

JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Friday, January 7, 2022

TIME: 9:00 a.m.

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order.
2. Public comments. Now or at the time the item is taken up. Rules may apply.
3. Review minutes of previous meeting.
4. Review any claims, notices of injury, or litigation against the County, as necessary, including the claim of Bruce Diggles and Randy Schneider.
5. Review any Dog License Fee Fund claims.
6. Review for approval the vouchers and monthly reports of departments the committee oversees.
7. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
 - a. Report of Citizens Groundwater Group.
 - b. Discuss attendance at Centergy meeting.
8. Discuss Corporation Counsel memo "Resolution Drafting."
9. Discuss need for Humane Officer and Coroner to have departmental policies.
10. Review County Board Rules, specifically rules addressing the transfer of budgeted funds and rules on voting at county board meetings.
11. Attendance at meetings.
12. Consideration of agenda items for next meeting.
13. Set date and time of next meeting.
14. Adjourn.

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2494 502 3827

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m266b1b7034bf6b136bcead0c21e0a3ab>

Meeting number (access code): 2494 502 3827

Meeting password: JL0107

**JUDICIAL & LEGISLATIVE COMMITTEE
MEETING MINUTES**

DATE: Monday, November 29, 2021
TIME: 8:00 a.m.
LOCATION: Wood County Courthouse – Room 114
400 Market St.
Wisconsin Rapids, WI

PRESENT: Bill Clendenning, Ken Curry, Ed Wagner, and Joe Zurfluh

EXCUSED: Bill Leichtnam

OTHERS PRESENT: Dennis Polach, Kim McGrath

The meeting was called to order by Chair Clendenning at 8:00 a.m.

There were no public comments.

Motion by Zurfluh, Second by Wagner to go into closed session at 8:04 a.m. pursuant to 19.85 (1)(c) Wis. Stats., to conduct interview(s) of candidate(s) for the Criminal Justice Coordinator position and to discuss qualifications of the candidate(s).

Roll call vote: Clendenning: yes; Curry: yes; Wagner: yes; Zurfluh: yes. Motion carried.

Motion (Zurfluh/Wagner) to return to open session at 12:26 p.m. Motion carried unanimously.

The chair declared the meeting adjourned at 12:30 p.m.

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

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: December 3, 2021
 TIME: 9:00 a.m.
 PLACE: Room 114, Wood County Courthouse
 TIME ADJOURNED: 10:15 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.
2. Public comments. None at this time
3. The minutes for the November 5, 2021, meeting were reviewed. Chairman Clendenning declared the minutes approved as there were no objections to them.
4. The Committee reviewed the claims of Donna Reber and Rita Meier. These claims will be provided to the county board.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Wagner, seconded by Curry, to approve the reports and payment of department vouchers. All ayes.**
7. The Committee reviewed correspondence and legislative issues.
 - a. Report of Citizens Groundwater Group. Supervisor Leichtnam gave a history of the five-year evolution of the Citizens Groundwater Group and some goals of the group.
 - b. Discussion of HIRC resolution on future changes at Sandhill Wildlife Area. **Moved by Leichtnam, seconded by Curry, to co-sponsor the resolution with HIRC to oppose the DNR's decision to decommission the Sandhill Wildlife Area game farm. All ayes.**
 - c. Discussion of opioid litigation settlement. **Moved by Curry, seconded by Wagner, to approve the opioid settlement via the presentation of a resolution to the county board. All ayes.**

The Committee expressed an interest in having this Committee involved in overseeing the expenditure of opioid settlement funds.

8. County Board rules. No action taken.
9. Attendance at meetings. No action taken.
10. Agenda items for the January 2022 meeting:
 - Discuss attendance at upcoming Synergy meeting.
 - Discuss need for Humane Officer and Coroner to have departmental policies.
 - Discuss memo on how to draft and process county board resolutions.
11. The next committee meeting will be January 7, 2022, at 9:00 a.m.
12. At 9:40 a.m., pursuant to Wis. Stat. s. 19.85(1)(c), it was moved by Zurfluh, seconded by Leichtnam, to go into closed session to conduct performances reviews of department heads. All ayes.
13. At 10:15 a.m., it was moved by Zurfluh, seconded by Clendenning, to return to open session. All ayes.
14. Meeting adjourned without objection by the Chairperson at 10:15 a.m.

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

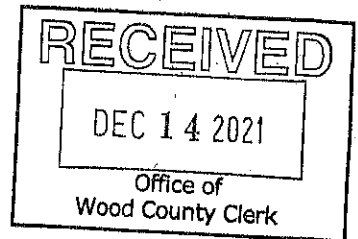
12/3/21

3, 20 21

[illegible]

NOTICE OF INJURY AND CLAIM

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



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

cc: Corp Counsel
HR
Sheriff

THE INCIDENT:

Date: 12-11-2021

Time: 11:00 A.M.

Place: Rescue Garage

The circumstances giving rise to my claim are as follows:

Prior to 11:00 A.M. someone snowblowing
around the building blew snow filling my grill
and radiator full of snow, and scratching the paint below
the drivers headlight.

The names of county personnel involved are: Bruce Diggles (Truck owner)

The names of other witnesses are: Brandon Franz (Rescue Member)

THE CLAIM

I request the following monetary or other relief: \$179.56

12-13-2017
Date

Bruce Diggles
Signature
Print Name: Bruce Diggles
Address: 521 5th Street
Port Edwards, WI 54469

Phone: 715-213-4563

BALLWEG AUTOMOTIVE DBA TOYOTA OF WAUSAU
2900 N. 20TH AVE. WAUSAU, WI. 54401
PHONE: 715-675-5090 FAX: 715-675-6785
TOLL FREE: 800-972-0467 FED ID # 26-0437593
bodyshopwausau@toyotaofwausau.com

*** PRELIMINARY ESTIMATE ***

12/13/2021 02:10 PM

Owner

Owner: bruce diggles
Address:

Work/Day: (715)213-4500

Inspection

Inspection Date: 12/13/2021 02:11 PM

Inspection Type:

Appraiser Name: Austin Henricks
Address: 2900 N 20th Ave
City State Zip: Wausau, WI 54401
Email: ahenricks@toyotaofwausau.com

Appraiser License # :
Work/Day: (715)675-7775x216
FAX:

Repairer

Repairer: TOYOTA OF WAUSAU
Address: 2900 N 20th Ave
City State Zip: Wausau, WI 54401
Email: bodyshopwausau@ballweg.com

Contact:
Work/Day: (715)675-5090
FAX: (715)675-6785

Target Complete Date/Time:

Days To Repair: 1

Vehicle

2021 Toyota Tundra SR5 5.7 V8 4 DR Crew Cab Short Bed
8cyl Gasoline 5.7 DOHC
6-Speed Automatic

Lic Expire:
Veh Insp# :
Condition:
Ext. Refinish: Two-Stage

VIN: 5TFDY5F19MX043269
Mileage Type: Actual
Code: Y8245B
Int. Refinish: Two-Stage

Options

1st Row LCD Monitor(s)
60/40 Bench Seat
Adjustable Seat System
Anti-Lock Brakes
Automatic High Beam
Camper/Towing Package
Chrome Step Bumper
Courtesy/Warning Lights
Driver Knee Airbag
Electronic Compass
Full Size Spare Tire
Halogen Headlights
Heated Wiper Park

2nd Row Head Airbags
AM/FM CD Player
Air Conditioning
Armrest(s)
Auxiliary Audio Input
Cargo Lamp
Collision Avoidance Sys
Cruise Control
Dual Airbags
Emergency S.O.S. System
Fwd. Collision Alert
Head Airbags
IPOD Control

4-Wheel Drive
Adaptive Cruise Control
Analog Gauges
Automatic Dimming Mirror
Black Bumper(s)
Carpeting
Color-Keyed Grille
Driver Information Sys
Elect. Stability Control
Fog Lights
Garage Door Opener
Heated Power Mirrors
In-Vehicle WiFi

Keyless Entry System	Knee Air Bags	Lane Departure Alert
Leather Shift Knob	Limited Slip Differential	MP3 Decoder
Manual Levling Headlamps	Mud/Splash Guards	Overhead Console
Pedestrian Detection Sys	Power Door Locks	Power Steering
Power Windows	Privacy Glass	Pwr Accessory Outlet(s)
Rear Center Arm Rest	Rear View Camera	Rear Window Defroster
Side Airbags	Side Steps	Single Exhaust System
SiriusXM Satellite Radio	Stability Cntrl Suspensn	Steel Wheels
Strg Wheel Radio Control	Tachometer	Tilt Steering Wheel
Tinted Glass	Tire Pressure Monitor	Tow Hooks
Brake	Trailer Hitch	Trip Computer
USB Audio Input(s)	Velour/Cloth Seats	Wireless Audio Streaming
Wireless Phone Connect		

Damages

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ%	B%	Hours	R
Front End Panel And Lamps										
1	I	38		Pnl,Front End Finish LT	Repair				0.5*	SM
2	L	38	13	Pnl,Front End Finish LT	Refinish				1.1	RF
					0.4 Surface					
					0.6 Two-stage setup					
					0.1 Two-stage					
3	RI	38		Pnl,Front End Finish LT	R & I Assembly				0.4	SM
3		Items								
			MC	Message						
			13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE						

Estimate Total & Entries

Paint & Materials	1.1 Hours @ \$42.00	\$46.20	
Parts & Material Total			\$46.20
Tax on Parts & Material	@ 5.500%		\$2.54
Labor	Rate	Replace Hrs	Repair Hrs
			Total Hrs
Sheet Metal (SM)	\$62.00	0.4	0.5
Mech/Elec (ME)	\$80.00		
Frame (FR)	\$75.00		
Refinish (RF)	\$62.00	1.1	
			1.1
			\$68.20
Labor Total		2.0 Hours	\$124.00
Tax on Labor	@ 5.500%		\$6.82
Gross Total			\$179.56
Net Total			\$179.56

Alternate Parts Y/00/00/00/00/00 Cumulative 00/00/00/00/00 Zip Code: 54401 Default
SPPL Yes Zip Code: 00000 Default
Rate Name Default

Audatex Estimating 10.11.79 ES 12/13/2021 02:11 PM REL 10.11.79 DT 11/01/2021 DB 12/08/2021

State Disclosure: WI

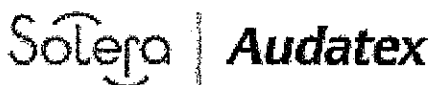
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0.7 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF ONE OR MORE REPLACEMENT PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THE REPLACEMENT PARTS RATHER THAN BY THE MANUFACTURER OF YOUR MOTOR VEHICLE.

Op Codes

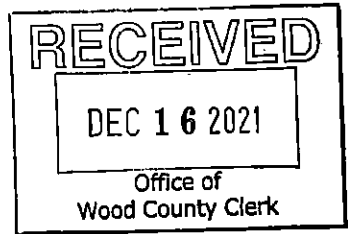
* = User-Entered Value	^ = Labor Matches System Assigned Rates	E = Replace OEM
NG = Replace NAGS	EC = Replace Economy	OE = Replace PXN OE Srpls
UE = Replace OE Surplus	ET = Partial Replace Labor	EP = Replace PXN
EU = Replace Recycled	TE = Partial Replace Price	PM = Replace PXN Reman/Rebld
UM = Replace Reman/Rebuilt	L = Refinish	PC = Replace PXN Reconditioned
UC = Replace Reconditioned	TT = Two-Tone	SB = Sublet Repair
N = Additional Labor	BR = Blend Refinish	I = Repair
IT = Partial Repair	CG = Chipguard	RI = R & I Assembly
P = Check	AA = Appearance Allowance	RP = Related Prior Damage



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NOTICE OF INJURY AND CLAIM

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

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

cc: Corp Counsel
Hwy
HR

THE INCIDENT

Date: 12-8-21

Time: 1

Place: Tri City Motors, 1410 Hwy 73 So, Wis Rapids, WI. 54494

The circumstances giving rise to my claim are as follows:

Mailbox knocked off, Damaged.
Box Can Be Viewed at Shop

The names of county personnel involved are: _____

The names of other witnesses are: _____

THE CLAIM

I request the following monetary or other relief: _____

12-13-21
Date

Randy Schneider
Signature
Print Name: RANDY SCHNEIDER
Address: 1330 HWY 73 SO
WIS RAPIDS, WI. 54494

Phone: 715-325-2995 OR 715-325-5143

Committee Report

County of Wood

Report of claims for: BRANCH 1 / PROBATE

For the period of: DECEMBER 2021

For the range of vouchers: 03210068 - 03210074

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
03210068	NATIONAL COURT REPORTERS ASSN	2022 DUES - KIMBERLY COLLINS	11/02/2021	\$300.00	
03210069	OFFICE ENTERPRISES INC	INSTALL ADJUSTABLE BASES	12/15/2021	\$3,745.75	
03210070	STAPLES ADVANTAGE	OFFICE SUPPLIES	12/08/2021	\$16.52	
03210071	COLLINS KIMBERLY	TRANSCRIPT FEE 20CF663	11/23/2021	\$34.00	
03210072	COLLINS KIMBERLY	TRANSCRIPT FEE 20CF713	12/01/2021	\$48.00	
03210073	COLLINS KIMBERLY	TRANSCRIPT FEE 21CF256	12/02/2021	\$24.00	
03210074	PETERSON MICHELLE L	TRANSCRIPT FEE 17CF70	11/23/2021	\$20.00	
Grand Total:				\$4,188.27	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: BRANCH 2

For the period of: DECEMBER 2021

For the range of vouchers: 04210037 - 04210046

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04210037	SWITS LTD	INTERPRETER 21TR1432 21CT391	11/22/2021	\$104.50	P
04210038	SWITS LTD	INTERPRETER FEES 21CM518	11/30/2021	\$105.00	P
04210039	NATIONAL COURT REPORTERS ASSN	2022 DUES - DENISE ZAMOW	11/02/2021	\$300.00	P
04210040	COLLINS KIMBERLY	TRANSCRIPT FEE 21CF36	11/23/2021	\$36.00	
04210041	ZAMOW DENISE	TRANSCRIPT FEE 20CF566 21CF467	12/20/2021	\$54.00	
04210042	ZAMOW DENISE	TRANSCRIPT FEE 18CF206	12/27/2021	\$38.00	
04210043	ZAMOW DENISE	TRANSCRIPT FEE 20CF419 20CF476	12/27/2021	\$38.00	
04210044	SOMMER KARLA M	TRANSCRIPT FEE 21CF504 21CF510	12/09/2021	\$8.00	
04210045	SOMMER KARLA M	TRANSCRIPT FEE 19CF776	12/09/2021	\$14.00	
04210046	SWITS LTD	INTERPRETER SERVICES	12/13/2021	\$254.00	
Grand Total:				\$951.50	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: BRANCH 3

For the period of: DECEMBER 2021

For the range of vouchers: 05210064 - 05210067

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05210064	SWITS LTD	INTERPRETER FEE 20FA185	11/22/2021	\$113.50	P
05210065	STAPLES ADVANTAGE	OFFICE SUPPLIES	12/02/2021	\$18.03	P
05210066	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/19/2021	\$54.87	
05210067	SWITS LTD	INTERPRETER SERVICES	12/13/2021	\$204.00	
Grand Total:				\$390.40	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: CHILD SUPPORT

For the period of: DECEMBER 2021

For the range of vouchers: 02210098 - 02210110

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02210098	AEGIS CORPORATION	NOTARY BOND RENEWAL-KELNHOFER	12/27/2021	\$30.00	
02210099	WI DEPT OF FINANCIAL INSTITUTIONS	NOTARY RENEWAL-KELNHOFER	12/27/2021	\$20.00	
02210100	CW SOLUTIONS LLC	ELEVATE PROGRAM COSTS	12/27/2021	\$8,696.93	
02210101	DNA DIAGNOSTICS CENTER	19-IND. GENETIC TESTS	12/27/2021	\$486.00	
02210102	GEBERT LAW OFFICE	SUB. CORP COUNSEL FEE	12/27/2021	\$75.00	
02210103	LEGAL LOGISTICS LLC	13-PROCESS OF SERVICE FEES	12/27/2021	\$830.00	
02210104	OFFICE DEPOT	OFFICE SUPPLIES	12/27/2021	\$54.23	
02210105	OFFICE DEPOT	OFFICE SUPPLIES	12/27/2021	\$126.80	
02210106	RIVER CITY PROCESS SERVERS	17-PROCESS OF SERVICE FEES	12/27/2021	\$750.00	
02210107	SOUTHEAST WISCONSIN PROCESS LLC	2-PROCESS OF SERVICE FEES	12/27/2021	\$140.00	
02210108	WI DEPT OF ADMINISTRATION	SHARED ROUTER COSTS-CSA/DHSS	12/27/2021	\$75.00	
02210109	WOODTRUST BANK	4-BOXES-AGENCY CHECKS	12/27/2021	\$85.16	
02210110	US BANK	REFUND OF HOTEL CHARGES-WCSEA	12/27/2021	(\$71.04)	
Grand Total:				\$11,298.08	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: CLERK OF CIRCUIT COURT

For the period of: DECEMBER 2021

For the range of vouchers: 07210828 - 07210977

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210828	US BANK	Jury Supplies	11/03/2021	\$75.80	P
07210829	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME160	11/04/2021	\$510.00	P
07210830	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME156	11/03/2021	\$720.00	P
07210831	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME153	11/03/2021	\$420.00	P
07210832	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 17GN93	11/04/2021	\$500.00	P
07210833	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN71	11/09/2021	\$500.00	P
07210834	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med exam - 21GN73	11/09/2021	\$500.00	P
07210835	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME164	11/11/2021	\$720.00	P
07210836	BILSKI & FRENCH LLC	Atty Fee - 18GN84	11/04/2021	\$100.00	P
07210837	BILSKI & FRENCH LLC	Atty Fee - 19GN86	11/04/2021	\$120.40	P
07210838	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Medical Exam - 21ME160	11/03/2021	\$650.00	P
07210839	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Medical Exam - 21ME153	11/03/2021	\$870.00	P
07210840	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Medical Exam - 21ME156	11/03/2021	\$870.00	P
07210841	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Medical Exam - 21ME164	11/11/2021	\$795.00	P
07210842	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Medical Exam - 19ME69	11/11/2021	\$795.00	P
07210843	DM STAMPS & SPECIALTIES	Office Supplies	11/04/2021	\$24.57	P
07210844	GORSKI & WITTMAN SC	GAL Fee - 19GN59	11/03/2021	\$290.00	P
07210845	GORSKI & WITTMAN SC	GAL Fee - 12GN66	11/05/2021	\$190.04	P
07210846	GORSKI & WITTMAN SC	GAL Fee - 19GN93	11/07/2021	\$220.42	P
07210847	GORSKI & WITTMAN SC	GAL Fee - 20GN74	11/06/2021	\$260.24	P
07210848	GORSKI & WITTMAN SC	GAL Fee - 21GN58	11/01/2021	\$719.60	P
07210849	GORSKI & WITTMAN SC	GAL Fee - 01GN18	11/07/2021	\$220.00	P
07210850	GORSKI & WITTMAN SC	GAL Fee - 10GN49	11/06/2021	\$150.00	P
07210851	GORSKI & WITTMAN SC	GAL Fee - 95GN78	11/06/2021	\$170.00	P
07210852	GORSKI & WITTMAN SC	GAL Fee - 02GN69	11/05/2021	\$170.00	P
07210853	HILL & WALCZAK ATTYS	GAL Fee - 21JC12 IHC	11/03/2021	\$290.00	P
07210854	HILL & WALCZAK ATTYS	GAL Fee - 20JC137 OHC	11/03/2021	\$390.00	P

CLERK OF CIRCUIT COURT - DECEMBER
2021

07210828 - 07210977

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210855	HILL & WALCZAK ATTYS	GAL Fee - 20JC142 OHC	11/08/2021	\$700.00	P
07210856	HILL & WALCZAK ATTYS	GAL Fee - 21JG18 OHC	11/03/2021	\$310.00	P
07210857	HILL & WALCZAK ATTYS	GAL Fee - 20JC138 OHC	11/03/2021	\$470.00	P
07210858	HILL & WALCZAK ATTYS	GAL Fee - 21JC61 & 21JC62 IHC	11/08/2021	\$500.00	P
07210859	HILL & WALCZAK ATTYS	GAL Fee - 21JC13 & 14 OHC	11/12/2021	\$620.00	P
07210860	HILL & WALCZAK ATTYS	GAL Fee - 21JC17 & 21JC18 IHC	11/12/2021	\$450.00	P
07210861	QUADIENT LEASING USA INC	Lease Pmt Sept - Dec 2021	11/08/2021	\$372.87	P
07210862	SERSCH THERESE	Med Exam - 19GN66	11/01/2021	\$383.08	P
07210863	SERSCH THERESE	Med Exam - 19GN09	11/01/2021	\$323.96	P
07210864	STAPLES ADVANTAGE	Office Supplies	11/11/2021	\$25.25	P
07210865	STEVNING-ROE LAW FIRM LLC	Atty Fee - 92GN215	11/01/2021	\$362.86	P
07210866	WEILAND LEGAL SERVICES	GAL Fee - 20GN81	11/11/2021	\$100.00	P
07210867	WEILAND LEGAL SERVICES	GAL Fee - 12GN34	11/11/2021	\$100.00	P
07210868	WEST PAYMENT CENTER	Publications for Law Library	11/01/2021	\$1,577.17	P
07210869	SCRENOCK LAW OFFICE	GAL Fee - 19GN66	11/03/2021	\$620.00	P
07210870	BLADER LAW OFFICE LLC	GAL Fee - 19GN92	10/31/2021	\$208.64	P
07210871	CENTRAL WI COMMUNITY LAW INC	Atty Fee - 21CF229	11/21/2021	\$560.00	P
07210872	ABTS LAW LLC	GAL Fee - 21CV340	11/16/2021	\$370.00	P
07210873	ABTS LAW LLC	GAL Fee - 21JI3	11/16/2021	\$260.00	P
07210874	HILL & WALCZAK ATTYS	GAL Fee - 21JC46,47 & 48 OHC	11/15/2021	\$1,630.00	P
07210875	WEILAND LEGAL SERVICES	GAL Fee - 95GN90	11/16/2021	\$100.00	P
07210876	WEYMOUTH RICHARD D	Services as FCC - Nov 2021	11/23/2021	\$5,416.66	P
07210877	ABTS LAW LLC	Atty Fee - 21CV318	10/21/2021	\$270.00	P
07210878	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME163	11/15/2021	\$210.00	P
07210879	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME155	11/01/2021	\$720.00	P
07210880	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20ME66	10/25/2021	\$570.00	P
07210881	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME165	11/17/2021	\$720.00	P
07210882	BENSON STEVEN A PH D LLC	Med Exam - 21CF439	11/15/2021	\$2,974.41	P
07210883	BENSON STEVEN A PH D LLC	Med Exam - 21CM341	11/15/2021	\$3,464.33	P
07210884	CENTRAL WI COMMUNITY LAW INC	Atty Fee - 18GN66	10/27/2021	\$230.00	P
07210885	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME165	11/17/2021	\$845.00	P
07210886	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME163	11/15/2021	\$795.00	P
07210887	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME155	11/01/2021	\$995.00	P
07210888	CVEYKUS LAW OFFICE (DANIEL CVEYKUS)	Atty Fee - 94GN16	10/26/2021	\$230.00	P
07210889	CVEYKUS LAW OFFICE (DANIEL CVEYKUS)	Atty Fee - 00GN28	10/29/2021	\$270.00	P
07210890	GEBERT LAW OFFICE	Atty Fee - 21JG24 OHC	10/27/2021	\$150.00	P
07210891	GEBERT LAW OFFICE	Atty Fee - 21CF102	10/27/2021	\$382.37	P
07210892	GEBERT LAW OFFICE	Atty fee - 21CM179	10/27/2021	\$602.90	P
07210893	GEBERT LAW OFFICE	Atty fee - 21CF337	10/27/2021	\$529.83	P
07210894	GEBERT LAW OFFICE	Mediation Services - Oct 2021	11/18/2021	\$375.00	P

CLERK OF CIRCUIT COURT - DECEMBER
2021

07210828 - 07210977

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210895	HILL & WALCZAK ATTYS	Atty Fee - 21JC19 OHC	11/16/2021	\$505.00	P
07210896	HILL & WALCZAK ATTYS	Atty Fee - 21JC45 OHC	11/15/2021	\$875.00	P
07210897	HILL & WALCZAK ATTYS	Atty fee - 21JC20	11/15/2021	\$320.00	P
07210898	HILL & WALCZAK ATTYS	Atty fee - 20JC147 OHC	11/12/2021	\$330.00	P
07210899	HILL & WALCZAK ATTYS	Atty fee - 21JC16 OHC	11/12/2021	\$400.00	P
07210900	HILL & WALCZAK ATTYS	Mediation Services - Oct 2021	11/18/2021	\$50.00	P
07210901	NASH LAW GROUP	Atty Fee - 21CM363	10/27/2021	\$394.48	P
07210902	NASH LAW GROUP	Atty Fee - 21CF472	11/16/2021	\$520.91	P
07210903	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	Person Search for SDC-Oct 21	11/01/2021	\$75.00	P
07210904	WEILAND LEGAL SERVICES	Atty Fee - 21GN62	10/27/2021	\$380.00	P
07210905	WEILAND LEGAL SERVICES	Atty Fee - 13GN62	10/26/2021	\$100.00	P
07210906	WEILAND LEGAL SERVICES	Atty Fee - 20GN71	10/18/2021	\$100.00	P
07210907	WEILAND LEGAL SERVICES	Atty Fee - 21CF391	10/27/2021	\$463.19	P
07210908	WEILAND LEGAL SERVICES	Atty Fee - 19CF516 & 20CF371	11/13/2021	\$699.49	P
07210909	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN74	11/19/2021	\$500.00	P
07210910	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	MEd Exam - 21ME169	11/30/2021	\$570.00	P
07210911	BEHAVIORAL CONSULTANTS	Med Exam - 21CF389	11/30/2021	\$1,224.00	P
07210912	BLUM MICHAEL R ATTORNEY	Atty Fee - 20GN86	12/03/2021	\$220.00	P
07210913	LA CHAPELLE KRYSHAK & NETTESHEIM LLP	Atty Fee - 18CF680	11/12/2021	\$3,280.00	P
07210914	LA CHAPELLE KRYSHAK & NETTESHEIM LLP	Atty Fee - 19CF619 et all	12/01/2021	\$2,895.29	P
07210915	CENTRAL WI COMMUNITY LAW INC	Atty Fee - 21CF57	11/19/2021	\$360.00	P
07210916	CENTRAL WI COMMUNITY LAW INC	Atty Fee - 21CF430	12/03/2021	\$760.00	P
07210917	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20ME80	11/18/2021	\$745.00	P
07210918	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 19ME85	11/19/2021	\$550.00	P
07210919	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME169	11/30/2021	\$845.00	P
07210920	EGLAND LAWRENCE	Witness Fee - 21FO97	12/07/2021	\$21.56	P
07210921	FOWLER JOHN T	Witness Fee - 21FO97	12/07/2021	\$19.40	P
07210922	GEBERT LAW OFFICE	Mediation Services - Nov 2021	12/07/2021	\$2,050.00	P
07210923	GEBERT LAW OFFICE	Atty fee - 21CM364	12/01/2021	\$363.69	P
07210924	GEBERT LAW OFFICE	Atty Fee - 21JC35 - 37 OHC	12/02/2021	\$170.00	P
07210925	GEBERT LAW OFFICE	Atty Fee - 21JC23 - 26 OHC	12/02/2021	\$110.00	P
07210926	GEBERT LAW OFFICE	Atty Fee - 21CF387 & 556	12/02/2021	\$562.93	P
07210927	GEBERT LAW OFFICE	Atty fee - 21JC39 - 42 OHC	12/02/2021	\$120.00	P
07210928	GEBERT LAW OFFICE	Atty Fee - 10GN51	12/02/2021	\$140.00	P
07210929	GEBERT LAW OFFICE	Atty Fee - 19CF391 et al	12/02/2021	\$4,830.47	P
07210930	GEBERT LAW OFFICE	Atty Fee - 84GN220	12/02/2021	\$140.00	P
07210931	GEBERT LAW OFFICE	Atty Fee - 21PA15	12/03/2021	\$150.00	P
07210932	GEBERT LAW OFFICE	Atty Fee - 21IG28 OHC	12/02/2021	\$120.00	P
07210933	GORSKI & WITTMAN SC	Atty Fee - 17GN93	11/30/2021	\$401.40	P
07210934	GORSKI & WITTMAN SC	Atty Fee - 21GN68	11/29/2021	\$787.32	P

CLERK OF CIRCUIT COURT - DECEMBER
2021

07210828 - 07210977

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210935	HILL & WALCZAK ATTYS	Mediation Services - Nov 2021	12/07/2021	\$100.00	P
07210936	DM STAMPS & SPECIALTIES	Office Supplies	11/22/2021	\$84.35	P
07210937	NASH LAW GROUP	Atty fee - 21CV354 & 355	12/02/2021	\$245.00	P
07210938	NASH LAW GROUP	Atty Fee - 21CF316	12/02/2021	\$1,217.12	P
07210939	NASH LAW GROUP	Atty Fee - 20JC58 & 59 OHC	12/03/2021	\$200.00	P
07210940	NASH LAW GROUP	Atty Fee - 21CM387	12/06/2021	\$284.48	P
07210941	PFLAGER LAWRENCE	Witness Fee - 20CF189	12/01/2021	\$56.40	P
07210942	SCHMIDT SHELLY A	Witness Fee - 20CF508	11/30/2021	\$19.52	P
07210943	SERSCH THERESE	Med Exam - 21GN68	11/23/2021	\$437.82	P
07210944	STEVNING-ROE LAW FIRM LLC	Atty Fee - 92GN213	12/02/2021	\$50.00	P
07210945	STEVNING-ROE LAW FIRM LLC	Atty Fee - 92GN215	12/02/2021	\$211.98	P
07210946	STORM BALGEMAN & KLIPPEL SC	Atty Fee - 17GN58	12/02/2021	\$300.00	P
07210947	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	Person SDC Search- Nov 2021	12/01/2021	\$75.00	P
07210948	WEILAND LEGAL SERVICES	Atty fee - 19GN106	11/19/2021	\$100.00	P
07210949	WEILAND LEGAL SERVICES	Atty Fee - 19GN09	11/25/2021	\$350.00	P
07210950	WEILAND LEGAL SERVICES	Atty Fee - 21GN71	11/25/2021	\$240.00	P
07210951	WEILAND LEGAL SERVICES	Atty Fee - 21GN73	12/01/2021	\$280.00	P
07210952	WEILAND LUKE A ATTORNEY AT LAW LLC	Mediation Services - Dec 2021	12/07/2021	\$50.00	P
07210953	WEST PAYMENT CENTER	LL Internet Access - Nov 2021	12/01/2021	\$1,577.17	P
07210954	ZAGRZEBSKI JOHN F	Witness Fee - 20CF508	11/30/2021	\$19.00	P
07210955	BALES MARSHALL J MD	Med Exam - 21ME88	07/15/2021	\$640.00	P
07210956	LA CHAPELLE KRYSHAK & NETTESHEIM LLP	Atty Fee - 21CF458	12/07/2021	\$1,043.16	P
07210957	BRATCHER LAW OFFICE LLC	Atty Fee - 13GN75	12/13/2021	\$212.33	P
07210958	CENTRAL WI COMMUNITY LAW INC	Atty Fee - 20CF110	12/03/2021	\$520.00	P
07210959	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 19ME77	12/11/2021	\$1,095.00	P
07210960	GEBERT LAW OFFICE	Atty Fee - 21CM347	12/07/2021	\$465.80	P
07210961	GEBERT LAW OFFICE	Atty Fee - 21CF459	12/07/2021	\$792.16	P
07210962	GORSKI & WITTMAN SC	Atty Fee - 21GN66	12/13/2021	\$356.40	P
07210963	GORSKI & WITTMAN SC	Atty Fee - 10GN20	12/13/2021	\$231.84	P
07210964	GORSKI & WITTMAN SC	Atty Fee - 16GN69	12/13/2021	\$110.00	P
07210965	HILL & WALCZAK ATTYS	Atty Fee - 20JC87 OHC	12/07/2021	\$470.00	P
07210966	HILL & WALCZAK ATTYS	Atty Fee - 20JC109 -111 OHC	12/07/2021	\$810.00	P
07210967	HILL & WALCZAK ATTYS	Atty Fee - 21JC63 OHC	12/07/2021	\$420.00	P
07210968	HILL & WALCZAK ATTYS	Atty Fee - 19JG27 OHC	12/07/2021	\$340.00	P
07210969	HILL & WALCZAK ATTYS	Atty Fee - 21JC32-34 OHC	12/07/2021	\$860.00	P
07210970	HILL & WALCZAK ATTYS	Atty Fee - 21JG27 OHC	12/07/2021	\$480.00	P
07210971	DM STAMPS & SPECIALTIES	Office Supplies	12/08/2021	\$19.81	P
07210972	DM STAMPS & SPECIALTIES	Office Supplies	12/09/2021	\$27.17	P
07210973	MEEK STEVEN	Witness Fees - 20CM82	05/20/2021	\$31.16	P
07210974	NASH LAW GROUP	Atty Fee - 21CM346	12/01/2021	\$440.02	P
07210975	NASH LAW GROUP	Atty fee - 21CT279	12/11/2021	\$468.18	P
07210976	NASH LAW GROUP	Atty fee - 18PA26PJ	12/13/2021	\$115.00	P

CLERK OF CIRCUIT COURT - DECEMBER
2021

07210828 - 07210977

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210977	POST SHARI L	Atty Fee - 21CM352	12/08/2021	\$378.96	P
Grand Total:				\$84,409.36	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: CRIMINAL JUSTICE COORDINATOR

For the period of: DECEMBER 2021

For the range of vouchers: 35210026 - 35210027

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
35210026	CORDANT HEALTH SOLUTIONS	DRUG TESTING NOVEMBER 2021	11/30/2021	\$3,841.80	P
35210027	COLONIAL SCIENTIFIC INC	EXAM GLOVES	12/07/2021	\$260.40	
Grand Total:				\$4,102.20	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: DISTRICT ATTORNEY

For the period of: DECEMBER 2021

For the range of vouchers: 11210045 - 11210052

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
11210045	STAPLES ADVANTAGE	DESKTOP RISERS	11/24/2021	\$379.98	P
11210046	STAPLES ADVANTAGE	OFFICE SUPPLIES	11/24/2021	\$105.15	P
11210047	STAPLES ADVANTAGE	PAPER SHREDDER, SUPPLIES	11/24/2021	\$241.74	P
11210048	STAPLES ADVANTAGE	DESK RISERS	11/27/2021	\$1,554.00	P
11210049	STAPLES ADVANTAGE	OFFICE SUPPLIES	11/27/2021	\$23.78	P
11210050	STAPLES ADVANTAGE	OFFICE SUPPLIES	11/27/2021	\$5.88	P
11210051	STAPLES ADVANTAGE	OFFICE SUPPLIES	11/30/2021	\$24.99	P
11210052	STAPLES ADVANTAGE	DATE STAMPS	12/07/2021	\$107.80	P
Grand Total:				\$2,443.32	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: REGISTER OF DEEDS

For the period of: DECEMBER 2021

For the range of vouchers: 24210031 - 24210034

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
24210031	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/08/2021	\$37.00	
24210032	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/17/2021	\$49.80	
24210033	GAPPA SECURITY SOLUTIONS LLC	SECURITY CAMERA	12/20/2021	\$1,110.00	
24210034	RINGER TIFFANY	RETIREMENT CAKE	12/22/2021	\$56.99	
Grand Total:				\$1,253.79	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: VICTIM WITNESS

For the period of: DECEMBER 2021

For the range of vouchers: 32210005 - 32210006

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
32210005	AMAZON CAPITAL SERVICES	PRINTER & TONER	11/20/2021	\$447.00	P
32210006	HEINZEN PRINTING INC	LETTERHEAD, BROCHURES	11/30/2021	\$408.00	P
Grand Total:				\$855.00	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

JANUARY 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- As we finish out the year we are completing annual trainings that are required by the Bureau of Child Support. I will be working on the Cooperative Agreements in the month of January so we can request reimbursement for services provided in the 1st quarter of 2022. As Chair of the WCSEA Legislative Committee I have been tasked with evaluating State Funding of the Child Support Program to determine what the statewide need will be for the next biennial budget. Once this determination is made we will begin informing legislators why it is imperative we receive additional funding.
- I attended the WCSEA meeting on December 9th.
- I presented at the New Director Orientation on December 13th.
- On December 20th I met with the State Bureau of Regional Operations to complete the Annual Children First Check in.
- The current IV-D case count is 3,506.

Clerk of Courts Departmentwide
For 11 months ending 11/30/2021

	Actual	2021 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43512 State Aid-Courts	\$59,761.00	\$59,000.00	\$761.00	1.29%
43513 State Aid - Courts IV-E Reimb Grant	16,530.65	20,000.00	(3,469.35)	(17.35%)
43514 State Aid-Court Support Services	90,867.00	88,678.00	2,189.00	2.47%
Total Intergovernmental	167,158.65	167,678.00	(519.35)	(0.31%)
Fines, Forfeits and Penalties				
45115 County Share of Occupational Driver	120.00	200.00	(80.00)	(40.00%)
45120 County Share of State Fines and Forfeitures	99,660.74	130,000.00	(30,339.26)	(23.34%)
45130 County Forfeitures Revenue	81,176.31	94,000.00	(12,823.69)	(13.64%)
Total Fines, Forfeits and Penalties	180,957.05	224,200.00	(43,242.95)	(19.29%)
Public Charges for Services				
46140 Court Fees	126,684.90	150,000.00	(23,315.10)	(15.54%)
46141 Court Fees and Costs-Marriage Counseling	6,290.00	6,000.00	290.00	4.83%
46142 Attorney and GAL Reimbursements	80,225.72	46,500.00	33,725.72	72.53%
46143 Interpreter Reimbursement	4,380.75	7,927.00	(3,546.25)	(44.74%)
Total Public Charges for Services	217,581.37	210,427.00	7,154.37	3.40%
Interdepartmental Charges for Services				
47410 Dept Charges-FCC	904.60	2,000.00	(1,095.40)	(54.77%)
47411 Dept Charges-COC	5,036.34	9,000.00	(3,963.66)	(44.04%)
Total Interdepartmental Charges	5,940.94	11,000.00	(5,059.06)	(45.99%)
Total Intergovernmental Charges for Services	5,940.94	11,000.00	(5,059.06)	(45.99%)
Miscellaneous				
48000 Miscellaneous	6,338.53		6,338.53	0.00%
48117 Interest-Clerk of Courts	360.93	300.00	60.93	20.31%
Total Miscellaneous	6,699.46	300.00	6,399.46	2,133.15%
TOTAL REVENUES	578,337.47	613,605.00	(35,267.53)	(5.75%)
EXPENDITURES				
General Government				
51217 Clerk of Courts-Divorce Mediation	13,900.00	25,000.00	11,100.00	44.40%
51220 Family Court Commissioner	54,644.48	65,600.00	10,955.52	16.70%
51221 Clerk of Courts	1,099,950.01	1,579,453.61	479,503.60	30.36%
Total General Government	1,168,494.49	1,670,053.61	501,559.12	30.03%
TOTAL EXPENDITURES	1,168,494.49	1,670,053.61	501,559.12	30.03%
NET INCOME (LOSS) *	(590,157.02)	(1,056,448.61)	466,291.59	(44.14%)

This Report was generated on December 18, 2021 and includes November revenue.

For the Judicial & Legislative Committee Meeting dated: January 7, 2022
Prepared by Cindy Joosten Clerk of Circuit Court

CLERK OF CIRCUIT COURT

ANNUAL REVENUE COMPARISON

	Total	2020 State	County	Muni		Total	2021 State	County	Muni
Jan	223,004	159,574	62,197	1,233	Jan	172,499	124,524	46,601	1,374
Feb	202,972	138,950	62,508	1,514	Feb	164,031	110,559	52,476	997
Mar	214,998	158,928	53,740	2,331	Mar	214,278	155,788	57,175	1,316
Apr	121,789	85,475	35,406	908	Apr	199,414	141,811	55,865	1,738
May	135,285	99,861	33,945	1,478	May	172,922	121,928	49,145	1,848
Jun	174,646	127,001	45,414	2,231	Jun	201,272	146,828	52,800	1,644
Jul	177,742	128,952	47,700	1,090	Jul	212,945	157,379	54,411	1,155
Aug	159,374	117,125	40,928	1,321	Aug	179,954	125,817	52,684	1,453
Sep	165,998	118,786	46,345	868	Sep	171,872	127,389	43,094	1,389
Oct	172,766	115,614	56,065	1,087	Oct	152,419	110,569	40,318	1,532
Nov	157,744	115,522	40,672	1,550	Nov	180,860	118,400	60,721	1,739
Dec	144,297	98,769	43,680	1,848	Dec	-			
	2,050,616	1,464,556	568,602	17,458		2,022,466	# 1,440,992	565,289	16,184
2020 YEAR TO DATE REVENUE:						1,906,319	# 1,365,787	524,922	15,611
INCREASE (Decrease)						116,147	75,206	40,368	574



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

JANUARY 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

1. On November 30th, I met with Wood County IT to upgrade the email access on my phone, per their request.
2. On December 1st, the Property Fraud Alert link was updated by Fidlar, our software company. This is the perfect time to remind you to sign up for this free service, if you haven't already. It will not prevent fraud, however, an "alert" is sent to you via phone or email almost immediately after a document is recorded. Please contact me if you need help signing up or if you have any questions!
3. Deputy Register of Deeds, Rita Eichsteadt submitted her retirement notice. We wish Rita all the best in her retirement. She has been a pleasure to work with and will be greatly missed.
4. I attended the Judicial and Legislative committee meeting on December 3rd.
5. On December 8th, I attended a virtual WRDA Legislative committee meeting.
6. In working with Chairman Pliml and Facilities Manager Van Tassel, a new camera with audio was ordered and will be installed.
7. All 2021 staff performance reviews are completed and turned into Human Resources.
8. Interviews were held to fulfill the soon to be vacated deputy position. A final candidate was selected and will begin on January 3rd.
9. I was asked to host the next WRDA Executive board meeting in January. All arrangements have been made.
10. I will be attending the Judicial and Legislative committee meeting on January 7th.

VICTIM WITNESS SERVICES REPORT

Michele Newman, Coordinator
October 27 to November 30 2021

Victims/Witnesses Served:

160 Victims or Witnesses made contact with via phone

28 Victims or Witnesses met with in person

0 Victims assisted with preparation of Crime Victim Compensation Application

102 Initial contact packet information sent

1 No contact order information

8 No prosecutions notification

77 Victims or Witnesses were notified of all hearings

77 Victims or Witnesses were notified of plea agreement/sentencing

1 Victims or Witnesses notified of disposition on closed cases

3 Victims or Witnesses notified of sentencing after revocation

9 Victims with restitution requested

16 Victim Impact Statements

68 - Victims registered with NOTIS/Vine service – Victims now register for NOTIS services with the State Office of Crime Victim at the state level. This detail will now be for Vine Link only.

0 Victims notified of appeals court proceedings

Total services/events // Total unique parties = **429//268**

Trainings/Meetings/Other: none

VICTIM WITNESS SERVICES REPORT

Michele Newman, Coordinator
November 30 to December 21, 2021

Victims/Witnesses Served:

94 Victims or Witnesses made contact with via phone

11 Victims or Witnesses met with in person

0 Victims assisted with preparation of Crime Victim Compensation Application

54 Initial contact packet information sent

2 No contact order information

6 No prosecutions notification

47 Victims or Witnesses were notified of all hearings

30 Victims or Witnesses were notified of plea agreement/sentencing

30 Victims or Witnesses notified of disposition on closed cases

0 Victims or Witnesses notified of sentencing after revocation

9 Victims with restitution requested

7 Victim Impact Statements

68 - Victims registered Vine service.

28 Victims notified of appeals court proceedings

Total services/events // Total unique parties = **268//194**

Trainings/Meetings/Other: none

MEMORANDUM

TO: County Board Supervisors and Staff

FROM: Peter A. Kastenholz, Corporation Counsel

DATE: January 18, 2022

RE: Resolution Drafting

A new department head recently commented to me that it would be nice to have some directions on how to prepare and process a resolution. I looked on the Corporation Counsel Intranet site and saw that a memo had been sent to the department heads in 1995 on this topic but the memo is stale. For instance, reference is made in the memo to working with the county board chairman's secretary, a position that no longer exists and some things have just changed over time. Consequently, I am updating the old memo and will include this on the Corporation Counsel's Intranet site under Policies and Procedures and it will replace the old memo.

Form. The Wood County Clerk's office has a form resolution, along with instructions, that are available on the L: Drive under Share>Resolutions.

Resolution #. The County Clerk will fill this in.

Item #. The County Clerk will fill this in as well.

Date. Fill in the date of the county board meeting at which the resolution will be presented to the county board.

Effective date. This will normally be the date the county board considers the resolution but if the resolution requires some precondition to taking effect, such as publication by the Clerk, then you would write in "upon passage and publication." If questions, ask the Clerk or Corporation Counsel.

Introduced by. This provision calls for the name of the introducing committee(s) to be identified. Normally a committee would not be listed here unless the committee has gone on record (a motion was made and passed at a meeting of the committee and is reflected in the committee's minutes) in support of the resolution. If you are going to deviate from this process, then, at a minimum, get the committee chair's approval in advance. The pertinent minutes of the committee do not have to be presented to the county board at the same meeting as the resolution but doing so is preferable.

Please note that County Board Rule #25 provides that “[r]esolutions carrying money appropriations shall be introduced by committees only.” Other resolutions may be submitted directly to the county board by a single supervisor. In most cases, the presentation of a resolution directly to the board by one or more supervisors and not a committee will result in the referral of the resolution to the proper oversight committee(s) for consideration. The County runs on a committee system whereby scrutiny of proposals is given to committees to consider with staff input and not direct presentation to the board itself.

Intent and Synopsis. Obviously, the purpose of this section is to give a summary of the resolution’s objective(s). This section need not mirror the “hereby resolves” paragraphs but often will and that is fine.

Number of Votes Required. The standard is that a resolution will be adopted if approved by a majority of supervisors in attendance at the county board meeting. The county board controls what attendance means but currently absentee and proxy voting are not permitted. Attendance via audio or video means is allowed. There are exceptions to the rule, particularly when dealing with financial matters. When dealing with budget modifications and other financial matters, extraordinary voting is often required. If questions on this, check with the Finance Director or Corporation Counsel.

When a resolution authorizes the expenditure of funds in a future year for which the budget has not been formally approved by the county board (at its November meeting), then the resolution will likely only require a majority vote.

Reviewed by. Although not mandated by law or any rule of the county board, drafters of resolutions are encouraged to have the resolutions reviewed by the Finance Director when financial matters are being addressed and by the Corporation Counsel to verify compliance with laws and County procedures. These folks and the County Clerk may provide input on grammar and syntax concerns if given the opportunity to timely consider the resolution.

Fiscal Note. The “fiscal note” is intended to identify the financial impact, if any, that action on the resolution will have upon the County. Often times the fiscal impact will be unknown and in those instances it is appropriate to say so. It is appropriate, however, to state the likely or possible financial implications to the County as a consequence of the approval or disapproval of the resolution. Different funding sources such as state, federal, or private funds should be identified here. In accordance with County Board Rule #27, resolutions involving wages must also include fringe benefits. Input from Human Resources should be obtained in preparing a resolution involving wages and assistance from Finance should be sought for resolutions dealing with the transfer of funds.

Whereas. The “whereas” paragraphs allow the drafter to explain the need for the resolution. Typically, each “whereas” paragraph will contain one idea and they will be sequentially arranged in some sort of logical order. The “whereas” paragraphs should succinctly but fully explain why the resolution is necessary and what the ramifications of its passage and non-passage will be. Sometimes a resolution will identify negative consequences to its adoption and sometimes the

drafter won't share this information; this is discretionary with the author. Essentially, the "whereas" provisions are the sales information.

It is not uncommon that a resolution will itself be insufficient to adequately explain its subject matter and it may be necessary to have supplementary written materials accompany the resolution. Other times it may be that a presentation will be made to the board in order to fully address the topic or to answer questions about it. If the presentation is planned, then it constitutes a special order of business and permission for same should be obtained from the County Board Chair or a committee and the County Clerk notified of it, consistent with County Board Rule #7.

Now, therefore, the "board" hereby resolves to: There are various formats used to start this part of a resolution, formal and informal; the statutes don't dictate how this section of the resolution begins so it is up to the drafter. This is, though, the legal part of the resolution. The county board is exercising its decision-making responsibilities and, right or wrong, that decision is expressed in this part of the resolution. As such, this portion of the resolution needs to stand on its own. It should not say "therefore, the action described above is hereby approved by the county board" or something of that nature. This part of the resolution needs to say exactly what is being done by the county board. Why the action is being authorized is not pertinent to this part of the resolution.

As discussed in other memoranda, a county board has almost all of the authority in a county, except as otherwise provided by law or constitution. A resolution is the primary means of the county board in conveying that authority or decision; hence, it must be clear.

If the resolution is authorizing the use or conveyance of funds, this part of the resolution must state this; the drafter cannot simply rely upon the fiscal note.

County Board Supervisors as well as department heads may ask the Corporation Counsel to draft a resolution and that is a proper request.