range parking lot.
- Forestry Tech. replaced damaged and missing signs on ATV trail.
- Cleaned up public shooting range.

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

**APRIL 2021**

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
719	9-13	SCHREINER	47,060.00	10/3/2013	3/31/2021	\$572.95	\$45,741.51	\$45,520.17	-\$221.34
724	14-13	FUTUREWOOD	28,856.00	6/5/2014	3/31/2021	\$2,623.57	\$37,547.36	\$37,547.36	\$0.00
741	8-15	THURS LOGGING	23,936.00	4/7/2016	3/31/2021		\$0.00	\$0.00	\$0.00
744	2-16	DELANEY FP	26,079.50	4/7/2016	3/31/2021		\$0.00	\$0.00	\$0.00
748	5-16	FUTUREWOOD	18,522.10	10/6/2016	12/31/2021		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/6/2016	12/31/2021		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/2017	12/31/2021		\$0.00	\$0.00	\$0.00
762	4-17	FUTUREWOOD	14,431.60	11/14/2017	12/31/2021		\$0.00	\$0.00	\$0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/2017	12/31/2021	\$0.00	\$10,262.46	\$2,248.85	-\$8,013.61
765	2-17	FUTUREWOOD	16,850.05	7/2/2018	6/1/2021	\$2,314.01	\$27,400.51	\$27,400.51	\$0.00
766	7-17	YODER LOGGING	6,120.00	7/2/2018	6/1/2021	\$1,094.08	\$11,315.80	\$11,315.80	\$0.00
770	6-18	LAMBERT FP	64,706.00	7/7/2018	6/1/2021	\$2,090.46	\$67,173.64	\$66,517.09	-\$656.55
771	3-18	YODER LOGGING	64,671.00	7/7/2018	7/1/2021		\$86,388.52	\$86,388.52	\$0.00
773	7-18	KOERNER	22,990.00	3/29/2019	4/1/2021	\$105.76	\$32,585.28	\$30,261.12	-\$2,324.16
775	9-18	COUNTRY F.P.	37,260.00	3/29/2019	4/1/2021		\$0.00	\$0.00	\$0.00
776	10-18	FUTUREWOOD	15,998.50	3/29/2019	4/1/2021	\$3,173.67	\$20,283.54	\$13,865.65	-\$6,417.89
777	1-19	KOERNER	38,680.50	3/29/2019	4/1/2021		\$20,860.50	\$20,860.50	\$0.00
779	8-19	LAMBERT FP	15,255.00	6/10/2020	6/1/2022		\$0.00	\$0.00	\$0.00
780	2-16	YODER LOGGING	42,886.00	7/10/2020	6/1/2023		\$0.00	\$0.00	\$0.00
781	5-19	YODER LOGGING	9,720.00	7/10/2020	6/1/2022		\$0.00	\$0.00	\$0.00
782	6-19	WILSON FP	30,640.00	6/10/2020	6/1/2022	\$492.83	\$34,582.52	\$34,582.52	\$0.00
755		FIREWOOD							

Payments Received This Month: \$12,467.33

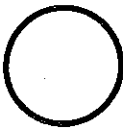
(17,633.55)

<b>2021 Budgeted Total Revenues</b>		<b>\$350,000</b>	Jobs Finished
<b>2021 Total County Forestry Revenues this month (90%) \$</b>		<b>11,220.60</b>	Jobs Started
<b>2021 Total Township Revenues this month (10%):</b>		<b>\$1,246.73</b>	Jobs Continuing/Reactivated
			Jobs Gone Inactive

**2021 TOTAL NET FORESTRY REVENUE TO DATE: \$ 212,995.30**

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2021**

<b>APRIL REVENUE - MAY HIRC</b>							
<b>BUDGETED REVENUES</b>	<b>46721 SOURCE</b>	<b>FEES</b>	<b>YTD REVENUE 2021</b>	<b>YTD REVENUE 2020</b>	<b>APRIL REV 2021</b>	<b>APRIL REV 2020</b>	<b>ACTUAL REV 2020</b>
\$ 420,000.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$18/\$21/\$23/\$26/\$33	\$127,236.79	\$ 56,150.60	\$37,942.12	\$ 3,104.26	\$ 379,606.13
\$ 100,000.00	Camping Self-Registration, All site types	\$18/\$21/\$23/\$26/\$33	\$0.00	\$ -	\$0.00	\$ -	\$ 125,846.17
\$ 45,000.00	Campground Firewood Sales	\$6 per rack	\$0.00	\$ -	\$0.00	\$ -	\$ 43,746.76
\$ 8,000.00	Ice	\$3 (7 lbs.) /\$6 (20 lbs.)	\$0.00	\$ -	\$0.00	\$ -	\$ 8,287.14
\$ 1,600.00	Non-Camper Dump Fee	<b>\$12 (2021 Increase)</b>	\$0.00	\$ -	\$0.00	\$ -	\$ 2,341.21
\$ 800.00	Camper Storage Fee	\$15/wk - \$60/mo	\$0.00	\$ -	\$0.00	\$ -	\$ 800.52
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$0.00	\$ -	\$0.00	\$ -	\$ 568.94
\$ 50,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	\$100/\$150/\$175/\$200/\$225	\$16,672.99	\$ 14,685.19	\$2,535.55	\$ 876.78	\$ 47,670.04
\$ 10,000.00	Shelters - Open (DX, SP, RSBP, White Sands)	\$75/\$125	\$6,018.97	\$ 4,000.00	\$2,393.37	\$ 331.76	\$ 9,047.31
\$ 800.00	General Park User Fees (outside of normal shelter fee areas)	\$50 / \$10 per picnic table	\$50.00	\$ 616.11	\$50.00	\$ -	\$ 663.50
\$ 25,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$10/\$15/\$250/\$450/\$500	\$12,884.84	\$ 31,810.06	\$0.00	\$ -	\$ 31,810.06
\$ 2,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$15/annual; \$40/family	\$1,854.50	\$ 1,474.88	\$0.00	\$ -	\$ 1,503.32
\$ 6,500.00	Disc Golf	\$2 / \$4 / \$20 / \$40 (2019 Inc.)	\$1,509.95	\$ 69.20	\$1,453.08	\$ 31.28	\$ 6,449.96
\$ 2,000.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$20/annual; \$5/daily	\$3,910.90	\$ 3,658.77	\$3,527.01	\$ 3,393.37	\$ 24,336.31
\$ 1,000.00	45123 - Violations (non-tax)	\$50.00	\$0.00	\$ -	\$0.00	\$ -	\$ 700.00
\$ 20,000.00	Miscellaneous*	Misc.	\$3,639.61	\$ 4,444.46	\$50.00	\$ 1,380.59	\$ 61,876.50
\$ 1,500.00	Gift Certificates	Gift Certificates	\$46.00	\$ -	\$0.00	\$ -	\$ 2,144.67
\$ 720,000.00			<b>\$173,824.55</b>	<b>\$ 116,909.27</b>	<b>\$47,951.13</b>	<b>\$9,118.04</b>	<b>\$747,398.54</b>
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 5,000.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) <b>Monthly totals = NET Revenue</b>	CONTRACTED	\$212,995.30	\$ 148,814.01	\$11,220.60	\$ 10,274.63	\$ 369,031.14
\$ 3,000.00	Auctions - Non-Lapsing	WI Surplus	\$805.00	\$ -	\$0.00	\$ -	\$ 6,572.00
<b>TOTAL REVENUE:</b>			<b>\$387,624.85</b>	<b>\$265,723.28</b>	<b>\$59,171.73</b>	<b>\$19,392.67</b>	<b>\$1,123,001.68</b>



RESOLUTION#

Introduced by Highway Infrastructure & Recreation Committee  
Page 1 of 1

ITEM#  
DATE MAY 18, 2021  
Effective Date Upon passage of publication  
Committee

SMG

Motion: Adopted: ☐  
1st \_\_\_\_\_ Lost: ☐  
2nd \_\_\_\_\_ Tabled: ☐  
No: \_\_\_\_\_ Yes: \_\_\_\_\_ Absent: \_\_\_\_\_  
-----  
Number of votes required:  
☒ Majority ☐ Two-thirds  
Reviewed by: PAK, Corp Counsel  
Reviewed by: EPN, Finance Dir.

INTENT & SYNOPSIS: To become eligible for 2022 snowmobile trail-aid development monies for the proposed bridge to be replaced on the trails of the Auburndale Nite Owls Snowmobile Club.

FISCAL NOTE: No cost to Wood County--Total reimbursement from State Snowmobile Aid account #55441.

WHEREAS, Wood County proposes to replace the bridge with a clear-span bridge that is a self-weathering structure, and

WHEREAS, if the application is approved by the State of WI DNR, funds will be budgeted in the amount of \$183,000 to replace the existing structure with a new 60' clear-span, self-weathering steel structure. The new superstructure will sit on concrete abutments. The new structure will sit higher due to floodplain restrictions which will in turn require additional fill for proper grading and road profile, and

THEREFORE BE IT RESOLVED that the Wood County Board of Supervisors does hereby authorize the Parks & Forestry Department to apply for 2022 State of WI Snowmobile Aid to replace this structure on the Auburndale Nite Owls portion of the snowmobile trail in Wood County so that the citizens may continue to enjoy them.

SOURCE OF MONEY: Non-lapsing SNOWMOBILE program revenue account (43574).

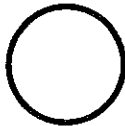
		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam,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

[ ]

Jake Hahn (Chairman)  
\_\_\_\_\_  
Lee Thao  
\_\_\_\_\_  
David LaFontaine  
\_\_\_\_\_  
John Hokamp  
\_\_\_\_\_  
Al Breu  
\_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 21 .

County ClerkCounty Board Chairman



RESOLUTION#

Introduced by Highway Infrastructure & Recreation Committee  
Page 1 of 1

ITEM#  
DATE MAY 18, 2021  
Effective Date Upon passage of publication  
Committee

SMG

Motion: Adopted: ☐  
1st \_\_\_\_\_ Lost: ☐  
2nd \_\_\_\_\_ Tabled: ☐  
No: \_\_\_\_\_ Yes: \_\_\_\_\_ Absent: \_\_\_\_\_  
Number of votes required:  
☒ Majority ☐ Two-thirds  
Reviewed by: PAK, Corp Counsel  
Reviewed by: EPN, Finance Dir.

INTENT & SYNOPSIS: To become eligible for 2022 snowmobile trail maintenance monies for the proposed additional 2.5 miles of snowmobile trail for the Bakerville Sno Rovers Snowmobile Club.

FISCAL NOTE: No cost to Wood County--Total reimbursement from State Snowmobile Aid account #55441.

WHEREAS, Wood County proposes to accept as County Snowmobile trails, approximately 2.5 miles of trail, which will be maintained by the Bakerville Sno Rovers., and

WHEREAS, if the application is approved by the State of WI DNR, funds will be budgeted in the amount of \$750 to increase the amount of trails being maintained by Wood County, with full reimbursement from the State Snowmobile Trails Aids funds, and

WHEREAS, to become eligible for snowmobile trail maintenance aids, the trails must become County trails,

THEREFORE BE IT RESOLVED that the Wood County Board of Supervisors does hereby authorize the Parks & Forestry Department to apply for 2022 State of WI Snowmobile Aid to maintain an additional 2.5 miles of snowmobile trails for the enjoyment of the citizenry of Wood County and the State of Wisconsin.

SOURCE OF MONEY: Non-lapsing SNOWMOBILE program revenue account (43574).

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
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 (Chairman)  
\_\_\_\_\_  
Lee Thao  
\_\_\_\_\_  
David LaFontaine  
\_\_\_\_\_  
John Hokamp  
\_\_\_\_\_  
Al Breu  
\_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 21 .

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, May 3, 2021  
**TIME:** 9:30 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Bill Winch, Dennis Polach, Laura Valenstein, Brad Hamilton (via WebEx),

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

1. The meeting was called to order at 9:30 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

**Motion (Hamilton/Valenstein) to approve the minutes from the previous meeting. Motion carried unanimously.**

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

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

(b) Supervisor Valenstein asked for more information on an item within the Information Technology Monthly Letter of Comments. Kaup provided information pertaining to projects listed in her Letter of Comments.

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

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

(b) Van Tassel provided information pertaining to projects listed in his Letter of Comments.

6. Van Tassel shared that Jason Grueneberg was contacted by the City regarding plans for the Jackson Street road reconstruction project and the potential need to purchase property from the County. Discussion ensued.
7. No one available to report on status of County owned property list.
8. Agenda items for the next meeting:
  - County owned properties
  - Request from City of Wisconsin Rapids to purchase portions of County-owned property- Jackson St.

9. The next Committee meeting will be Monday, June 7, 2021 at 9:30 a.m.

10. Chair Breu declared the meeting adjourned at 10:24 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  
May 3, 2021**

[illegible]





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### April 2021

1. Wood County internet and intranet website updates concerning COVID-19 continue to be posted rapidly and continually as we work to keep employees and citizens informed.
2. Determined and defined ongoing needs for Parks Management and Reservations software and reviewed two commercial software solutions for suitability compared to the current in-house software.
3. Continued setup of Laserfiche document management in the Human Services department. Non-clinical documents for Human Services, Norwood, and Edgewater will be migrated into the Laserfiche system over the coming months, and all related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
4. Worked with the Wood County Breastfeeding Coalition to move their website to a cloud-based service provider, resolving some security risks associated with local hosting.
5. Upgraded the Payroll and HR software, HRMS, with the latest updates for taxes and security.
6. Several Departments have utilized grant funding to purchase laptops for staff to support a more mobile workforce. IT has completed deploying these devices.
7. Transition of the Treasurer's department from EOJ to Rhyme for Printer Management is complete. Reduced the number of devices from six to three, with an estimated savings of \$1500 per year for the Treasurer's department. Implemented other changes, so less items need to be printed, which will increase the cost savings and save time.
8. Worked with Crisis manager to run reports for a spam caller that is disrupting the Crisis center.
9. Updated County Board Supervisor voting and email application on iPads. Migrated all devices to the County's new Mobile Management System. This will allow improved management of the device and easier remote assistance.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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10. The IT Security Team continues to expand the Security Awareness Program. To continue to remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
  11. Applied numerous updates to database servers. These updates include fixes for functionality and security patches to keep servers as secure as possible.
  12. Continued development on the new in-house system for Land and Water Department's Non-Metallic Mining permitting system.
  13. In anticipation of updating Wireless at the Wood County Annex and Health Center and Edgewater, staff continue to work with a vendor to install new wiring for the additional equipment being installed later this Spring.
  14. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. The Norwood Health upgrade to CareAssist implementation completion is scheduled for early May. The upgrade to ePrescribing eliminates data transmission to pharmacy via fax with electronic, bidirectional, secure data transmission. ePrescribing physician training is in nearly complete and the final signature portion go-live is scheduled for May 3. The Matrix vendor upgrade team is being very accommodating as the COVID regulations and vaccinations have taken staff resources and slowed the project progress.
  15. Implementation of the RtVision OneGov permit system for additional permit types for the Highway Department continues. This permit system is available for public applications and payment processing on the Wood County website. Network staff performed upgrades on kiosks used for RtVision time reporting system.
  16. Implementation of the Monarch software for the Treasurer's Office is complete. Monarch software interfaces with the Register of Deeds Fidler software and the Treasurer's GCS property tax software. Monarch allows for automated synchronization and work flow processing of deed transfers necessary for maintaining property tax parcel data.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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17. Discovery phase continues for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
  18. The TimeStar, electronic time card and time tracking, system configuration changes is ongoing. IT works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. TimeStar PBJ modifications for Norwood is being manually adjusted by IT before submission to CMS. Issues are due to Norwood's CMS facility ID integration for Norwood PBJ data submissions. IT works to train and setup new staff to track, generate and submit PBJ data to CMS.
  19. Preparation continues for legacy data migration from TCM to SmartCare. Currently working on writing a utility to pull client documents from IMS, convert them to PDFs, and allow them to be uploaded into SmartCare. Work also started reviewing how to convert the client notes from TCM to PDFs.
  20. Completed the state mandated Law Enforcement records conversion project. This was State and Federally mandated to have our CIS system converted to report incidents based off of NIBRS by the start of 2021. The State approved the grant to recover costs of project. Once payment is received, all agencies will be reimbursed.
  21. Providing continual support of Webex Meetings Webex Room Kit. – Due to COVID-19 additional measures were taken by the IT staff to support many remote worker daily operations. This included the increased use of video conferencing software and hardware. The County has been using Cisco Webex Meetings, Teams, and Roomkits for video conferencing as well as Cisco Jabber for phone access.
  22. SharePoint migration continues and new HS network drive discussions are ongoing between IT and HS. HS has provided IT with a game plan and we are working out the details for executing it. The current version of SharePoint is very outdated and slated for removal in 2021. IT is working with HS to migrate data from 4 current servers to one single updated server to allow for better data management, increased organization, and easier access for staff. Most items have been removed from SharePoint, with only a few items left that need to be moved to the new network drive. This project is nearing completion and only the Norwood facility remains.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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23. For the month of March, 634 helpdesk requests were created, with staff completing 593 tickets and leaving 111 open requests. These numbers represent service requests from departments throughout the County. There are currently 305 project requests from departments.
  24. Assisted in scheduling and monitoring several committee meetings.
  25. Continue to attend SmartCare implementation and Business Process Analysis meetings.
  26. Began migrating Countywide Antivirus to a new platform to allow us better insight into possible compromises and better safeguard devices.
  27. Completed an update to the firewalls that greatly improved performance. Currently undergoing an independent review of firewall configuration to ensure we are setup for peak performance.
  28. Continued Exchange patching to ensure we are not at risk for the many vulnerabilities that have been exposed in the last several months.
  29. Increased redundancy by adding a server to aid in business continuity in the event a primary server fails at any County location.
  30. Mobile Device Management has been implemented for all new cellular devices, Health Contact Tracers, and devices like iPads. This allows us to easily keep devices up to date and secure. We are also able to track and lock these devices in case they are lost. The new solution ties in with our cell provider to automatically enroll devices in the new solution. This will help protect County data on mobile devices such as cell phones and iPads.
  31. Began recruitment for an IT Intern.



### Letter of Comments April 2021

#### 1. Ongoing Projects and Planning

- a) Jail – I am continuing to participate in discussions surrounding a potential Jail project. If a project is approved, there will need to be collaboration between Wood County and Wisconsin Rapids regarding some of the details; I have been in contact with City staff and will encourage an ongoing dialogue in an effort to avoid unnecessary problems.
- b) Edgewater Haven – One of this year's approved projects is replacing the nurse call system at Edgewater; I have been assisting with project document preparation and the bidding process for this needed improvement. The new system will provide increased reliability, compliance, and safety for our facility residents.
- c) Capital Improvement Planning – Continuing to review and refine CIP. Outside of assessing the future needs at our Courthouse, Jail, and River Block, I have been reviewing some of our needs at Norwood and Edgewater. Our Human Services Director, the Facility Administrators, and Maintenance staff have all been great to work with; the collaborative effort is sure to make our long-term planning more successful.
- d) Courthouse – I have been working with our Judges and the District Court Administrator to begin developing plans for an additional courtroom; as the planning for a fourth judge continues, we will talk more about required remodeling, as well as some opportunities to improve our infrastructure for long-term efficiency and reliability.

#### 2. Miscellaneous

- a) Attended PIT, HHS, County Board, Jail Study AdHoc, and Public Safety meetings
- b) Attended APWA Facility Management webinar
- c) Attended Focus on Energy Efficiencies in Healthcare webinar
- d) Attended Strategic Capital Planning webinar

**Central Wisconsin State Fair  
Board of Directors Meeting Minutes  
Monday, March 15, 2021 at 6:30 PM  
Junior Fair Building – 513 E. 17th St. Marshfield, WI**

**ROLL CALL:** Dale Christiansen, Peggy Sue Meyer, Kara McManus, Scott Karl, Ken Bargender, Bob Ashbeck, and Vick Selz. Sandy Leonard, Heather Wellach

**Not Present:** Eric Voight, Nick Wayerski, Jeff Viergutz

**Public Present:** Ashley Sayre

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

**Public Comment:** None

**Approval of Minutes:** Minutes from the February 2021 meeting were presented and reviewed. Sandy Leonard made a motion to approve the minutes. Vicki Selz seconded. All approved.

**Financial Report:** The financial report was handed out for board to review. Purchases were made for 10 cases of hand sanitizer for this year's fair and fair office fluorescent lights. Sandy Leonard made a motion to approve the financial report. Vicki Selz seconded. All Approved.

**County Report-** None given

**City Report-** None Given

**Commission Report-**None Given

**Executive Report-**Dale spoke to Justin Casperson about setting up a commission meeting which will be determined in the near future.

Interviews for office staff were held and a full-time position was offered, the candidate turned it down due to lack of benefits. Part time was then offered to the candidate and she will consider it.

Wis. Rapids Chamber event was attended by Gary Bymers, Scott Karl, Sandy Leonard and Dale Christiansen, all attending thought it was a great event.

Dale announced that Insurance renewal is in process. A PPP grant for 15K was applied for to offset wages.

**Junior Fair Report-**Heather Wellach was introduced as the new Jr. Fair Representative to the board.

**Committee Reports:**

**Executive-**Met and discussed amount of meetings board members are allowed to miss both excused and unexcused before being asked to step down. Will be brought to the board for discussion.

**Sponsorship-** Meeting next week

**Marketing-** Billboard locations were discussed, 3 in Marshfield and 12 with other companies. Area radio stations are currently putting together packages.

**Fairest of the Fair-**Coronation is Saturday at 2:00pm. There will be 2 Fairest of the Fair and 4 Junior Fairest of the Fair. The coronation will be on Facebook Live.

**Volunteer-**Meeting was held so that the number of volunteers needed for gates and concert gates can be narrowed down. Plan was set to speak with Dennis Bangart in reference to ideas for getting more volunteers. Area churches will also be contacted to discuss what their involvement will be.

**Draft Horse-**Met and discussed sponsorship

**Livestock-** Have not met.

**Building and Grounds-**Dale and Ken walked through the grounds and made a list of what needs to be done: Staircase on back of fair office is unsafe. Round barn windows, particularly the upper windows are in need of replacement. Grants are currently being reviewed to get the windows paid for. Show palace has had vandalism in the past so the lights have been kept on and the electric bill has gone up substantially. Committee is looking into LED lights, motion detectors and possibly cameras. Driveway into East end of hockey building will need longer culvert and additional gravel. Round barn rotunda needs to be power washed, painted and staples will need to be removed and benches cleaned.

**Park Management-**Have not met.

**Old Business-** None

**New Business-**PA System covers all buildings and does not cover horse arena. Several horse shows are scheduled, and the system will need to be updated to match the rest of the grounds. The proposal will be to connect to the rest of the grounds for approximately \$14,500. for parts and \$500. For labor includes new WIFI in the campground. \$20K to be taken out of the \$150K loan at 2% interest. Motion was made by Gary Bymers and seconded by Vicki Selz, All approved.

Board participation and attendance was discussed and would include changing bylaws to state requirements of participation and attendance. Scott Karl made a motion to table the discussion until the Executive Committee can discuss further, Sandy Leonard seconded. All approved.

**Adjournment-**Bob Ashbeck made a motion to adjourn, and Vicki Selz seconded. All approved.

Respectfully,

*Kara McManus*

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
March 17, 2021

**DRAFT**

Subject to  
Approval

President Farmbrough called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

**ROLL CALL ATTENDANCE:**

Present: David Farmbrough, Andrea Galvan, William Hascall, Craig Broeren, Heather Gygi, Susan Feith, Scott Kellogg, William Clendenning, Eric Montag and Kim Heniadis.

Absent: Anne Zacher

Administration: Andrew Barnett, Vicki Steiner, and Alicia Woodland.

President Farmbrough introduced new Board members Kim Heniadis and Eric Montag.

**Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.**

**CORRESPONDENCE:** There were no items of correspondence.

**MINUTES:** A motion to approve the Minutes of the February 17, 2021 Library Board meeting was made by Mr. Hascall, second by Ms. Gygi. Motion carried.

**TREASURER'S REPORT:** Mr. Barnett presented the financial reports for March 2021. A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Ms. Galvan, second by Mr. Hascall. Motion carried.

**LEANING FUTURES PROJECT:** We have moved 30% of the Non-Fiction into the YS room and the rest will follow. Fiction is completely moved into the Lower Level, with the genres and large print to follow. With assistance from the City, we hope to make further progress on the main collections in the next couple of weeks. We have rented a pod to store some furniture during the interim. Some surplus items have been donated to the City and County. We are on track to finish emptying the Adult Room before any construction starts.

The Director and staff made presentations to Sunrise Rotary, Solarus and the City's Finance & Property Committee on the Learning Futures project. A presentation for the Common Council is scheduled for March 23.

Bids were let on March 5th, are due on April 2nd and will be opened at 10:35 am. There was a mandatory pre-bid conference on March 16.

**Director's Report:** McMillan hosted another fully booked blood drive on March 5th. We are participating in and providing prizes for the Teen Job Fair on March 17. Upcoming



events include a YA game show on March 31 and another blood drive April 2. Our world famous virtual escape room is again up and running. It has been featured at two conferences and in a recent book. <https://www.mcmillanlibrary.org/escape-room-mcmillan-panda-mic>. Adult, Teen and Children's programs continue to be online or socially distanced.

Miscellaneous – The Director attended the virtual Library Legislative Day. McMillan is part of two UniverCity projects, which are both gathering information via surveys.

COMMITTEE REPORTS: The Capital Campaign Committee met on February 25<sup>th</sup> and March 4<sup>th</sup> and 11<sup>th</sup>. Committee members have been sending out letters to individuals and businesses. Updates on the status of the campaign were reviewed. The next meeting of the committee is scheduled for March 18<sup>th</sup> at 5:00 pm. Mr. Barnett reviewed Board membership in WLA.

OLD BUSINESS: Ms. Feith presented the final revision of the By-Laws. **A motion to approve the By-Laws revision dated March 17, 2021 was made by Mr. Clendenning, second by Mr. Hascall. Motion carried.**

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

**A motion to adjourn was made by Mr. Broeren, second by Ms. Gygi. Motion carried and the meeting adjourned at 5:31 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on April 21, 2021 at 5:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
Special Board Meeting  
April 14, 2021

**DRAFT**

Subject to  
Approval

President Farmbrough called the special meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: David Farmbrough, Andrea Galvan, William Hascall, Craig Broeren, Eric Montag, Susan Feith, William Clendenning, and Kim Heniadis.

Absent: Heather Gygi, Anne Zacher

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

Others in attendance: Alexandra Ramsey from Engberg Anderson

**Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.**

NEW BUSINESS: President Farmbrough welcomed Ms. Ramsey. Ms. Ramsey presented the report on the Learning Futures bids received. A copy of a letter reviewing the bids was shared with Board members prior to the meeting. The low bid was from J.H. Findorff & Son Inc. for a total of \$1,283,030.  
Discussion followed.

**A motion to accept the bid from J.H. Findorff & Son, Inc., was made by Mr. Clendenning, second by Ms. Feith. Motion carried.**

President Farmbrough thanked Brian Kopetsky for all of his work on behalf of the Library and wished him well in his new position as Director of the Menasha Library.

**A motion to adjourn was made by Ms. Galvan, second by Mr. Hascall. Motion carried and the meeting adjourned at 5:53 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
April 21, 2021

**DRAFT**

Subject to  
Approval

President Farmbrough called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

**ROLL CALL ATTENDANCE:**

Present: David Farmbrough, Andrea Galvan, William Hascall, Craig Broeren, Susan Feith, Anne Zacher, William Clendenning, Douglas Machon, and Kim Heniadis.

Absent: Eric Montag

Administration: Andrew Barnett, Vicki Steiner and Alicia Woodland

**Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.**

**CORRESPONDENCE:** A letter of resignation was received from Kevin Finbraaten.

**MINUTES: A motion to approve the Minutes of the March 17, 2021 Library Board meeting was made by Ms. Galvan, second by Mr. Hascall. Motion carried. A motion to approve the Minutes of the April 14, 2021 Special Board meeting was made by Mr. Clendenning, second by Ms. Feith. Motion carried.**

**TREASURER'S REPORT: Mr. Barnett presented the financial reports for April 2021. A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Mr. Hascall. Motion carried**

**Learning Futures Project:** We have completely moved the Non-Fiction into the YS room. Fiction is completely moved into the Lower Level. With assistance from the City, the Adult Room is almost entirely empty. We will move the public computers and staff desk out before the demo work begins.

Bids have been opened and the low bid was approved. The contract will be signed shortly. The contract lists a start date of 5/3 and a substantial completion date of 10/31. There will be a pre-construction meeting on April 23 at 9:30 am.

We are planning a sale of surplus furniture in early May. The City, County, WRPS and area libraries have been given the opportunity to take any items they can use. The sale items are being stored outside the former entrance.

Upcoming presentations: Noon Rotary on May 17, League of Women Voters on April 27.

**A motion to consider hiring a project manager was made by Ms. Heniadis, second by Mr. Clendenning. Motion withdrawn.**

**A motion to postpone the meeting with Findorff on Friday and have a Building and Grounds Committee meeting to discuss having a project manager was made by Ms. Heniadis, second by Mr. Hascall. Motion carried.**

**A motion to approve the President of the Library Board as signatory on the construction contract was made by Mr. Machon, second by Ms. Feith. Motion carried.**

Further discussion followed.

Director's Report: Library Use and Events – McMillan hosted another fully booked blood drive on April 2. Most staff time has been spent moving 200+ shelving units and 20-30 tons of books out of the Adult Room. This went much more quickly than planned, thanks to the work of our staff and assistance from the City, supervised by Eric Norton. YA Manager Alicia Woodland participated in the Teen Job Fair on March 17. We continue to do distanced and virtual programs in all departments. We are planning a Cowboy Union concert in the empty Adult Room, if the construction schedule allows it. We are developing an outdoor concert as part of Cranberry Blossom Festival, but do not yet have a performer.

Building & Grounds – The security system is now complete and covers most staff areas, with eight secured doors. Once the weather warms, we will have the balcony waterproofed. We are following Health Department advice on programs, but the APR and FAC will be unavailable until the construction is done and the rooms cleared for use. For the month of March, we produced more electricity than we consumed.

Miscellaneous – April 16th was Assistant Director Brian Kopetsky's last day. He is the new director at Elisha D. Smith Public Library in Menasha. The position has been advertised and applications are being accepted through May 3.

Marathon County has decided to delay joining SCLS. They will spend the next year building support for the move.

McMillan is now a member of the YOUmedia Learning Labs Network. We are the smallest library in the network. This has many benefits (<https://youmedia.org/join-the-movement/youmedia-learning-labs-network-benefits/>). Alicia Woodland will be overseeing this program.

Committee Reports: President Farmbrough noted that Capital Campaign meetings were held on March 18 and 25, 2021 and April 1 and 14, 2021. Potential concerts and fundraising ideas were discussed.

OLD BUSINESS: There were no items of Old Business

NEW BUSINESS: President Farmbrough introduced new Board member Douglas Machon to the Board members present. Mr. Machon shared his previous and current experiences.

Awards for staff years of service was questioned by Ms. Heniadis.

Preprocessing of materials under consideration.

**A motion to adjourn was made by Mr. Clendenning, second by Ms. Feith. Motion carried and the meeting adjourned at 6:36 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on May 19, 2021 at 5:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary

**Draft**  
**South Central Library System Board of Trustees Minutes**  
**3/25/2021, 12:15 p.m.**  
**4610 S. Biltmore Lane, Suite 101, Madison, WI 53718**  
**Meeting held remotely via BlueJeans**

**Action Items:**

**Approved the Participate in SCLS Technology Services agreement with Everett Roehl Marshfield Public Library**

**Present:** F. Cherney, B. Clendenning, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, M. Nelson, R. Nelson, T. Peterson, G. Poulson, T. Walske, K. Williams

**Absent:** N. Brien, P. Cox

**Excused:** S. Elwell

**Recorder:** H. Moe

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

**Call to Order Time:** 12: 15 p.m. J. Healy-Plotkin, President

- a. Introduction of guests/visitors: None
- b. Changes/additions to the agenda: None
- c. Requests to address the Board:

**Approval of previous meeting minutes:** 2/25/2021

- a. Motion: G. Poulson moved approval. M. Furgal seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

**Bills for Payments:** The payment amount is \$103,060.17

- a. Motion. K. Williams moved approval of the bills for payment. N. Long seconded.
- b. Discussion: None
- c. Vote: Motion carried.

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

**Presentation:** Pandemic and Libraries Review – M. Van Pelt provided a review of the impact on COVID-19 on the system, member libraries, funding, and circulation of physical and digital items. Two reports are available in the documents online with detailed information.

**Committee Reports:**

- a. Advocacy – No report
- b. Bylaws – Need to set the first meeting date. G. Poulson will email the committee members to determine the first meeting date for either June or July.

**Action Items:**

- a. Approve Participate in SCLS Technology Services agreement with Everett Roehl Marshfield Public Library
  - i. Motion: N. Foth moved approval of the agreement. J. Honl seconded.
  - ii. Discussion: None
  - iii. Vote: Motion Carried

**SCLS Foundation Report:** M. Van Pelt noted the foundation received funds from four sponsors for the Cornerstone in the amount of \$2,000. They include Envisionware, OverDrive, PTFS, and St. John's Property. The event will take place October 7<sup>th</sup> at the Buck and Honey's restaurant in Monona. Several funeral homes in Wisconsin have received the foundation estate planning brochures.

**System Director's Report:** You may view the System Director report online. M. Van Pelt noted the American Rescue Plan of 2021 (COVID relief bill) has been approved and over \$3 million will be coming to WI in the next 60 days to be disbursed by DPI. Expanded E-rate is receiving more funding with the focus of helping internet connectivity to folks at home. Millions will be added to the plan with reimbursement at 100%. This is to be used mainly for hot spots and connective devices. This will require CIPA compliance and libraries will have to apply directly for the e-rate funding. The Marathon County Library Board was provided with a FAQ from DPI. The Waunakee Public Library director, Erick Plumb, set up a vaccination clinic for all Dane County libraries including SCLS staff, which will be held at the Waunakee High School Friday, March 26<sup>th</sup>. The new Belleville Public Library building is open.

**Discussion:**

**a. 2020 Management Discussion & Analysis review** – D. Odahl provided details about the numbers reported on the audit and that no adjustments or corrections were needed to the audit.

**b. System Effectiveness Statements** – All SCLS libraries need to indicate on their annual report whether they felt the system was effective in 2020. The Middleton Public Library was the only library that indicated no. Eleven libraries included notes with their statements and they were provided to the board in the documents online.

**c. Do we want to resume the examination of bills by trustees?** The board determined that this will be discussed again in April. There is a bill examiner list created that indicates which trustee is responsible for reviewing the bills for payment monthly. It was suggested that the person responsible each month could come to the office on the day of the board meeting to review the bills and then stay at the office to participate in the board meeting. The board agreed it is good to continue a review. If a trustee is not able to review the bills for payment on the month they are scheduled, please contact Heidi Moe to make other arrangements.

**d. SCLS 2019 – 2021 Strategic Plan:** M. Van Pelt requested a small group of board members review the strategic plan. N. Foth, N. Long, and J. Healy-Plotkin volunteered to review it. S. Elwell also expressed interest and M. Van Pelt will contact her to confirm.

**Administrative Council (AC) Report: All Directors Meeting 3/18/2021.** You may view the minutes online.

**Other Business: None**

**Information Sharing:**

**Adjournment: 1:47 p.m.**

For more information about the Board of Trustees, contact Martha Van Pelt

BOT/Minutes/3-25-2021

(UNAPPROVED)

MINUTES OF THE UNIVERSITY COMMISSION (UWSP @  
MARSHFIELD) MEETING OF FEBRUARY 11, 2021.

Chair Rozar called the meeting to order at 5:00 p.m.

Present: Breu (by Zoom), Feier, Rozar, Poeschel, and Hahn (by Zoom),  
Spiros (by Zoom),

Also present: Chancellor Gibson, Gretel Stock, Dean; Michelle Boernke,  
Campus Executive; Brian Panzer, Building & Grounds Superintendent;  
Mike Zsido (by Zoom), Asst. Director for Building Services; Bill  
Clendenning (by Zoom), District 15 Wood County Board Supervisor; and  
Ralph Nussbaum, University Commission Bookkeeper.

Rozar declared a quorum.

There were no public comments.

Introductions were given and the new UWSP Chancellor Gibson gave his  
remarks and vision for the future of the institution and our UWSP at  
Marshfield Campus.

Motion (Poeschel/Breu) to approve the minutes from November 12, 2021  
and place on file. Motion carried.

Motion (Feier/Hahn) to receive and place on file the Year-to-Date Register  
Report. Motion carried. (Year-to-Date Register on file.)

Motion (Breu/Spiros) to approve and place on file the Financial Activity  
pre-paid bills. Motion Carried. (List of bills on file.)

Panzer outlined additional detail on his distributed report. No other  
comments. Motion (Poeschel/Feier) to receive and place on file the  
Building & Grounds Superintendent of Operations Director's Report.  
Motion carried. (Report on file.)

Motion (Breu/Spiros) to approve the 2021 mowing contract with same rates  
as prior year. Motion Carried.



Motion (Spiros/Poeschel) to approve the 2022-2026 CIP as presented and place on file. Motion Carried.

Rozar outlined the UWEC Nursing Program that is relocating to the UWSP at Marshfield campus this spring, with classes starting Fall 2021. Boernke provided a confirmation letter from the Marshfield Clinic indicating they will cover the costs of the carpet and painting in the lower level of Laird where the program will be located. Motion (Rozar/Poeschel) to give permission to paint and replace carpet in lower Laird as indicated. Motion Carried. (Letter on file.)

Boernke provided a written report, which included enrollment data for week #24 admission funnel activities, with total admits at 107, a gain of 21 over last year, and total confirmed of 47, a gain of 17 over last year. Boernke reported that this is above enrollment trends, as the pandemic has impacted all higher education enrollment across the country. No further questions or comments from the members. (Campus Executive Report on file.)

There was no formal Chair's report.

Rozar announced the next meeting date is May 13, 2021.

No further business.

Meeting adjourned at 5:58 p.m.

Minutes taken for Nick Poeschel, Secretary by Michelle Boernke

MINUTES  
JAIL STUDY ADHOC COMMITTEE

DATE: Thursday, April 15, 2021  
TIME: 9:00 am  
LOCATION: Courthouse – Room 114

Members Present: Laura Valenstein, Jake Hahn, Adam Fischer, Lee Thao, Al Breu and Dave LaFontaine

Members Present Virtually: John Hokamp

Others Present: Reuben VanTassel, Ed Newton, William Winch, Shawn Becker, Quentin Ellis, Ted Ashbeck, Susanna Pearson, Dennis Polach, Bill Clendenning, John Cain, and Mike Feirer

Others Present Virtually: Jason Demarco, Ray Bossert

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the previous meeting were reviewed. Chair Valenstein pointed out a correction on the spelling of Karen Flynn's name. Motion by Fischer and seconded by LaFontaine to approve the minutes. Motion carried by voice vote.
4. Operating costs of the existing jail and a potential new jail were discussed. Sheriff Becker indicated the current operating costs of the jail are around \$4.1 million annually. In order to operate a new facility, there would need to be an increase in staff. That cost is approximately \$660,000 for additional corrections and maintenance staff. After accounting for staff costs and potential contracted service cost increases, the Sheriff's Department estimated the operating costs would be approximately \$489,000 less than that of the current facility as out of county housing and transport costs would be eliminated.

Supervisor Hahn asked about current maintenance costs and how they may compare to costs for a new facility. Reuben Van Tassel explained that efficiencies in the new facility could offset any cost increases in maintenance from our current facility, keeping costs relatively similar. John Cain of Venture Architects offered that their building standards often attain LEED certification "silver standards" though they don't pay to have that designation confirmed.

5. Discussion was held regarding financing/borrowing for a new jail. Chair Valenstein reviewed documents previously provided by Baird. She discussed the county's projected remaining borrowing capacity of approximately \$202 million that would be available after a jail project was borrowed for.

Chair Valenstein relayed she and Ed Newton had recently had conversation with Justin from Baird. She indicated the maximum mill rate increase as a result of borrowing for this project would be \$.35

per \$100,000 of value per household. With the average priced home in Wood County being \$130,000 to \$140,000, the mill rate increase would result in an approximate \$40 increase per home.

Ed Newton discussed the length of borrowing term. If the entire amount is borrowed at once, unused funds could be deposited and interest could be potentially used to offset some project costs. He also explained local financial institutions could be included in the borrowing/lending opportunity.

The County's current municipal bond rating AA1. Financing the jail project would likely drop our rating to an AA2 or even AA3. Ed explained this rating drop could result in an estimated 1% increase in future borrowing rates. Discussion was held regarding if our rating could return as the financing gets paid off. It is hard to tell if it would, or if so, when.

At this time, Ray Bossert made comment on finding an effective way of messaging tax increases to the public. Supervisor Feirer discussed rating levels and effects/results he's seen in Marshfield.

COVID funding was discussed. Supervisor Fischer said the Operations Committee would be discussing how these funds can be used at an upcoming meeting.

6. John Cain from Venture Architects presented on the jail project description, concept, images, and capital costs. He discussed the design capacity and operational capacity of the proposed facility. The jail could house 225 to 300 inmates by design. Operating capacity would be between 180-240 inmates depending on whether cells were built for double occupancy. Cain discussed the evolution of the design and explained that by "stacking" the pods, many square feet were saved. This plan will not require any acquisition of the neighboring residential properties. The layout and potential appearance was discussed. The cost is estimated at \$56,220,000. Construction costs are estimated at \$46,850,000 with a spring of 2022 bid. Samuels Group would oversee the construction. \$9,370,000 in costs would be associated with Venture Architects and other costs directly involved in the project.

Supervisor Winch requested the cost of the 60 foot walkway that would connect the new facility to the courthouse. Cain explained that while he didn't have a cost specific to the walkway, it was included in the total cost provided.

Supervisor Breu and Supervisor LaFontaine led discussions regarding material costs and availability as well as potential timelines associated with the borrowing, planning, and building. Cain explained that if a decision would be reached this summer, the project could move on with a spring of 2022 start.

7. The upcoming Ad hoc Committee Schedule was discussed. April 29, 2021 the committee will tour Eau Claire County's jail. Some members will be picked in Marshfield. May 13, 2021 the committee will meet to discuss a recommendation to County Board. May 20, 2021 the committee will meet to address concerns raised and address messaging strategies.
8. The next meeting date was set, Thursday, April 29, 2021, the committee will tour Eau Claire County's jail. Some members will be picked in Marshfield.
9. Chair Valenstein adjourned the meeting at 10:16 AM.

Minutes taken by Quentin Ellis, Wood County Sheriff's Department, and are in draft form pending approval of the committee.