

EXECUTIVE COMMITTEE

DATE: Tuesday, February 7, 2017
TIME: 8:00 a.m.
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order
2. Public comments
3. CONSENT AGENDA
 - (a) Review/approve minutes from previous committee meetings
 - (b) Monthly letter of comments from department heads
 - (c) Approval of departments vouchers – County Board, Human Resources, Risk Management, Finance, Treasurer, Clerk, Information Technology, Maintenance and Purchasing.
4. Review items, if any, pulled from consent agenda
5. **Maintenance**
 - (a) Review letter of comments
 - (b) Update on River Block Construction and Courthouse Remodeling
 - (c) Disposition of Airport Avenue CBRF building
 - (d) Request to close River Block building for July 4th celebration
 - (e) Discuss and consider approval of additional FTE
 - (f) Update on Courthouse transformer project
6. **Safety & Risk Management**
 - (a) Review letter of comments
7. **Information Technology**
 - (a) Review letter of comments
 - (b) Resolution to request Department name change
 - (c) Discuss current network connections to non-County agencies.
 - (d) Education Reimbursement Request
8. **Wellness**
 - (a) Wellness Updates
9. **Treasurer**
 - (a) Review letter of comments
 - (b) Discussion of tax deed policy
10. **Finance**
 - (a) Requests to reserve fund balances for carryover of 2016 unused expenditure appropriations or unanticipated revenues
 - 1) Parks Timber sales in excess of estimated amounts
 - 2) Land Conservation-unspent donation and fees for Feds and Healthy Soil/Water
 - (b) Resolution to amend commitments of fund balances
 - (c) Discussion of approval and possible funding to contract for a study and the drafting of policies to comply with new OMB circular for State and Federal programs
 - (d) 2017 Budget resolution for new DATCP/NMFE Grant
 - (e) Discuss allocation of \$750,000 debt proceeds (Maintenance and IT)
 - (f) Preliminary discussion of challenges in balancing the 2018 budget
 - (g) Correspondence
 - Budget and actual reports for 12 months ended December 31, 2016
 - (h) Review Health and Human Services Committee meeting referral re: Concept of a Human Services Building on land owned by the county"
11. **Human Resources (HR)**
 - (a) The Executive Committee may go into closed session pursuant to §19.85 (1)(f), Wis. Stats., to discuss an employee(s)' complaint(s).
 - (b) Return to open session.
12. Consider any agenda items for next meeting.
13. Set next regular committee meeting date.
14. Adjourn

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, January 3, 2017

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Lance Pliml

VIA VIDEO CONFERENCE: Trent Miner, Al Breu, Michael Feirer, Ed Wagner, Donna Rozar

OTHERS PRESENT (for part or all of meeting): Reuben Van Tassel, Michael Martin, Marla Cummings, Brenda Nelson, Amy Kaup, Heather Gehrt, Adam Fandre, Brandon Vruwink, Jo Timmerman, Chad Schooley, Cindy Joosten, Steve Kreuser, Jordan Bruce, Paula Tracy, Bill Clendenning, Dennis Polach, Warren Kraft (via video conference)

The meeting was called to order by Chairman Miner.

Public Comment – No public comments

Reuben Van Tassel, Maintenance Manager, provided updates on the River Block and Courthouse remodeling projects. There was a preconstruction meeting regarding the River Block project on December 29th and work is starting today with a projected completion date of early April. Miron was able to lower the project contingency so the project total is at \$3.25 million. Work on the new Data Center in the Courthouse is underway.

Consent Agenda

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

Van Tassel reviewed his Maintenance Letter of Comments. He informed the Committee that there are issues with the sanitary lift station pumps and control panel at the Joint Use building on 17th Avenue and will cost approximately \$12,000 to rebuild and update.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments.

IT Director Kaup reported that HR successfully used the data from the Highway Department's electronic timekeeping system for the last payroll processed. IT will now be working on the implementation of Timestar with the departments that are interested. Kaup announced that Jason DeMarco was promoted to Network Administrator, leaving a vacancy for a Network Analyst in the Department.

Wellness Coordinator Fandre stated the 1st quarter of the 2016-2017 Wellness Program is completed. Participation is up from previous years. The Wellness Committee is working to establish wellness champs in each county department as well as looking into the possibility of increasing the quarter one incentive to further increase participation.

Treasurer Gehrt discussed her Letter of Comments. The final costs for razing the First Street property were \$51,327.91. Gehrt stated this was largely due to the disposal costs due to asbestos on the property.

Gehrt presented a resolution to sell tax deeded properties in the Village of Vesper and City of Wisconsin Rapids.

Motion (Wagner/Breu) to approve the resolution to sell tax deeded properties in the Village of Vesper and City of Wisconsin Rapids. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin presented the following budget resolutions to amend the 2016 budget: Coroner, Parks Capital Projects, County Board, Emergency Management, IT Voice-Over IP, Clerk of Courts, Norwood Inpatient and Dietary, and Human Services Community Children's LTS and Family Services.

Motion (Feirer/Pliml) to approve the resolutions to amend the 2016 budget for Coroner, Parks Capital Projects, County Board, Emergency Management, IT Voice-Over IP, Clerk of Courts, Norwood Inpatient and Dietary, and Human Services Community Children's LTS and Family Services. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin presented the resolutions for State Trust Fund Loans which included \$750,000 for Courthouse improvements and \$1,000,000 for financing of the 2017 budgeted capital items.

Motion (Wagner/Henkel) to approve the resolutions for State Trust Fund Loans which included \$750,000 for Courthouse improvements and \$1,000,000 to finance the 2017 budgeted capital items and forward them to the County Board for consideration. Motion carried unanimously.

Finance Department correspondence was discussed as outlined on the agenda.

Break at 8:31 a.m. Meeting reconvened at 8:35 a.m.

Human Resources (HR)

Warren Kraft discussed the Human Resources' work calendar for 2017:

- Employee Policy Handbook – will come to the Committee with updates. Anticipate taking the Handbook to the County Board for approval during the third quarter.
- Health insurance and benefits review – will initiate talks with the Horton Group and intend to start discussion with the Committee in March, and by June provide final recommendation in anticipation of the budget process that begins in July.
- Salary Plan – there are two parts to this plan. A) Discussion regarding IT positions--will internally recommend without upsetting the Plan. B) Broadly look at the Plan for County applicability.

Motion (Rozar/Pliml) to go into closed session at 8:45 a.m. pursuant to Wisconsin State Statute §19.85 (1)(f) to discuss an employee(s)' complaint(s).

Rozar: yes; Breu: yes; Feirer: yes; Wagner: yes; Henkel: yes; Pliml: yes; Miner: yes. Motion carried.

Motion (Breu/Henkel) to return to open session at 9:00 a.m. Motion carried unanimously.

Agenda items for next meeting: presentation by Design Unlimited. Supervisor Clendenning proposed a River Block Subcommittee meeting for Friday, January 6, 2017 at 12:30 p.m.

Motion (Pliml/Feirer) to adjourn the Executive Committee meeting at 9:02 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

Human Resources agenda items minutes taken and prepared by Paula Tracy. Other minutes taken and prepared by Brenda Nelson. All minutes reviewed by the Executive Committee secretary.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, January 24, 2017

TIME: 9:00 a.m.

PLACE: Room 114, Wood County Courthouse

PRESENT: Hilde Henkel, Donna Rozar, Al Breu, Michael Feirer, Trent Miner, Ed Wagner

OTHERS PRESENT (for part or all of meeting): Michael Martin, Marla Cummings, Brenda Nelson, Cindy Joosten, Shane Wucherpfennig, Kenneth Curry, Adam Fischer, Bill Clendenning, Dave LaFontaine, Dennis Polach

The meeting was called to order by Chairman Miner.

Public Comment – No public comments

Joosten presented a resolution to amend the 2016 Clerk of Courts budget. Discussion was held regarding the need for a new resolution due to additional expenses presented for payment after the January 3, 2017 Executive Committee meeting.

Motion (Wagner/Breu) to rescind the budget resolution approved at the January 3, 2017 Executive Committee meeting and approve the new resolution to amend the 2016 Clerk of Courts budget. The Resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Wagner presented a resolution to amend the 2017 Drug Court budget. The City of Marshfield is contracting with Wood County to fund case management services in Marshfield due to a reduction in Drug Court program grant monies. As such, the budget needs to be amended to reflect the expenditures and related revenue.

Motion (Henkel/Feirer) to approve the resolution to authorize entry into contracts with the City of Marshfield and ATTIC Correctional Services to have Drug Court program services provided in Marshfield paid for by the City, and to amend the 2017 Drug Court budget to reflect this change. The Resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Motion (Rozar/Pliml) to adjourn the Executive Committee meeting at 9:08 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

Minutes taken and prepared by Brenda Nelson and reviewed by the Executive Committee secretary.

Wood County Employee Wellness Board Meeting Minutes

Thursday, December 8, 2016

Wood County Health Department, EOC Room

Board members present: Amy Kaup, Donna Rozar, Dawn Schmutzer, Warren Kraft (HR Director—ex-officio), Jordan Bruce (arrived at 1:37 p.m.)

Excused: Sue Kunferman

Also present: Amanda Handrahan (Aspirus Business Health), Adam Fandre (Wellness Coordinator), Tim Deaton (Horton)

Amy Kaup called the meeting to order at 1:08 p.m.

Introductions took place around the table as we welcomed Adam Fandre, the new Wellness Coordinator.

Public comments: none

Motion (Schmutzer/Rozar) to receive and place on file the minutes from the September 8th and October 14th, 2016 meetings as presented. All ayes. Motion carried.

A discussion was held regarding insurance premium discounts for wellness program participation. Amanda shared research data regarding this issue. Continued discussion was had regarding the “carrot and stick” approach to participation. By law, you cannot force anyone to participate in wellness programming, you can only “incentivize”. The necessity of a good plan and effective communication as critical components were noted. The suggestion of increasing the incentive for quarter one was given as well as a one-time “participation bonus”. Amounts for these 2 incentives were discussed in regards to “how much does it take to get folks to participate”. Budgeting for these incentives can be done for 2018 since we are already in the first quarter of the new wellness program year which runs from October-to-October.

The Wood County Employee Wellness Board Governing document was reviewed. No changes were recommended for this document as this time (document on file).

Tim Deaton lead the discussion on major diagnostic categories regarding “factors influencing health status” with the Board from Horton aggregate data. Recommendations were reviewed as they related to Wellness Program offerings to employees and their spouses. Recommendations will be incorporated into Program as appropriate intervals.

2016-2017 Wellness Program goals were reviewed. The number registered is currently at 53% (goal of 55% for program participation—HRA, biometrics, and health coaching). Work continues to meet Program goals. October 1st was the beginning of the 2016-17 program year.

313 HRAs and 325 Biometrics have been thus far completed. Comments from the Health Fair survey were shared with the Board. There were some common themes for improvement which will be followed up on. There were also positive comments from participants who appreciated the Health Fairs.

There was reported that Sammi had had an issue with Aspirus marketing at one time regarding supplies she needed. It was decided that if Adam has similar problems, he is to call Amanda. With marketing now being done thru the portal, this issue should no longer be a problem.

No results to share from the Department report card. Survey is ready to go; waiting for authorization from HR to get email addresses to send out the survey. Warren will follow-up on this.

An update was provided from the Wellness Committee. There continues to be an effort to recruit Wellness Champs in each County Department. Paycheck stuffers continue to be used with Highway and Annex staff to disseminate information about the Wellness Program initiatives.

An email will go out to all employees introducing Adam. A discussion on how to access the "global address list" was had. Amy will follow-up on this.

Amy noted items for the next meeting's agenda.

Next meeting was set for March 9th at 1 p.m. at the Health Department, EOC room.

Motion (Schmutzer/Bruce) to adjourn the meeting at 3:08 p.m. All ayes. Motion carried.

Respectfully submitted,

Donna M. Rozar

Donna Rozar, secretary (electronically signed)
Minutes in draft form until approved at the next Wood County Wellness Board meeting



Wood County

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MAINTENANCE
DEPARTMENT

Maintenance Monthly Comments February 7, 2017

Work continues on the new Data Center.

Met with IT staff regarding the Data Center project.

Integrity Fire conducted annual system inspections in the Courthouse and Jail.

Investigated modifying the "Joint Use" sanitary sewer to bypass the existing lift station and convert to a gravity system. It was found that it would be best to rebuild the lift station as previously discussed with the Executive Committee.

Attended Wisconsin Counties Association Public Sector Construction Fundamentals Seminar in Stevens Point on January 23rd.

Attended Executive Committee meeting, Subcommittee on Wisconsin Rapids Annex River Block Building and Relocation of Courthouse Departments meetings, and weekly River Block progress meetings.

Attended Health and Human Services Committee meeting, discussing proposed design of office building for Marshfield.

Continuing to coordinate details for the River Block project.



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – January 2017

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

- Purchased and working on new software called MSDS Online to enter all Wood County Safety Data Sheets into the system.
- Working on 2017 insurance policy renewals.
- Scheduling Audiograms and annual safety training for employees.
- Working on 2017 yearend report on injuries and claims.

Lost Time/ Restricted Duty/Medical Injuries: 3

- 01/05/2017 – Systems IT – Employee sustained contusions to the right side of body from a slip and fall in parking lot. Medical only.
- 01/16/2017 – Veterans – Employee sustained contusions to the left side of body from a slip and fall in parking lot. Medical only.
- 01/25/2017 – Norwood HC – Employee sustained a BBP exposure while assisting with a combative individual. Medical only.

First Aid Injuries: 5

- 01/09/2017 – Sheriff's – Employee sustained contusions to back and shoulder from a slip and fall.
- 01/16/2017 – Human Services – Employee sustained contusions from a slip and fall in parking lot.
- 01/19/2017 – Human Services – Employee sustained contusions from a slip and fall on sidewalk.
- 01/25/2017 – Maintenance – Employee sustained contusions and abrasions to left ankle and knee when stepped into hole in concrete floor.
- 01/25/2017 – Sheriff's – Employee sustained contusions to back and hands from a slip and fall at a residence.

Property/Vehicle Damage Claims: 1

- 01/22/2017 – Sheriff's – Squad sustained minor damage from a downed power line. Possible loss of \$812.99

Liability – Wood County - Notice of Injury and Claim: 1

- 01/17/2017 – Highway – Resident mailbox damage claim. Asking for \$32.07

Liability – Active Lawyer Notice of Injury and Claim / Lawsuits/ Court Cases:

- Engen vs. Wood County Highway.
- Nelson vs. Wood County Human Services. Branch I Judge and one other judge recused from the case. Awaiting Summary Judgment.
- Waite retaliation claim.

2017 Goals: Wood County Pro Active Injury and Loss Prevention initiatives.

Continue to work on Active Shooter policy and training concerns.
Purchased MSDS Online and initiation of this program is ongoing.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

January, 2017

- ◆ Successfully complete the migration of Human Service and Child Support departments off of State Badgernet lines and on to the County ISP. Recent changes to Badgernet pricing prompted departments to look at alternative solutions. IT worked with the State and affected departments to review options and implement the most cost effective solution.
- ◆ Staff spent a significant amount of time planning for the Crisis move from Airport Ave CBRF to Wood County Annex and Health Center. This was a well-coordinated effort between IT, Norwood Maintenance, Courthouse Maintenance, Human Services staff and Solarus. Due to the critical services Crisis provides to residents the actual cutover was conducted before hours as to not interrupt main service times.
- ◆ Wired the network and configured switches in the Bridgeway area at Norwood to support the move of Crisis center. Also, moved equipment from the Airport Avenue Crisis center and redeployed to the Bridgeway area at Norwood.
- ◆ Ran maintenance processes on Sage HRMS in test and then production to help fix some inconsistency issues.
- ◆ Add custom reports directly to Sage HRMS. This makes it easier to run the reports and allows others in HR to have the necessary access to run the reports.
- ◆ Created large custom report for Finance that will help with end of year reporting.
- ◆ Upgraded the IMS21, Sheriff & Human Services Document Management System.
- ◆ The new electronic time and material tracking software for the Highway Department, RtVision, is live and data is being entered daily. **The first RtVision timecard data import to the HR payroll system was completed and used to process payroll for pay period ending 12/17/2016.** Enhancement requests to the RtVision and ChemsPro vendor are determined and being scheduled.
- ◆ GCS property tax system, vendor for replacement property tax software, is being used for tracking deed and parcel data, receipting tax payments, and generating reports. Electronic field roll data is being generated and delivered to assessors. Open records requests are being fulfilled using the GCS data. Municipal payments are being uploaded and presented on the county web portal. This means balances due are updated frequently and available on the internet.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ The TimeStar, electronic time card and time tracking, discovery documentation phase is complete the remaining 12-16 week process of implementation has been tentatively scheduled to begin in late to mid-February 2017. The addition of this software will eliminate the need for manual paper time card tracking and entry and provide a staff scheduling solution for select departments.
- ◆ Work on the Planning and Zoning Sanitary Permit system continues. Permit data entry into the SCO Unix system needs to be replaced with added functionality in the sanitary permit web application. The real property data import to use the new GCS real property database was completed the last week of January.
- ◆ Discovery phase of conversion for the remaining 5 systems on the SCO Unix server is nearly complete. Replacement system creation and implementation of these system begins as the plan is to decommission the SCO Unix server early in 2017.
- ◆ Configuration and testing for import of Wellness incentive awards into the HR payroll system is underway. This import would replace manual entry of wellness awards.
- ◆ Register of Deeds software and server upgrade specification, cost analysis, and resource allocation is being researched and determined so that we can schedule this upgrade as soon as possible.
- ◆ Replaced a failed UPS and installed a rack mount power transfer switch at Marshfield highway tower. The transfer switch allows power to be drawn from two sources improving critical network device availability and better service to end users.
- ◆ Built a new virtual windows server to support the GWmobile ID application in the Sheriff's Department. The GWMobile ID is a gateway for clients to send requests to the CIB FastID System (State System). The two clients are currently located at Marshfield PD and the County Jail. The fast ID system is a small scanner attached to the client that scans the two index fingers of a subject which is then sent to the State AFIS (Automatic Fingerprint Identification System). The State has a sub Database (DB) that has all index fingers only for subjects. The submitted prints are checked against this DB and if a match is found it returns the subject data to the client. If no match – returns that message to the client.
- ◆ Worked with cabling vendor at Riverblock regarding various critical aspects of the cabling portion of the project.
- ◆ Provided consulting support to Facilities on the Data Center build.
- ◆ As a results of several issues with current desktop and laptop vendor staff reviewed options for replacement equipment. Staff will continue to work with departments to identify equipment that will meet their needs. IT Staff is also looking at ways to streamline the replacement of equipment for departments so this can be completed.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ Work on current issues with PC's recently placed continues. Met with vendor to discuss options and long term solution to known issues. A replacement model will be obtained so that all affected models will be replaced.
- ◆ Staff time is being spent dealing with Human Service printer issues. Work diagnosing issues continues.
- ◆ Updated CCS Services codes in TCM with the new 2017 rates.
- ◆ Applied an update to the TraCS software. TraCS is the Wisconsin Department of Transportation Traffic and Criminal Software system used by law enforcement agencies for automating the reporting of crash, citation, OWI, vehicle inspection and incident forms.
- ◆ Ordered equipment for the new Shared Data Center.
- ◆ Created a new customer feedback web page for the Child Support department.
- ◆ Upgraded the Dynamics accounting system to the newest version, which includes the most recent updates to 2016 IRS tax forms.
- ◆ Worked with Clerk of Courts to create Active Shooter certificates for departments that participated in the Active Shooter Training.
- ◆ Continue to troubleshoot ongoing issues with RollCall Voting System. Identified potential fix and shared the solution with the vendor.
- ◆ 256 helpdesk requests were created in December, with staff completing 341 tickets leaving 233 open requests. These numbers represent service requests from departments throughout the County.
- ◆ Completed EOJ billing and all phone bill corrections.
- ◆ Upgraded devices on the Call Manager, phone system, so that new phones can be tested.
- ◆ Attended Security Meeting.
- ◆ Attended the Multi-County project managers meeting in Outagamie County.
- ◆ Completed interviews for the Network Analyst position.

TREASURER'S REPORT

02-07-2017

By: H. Gehrt

- Attended Executive Committee meeting on January 3.
- January Settlements with each municipality were compiled and sent out before the January 15th deadline. As of January 20, all municipalities have settled with the County. The new software was able to get me the information as soon as everyone was done collecting for December, run reports, and turn around and get the payment information out to the municipalities by the time most met for their monthly meetings. This was a vast improvement over my experience the previous year.
- I met with Peter Kastenholz on how to proceed with the February tax deed sale. I have revamped some forms and legal jargon for this sale that will again be changed after this sale and going forward. I will have additional information to present at the meeting seeking guidance from the Committee.
- I met with Chris Markworth from IT on January 25 regarding changing the website page for the sale of tax deed property. It will be completed in time for the February sale; however, it will be changing again for future sales after guidance from the committee.
- The office prepared and published the class 3 legal notice regarding unclaimed funds following State Statue 59.66 for odd numbered years.

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Executive Committee
Monthly Comments on Agenda Items
Finance Department – Mike Martin
Tuesday, February 7, 2017

Comments on Agenda Items

10a. Reserve/Transfer 2016 unused expenditures and unanticipated revenues

- 1) Parks Timber Sales – The Parks & Forestry Administrator estimated that 2016 timber sales would be \$450,000 which had a budget of \$365,000. The 2016 actual levy was estimated to be \$798,179 while the budgeted levy was \$911,320 which means that the department hoped to return \$113,141 of unused levy to the General Fund. The actual 2016 timber sales are \$520,928. The Administrator is requesting that the timber sales in excess of the estimated of \$70,928 be transferred to the Parks Capital Projects fund (245) to be used to provide County match on future projects partially funded by the State. If the request is approved the actual levy for 2016 would be \$775,208 which is \$136,112 lower than the budgeted levy of \$911,320 and \$22,971 lower than the estimated levy of \$798,179
- 2) Land Conservation HSWS – The Land Conservation Administrator hosted a conference for Healthy Soils and Water. The total funds collected to run the conference were \$7,776 and the expenses were \$4,833 leaving a surplus of \$2,944. The Land Conservation Administrator is requesting that the surplus be set up as a non-lapsing balance in committed fund balance.
- 3) Land Conservation FEDS – The Land Conservation department received a \$1,000 donation to be used for a specific expense. The department was not able to spend the money in 2016. The Land Conservation Administrator is requesting that the unexpended donation be set up as a non-lapsing balance in committed fund balance.

10b. Resolution to amend commitments of fund balances

The County Board approved the committed and assigned fund balances by resolution at the December 2016 meeting. This annual approval is to comply with governmental financial reporting rules. The December 2016 resolution did not include the two non-lapsing amount from Land Conservation listed in the above agenda item. This resolution is needed to revise that approval of committed and assigned fund balances if those items are approved.

10c. Funding a study and drafting of policies to comply with new OMB circular

There is a new OMB circular that sets forth the requirements for complying with Federal and State funded programs. One of the requirements is to have written policies related to the administration of Federal and State programs particularly in the area of procuring goods and services. Neither the Finance Department nor those departments that directly

administer Federal and State programs is familiar with the elements needed in these policies. Wipfli has people that are familiar with the requirements and have assisted other government entities in the drafting of these policies. The accountants group discussed this issue at our last meeting and agreed that engaging Wipfli to assist us was our recommendation.

I am requesting that the Executive Committee give me the go-ahead to engage Wipfli for this project. I will then follow up with a resolution on the funding of the service.

10d. Resolution to amend the 2017 DATCP budget for NMFE Grant

The Land Conservation department has been approved for a DATCP grant of \$19,800 that was not anticipated when the 2017 budget was approved. This resolution increases the revenue and expense by the amount of the grant. There is no additional levy or use or other County funds.

10e. Discuss allocation of \$750,000 debt proceeds (Maintenance and IT)

Due to a lack of communication, the use of the \$750,000 of debt proceeds to be received in 2017, was not clear to all parties. The amount of the debt proceeds for Maintenance was projected at \$225,000 and the amount for IT was \$150,000. The main reason for the allocation for Maintenance was to partially replenish their reserves for the debt payment of approximately \$252,000 made by Maintenance on the River Block debt. IT had communicated the needed funds for Data Center equipment to be approximately \$276,000. There was a missed opportunity to fund some of the equipment for the Data Center with unspent 2016 capital appropriations. The 2016 capital outlay budget for IT was \$565,000. They estimated during the 2017 budget that they would spend \$465,000. The 2016 actual IT outlay expense totaled \$300,164.

10f. Preliminary discussion of challenges in balancing the 2018 budget

The 2017 budget was not an easy budget to balance. The need to use debt of \$1,750,000 to fund capital outlay needs and the drawing of working capital below 15% were not ideal methods of funding all of the anticipated expenditures. Other reserves in Human Services, Health Benefits, Maintenance and others have been decreased dramatically in just the last 2 years.

10g. Correspondence

- 1) Budget and actual reports for 12 months ended December 31, 2016



Wood County

WISCONSIN

HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

January 31, 2017

To: Trent Miner, Ed Wagner, Donna Rozar, Hilde Henkel, Al Breu, and Mike Feirer
And Lance Pliml

From: Warren Kraft, Director of Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – January 2017

General Highlights:

- Met by teleconference with representatives of The Horton Group to begin review of 2018 Health Insurance and other employer-sponsored benefits for 2018.
- Met with IT Director Amy Kaup to begin internal staff compensation review. Began solicitation for information from other public sector IT Departments.
- Forwarded to Corporation Counsel for further processing the appeal to the County Board of a former employee whose termination was upheld by an Impartial Hearing Officer.
- Scheduled before an Impartial Hearing Officer the appeal of a former employee regarding his termination, set for March 29, 2017. Prehearing activities remain in process.
- Met with the Health and Human Services Committee and assisted with transition of Edgewater Haven administration. Working with Corporation Counsel, processing a public records request related to same.
- Began review of the Employee Policy Handbook by soliciting feedback from the Department Head group and from the Employee Feedback group. In conjunction with another county's Human Resources Director, developed a resource library that includes near 100 examples from state public entities.
- With Paula, participated in the annual conference for the Wisconsin Public Employers Labor Relations Association at the Radisson Paper Valley in Appleton. Scheduled topics included a keynote address on "Servant Leadership", and presentations on "Employee Engagement", deferred compensation plans, "Innovative Strategies for Self-Funded Health Plans, the ERD/EEOC complaint process and 2016 case review, "Authentic Confidence: Getting Unstuck and Igniting Your Leadership", and two sessions related to violence in the workplace and active killer in the workplace.
- Participated in webinars "Detangling the FMLA from the ADA" and "Public Employees and Free Speech: What Recent Court Decisions Mean for Local Governments."
- Began work to revise a Continuity of Operations document for the Human Resources Department.

Administrative – Paula Tracy

- Warren Kraft and I attended the Stevens Point Area Human Resources Association (SPAHR) meeting on January 11th. The topic on “Sex Harassment Review for Human Resource Professionals: Identifying Legal Trends to Minimize Harassment and Retaliation in the Workplace”, was presented by Attorney Brian Formella.
- Kelli Quinnell and I worked on compiling the information requested via an open records request from a former employee. Received an additional request to include more data to the original requested record.
- Conducted two exit interviews this month.
- Assisted Jason Grueneberg, Planning & Zoning Director, in revising the job duties for the two clerical positions in his department. With one of the positions vacant, it was a great opportunity to assess the administrative needs in his department. Based on those needs, one position will be reclassified to Administrative Services 5 and the other, Administrative Services 4. Recruitment for the Administrative Services 5 has begun.
- Collaborated with Peter Kastenholz in reviewing the County Board step found in the Complaint Resolution Process.
- Attended the annual conference for the Wisconsin Public Employers Labor Relations Association (WPELRA) at the Radisson Paper Valley in Appleton.

Payroll and Benefits – Jodi Pingel

- W2's have been printed and personally handed out to departments at the courthouse on 01/24/17. All others were sent via inter-office or mailed to terminated employees on 01/25/17.
- Real Time Vacation Accrual Update
 - Implementation has started and continues to work and calculate accurately. Change to Real Time Accrual occurs on each individual's anniversary date.
- Continuing to work with Sage directly along with the assistance of IT on system updates/concerns.
 - WRS employer contributions are not accurately being distributed for employees who work in multiple departments. The system is equally distributing between the numbers of allocations.
 - Wage calculations for partial hours are converting the rate of pay when finalizing the payout. This is occurring for employees with distributed earnings.
- 2017 Benefit Elections
 - February – Employees who continued their Vision insurance from 2016 will be required to pay one month of premiums as we convert the program to pay one month ahead. Employees will be provided notification prior to deduction.
- HRMS data entry, enrollment updates and audits as well as system clean-up continues
 - Updated G/L account numbers.
 - Updated reports/reporting access.
 - Updated WRS rates and reusable timecards for employees with distributed earnings.
 - Updated Time Off balances with closing out year-end accruals.
 - Updated HRMS test environment with upgrade to version 2016.
- IT request completed for Employee Self Service installation and upgrade to HRMS 2016.
- Working with Finance to reconcile general ledger accounts related to payroll.
- Processing Family Medical Leave requests.

- End of Year processes; including WRS annual reconciliation

Recruitment – Angel Butler-Meddaugh

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

Refilled Position	Department	Position	Status
Refilled	Branch I	Register in Probate	Deadline to apply 2/12/17
Refilled	District Attorney	Legal Administrative Assistant	Deadline to apply 2/12/17
Refilled	Edgewater	CNA (1 FT, 3 PT, 1 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Ward Clerk	Recruitment by Edgewater
Refilled	Edgewater	Recreational Therapist Aide (Casual)	Recruitment by Edgewater
New	Health	Environmental Health Specialist (2)	Filled
New	Health	Program Coordinator	Filled
New	Health	Oral Program Supervisor	Filled
Refilled	Health	Health Educator/Nutritionist	Deadline to apply 2/5/17
Refilled	Highway	Truck Operator	Filled
Refilled	Highway	Mechanic	Deadline to apply 2/5/17
New	Human Services	Licensed Mental Health Professional	Filled
Refilled	Human Services	Social Worker – Family Services Ongoing	Filled
Refilled	Human Services	Multiple Crisis Interventionists (Airport Ave CBRF Closed on 12/31/16)	Filled
Refilled	Human Services	Multiple Residential Aides (Airport Ave CBRF Closed on 12/31/16)	Filled
New	Human Services	Intake Coordinator	Checking refs/background
Refilled	Human Services	Social Worker – Family Services Access	Checking refs/background
Refilled	Information Tech	Network Administrator	Offer Pending
Refilled	Information Tech	Network Analyst	Checking refs/background
New	Land Conservation	Conservation Specialist	Filled
Refilled	Norwood	Licensed Clinical Psychologist	Recruitment by Norwood
Refilled	Norwood	RN (1 FT, 1 PT)	Recruitment by Norwood
Refilled	Norwood	CNA (4 FT, 4 PT)	Recruitment by Norwood
New	Parks	Forestry Technician	Filled
Refilled	Planning & Zoning	Administrative Services 5	Deadline 2/5/17
Refilled	Sheriff	Reserve Deputies	Eligibility list being estab.

- Due to the approval of the 2017 budget, many new positions will be recruited for.
- Will be attending the UW Stout job fair on February 22, 2017.
- Continually researching and establishing accounts with free advertising capabilities.

Administrative Services – Kelli Quinnell

- Sent an email on January 13, 2017 to all Wood County employees with information related to health insurance benefits. Topics included how to find an in-network provider, Express Scripts, and Teladoc.
- Created HR quarterly newsletter for all Wood County employees. The newsletter will be posted quarterly to HR's employee intranet website. The first issue included a guide to reading W2's, real time vacation accrual reminders, and information on how to become a Wellness Champ.

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

COUNTY BOARD
December 2016 vouchers

REPORT ON CLAIMS
Paid January 2017

#1

DEPT CODE	CLAIMANT	NATURE OF CLAIM	AMOUNT
PD-PP	Wisconsin Employee Trust Funds	Retirement	\$281,057.47
CB	Robert Ashbeck	December 2016 Per Diem	\$ 300.00
CB	Allen Breu	December 2016 Per Diem	\$ 365.00
CB	William Clendenning	December 2016 Per Diem	\$ 515.00
CB	Ken Curry	December 2016 Per Diem	\$ 350.00
CB	Michael Feirer	December 2016 Per Diem	\$ 365.00
CB	Adam Fischer	December 2016 Per Diem	\$ 300.00
CB	Brad Hamilton	December 2016 Per Diem	\$ 300.00
CB	Hilde Henkel	December 2016 Per Diem	\$ 315.00
CB	Marion Hokamp	December 2016 Per Diem	\$ 520.00
CB	David La Fontaine	December 2016 Per Diem	\$ 350.00
CB	Bill Leichtnam	December 2016 Per Diem	\$ 350.00
CB	Doug Machon	December 2016 Per Diem	\$ 315.00
CB	Trent Miner	December 2016 Per Diem	\$ 345.00
CB	Lance Plimi	December 2016 Per Diem	\$ 500.00
CB	Dennis Polach	December 2016 Per Diem	\$ 350.00
CB	Donna Rozar	December 2016 Per Diem	\$ 735.00
CB	Ed Wagner	December 2016 Per Diem	\$ 450.00
CB	William Winch	December 2016 Per Diem	\$ 400.00
CB	Joe Zurfluh	December 2016 Per Diem	\$ 300.00
CB	David Barth	January 2017 Per Diem	\$ 50.00
CB	Tom Buttke	Jan - Dec 2016 Per Diem	\$ 770.00
CB	Jeffrey Koszczuk	Jan - Dec 2016 Per Diem	\$ 430.00
CB	Hugh O'Donnell	January 2017 Per Diem	\$ 50.00
CB	Linda Schmidt	January 2017 Per Diem	\$ 50.00
CB	Northwoods Laser & Embroidery	Plaques (Bryant, Forth)	\$ 129.50
TOTAL			\$289,832.47

Chairman

Executive Committee

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2017

For the range of vouchers: 06160456 - 06160505 06170001 - 06170042

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160456	TOWN OF ARPIN	2016 Dog Fund Surplus	12/28/2016	\$55.19	P
06160457	TOWN OF AUBURNDALE	2016 Dog Fund Suplus	12/28/2016	\$43.95	P
06160458	TOWN OF CAMERON	2016 Dog Fund Surplus	12/28/2016	\$30.67	P
06160459	TOWN OF CARY	2016 Dog Fund Surplus	12/28/2016	\$25.04	P
06160460	TOWN OF CRANMOOR	2016 Dog Fund Surplus	12/28/2016	\$7.67	P
06160461	TOWN OF DEXTER	2016 Dog Fund Surplus	12/28/2016	\$58.26	P
06160462	TOWN OF GRAND RAPIDS	2016 Dog Fund Surplus	12/28/2016	\$561.15	P
06160463	TOWN OF HANSEN	2016 Dog Fund Surplus	12/28/2016	\$42.42	P
06160464	TOWN OF HILES	2016 Dog Fund Surplus	12/28/2016	\$16.87	P
06160465	TOWN OF LINCOLN	2016 Dog Fund Surplus	12/28/2016	\$104.25	P
06160466	TOWN OF MARSHFIELD	2016 Dog Fund Surplus	12/28/2016	\$49.57	P
06160467	TOWN OF MILLADORE	2016 Dog Fund Surplus	12/28/2016	\$49.57	P
06160468	TOWN OF PORT EDWARDS	2016 Dog Fund Surplus	12/28/2016	\$74.10	P
06160469	TOWN OF REMINGTON	2016 Dog Fund Surplus	12/28/2016	\$34.24	P
06160470	TOWN OF RICHFIELD	2016 Dog Fund Surplus	12/28/2016	\$93.52	P
06160471	TOWN OF ROCK TREAS LISA M WALLIS	2016 Dog Fund Surplus	12/28/2016	\$62.35	P
06160472	TOWN OF RUDOLPH	2016 Dog Fund Suprlus	12/28/2016	\$59.28	P
06160473	TOWN OF SARATOGA	2016 Dog Fund Surplus	12/28/2016	\$416.52	P
06160474	TOWN OF SENECA	2016 Dog Fund Surplus	12/28/2016	\$79.21	P
06160475	TOWN OF SHERRY	2016 Dog Fund Surplus	12/28/2016	\$34.24	P
06160476	TOWN OF SIGEL	2016 Dog Fund Surplus	12/28/2016	\$84.84	P
06160477	TOWN OF WOOD	2016 Dog Fund Surplus	12/28/2016	\$59.80	P
06160478	VILLAGE OF ARPIN-TREASURER	2016 Dog Fund Surplus	12/28/2016	\$11.24	P
06160479	VILLAGE OF AUBURNDALE TR D MARTH	2016 Dog Fund Surplus	12/28/2016	\$32.20	P

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2017

For the range of vouchers: 06160456 - 06160505 06170001 - 06170042

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160480	VILLAGE OF BIRON	2016 Dog Fund Surplus	12/28/2016	\$65.93	P
06160481	VILLAGE OF HEWITT	2016 Dog Fund Surplus	12/28/2016	\$65.93	P
06160482	VILLAGE OF MILLADORE	2016 Dog Fund Surplus	12/28/2016	\$30.67	P
06160483	VILLAGE OF PORT EDWARDS TREAS	2016 Dog Fund Surplus	12/28/2016	\$52.64	P
06160484	VILLAGE OF RUDOLPH	2016 Dog Fund Surplus	12/28/2016	\$19.93	P
06160485	VILLAGE OF VESPER	2016 Dog Fund Surplus	12/28/2016	\$19.42	P
06160486	CITY OF MARSHFIELD TREASURER	2016 Dog Fund Surplus	12/28/2016	\$467.11	P
06160487	CITY OF NEKOOSA TREASURER	2016 Dog Fund Surplus	12/28/2016	\$70.01	P
06160488	CITY OF PITTSVILLE TREASURER	2016 Dog Fund Surplus	12/28/2016	\$87.90	P
06160489	CITY OF WIS RAPIDS TREASURER	2016 Dog Fund Surplus	12/28/2016	\$463.54	P
06160490	LANGTON DENNIS	December deliveries	12/29/2016	\$180.50	P
06160491	WOODTRUST BANK NA	2016 VISA charges for December	12/29/2016	\$2,431.74	P
06160492	REGISTRATION FEE TRUST	M99-24B, 515URS	01/03/2017	\$69.50	P
06160493	TDS TELECOM	VAR DEPT TDS DEC 16 BILLS	01/06/2017	\$316.98	P
06160494	TOWN OF SHERRY	Election Recount Reimburse	01/17/2017	\$153.24	P
06160495	CITY OF MARSHFIELD	11/8/16 Recount Reimbursement	01/17/2017	\$1,145.54	P
06160496	CITY OF WISCONSIN RAPIDS	11/8/2016 Recount Reimbursemen	01/17/2017	\$307.50	P
06160497	TOWN OF HILES	11/8/2016 Recount Reimbursemen	01/17/2017	\$233.80	P
06160498	TOWN OF AUBURNDALE	11/8/2016 Recount Reimbursemen	01/17/2017	\$146.90	P
06160499	TOWN OF SARATOGA	11/8/2016 Recount Reimbursemen	01/17/2017	\$120.00	P
06160500	TOWN OF MARSHFIELD	11/8/2016 Recount Reimbursemen	01/17/2017	\$57.40	P
06160501	TOWN OF CAMERON	11/8/2016 recount reimbursemen	01/17/2017	\$31.32	P
06160502	WISCONSIN MEDIA	VAR ADS 12/1 - 12/31/16	01/19/2017	\$965.70	P
06160503	UNITED MAILING SERVICE	MAIL FEES 12/5 - 12/30/16	01/19/2017	\$670.28	P

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2017

For the range of vouchers: 06160456 - 06160505 06170001 - 06170042

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160504	WI DEPT OF ADMINISTRATION	2016 Taxes & License fees due	01/20/2017	\$12,158.60	P
06160505	WISCONSIN RAPIDS COMMUNITY MEDIA	DVD FOR CB MTG 12/20/16	01/31/2017	\$20.00	
06170001	FRONTIER COMMUNICATIONS	Various Mfld Dept phone charge	12/29/2016	\$205.11	P
06170002	BEAR GRAPHICS INC	2017 ASSESSOR SUPPLIES JAN 17	01/06/2017	\$503.64	P
06170003	AEGIS CORPORATION	Position bond #POB866372410	01/09/2017	\$1,505.00	P
06170004	WCCA (COUNTY CLERK'S ASSOC)	2017 dues-WCCA	01/09/2017	\$125.00	P
06170005	WISCONSIN COUNTIES ASSOCIATION	2017 WCA Dues	01/09/2017	\$11,312.00	P
06170006	REGISTRATION FEE TRUST	M99-25B,28B,187-XJL, 919-NEL	01/10/2017	\$244.75	P
06170007	SOLARUS	VAR DEPT PH BILLS FOR JAN 2017	01/10/2017	\$12,845.45	P
06170008	NORTH CENTRAL ITBEC	2017 North Central ITBEC Budge	01/16/2017	\$1,955.00	P
06170009	ELECTION SYSTEMS & SOFTWARE	4/1/17-3/31/18 Firmware & Soft	01/16/2017	\$3,428.78	P
06170010	ASHBECK ROBERT	R ASHBECK DEC 16 MILEAGE	01/16/2017	\$66.96	P
06170011	BARTH DAVID	D BARTH JAN 17 MILEAGE	01/16/2017	\$6.96	P
06170012	BUTTKE THOMAS	T BUTTKE JAN - DEC 16 MILEAGE	01/16/2017	\$257.04	P
06170013	BREU ALLEN	A BREU DEC 16 MILEAGE	01/16/2017	\$102.60	P
06170014	CLENDENNING WILLIAM	W CLENDENNING DEC 16 MILEAGE	01/16/2017	\$86.40	P
06170015	CURRY KENNETH	K CURRY DEC 16 MILEAGE	01/16/2017	\$56.16	P
06170016	FEIRER MICHAEL	M FEIRER DEC 16 MILEAGE	01/16/2017	\$118.80	P
06170017	FISCHER ADAM	A FISCHER DEC 16 MILEAGE	01/16/2017	\$115.02	P
06170018	HAMILTON BRAD R	B HAMILTON DEC 16 MILEAGE	01/16/2017	\$15.12	P
06170019	HENKEL HILDE	H HENKEL DEC 16 MILEAGE	01/16/2017	\$19.44	P
06170020	HOKAMP MARION	M HOKAMP DEC 16 MILEAGE	01/16/2017	\$63.72	P
06170021	KOSZCZUK JEFFREY CASIMIR	J KOSZCZUK JAN - DEC 16 MILEAG	01/16/2017	\$151.20	P
06170022	LAFONTAINE DAVID	D LA FONTAINE DEC 16 MILEAGE	01/16/2017	\$75.06	P

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2017

For the range of vouchers: 06160456 - 06160505 06170001 - 06170042

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06170023	LEICHTNAM BILL	B LEICHTNAM DEC 16 MILEAGE	01/16/2017	\$87.48	P
06170024	MACHON DOUG	D MACHON DEC 16 MILEAGE	01/16/2017	\$91.80	P
06170025	MINER TRENT	T MINER DEC 16 MILEAGE	01/16/2017	\$54.00	P
06170026	O'DONNELL HUGH	H O'DONNELL JAN 17 MILEAGE	01/16/2017	\$6.42	P
06170027	PLIML LANCE	L PLIML DEC 16 MILEAGE	01/16/2017	\$41.04	P
06170028	POLACH DENNIS	D POLACH DEC 16 MILEAGE	01/16/2017	\$41.90	P
06170029	ROZAR DONNA	D ROZAR DEC 16 MILEAGE	01/16/2017	\$277.02	P
06170030	SCHMIDT LINDA	L SCHMIDT JAN 17 MILEAGE	01/16/2017	\$6.42	P
06170031	WAGNER ED	E WAGNER DEC 16 MILEAGE	01/16/2017	\$224.70	P
06170032	WINCH WILLIAM	W WINCH DEC 16 MILEAGE	01/16/2017	\$55.08	P
06170033	ZURFLUH JOSEPH SR	J ZURFLUH DEC 16 MILEAGE	01/16/2017	\$17.82	P
06170034	REGISTRATION FEE TRUST	M99-31B, EX1914	01/17/2017	\$255.50	P
06170035	CENTURYLINK	Various dept long distance pho	01/20/2017	\$63.32	P
06170036	ELECTION SYSTEMS & SOFTWARE	Layout & Ballots for 2 21 2017	01/23/2017	\$4,178.10	P
06170037	TDS TELECOM	VAR DEPT TDS PH BILLS JAN 2017	01/31/2017	\$311.86	
06170038	FRONTIER COMMUNICATIONS	VAR MFLD DEPT PH CHARG 2/17	01/31/2017	\$128.64	
06170039	WOODTRUST BANK NA	2017 VISA Charges for Jan 17	01/31/2017	\$539.02	
06170040	BEAR GRAPHICS INC	ELECTION FS 102,103,123 JAN 17	01/31/2017	\$295.36	
06170041	LANGTON DENNIS	JANUARY 2017 DELIVERIES	01/31/2017	\$190.00	

Grand Total:**\$62,562.92**

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2017

For the range of vouchers: 06160456 - 06160505 06170001 - 06170042

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19161044	ACE HARDWARE	SUPPLIES	12/27/2016	\$5.97	F
19161045	G & K SERVICES	MAT CLEANING HUMAN SERVICES	12/21/2016	\$131.55	F
19161046	G & K SERVICES	MAT CLEANING COURTHOUSE	12/28/2016	\$534.29	F
19161047	GAPPA SECURITY SOLUTIONS	ACCESS CARD SYSTEM	12/22/2016	\$14,236.58	F
19161048	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING COURTHOUSE	12/31/2016	\$2,207.50	F
19161049	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING RIVER BLOCK	12/31/2016	\$720.00	P
19161050	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING HUMAN SERVICES	12/31/2016	\$420.00	P
19161051	LIBERTY CLEANERS INC	CLEANING CH, JAIL & HUMAN SVCS	12/19/2016	\$9,403.49	P
19161052	VENTURE ARCHITECTS	RB ADDITIONAL FUNDS	12/22/2016	\$1,200.00	P
19161053	VENTURE ARCHITECTS	RB CONST DOCUMENTS-4TH PAYMENT	12/22/2016	\$7,857.73	P
19161054	WASTE MANAGEMENT	WASTE DISPOSAL HUMAN SERVICES	12/28/2016	\$217.02	P
19161055	WASTE MANAGEMENT	WASTE DISPOSAL COURTHOUSE	12/28/2016	\$862.56	P
19161056	WASTE MANAGEMENT	WASTE DISPOSAL JOINT USE	12/28/2016	\$70.48	P
19161057	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC HUMAN SVCS	12/27/2016	\$1,114.50	P
19161058	WATER WORKS & LIGHTING COMM	ELEC SERVICE COURTHOUSE	12/27/2016	\$12,022.71	P
19161059	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC JOINT USE	12/27/2016	\$186.70	P
19161060	WATER WORKS & LIGHTING COMM	ELEC SERVICE SHERIFF LOCKUP	12/27/2016	\$105.35	P
19161061	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC AIRPORT CBRF	12/27/2016	\$252.62	P
19161062	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	12/27/2016	\$10.30	P
19161063	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	12/27/2016	\$245.37	P
19161064	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	12/27/2016	\$134.33	P
19161065	WE ENERGIES	GAS SERVICE AIRPORT CBRF	12/29/2016	\$152.45	P
19161066	WE ENERGIES	GAS SERVICE HUMAN SERVICES	12/29/2016	\$298.21	P
19161067	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	12/29/2016	\$217.04	P

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19161068	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	12/29/2016	\$510.00	P
19161069	WE ENERGIES	GAS SERVICE COURTHOUSE	12/29/2016	\$4,710.21	P
19161070	WE ENERGIES	GAS SERVICE COMMUNICATIONS	12/29/2016	\$340.73	P
19161071	WE ENERGIES	GAS SERVICE JAIL	12/29/2016	\$1,325.49	P
19161072	WOOD TRUST BANK	SUPPLIES	12/20/2016	\$102.17	P
19161073	ADVANCED DISPOSAL	DATA CENTER, RB DISPOSAL FEES	12/31/2016	\$760.12	P
19161074	ERON & GEE/HERMAN'S PLUMBING & HEATING	CAMERA CH SEWER PIPES	12/31/2016	\$1,572.50	P
19161075	HOME DEPOT CREDIT SERV (Maintenance)	DATA CTR, RB, 12TH, SHOP	12/31/2016	\$601.45	P
19161076	JFTCO INC	CH GENERATOR MAINTENANCE	12/30/2016	\$6,796.75	P
19161077	QUALITY DOOR & HARDWARE	VETERANS REMODEL	11/18/2016	\$531.98	P
19161078	OFFICE ENTERPRISES	CHAIR	01/31/2017	\$1,014.72	
19161079	MIDLAND PAPER		01/31/2017	\$229.30	
19161080	OFFICEMAX INCORPORATED	OFFICE SUPPLIES	01/31/2017	\$85.86	
19161081	OFFICEMAX INCORPORATED	OFFICE SUPPLIES	01/31/2017	(\$32.83)	
19161082	PRINT SHOP THE	PRINTING	01/31/2017	\$49.00	
19161083	SCHILLING SUPPLY COMPANY	PAPER SUPPLIES	01/31/2017	\$424.44	
19161084	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2017	\$2,308.16	
19161085	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2017	\$398.63	
19161086	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2017	(\$54.99)	
19170001	CARQUEST AUTO PARTS ATLANTA GA	TRACTOR SUPPLIES	01/04/2017	\$13.39	P
19170002	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	01/03/2017	\$4,900.67	P
19170003	PBBS EQUIPMENT CORPORATION	BOILER SEMINAR - YOUNG	01/05/2017	\$295.00	P
19170004	POWER PAC INC	OIL FOR TRACTOR	01/04/2017	\$124.17	P
19170005	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	01/02/2017	\$443.49	P

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19170006	WISCONSIN COUNTIES ASSOCIATION	CONST SEMINAR - VAN TASSEL	01/05/2017	\$65.00	P
19170007	VALUE IN LOCAL GOVERNMENT	MEMBERSHIP RENEWAL	01/12/2017	\$50.00	P
19170008	WAPP	MEMBERSHIP RENEWAL	01/12/2017	\$50.00	P
19170009	ACE HARDWARE	SHOP SUPPLIES	01/09/2017	\$4.53	P
19170010	ACE HARDWARE	SHOVELS	01/11/2017	\$34.98	P
19170011	ERON & GEE/HERMAN'S PLUMBING & HEATING	SNAKES PIPES IN JAIL CELL	01/09/2017	\$454.95	P
19170012	FASTENAL COMPANY	HARD HAT	01/03/2017	\$19.35	P
19170013	G & K SERVICES	MAT CLEANING HUMAN SERVICES	01/04/2017	\$131.55	P
19170014	G & K SERVICES	MAT CLEANING COURTHOUSE	01/11/2017	\$389.29	P
19170015	NAPA CENT WI AUTO PARTS Wis.Rapids	TRACTOR PARTS	01/10/2017	\$7.15	P
19170016	RIESTERER & SCHNELL INC	TRACTOR PARTS	01/09/2017	\$91.52	P
19170017	WISCONSIN VALLEY BUILDING PRODUCTS	SUPPLIES	01/05/2017	\$29.00	P
19170018	ACE HARDWARE	SUPPLIES	01/16/2017	\$7.77	P
19170019	ACE HARDWARE	SUPPLIES	01/18/2017	\$3.99	P
19170020	CITY OF WISCONSIN RAPIDS	3407749 SPECIAL ASSESSMENT	01/01/2017	\$1,372.98	P
19170021	DOORWORKS INC	REPAIR OVERHEAD DOORS	01/09/2017	\$645.00	P
19170022	G & K SERVICES	MAT CLEANING HUMAN SERVICES	01/18/2017	\$131.55	P
19170023	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING COURTHOUSE	01/15/2017	\$937.50	P
19170024	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING RIVER BLOCK	01/15/2017	\$722.50	P
19170025	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING HUMAN SERVICES	01/15/2017	\$105.00	P
19170026	POWER PAC INC	JOHN DEERE PARTS	01/16/2017	\$50.63	P
19170027	RIESTERER & SCHNELL INC	JOHN DEERE PARTS	01/13/2017	\$193.65	P
19170028	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	01/18/2017	\$120.00	P
19170029	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	01/12/2017	\$2,468.11	P

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19170030	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	01/12/2017	\$6.81	P
19170031	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	01/12/2017	\$70.25	P
19170032	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	01/12/2017	\$1,014.57	P
19170033	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	01/12/2017	\$66.43	P
19170034	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	01/12/2017	\$364.46	P
19170035	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	01/12/2017	\$47.71	P
19170036R	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE ANNEX	01/12/2017	\$47.97	P
19170037	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	01/12/2017	\$32.25	P
19170038	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	01/17/2017	\$139.20	P
19170039	US POSTAL SERVICE	ENVELOPES STAMPED EW	01/24/2017	\$1,340.75	P
19170040	ACE HARDWARE	WATER SOFTENER SALT	01/23/2017	\$377.37	P
19170041	G & K SERVICES	MAT CLEANING COURTHOUSE	01/25/2017	\$534.29	P
19170042	LOFTUS TONY	DATA CENTER FLOOR TILE REMOVAL	01/25/2017	\$495.00	P
19170043	NEIS ELEVATOR SERVICE	ELEVATOR INSPECTION	01/17/2017	\$176.00	P
19170044	NEIS ELEVATOR SERVICE	ELEVATOR INSPECTION	01/17/2017	\$85.00	P
19170045	NORTH STAR ENVIRONMENTAL TESTING LLC	RB ASBESTOS TESTING	01/23/2017	\$345.00	P
19170046	OTIS ELEVATOR CO	ELEVATOR SVC CONTR 2/1-4/30/17	01/20/2017	\$1,008.00	P
19170047	QUALITY DOOR & HARDWARE	DATA CENTER REMODEL-SUPPLIES	01/17/2017	\$380.00	P
19170048	QUALITY DOOR & HARDWARE	DOOR CLOSER-HUMAN SVCS 3RD FLR	01/19/2017	\$263.00	P
19170049	RON'S REFRIGERATION & AC INC	COMM BUILDING FURNACE REPAIR	01/17/2017	\$248.75	P
19170050	SCHILLING SUPPLY COMPANY	ICE MELT	01/24/2017	\$674.92	P
19170051	STATE OF WISCONSIN	COURTHOUSE ELEVATOR PERMIT	01/19/2017	\$50.00	P
19170052	SUPERIOR CHEMICAL CORPORATION	ICE MELT	01/18/2017	\$3,073.60	P
19170053	WISCONSIN VALLEY BUILDING PRODUCTS	DEMO HAMMER RENTAL, TOOLS	01/18/2017	\$133.71	P

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19170054	WISCONSIN VALLEY BUILDING PRODUCTS	DATA CENTER REMODEL-SUPPLIES	01/19/2017	\$26.99	P
19170055	WISCONSIN VALLEY BUILDING PRODUCTS	DATA CENTER REMODEL-SUPPLIES	01/23/2017	\$60.75	P
19170056	HEINZEN PRINTING	PRINTING	01/31/2017	\$936.00	
19170057	INDIANHEAD SPECIALTY CO	STAMPS	01/31/2017	\$60.90	
19170058	QUALITY PLUS PRINTING INC	PRINTING	01/31/2017	\$1,340.42	
19170059	OFFICEMAX INCORPORATED	OFFICE SUPPLIES	01/31/2017	\$1,698.57	
19170060	SCHILLING SUPPLY COMPANY	PAPER SUPPLIES	01/31/2017	\$588.99	
19170061	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2017	\$2,085.57	
19170062	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2017	(\$11.29)	
50120239	MIDLAND PAPER		12/20/2016	\$406.39	P
50120240	MIDLAND PAPER		01/12/2017	\$468.75	P
50120241	MIDLAND PAPER		01/12/2017	\$38.30	P
50120242	MIDLAND PAPER		01/24/2017	\$509.70	P
50120243	MIDLAND PAPER		01/24/2017	\$570.98	P
50120244	MIDLAND PAPER		01/31/2017	\$54.30	
50120245	MIDLAND PAPER		01/31/2017	\$432.38	
50120246	OFFICEMAX INCORPORATED		01/31/2017	\$54.83	

Grand Total:**\$108,440.73**

Report of claims for: MAINTENANCE / PURCHASING

For the period of: JANUARY 2017

For the range of vouchers: 19161044 - 19170062 50120239 - 50120246

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: Risk Management

For the period of: January

For the range of vouchers: 23160099 - 23160099 23170001 - 23170002

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
23160099	PIDGEON JAMES	REIMBURSEMENT SAFETY SUPPLIES	12/31/2016	\$210.00	P
23170001	AEGIS CORPORATION	EQUIPMENT BREAKDOWN POLICY	01/03/2017	\$4,201.00	P
23170002	MIRACLE EAR	WC REIMBURSE	01/24/2017	\$5,990.00	P
Grand Total:				\$10,401.00	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

COMMITTEE REPORT
SAFETY, WORK COMP
AND INSURANCE
JANUARY 2017

#1

VOUCHER#	VENDOR	DESCRIPTION	AMOUNT
ALL THE BELOW WERE PAID BY AEGIS (TPA)			
PREPAID	ASPIRUS DOCTORS CLINIC	WC MED REIMBURSE	\$7.50
PREPAID	WORK COMP CLAIM	TTD	\$351.54
PREPAID	WORK COMP CLAIM	REIMBURSEMENT FOR PRESCRIPTION	\$16.88
PREPAID	ERIC C. PEASE	ATTORNEY FEES	\$87.82
PREPAID	RISING MEDICAL SOLUTIONS INC	BILL REVIEW SERVICES	\$107.03
PREPAID	LINDNER & MARSACK	ATTORNEY FEES	\$3,064.35
PREPAID	LINDNER & MARSACK	ATTORNEY FEES	\$225.00
PREPAID	WORK COMP CLAIM	TTD	\$351.54
PREPAID	ERIC C. PEASE	ATTORNEY FEES	\$87.82
PREPAID	WORK COMP CLAIM	TTD	\$351.54
PREPAID	ASPIRUS WAUSAU HOSPITAL	WC MED REIMBURSE	\$215.00
PREPAID	ASPIRUS OUTPATIENT THERAPIES	WC MED REIMBURSE	\$438.00
PREPAID	ASPIRUS OUTPATIENT THERAPIES	WC MED REIMBURSE	\$303.00
PREPAID	ERIC C. PEASE	ATTORNEY FEES	\$87.82
PREPAID	RISING MEDICAL SOLUTIONS INC	BILL REVIEW SERVICES	\$48.24
PREPAID	WORK COMP CLAIM	TTD	\$351.54
PREPAID	ASPIRUS WAUSAU HOSPITAL	WC MED REIMBURSE	\$8.42
PREPAID	ERIC C. PEASE	ATTORNEY FEES	\$87.82
PREPAID	RISING MEDICAL SOLUTIONS INC	BILL REVIEW SERVICES	\$60.91
TOTAL			\$6,251.77

TTD - TEMPORARY TOTAL DISABILITY
TPD - TEMPORARY PARTIAL DISABILITY

PPD - PARTIAL PERMANENT DISABILITY
DB - DEATH BENEFIT

CHAIRMAN

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2017

For the range of vouchers: 27160801 - 27170023

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27160801	HILGARD ANALYN	MILEAGE	12/31/2016	\$148.50	P
27160802	US CELLULAR	CELL PHONE CHGS ACCT 277407322	12/16/2016	\$1,587.55	P
27160803	US CELLULAR	CELL PHONE CHGS ACCT 851710598	12/16/2016	\$423.78	P
27160804	US CELLULAR	CELL PHONE CHGS ACCT 203538532	12/20/2016	\$867.79	P
27160805	US CELLULAR	CELL PHONE CHGS ACCT 203391922	12/20/2016	\$118.87	P
27160806	US CELLULAR	CELL PHONE CHGS ACCT 217293182	12/20/2016	\$687.30	P
27160807	CCB TECHNOLOGY	2FA MAINTENANCE RENEWAL	12/21/2016	\$5,988.50	P
27160808	MARSHFIELD UTILITIES	FIBEROPTIC - 4TH QTR 2016	12/20/2016	\$826.50	P
27160809	KELLER LISA	MILEAGE	12/29/2016	\$237.06	P
27160810	SCHREIBER DAVID	REIMB - SERVER MEMORY	12/14/2016	\$233.98	P
27160811	CDW GOVERNMENT INC	LABEL TAPE AND PHONE SUPPLIES	12/15/2016	\$71.85	P
27160812	CDW GOVERNMENT INC	PHONE SUPPLIES	12/16/2016	\$109.98	P
27160814	CDW GOVERNMENT INC	P&Z HEADSETS	12/28/2016	\$460.52	P
27160815	SOLARWINDS	SYSLOG SERVER	12/29/2016	\$199.00	P
27160816	SUMURI LLC	WRITE BLOCKER	12/13/2016	\$895.00	P
27160817	US BANK	K CZYS CIG GRANT, CR CRD CHGS	12/27/2016	\$203.51	P
27160818	US BANK	WEBSITE REGISTRATION-HLTH DEPT	12/27/2016	\$39.99	P
27160819	DEMARCO JASON	MILEAGE	12/22/2016	\$38.88	P
27160820	CDW GOVERNMENT INC	12TH ST HEADSET	12/22/2016	\$226.95	P
27160821	CDW GOVERNMENT INC	DISPATCH TVS	12/29/2016	\$2,720.00	P
27160822	INTER-QUEST CORP	REMOTE SUPPORT	09/30/2016	\$955.79	P
27160823	EO JOHNSON COMPANY INC	PAPERCUT BILLING 4TH QTR 2016	12/31/2016	\$14,449.12	P
27170001	FRONTIER COMMUNICATIONS	PHONE CHARGES	01/09/2017	\$542.00	P
27170002	FRONTIER COMMUNICATIONS	PHONE CHARGES	01/09/2017	\$1,114.53	P

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2017

For the range of vouchers: 27160801 - 27170023

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27170003	CDW GOVERNMENT INC	CABLES - DAVE/ANA	01/05/2017	\$141.57	P
27170004	CDW GOVERNMENT INC	H GEHRT SURFACE PRO 4	01/09/2017	\$1,124.36	P
27170005	CDW GOVERNMENT INC	D LANG PROJECTOR	01/10/2017	\$464.31	P
27170006	CDW GOVERNMENT INC	CISCO 8 PORT	01/10/2017	\$1,490.00	P
27170007	CDW GOVERNMENT INC	UPS SWITCH MFLD HWY	01/11/2017	\$632.72	P
27170008	CDW GOVERNMENT INC	H GEHRT SURFACE PRO 4	01/12/2017	\$224.44	P
27170009	CDW GOVERNMENT INC	USB TO 3.5 SATA	01/12/2017	\$19.55	P
27170010	CDW GOVERNMENT INC	UPS SWITCH MFLD HWY	01/12/2017	\$1,283.42	P
27170011	CHARTER COMMUNICATIONS	INTERNET PRO80	01/14/2017	\$130.00	P
27170012	CITIESDIGITAL	LASERFICHE ANNUAL MAINTENANCE	01/11/2017	\$6,700.00	P
27170013	INGLENET BUSINESS SOLUTIONS	TIP STUDIO RENEWAL	01/09/2017	\$709.00	P
27170014	KNOWLEDGENET	CISCO TRAINING	01/06/2017	\$3,490.00	P
27170015	ULTRACOM WIRELESS COMMUNICATI	D LANG APPLE IPHONE	01/12/2017	\$112.75	P
27170016	ULTRACOM WIRELESS COMMUNICATI	D LANG APPLE IPHONE UPGRADE	01/17/2017	\$75.00	P
27170017	CDW GOVERNMENT INC	CISCO 8 PORT	01/12/2017	\$132.60	P
27170018	CDW GOVERNMENT INC	D LANG PROJECTOR	01/13/2017	\$113.24	P
27170019	CDW GOVERNMENT INC	K ALFT HEALTHY SMILES PRINTER	01/16/2017	\$194.37	P
27170020	CDW GOVERNMENT INC	BULK PLENUM CAT 6	01/17/2017	\$1,051.14	P
27170021	CDW GOVERNMENT INC	IT & PARKS PHONE ACCESSORIES	01/17/2017	\$341.68	P
27170022	NEWEGG INC	HEALTH DEPT UPS	01/13/2017	\$611.99	P
27170023	SINGLEWIRE SOFTWARE	1 YR MAINTENANCE SUBSCRIPTION	01/23/2017	\$5,000.00	P

Grand Total:**\$57,189.09**

Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2017

For the range of vouchers: 27160801 - 27170023

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

3C-2

Report of claims for: Wellness

For the period of: January 2017

For the range of vouchers: 34160027 - 34160099 34170001 - 34170099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34160027	ASPIRUS OCCUPATIONAL HEALTH	Wellness/HRA's/Bio	01/03/2017	\$27,832.00	P
34160028	ASPIRUS OCCUPATIONAL HEALTH	Flu Shots/Supplies	12/30/2016	\$4,124.45	P
Grand Total:				\$31,956.45	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Member: _____

Committee Member: _____

County of Wood

Report of claims for: TREASURER

For the period of: JANUARY 2017

For the range of vouchers: 28170001 - 28170022

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28170001	GCS SOFTWARE INC	GCS YEARLY MAINTENANCE FEE	01/05/2017	\$17,500.00	P
28170002	STATE OF WISCONSIN TREASURER	4TH QTR PROBATE AND BIRTH FEES	01/05/2017	\$21,356.24	P
28170003	WI DEPT OF ADMINISTRATION	DEC WI LAND INFO	01/05/2017	\$6,916.00	P
28170004	CITY OF MARSHFIELD	SPECIAL CHARGES DECEMBER	01/12/2017	\$168.15	P
28170005	CITY OF NEKOOSA TREASURER	TAX DEED SALE 30-00734B	01/12/2017	\$158.54	P
28170006	CITY OF NEKOOSA TREASURER	SPECIAL CHARGES DECEMBER	01/12/2017	\$686.52	P
28170007	CITY OF WISCONSIN RAPIDS	TAX DEED SALE 34-12846	01/12/2017	\$593.73	P
28170008	CITY OF WISCONSIN RAPIDS	TAX DEED SALE 34-01079	01/12/2017	\$3,745.50	P
28170009	CITY OF WISCONSIN RAPIDS	TAX DEED SALE 34-01920	01/12/2017	\$1,847.25	P
28170010	CITY OF WISCONSIN RAPIDS	SPECIAL ASSESSMENTS DECEMBER	01/12/2017	\$399.56	P
28170011	PANKRATZ MATHEW OR KATIE	TAX OVERPAYMENT REFUND	01/12/2017	\$219.08	P
28170012	POLSON DUANE	TAX OVERPAYMENT REFUND	01/12/2017	\$17.60	P
28170013	STATE OF WISCONSIN TREASURER	DEC CLERK OF COURTS REVENUES	01/12/2017	\$135,366.50	P
28170014	TOWN OF PORT EDWARDS	SPECIAL CHARGES DECEMBER	01/12/2017	\$375.79	P
28170015	TOWN OF SARATOGA	SPECIAL CHGS DECEMBER	01/12/2017	\$691.33	P
28170016	TOWN OF GRAND RAPIDS	SPECIAL CHARGES DECEMBER	01/12/2017	\$306.54	P
28170017	TOWN OF ROCK TREAS LISA M WALLIS	TAX DEED SALE 16-00425B	01/12/2017	\$2,622.39	P
28170018	VILLAGE OF PORT EDWARDS TREAS	SPECIAL CHARGES & ASSESSMENTS	01/12/2017	\$337.79	P
28170019	WISCONSIN CO TREAS ASSN SEC TR	2017 WIS COUNTY TREASURER DUES	01/12/2017	\$100.00	P
28170020	EO JOHNSON COMPANY INC	MAINTENANCE CONTRACT	01/24/2017	\$250.00	P
28170021	WI COUNTY CONSTITUTIONAL OFFICERS	2017 WCCO CONFERENCE REG	01/24/2017	\$75.00	P
28170022	WOODTRUST BANK	MONTHLY SERVICE FEES	01/24/2017	\$851.89	P

Grand Total:**\$194,585.40**

Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: JANUARY 2017

For the range of vouchers: 28170001 - 28170022

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

30-1

Report of claims for: Finance

For the period of: January 2017

For the range of vouchers: 14160066 - 14160099 14170001 - 14170099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14160066	UW - MARSHFIELD WOOD COUNTY	2016 CIP	12/31/2016	\$15,940.00	P
14160067	EMMONS BUSINESS INTERIORS	Computer Bracket	12/31/2016	\$68.34	P
14170001	SPRINGSTED INCORPORATED	Continuing disclosure services	01/11/2017	\$600.00	P
14170002	WGFOA	2017 WGFOA Dues	01/11/2017	\$50.00	P
14170003	UW - MARSHFIELD WOOD COUNTY	2017 1st Installment Tax Aid	01/16/2017	\$23,863.50	P
14170004	CITY OF MARSHFIELD TREASURER	2017 Tax Aid	01/16/2017	\$25,000.00	P
14170005	ARPIN PUBLIC LIBRARY	2017 1st Installment Tax Aid	01/16/2017	\$11,916.50	P
14170006	MARSHFIELD PUBLIC LIBRARY	2017 1st Installment Tax Aid	01/16/2017	\$119,801.50	P
14170007	CHARLES AND JOANNE LESTER LIBRARY	2017 1st Instalment Tax Aid	01/16/2017	\$26,666.00	P
14170008	PITTSVILLE COMMUNITY LIBRARY	2017 1st Installment Tax Aid	01/16/2017	\$16,116.00	P
14170009	VESPER PUBLIC LIBRARY	2017 1st Installment Tax Aid	01/16/2017	\$6,973.00	P
14170010	MCMILLAN MEMORIAL LIBRARY	2017 1st Installment Tax Aid	01/16/2017	\$254,543.50	P
14170011	SOUTH CENTRAL LIBRARY SYSTEM	2017 Tax Aid	01/16/2017	\$15,071.00	P
14170012	WIPFLI LLP	2016 Preliminary Audit Service	01/11/2017	\$4,250.00	P
14170013	AGING RESOURCE CENTER OF CENTRAL WISCONSIN	20017 1st Qtr Tax Levy	01/20/2017	\$49,569.50	P

Grand Total:**\$570,428.84**Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: JANUARY 2017

For the range of vouchers: 17160382 - 17160384 17170001 - 17170026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17160382	WOODTRUST BANK NA	BACKGROUNDS; REGISTRATION	12/20/2016	\$62.00	P
17160383	ASPIRUS	DRUG & ALCOHOL TESTING	12/25/2016	\$200.00	P
17160384	MARSHFIELD LABORATORIES	DRUG & ALCOHOL TESTING	12/31/2016	\$635.00	P
17170001	STEINERT SUSAN	PEHP [REDACTED]	01/06/2017	\$3,857.45	P
17170002	BOSTON MUTUAL	Boston Mutual 01/05/17	01/06/2017	\$1,901.20	P
17170003	UNITED STATES LIFE INS CO THE	LTD 01/05/17	01/06/2017	\$1,297.50	P
17170004	UNITED STATES LIFE INS CO THE	TERM LIFE 01/05/17	01/06/2017	\$3,512.22	P
17170005	AMT	GARNISHMENT 01/05/17	01/06/2017	\$434.00	P
17170006	GREAT LAKES HIGHER EDUCATION CORP	GARNISHMENT 01/05/17	01/06/2017	\$189.47	P
17170007	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT 01/05/17	01/06/2017	\$114.47	P
17170008	US DEPARTMENT OF EDUCATION	GARNISHMENT 01/05/17	01/06/2017	\$203.04	P
17170009	KARPINSKI KRISTINE	ACH RETURN [REDACTED]	01/09/2017	\$150.00	P
17170010	NATIONWIDE TRUST CO FSB	PEHP [REDACTED]	01/18/2017	\$4,008.26	P
17170011	BOSTON MUTUAL	WHOLE LIFE	01/18/2017	\$2,009.57	P
17170012	UNITED STATES LIFE INS CO THE	LTD	01/18/2017	\$1,341.66	P
17170013	UNITED STATES LIFE INS CO THE	TERM LIFE	01/18/2017	\$3,429.37	P
17170014	AMT	GARNISHMENT [REDACTED]	01/18/2017	\$203.00	P
17170015	GREAT LAKES HIGHER EDUCATION CORP	GARNISHMENT [REDACTED]	01/18/2017	\$191.01	P
17170016	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT [REDACTED]	01/18/2017	\$114.47	P
17170017	US DEPARTMENT OF EDUCATION	GARNISHMENT [REDACTED]	01/18/2017	\$256.16	P
17170018	UNITED STATES LIFE INS CO THE	TERM LIFE-RETIREE	01/18/2017	\$397.44	P
17170019	WI DEPT OF WORKFORCE DEVELOPMENT	UNEMPLOYMENT-DEC 2017	01/18/2017	\$4,256.17	P
17170020	ADMINISTRATIVE PROFESSIONAL TODAY	SUBSCRIPTION RENEWAL	01/01/2017	\$101.00	P
17170021	BUSINESS MANAGEMENT DAILY	SUBSCRIPTION RENEWAL	01/01/2017	\$555.35	P

Committee Report
County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: JANUARY 2017

For the range of vouchers: 17160382 - 17160384 17170001 - 17170026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17170022	HORTON GROUP INC THE	HEALTH INS CONSULT - JAN 17	01/05/2017	\$2,083.33	P
17170023	NORTHWOODS LASER & EMBROIDERY	SERVICE PLAQUES	01/23/2017	\$136.50	P
17170024	US HEALTH WORKS MEDICAL GROUP PC	RSS ANNUAL FEE - 2017	01/24/2017	\$535.00	P
17170025	US HEALTH WORKS MEDICAL GROUP PC	MRO SERVICES	01/23/2017	\$165.00	P
17170026	WACPD	2017 MEMBERSHIP	01/04/2017	\$25.00	P
Grand Total:				\$32,364.64	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
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Committee Member: _____
Committee Member: _____
Committee Member: _____

5-d

Brenda Nelson

Subject: FW: Fireworks Display
Attachments: AERIAL VIEW BRIDGE SHOOT SITE.pdf; ATT00001.htm

From: Peter Kastenholz <pkastenholz@co.wood.wi.us>

Date: January 24, 2017 at 3:37:08 PM CST

To: Terry Stelzer <tstelzer@co.wood.wi.us>, Brandon Vruwink <bkvruwink@co.wood.wi.us>, Susan Kunferman <skunferman@co.wood.wi.us>, Reuben Van Tassel <rvantassel@co.wood.wi.us>

Cc: Warren Kraft <wkraft@co.wood.wi.us>, "lance1@charter.net" <lance1@charter.net>, Trent Miner <wcdistrict08@co.wood.wi.us>, "Schill, Sue" <sschill@wirapids.org>, Chad Schooley <cschooley@co.wood.wi.us>, Shane Wucherpennig <swucherpennig@co.wood.wi.us>, "Cindy Henke (chenke@meadwitterfoundation.com)" <chenke@meadwitterfoundation.com>

Subject: FW: Fireworks Display

Hi Folks. Per the email below from City Attorney Schill, the city is apparently looking to shoot their fireworks off the Grand Avenue bridge at sunset on July 4th and want the county to vacate the River Block building that day, probably for set up and security reasons. I am thinking this is a matter for the Executive Committee to deal with but there may be concerns that some of the departments that will be operating out of the building may have.

There doesn't appear to be a request for the use of any county property so there shouldn't be a need to obtain permission from the Mead-Witter Foundation, hmm, then again they are tenants with access rights, so we will need to include them in.

By copy of this email I am asking Trent to put this topic on an upcoming Executive Committee agenda and then looking for the rest of you to weigh in on this especially if you have any concerns or problems with what is being asked. You can share your concerns with me, Reuben, Trent or with the committee at the meeting

If there are problems we may be able to get the city to limit the time frame we are dealing with here or grant some other consideration.

Thanks. Peter

From: Schill, Sue [mailto:sschill@wirapids.org]

Sent: Tuesday, January 24, 2017 2:07 PM

To: Peter Kastenholz

Subject: Fireworks Display

Hello, Peter:

As you are aware, the City has its fireworks display downtown every year.

Beginning this year, however, we will need to move the launch site a bit to the north. See the attached map. This will necessitate obtaining the County's agreement to have the River Block building be vacant on July 4. I spoke with Steve Kreuser about this a few months ago, and he didn't think it would be a problem.

We only would require that the building be vacant on July 4. Additionally, our fireworks display operator will insure your building for the event.

Let me know your thoughts on this.

Our fireworks display operator is

Dale Nowak
Pyrotechnic Display, Inc.
Cell: 612.709.4044
Tel: 320.743.6496 800.507.9074, ext. 1
Fax: 320.743.6499
E-mail: dnowak@pyrodisplay.com
www.pyrodisplay.com

I know that I may also have to obtain permission from the Mead Witter Foundation, also? I believe they still have an interest in that real estate.

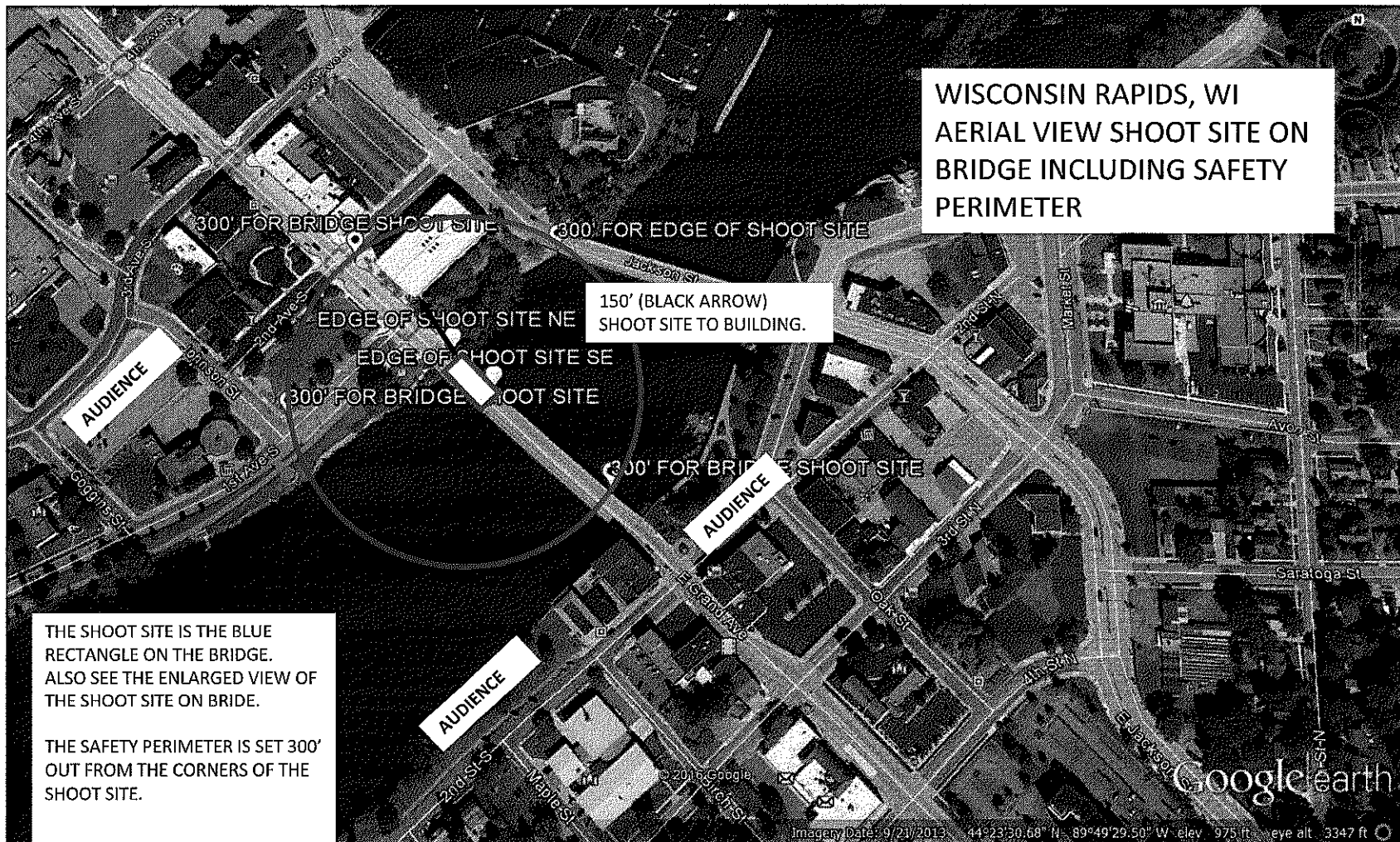
Thank you!

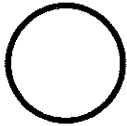
Sue

Susan C. Schill
City Attorney
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids WI 54495-2780

Phone: 715.421.8217
Fax: 715.421.8278
Email: sschill@wirapids.org
Website: www.wirapids.org

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RESOLUTION#

ITEM# 1-

DATE February 21, 2017

Effective Date February 21, 2017

Introduced by Executive Committee

Page 1 of 1

Committee

BLN

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

INTENT & SYNOPSIS: To approve changing the Systems Department title to Information Technology (IT)

FISCAL NOTE: No appropriations or funds are necessary for this resolution.

WHEREAS, the current recognized name of the Systems Department is Information Technology; and

WHEREAS, outside organizations do not recognize the Systems Department; and

WHEREAS, the name Information Technology better reflects the mission and duties of the department as a whole,

THEREFORE BE IT RESOLVED to change the name of the Systems Department to the Information Technology Department.

BE IT FURTHER RESOLVED that as modifications to the county ordinances and departmental policies and procedures take place that the new name of the Information Technology Department be updated in them.

		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	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Wood County Employee Wellness Update

February 7th, 2017 Submitted: Adam Fandre

2016-2017 Employee Wellness Program

New Hire Orientation- Continue to promote and encourage new hires to participate in the upcoming Wellness year. New hires starting after quarter 1 must complete biometric screenings within 30 days of orientation, health assessment within 60 days of orientation, and health coaching within 90 days of orientation to be eligible for the cash incentive.

Portal Updates-

195 employees have completed health coaching (15 spouses)
169 employees have completed MET Assessments
125 employees have registered for the Workout Watch activity

Wellness Committee Updates-

- 2016-2017 Wellness Program Planning and Promotion.
- Email to recruit Wellness Champs was sent in hopes of expanding Wellness Champ program to each department.
 - Two Champ applications have been returned
- River Block Subcommittee denied request for smoking hut. No smoking/tobacco signs have been made and will be installed after Reuben Van Tassel checks what signage is allowed on and around the River Block building.
- Discussion of quarter 2 wellness challenge and tentative timeline.
- Wellness Snapshot survey was sent out.

Wellness Board Updates-

- Discussion of increasing the incentive for quarter one in future as well as a one-time "participation bonus".
- Budgeting for these incentives can be done for 2018 since the first quarter of the new wellness program begins in October.

Coordinator Monthly Updates

- Coordinated speaker, Andrea Wagner MS, RDN, for February Lunch n' Learn. The topic is nutrition and heart health.
- Completed quarter 2 Wellness Challenge – Eat. Drink. Play. Tentative start date set for February 13th.
- Working with STS committee to develop targeted stress reduction and management programs.
- Working with Tom Loucks from WR Community Access and UW Extension to be trained on video recording equipment used to tape Lunch n' Learns.
- Working with Aspirus and department heads to coordinate ergonomic assessments for employees not moving to River Block.
- Scheduling health coaching appointments for employees and their spouses.
- Coaching employees and their spouses, both in-person and telephonically, from all locations.
- Helping with portal support.

Wellness Activities-Going on Now

Health Coaching- Quarter 2- The employees and spouses who participated in the biometric screening and completed the health assessment will go over their results when they meet with an Aspirus Health Coach starting in January to set a wellness goal for the year. Health coaching is a method of guiding others to maintain or improve their health. Like traditional coaching, health coaches use goal setting, identification of obstacles, and personal support systems. Having employees set wellness goals encourages long-term wellness participation and motivation to achieve goals. Communication has been sent to employees and spouses regarding information on how to schedule an appointment with a health coach.

Work out Watch- Quarter 2- Employees have the opportunity to earn 500 wellness points just by sticking to their physical fitness goal for the quarter. In order to claim these points they must complete and submit a "Work Out Watch Form" to the Wellness coordinator by each quarter deadline. Must have goal created and approved by the Wellness Coordinator by: Quarter 2-January 15th, Quarter 3-April 15th, Quarter 4-July 15th. Employees complete a self- review form of their goal and submit to the Coordinator at the end of each quarter to determine employee wellness points awarded.

Fitness Assessments- Quarter 2- During the health coaching sessions, employees will have an opportunity to complete a MET fitness assessment. This assessment is calculated based on a formula that incorporates the employees' current activity level, height, weight, and resting pulse. The fitness assessments will be offered every six months to allow employees to measure progress over time.

Enclosures:

December 8th 2016 Wellness Board Meeting Minutes

January 17th 2017 Wellness Committee Meeting Minutes

Name of Meeting: Wellness Committee Meeting**Location:** Courthouse RM 115**Date:** 01/17/2017Time Called to Order: **2:00pm**Time Adjourned: **2:40pm****Call in Number: *8408****Members Present/Call in**

Adam, Dawn, Kristi (phone), Jodi

Members Absent

Lacey, Ryan, Ryan, Amber, Brad, Lynn, Lisa, Maria, Stephanie, Tara

Recording Professional

Dawn Schmutzer

Next Meeting:

- Date: 3rd Tuesday of each Month, February 21, 2017
- Time: 2:00pm
- Location: TBA
- Call in #: TBA

AGENDA ITEM	DISCUSSION/ RECOMMENDATIONS	CONCLUSIONS /ACTIONS	RESPONSIBLE PARTY
Resignation	<ul style="list-style-type: none"> • Martha Mann 	Martha has decided to step down from the Wellness Committee due to job change that does not leave time to be involved anymore. Lynn will attend as much as she can as her job role has also changed. Adam will check with Lynn to make sure she can still meet the requirements to stay aboard.	Adam
Champs Welcome	<ul style="list-style-type: none"> • Stephanie O'Keefe - Centralia • Tara Feltz - Edgewater • Jodi Pingel - Courthouse 	Stephanie and Tara could not come due to bad weather. Jodi was able to attend and will become a Champ.	All
Exercise Kits	<ul style="list-style-type: none"> • Tally/total exercise kits – who has what? 	Please keep asking about the exercise equipment/kits	All
Smoking Hut at River Block	<ul style="list-style-type: none"> • Discuss updates from subcommittee meeting 	Dawn attended River Block meeting and pleaded the case for a smoking area for the clients (mainly from 12 th St). Committee denied the request for a smoking hut/area. They are enforcing the no tobacco policy and those that smoke will need to be 25' away from entrances and windows.	Dawn
No Smoking/Tobacco Signs	<ul style="list-style-type: none"> • Discuss putting up no smoking/tobacco signs at River Block 	Highway was supposed to have made the signs and installed them already. Adam will follow up with Brad on the progress of this.	Dawn
Wellness Snapshot Survey Update	<ul style="list-style-type: none"> • List received from HR • Crafting email to go with survey 	Survey is ready. Email list is now up-to-date from HR. Adam will email it out tomorrow. HR and IT will set up a quarterly time frame to update this list so it can always be accurate and ready when needed.	Lisa/Adam
New Committee/Champ Membership	<ul style="list-style-type: none"> • Need from Sheriff • Dawn and Adam will generate an email inviting others interested in being a wellness champ • Process 	Jodi suggested that Adam mention the need for Champs at all NEO sessions. He will create and add a slide explaining the requirements. It was decided that all new members will be Champs for at least 6 months before being able to be voted on to the Committee. Committee will vote for all moves.	Dawn, Adam, All

Planning for Q2 Challenge	<ul style="list-style-type: none"> • Eat, Drink, Play! –Q2 Challenge 	Waiting for challenge to be built into ManageWell. Adam hopes that it will be ready by mid-Feb. Q1 payout will be in March. Q2 payout will be in April.	Adam
How to Get Wellness Word Out & Up Participation	<ul style="list-style-type: none"> • Identified locations whose participation rates are lowest, will try to reach out to these areas. • Update on department interactions (who talked to who) 	Need further discussion on this. Getting more Champs will be a great start.	All
Wellness Activities	Quarter 2 (January 1st – March 31st)	Everything, besides the Q2 Challenge, should be available on the website.	Adam
Next Meeting	Feb 21, 2017, Location TBA		

WOOD COUNTY BUDGET SUMMARY SHEET 2017								
2 DEPT NUMBER 2101 DEPT PARK & FORESTRY A/C NAME County Parks & Forests FUNCTION 55210								
Category	2017 Requested Budget	% Incr(Decr) 2016 Budget	2016 Revised Budget	Actual Through 6/30/2016	2016 Estimated	2015 Actual	2014 Actual	2013 Actual
Personal Services	\$ 1,064,666	4.12%	\$ 1,022,566	\$ 449,813	\$ 997,116	\$ 963,894	\$ 949,481	\$ 966,169
Contractual Services	318,615	10.26%	288,975	110,320	310,915	272,265	281,914	332,277
Supplies and Expense	129,559	4.79%	123,637	58,713	115,637	105,981	109,022	116,818
Fixed Charges	50,931	-0.04%	50,951	41,991	50,460	59,302	50,120	59,158
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	6,525	0.02%	6,524	6,524	6,525	-	3,262	3,262
Total Operating Expenditures	1,570,296	5.20%	1,492,653	667,361	1,480,653	1,401,443	1,393,799	1,477,684
Capital Outlay	-	-100.00%	270,000	42,206	282,000	202,650	81,867	139,273
Other Financing Uses	-	N/A	-	-	-	130,000	38,610	-
Total Expenditures	\$ 1,570,296	-10.91%	\$ 1,762,653	\$ 709,567	\$ 1,762,653	\$ 1,734,093	\$ 1,514,276	\$ 1,616,957
Intergovernmental	44,080	0.00%	44,080	42,413	42,413	41,881	39,272	38,495
Fines, Forfeits and Penalties	750	0.00%	750	200	750	1,075	925	750
Public Charges for Services	860,000	8.86%	790,000	433,824	905,000	1,116,132	843,155	951,490
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	16,311	-1.16%	16,503	16,311	16,311	-	11,556	14,475
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ 921,141	8.20%	\$ 851,333	\$ 492,749	\$ 964,474	\$ 1,159,088	\$ 894,908	\$ 1,005,210
Beginning Carryover	-	N/A	-	-	-	-	25,000	16,332
Ending Carryover	-	N/A	-	-	-	-	-	25,000
Tax Levy	\$ 649,155	-28.77%	\$ 911,320	\$ 216,818	\$ 798,179	\$ 575,005	\$ 594,368	\$ 620,415.35
2	2017 Requested Budget	% Incr(Decr) 2016 Budget	2016 Revised Budget	Actual Through 6/30/2016	2016 Estimated	2015 Actual	2014 Actual	2013 Actual
Number of Positions (FTE's)								
Regular	12.46		11.96			11.93	13.02	13.02
Part-Time/Temporary	4.19		4.19			4.26	4.58	4.52
Request for Program Improvement	0.50					0.50		
Vacant			0.50					
Total Number of Positions (FTE's)	17.16		16.65			16.69	17.60	17.54

10a-4

FUND GENERAL		101	LINE ITEM JUSTIFICATION		WOOD/L		Y. BUDGET						
DEPT NUMBER		2101	REVENUES										
DEPT		PARK & FORESTRY		2017									
A/C NAME		County Parks & Forests											
2													
Source	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 17 Bud vs 16 Bud	2016 Budget	06/30/2016 Actual	2016 Estimate	2015 Actual	2014 Actual	2013 Actual		
43581	State Grants-Forestry	44,080	Forest Admin Grant & Dues Reimb.	44,080	0.00%	44,080	42,413	42,413	41,881	39,272	38,495		
Intergovernmental		\$ 44,080		\$ 44,080	0.00%	\$ 44,080	\$ 42,413	\$ 42,413	\$ 41,881	\$ 39,272	\$ 38,495		
45123	Fines/Forfeitures - County Parks Violation Fee	750	Violations, Refuse, Parking, etc. (as of 7/26 - \$350)	750	0.00%	750	200	750	1,075	925	750		
Fines, Forfeits and Penalties		\$ 750		\$ 750	0.00%	\$ 750	\$ 200	\$ 750	\$ 1,075	\$ 925	\$ 750		
46721	County Parks Revenue	475,000	Public Charges	475,000	11.76%	425,000	208,430	455,000	476,331	452,481	441,067		
46813	County Forest Revenue	385,000	Timber Sale Revenue	385,000	5.48%	365,000	227,394	450,000	639,801	390,673	510,423		
Public Charges for Services		\$ 860,000		\$ 860,000	8.86%	\$ 790,000	\$ 433,824	\$ 905,000	\$ 1,116,132	\$ 843,155	\$ 951,490		
47470	#N/A	-		-	N/A	-	-	-	-	-	-		
Intergovernmental Charges		\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
48000	County Parks Miscellaneous Revenue	-		-	N/A	-	-	-	-	-	625		
48200	Forestry DNR Lease Revenue	16,311	State Wildlife Area Lease from DNR	16,311	-1.16%	16,503	16,311	16,311	-	8,156	8,156		
48440	Insurance Recoveries	-		-	N/A	-	-	-	-	3,401	5,694		
Miscellaneous		\$ 16,311		\$ 16,311	-1.16%	\$ 16,503	\$ 16,311	\$ 16,311	\$ -	\$ 11,556	\$ 14,475		
49280	#N/A	-		-	N/A	-	-	-	-	-	-		
Other Financing Sources		\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTALS		\$ 921,141		\$ 921,141	8.20%	\$ 851,333	\$ 492,749	\$ 964,474	\$ 1,159,088	\$ 894,908	\$ 1,005,210		
Dynamics						851,333.00	492,748.67		1,159,088.32	894,907.85	1,005,209.72		

100-1/2

2/1/2017

100-1/1

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
County Parks & Forests
Saturday, December 31, 2016

		Actual	2016 Budget	Variance	Variance %
REVENUES					
Intergovernmental Revenues					
State Aid-Forestry:					
101-2101-43581-000-000	State Grants-Forestry	42,413.28	44,080.00	(1,666.72)	(3.78%)
	Total State Aid-Forestry	42,413.28	44,080.00	(1,666.72)	(3.78%)
	Total Intergovernmental	42,413.28	44,080.00	(1,666.72)	(3.78%)
Fines, Forfeits and Penalties					
County Parks Violation Fee:					
101-2101-45123-000-000	Fines/Forfeitures - County Parks Violation Fee	625.45	750.00	(124.55)	(16.61%)
	Total County Parks Violation Fee	625.45	750.00	(124.55)	(16.61%)
	Total Fines, Forfeits and Penalties	625.45	750.00	(124.55)	(16.61%)
Public Charges for Services					
Public Chgs-Parks:					
101-2101-46721-000-000	County Parks Revenue	462,499.71	425,000.00	37,499.71	8.82%
	Total Public Chgs-Parks	462,499.71	425,000.00	37,499.71	8.82%
County Forest Revenue:					
101-2101-46813-000-000	County Forest Revenue	520,928.06	365,000.00	155,928.06	42.72%
	Total County Forest Revenue	520,928.06	365,000.00	155,928.06	42.72%
	Total Public Charges for Services	983,427.77	790,000.00	193,427.77	24.48%
Miscellaneous					
Rental Income:					
101-2101-48200-000-000	Forestry DNR Lease Revenue	32,814.12	16,503.00	16,311.12	98.84%
	Total Rental Income	32,814.12	16,503.00	16,311.12	98.84%
	Total Miscellaneous	32,814.12	16,503.00	16,311.12	98.84%
TOTAL REVENUES		1,059,280.62	851,333.00	207,947.62	24.43%

EXPENDITURES
Culture, Recreation and Education

County Parks:					
101-2101-55210-000-101	Wages-Permanent-County Parks	603,392.75	606,363.00	2,970.25	0.49%
101-2101-55210-000-115	Overtime-County Parks	4,516.50	2,999.00	(1,517.50)	(50.60%)
101-2101-55210-000-119	Other Pay-County Parks-Call out	880.05		(880.05)	0.00%
101-2101-55210-000-120	FICA-County Parks	44,529.14	54,109.00	9,579.86	17.70%
101-2101-55210-000-130	Health Ins-County Parks	179,196.94	179,197.00	0.06	0.00%
101-2101-55210-000-132	OPEB-County Parks	11,441.52	12,128.00	686.48	5.66%
101-2101-55210-000-140	County Parks Life Insurance	205.62	206.00	0.38	0.18%
101-2101-55210-000-151	County Parks Retirement	38,538.12	43,316.00	4,777.88	11.03%
101-2101-55210-000-156	County Parks Unemployment Compensation	10,428.03	12,000.00	1,571.97	13.10%
101-2101-55210-000-160	County Parks Workers Compensation	15,103.15	14,307.00	(796.15)	(5.56%)
101-2101-55210-000-214	County Parks Professional Services-Printing	4,523.63	3,000.00	(1,523.63)	(50.79%)
101-2101-55210-000-215	County Parks Professional Svc-Forestry	3,999.45	4,000.00	0.55	0.01%
101-2101-55210-000-219	County Parks Other Professional Services	94,756.30	75,500.00	(19,256.30)	(25.51%)
101-2101-55210-000-221	County Parks Telephone	8,973.05	8,000.00	(973.05)	(12.16%)
101-2101-55210-000-223	County Parks Utility Service-Sewer	10,002.00	10,000.00	(2.00)	(0.02%)
101-2101-55210-000-224	County Parks Electric	53,594.70	48,000.00	(5,594.70)	(11.66%)
101-2101-55210-000-225	County Parks Utility Service-Gas	6,475.52	11,000.00	4,524.48	41.13%
101-2101-55210-000-227	County Parks Utility Service-Garbage	12,178.92	13,000.00	821.08	6.32%
101-2101-55210-000-230	County Parks PC Replacement	2,115.00	2,475.00	360.00	14.55%
101-2101-55210-000-234	County Parks Repair & Maint Svc-Roads	5,309.25	16,000.00	10,690.75	66.82%
101-2101-55210-000-239	County Parks Repair and Maintenance-Other	37,012.43	35,000.00	(2,012.43)	(5.75%)
101-2101-55210-000-241	County Parks Repair and Maintenance-Buildings	20,248.43	30,000.00	9,751.57	32.51%
101-2101-55210-000-242	County Parks Repair & Maint Svc-Vehicles	7,781.50	15,000.00	7,218.50	48.12%
101-2101-55210-000-243	County Parks Repair and Maintenance-Equipment	18,744.53	14,000.00	(4,744.53)	(33.89%)
101-2101-55210-000-311	County Parks Office Supplies	1,750.26	2,500.00	749.74	29.99%
101-2101-55210-000-312	County Parks Copy Expense	1,530.12	2,500.00	969.88	38.80%
101-2101-55210-000-313	County Parks Postage	1,296.93	1,700.00	403.07	23.71%
101-2101-55210-000-324	County Parks Advertising	2,053.62	2,500.00	446.38	17.86%
101-2101-55210-000-325	County Parks Dues & Subscriptions	2,266.73	4,087.00	1,820.27	44.54%
101-2101-55210-000-331	County Parks Meetings & Travel	2,486.37	2,750.00	263.63	9.59%
101-2101-55210-000-340	County Parks Operating Supplies & Expense	41,384.88	40,400.00	(984.88)	(2.44%)

10a-1/4

2/1/2017

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
County Parks & Forests
Saturday, December 31, 2016

		Actual	2016 Budget	Variance	Variance %
101-2101-55210-000-341	County Parks Janitorial Operating Supplies & Exp	22,373.56	19,000.00	(3,373.56)	(17.76%)
101-2101-55210-000-343	County Parks Operating Supplies-Gas/Diesel	30,121.48	43,000.00	12,878.52	29.95%
101-2101-55210-000-344	County Parks Operating Supplies-Concessions	6,092.71	5,200.00	(892.71)	(17.17%)
101-2101-55210-000-511	County Parks Insurance-Liability	34,316.00	35,031.00	715.00	2.04%
101-2101-55210-000-531	County Parks Interdepartment Rent	13,920.00	13,920.00		0.00%
101-2101-55210-000-720	County Parks Grants & Donations to Other Institut	13,125.64	6,524.00	(6,601.64)	(101.19%)
101-2101-55210-000-813	County Parks Vehicles	27,112.66	35,000.00	7,887.34	22.54%
101-2101-55210-000-821	County Parks Land Improvements	24,257.37	35,000.00	10,742.63	30.69%
101-2101-55210-000-822	County Parks Building Improvements	261,179.95	200,000.00	(61,179.95)	(30.59%)
101-2101-55210-001-101	Wages-Permanent-County Parks & Forests Temp P/T	56,087.00		(56,087.00)	0.00%
101-2101-55210-001-115	Overtime-County Parks & Forests Wages P-T	10,287.00		(10,287.00)	0.00%
101-2101-55210-001-120	FICA-County Parks-Part Time	5,077.61		(5,077.61)	0.00%
101-2101-55210-001-151	County Parks Retirement-Part Time	1,385.00		(1,385.00)	0.00%
101-2101-55210-001-160	County Parks Workers Comp-Part Time	1,485.55		(1,485.55)	0.00%
101-2101-55210-001-241	County Parks Repair & Maint Labor-Buildings	230.00	3,000.00	2,770.00	92.33%
101-2101-55210-001-242	County Parks Repair & Maint Labor-Vehicles	3,669.46		(3,669.46)	0.00%
101-2101-55210-001-243	County Parks Repair & Maint Labor-Equipment	6,124.01	1,000.00	(5,124.01)	(512.40%)
101-2101-55210-000-102	Parttime Parks		97,941.00	97,941.00	100.00%
101-2101-55210-000-533	County Parks Equipment Rent		2,000.00	2,000.00	100.00%
Total County Parks		1,763,560.44	1,762,653.00	(907.44)	(0.05%)
Total Culture, Recreation and Education:		1,763,560.44	1,762,653.00	(907.44)	(0.05%)
TOTAL EXPENDITURES		1,763,560.44	1,762,653.00	(907.44)	(0.05%)
NET INCOME (LOSS) *		(704,279.82)	(911,320.00)	207,040.18	(22.72%)

System: 1/13/2017 2:21:44 PM County of Wood Page: 1
 User Date: 1/13/2017 TRIAL BALANCE SUMMARY BUDGET VS ACTUAL FOR 2016 User ID: MMARTIN
 General Ledger

100a-2/1

Ranges: From: To:
 Date: 1/1/2016 12/31/2016
 Account: -1801- -001- -1801- -001-

Sorted By: FUND
 Include: Posting, Zero Balance/No Trx

^ Inactive Account

Account	Description	Current Balance	Revised Budget
101-1801-46825-001-000	Public Charges-Land Cons HSWS	(5) (\$7,776.40)	100a-2/2 \$0.00
101-1801-56121-001-331	Land Conservation-Meetings HSHW	(6) \$4,832.55	100a-2/1 \$0.00
Grand Totals:		(\$2,943.85)	\$0.00
Total Accounts:		2	

System: 1/13/2017 2:20:15 PM
User Date: 1/13/2017

County of Wood
DETAIL INQUIRY REPORT FOR 2016
General Ledger

Page: 1
User ID: MMARTIN

10a-2

* Voided Journal Entry

Account: 101-1801-46825-001-000

Public Charges-Land Cons HSWS

Ranges:	From:	To:
Date	First	Last
Source Document	First	Last
Currency ID	First	Last

Sorted By: Transaction Date

Account Balance: (\$7,776.40)

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Currency ID	Debit	Credit
1/11/2016	190,702	CMTRX	GLTRX00096214	HSBW - WI FARM BUREAU FED			\$1,000.00
1/18/2016	191,020	CMTRX	GLTRX00096350	HSBW - ORGANIC VALLEY			\$500.00
1/20/2016	191,729	GJ	GLTRX00096533	Money Transfer			\$500.00
1/27/2016	191,702	CMTRX	GLTRX00096536	JAMES GOOD			\$25.00
2/1/2016	192,668	GJ	GLTRX00096883	Registration for Healthy Soil			\$135.00
2/1/2016	192,668	GJ	GLTRX00096883	Registration for Healthy Soil			\$45.00
2/3/2016	192,061	CMTRX	GLTRX00096645	HSBW - H. PETERSEN			\$25.00
2/5/2016	192,233	CMTRX	GLTRX00096725	HSBW L. ALTMANN			\$25.00
2/8/2016	192,268	CMTRX	GLTRX00096752	SANDI CIHLAR			\$45.00
2/10/2016	192,431	CMTRX	GLTRX00096797	HSBW J. RIEHL			\$24.27
2/11/2016	192,488	CMTRX	GLTRX00096835	HSBW			\$179.61
2/15/2016	192,671	CMTRX	GLTRX00096901	HSBW P. SLATTERY			\$45.00
2/23/2016	193,103	CMTRX	GLTRX00097060	HSBW WORKSHOP REG			\$145.00
2/24/2016	193,236	CMTRX	GLTRX00097092	HSBW REG			\$24.27
2/26/2016	193,481	CMTRX	GLTRX00097162	HSBW PROF DAIRY PROD			\$500.00
2/29/2016	193,640	CMTRX	GLTRX00097214	HSBW-RIVER ALLIANCE OF WI			\$3,558.25
3/8/2016	194,089	CMTRX	GLTRX00097388	HSBW WI GROWERS			\$1,000.00

Totals:

\$0.00

A

\$7,776.40

Total Transactions: 17

System: 1/13/2017 2:19:51 PM
User Date: 1/13/2017

County of Wood
DETAIL INQUIRY REPORT FOR 2016
General Ledger

Page: 1
User ID: MMARTIN

100-2/3

* Voided Journal Entry

Account: 101-1801-56121-001-331

Land Conservation-Meetings HSHW

Ranges:	From:	To:
Date	First	Last
Source Document	First	Last
Currency ID	First	Last

Sorted By: Transaction Date

Account Balance: \$4,832.55

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Currency ID	Debit	Credit
3/2/2016	193,719	PMTRX	GLTRX00097237	HSHW - REIMB FOR USB DRIVES		\$764.94	
3/2/2016	193,719	PMTRX	GLTRX00097237	LC/SWRM/HSHW-LODGING, FLIGHT		\$485.60	
3/9/2016	194,116	PMTRX	GLTRX00097396	LCD - HONORARIUM		\$100.00	
3/9/2016	194,116	PMTRX	GLTRX00097396	LC - HONORARIUM		\$100.00	
3/16/2016	194,529	PMTRX	GLTRX00097534	HSHW - HONORARIUM		\$100.00	
3/16/2016	194,529	PMTRX	GLTRX00097534	HSHW - HONORARUIM		\$100.00	
3/30/2016	195,128	PMTRX	GLTRX00097757	HSHW/LC CATERING/LODGING/MAIN		\$3,182.01	
Totals:						<u>\$4,832.55</u>	<u>\$0.00</u>
Total Transactions:						7	

System: 1/13/2017 2:22:05 PM County of Wood Page: 1
 User Date: 1/13/2017 TRIAL BALANCE SUMMARY BUDGET VS ACTUAL FOR 2016 User ID: MMARTIN
 General Ledger

10a-2/4

Ranges: From: To:
 Date: 1/1/2016 12/31/2016
 Account: -1801- -002- -1801- -002-

Sorted By: FUND
 Include: Posting, Zero Balance/No Trx

^ Inactive Account

Account	Description	Current Balance	Revised Budget
101-1801-48500-002-000	Donations & Contributions-FEDS	(\$1,000.00)	\$0.00
101-1801-56121-002-331	Land Cons FEDS-Travel	\$0.00	\$0.00
101-1801-56121-002-341	Land Cons FEDS-Operating Supplies	\$0.00	\$0.00
Grand Totals:		(\$1,000.00)	\$0.00
Total Accounts:	3		

System: 1/13/2017 2:18:56 PM
User Date: 1/13/2017

County of Wood
DETAIL INQUIRY REPORT FOR 2016
General Ledger

Page: 1
User ID: MMARTIN

10a-2/5

* Voided Journal Entry

Account: 101-1801-48500-002-000

Donations & Contributions-FEDS

Ranges: From: To:
Date First Last
Source Document First Last
Currency ID First Last

Sorted By: Transaction Date

Account Balance: (\$1,000.00)

Trx Date	Jrnl No.	Source Doc	Audit Code	Reference	Currency ID	Debit	Credit
5/17/2016	197,734	CMTRX	GLTRX00098609	FEDS PROG GRANT			\$500.00
6/1/2016	198,517	CMTRX	GLTRX00098864	FEDS GRANT-WOOD & PORT. FARM			\$500.00
Totals:						\$0.00	\$1,000.00
=====							
Total Transactions:		2					

RESOLUTION#

Introduced by Executive Committee
Page 1 of 2

Committee

MFM

Motion: Adopted: ☐
 1st _____ Lost: ☐
 2nd _____ Tabled: ☐
 No: _____ Yes: _____ Absent: _____
 Number of votes required:
☒ Majority ☐ Two-thirds
 Reviewed by: _____, Corp Counsel
 Reviewed by: MFM, Finance Dir.

INTENT & SYNOPSIS: To show additional elements of committed and assigned governmental fund balance projected as of December 31, 2016:

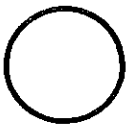
FISCAL NOTE: Total committed and assigned governmental fund balance as of December 31, 2016 was originally projected to be \$3,429,392 is amended to \$3,433,336 which includes two additional items in Land Conservation:

		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	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Account	Account Name	Actual 12/31/15	Projected 12/31/16
General Fund			
Committed			
51316	Victim Witness Task Force	4,722	5,097
51433	Labor Relations	49,118	49,118
51440	Elections	191,582	186,997
51451	Voice-Over IP	51,767	47,767
51711	Register of Deeds-Redaction	99,822	69,909
51931	Property & Liability Insurance	130,332	194,809
52131	Indian Law Enforcement	73,154	67,559
52712	Electronic Monitoring	223,697	190,113
52721	Jail Surcharge	234,425	225,928
52130	Police Radio	5,439	5,439
52616	Building Numbering	6,776	7,476
52601	Dispatch	-0-	147,580
54710	Veteran's Relief	3,998	5,127
54730	Veteran's Relief Donations	2,569	3,169
56315	Census Redistricting	4,500	4,500
55660	UW Extension Projects	34,655	61,407
55661	Farm Technology Days	63,000	43,000
59210	Land Conservation Permits & Fees	18,392	9,648
54122	Health Department WIC	6,021	6,021
54128	Health Grants	38,397	36,635
54130	Health Dental Sealants	72,487	72,488
Total Committed		1,314,853	1,439,787

Additional			
56121-001	Land Conservation HSHW		2,944
56121-002	Land Conservation FEDS		1,000
Total Committed-Revised		1,314,853	1,443,731

Assigned			
Subsequent Year Budget		583,283	-0-
Total General Fund		1,898,136	1,443,731

**RESOLUTION#**

DATE

Effective Date:

Introduced by
Page 2 of 2

Executive Committee

10/6/2
Committee

Account Name	Actual 12/31/15	Projected 12/31/16
Other Governmental Funds Assigned		
County Highways	733,276	716,758
Human Services Fund (before deferral of revenues)	1,034,172	199,989
ADRC	81,008	81,008
Parks and Forestry	903,792	660,835
Land Records and Private Sewage	173,197	140,634
Land Conservation	31,335	31,719
Transportation and Economic Development	-0-	50,195
Sheriff and corrections	108,467	108,467
Total Other Governmental	3,065,247	1,989,605
Total Governmental Funds Committed and Assigned (Revised)	4,963,383	3,433,336

WHEREAS governmental financial reporting rules require governments to report governmental fund balances in their various components of liquidity, and

WHEREAS one component of fund balance is that portion that is constrained by limitations that the County imposes upon itself, and

WHEREAS these commitments and assignments involve the reserve of resources resulting from unexpended revenues or other appropriations intended for specific future expenditures, and

WHEREAS the reporting rules require that these limitations be imposed and approved at the County's highest level of decision making (i.e. County Board of Supervisors), and

WHEREAS each of the above elements of committed and assigned fund balance have been detailed in the 2016 and 2017 budgets as "carryover/nonlapsing" balances, and

WHEREAS the County Board of Supervisors approved the projected December 31, 2016 committed and assigned funds with a resolution dated December 20, 2016 that didn't include the Land Conservation HSHW committed funds of \$2,944 or the Land Conservation FEDS committed funds of \$1,000,

THEREFORE BE IT RESOLVED that the above revised list of functions have their balances shown as "committed and assigned" for the financial statements dated December 31, 2016.

10c-1
Mike Martin

From: Walker, Dan <DWalker@WIPFLI.com>
Sent: Tuesday, January 17, 2017 9:55 AM
To: Mike Martin
Subject: Uniform Guidance Policies and Procedures
Attachments: Engagement Letter for Uniform Guidance Implementation.pdf

Mike

I want to inform you have a service Wipfli is now performing related to policies and procedures related to the new Uniform Guidance (UG) which replaced A-133. The UG has many new policies, procedures and procurement issues involved with it. Last year when it was the first year applicable to you we did not get real concerned with the procedures that you had in place. As more guidance has come about now we will be having to work more closely with that part of your County and determine that you have these items in place. If we find issues there could be a finding relate to it if necessary. Because of this we are offering this service to review your policies with UG and actually put a procedure manual in place for you to meet the new standards. I have put an engagement letter with this email of this service we are doing for Monroe County.

I wanted to send it to you to see if it would be something that Wood County would be interested in pursuing. We charge \$8,000 for this service to actually write the procedures manual for you. We also offer a more limited version that just checks your compliance and then gives recommendations to you for you to write your own procedures manual. That service I believe is about \$3,000. I just wanted to run this by you and see if you had interest in pursuing it. I am not the expert in this areas as much the people that do this in our office, so let me know if you would like to discuss it more with them as to whether or not it could be a fit for Wood County.

Dan C Walker | **Partner** | **Wipfli LLP** | Office: 715.858.6632
3703 Oakwood Hills Parkway, Eau Claire, WI 54702-0690
www.wipfli.com

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WIPFLI
CPAs and Consultants

 **Please consider the environment before printing this email**

From: Anderson, Brian
Sent: Tuesday, January 17, 2017 9:20 AM
To: Walker, Dan <DWalker@WIPFLI.com>
Subject: FW: Monroe County Process Review & UG Policy Update

Here you go.

From: Persekian, George
Sent: Friday, January 06, 2017 9:40 AM
To: Eilers, Katherine <KEilers@wipfli.com>; Johnson, Janet <JJohnson@wipfli.com>
Cc: Polglaze, Brett <bpolglaze@wipfli.com>; Walker, Dan <DWalker@WIPFLI.com>; Anderson, Brian <BAnderson@wipfli.com>
Subject: Monroe County Process Review & UG Policy Update

Hi Katherine/Janet,

10c.2

Monroe County just sent me a signed EL today. We are engaged to conduct an onsite review along with updating of their policies. They are a current audit client of ours and they are located in Wisconsin so at least travel expense will be minimal. Katherine I understand you have some time coming up in the next few months, can I send you Tina's contact information and you can coordinate fieldwork?

Thank you!

George O Persekian | Senior Consultant | Nonprofit and Government Practice | Wipfli LLP | Office: 815.484.5617
4949 Harrison Avenue, Suite 300, Rockford, IL 61125-0407



YOU'RE INVITED: Join us at our 18th Annual Wipfli National Training Conference from July 9-14, 2017. Take advantage of 70+ trainings sessions designed for you!

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CPAs and Consultants

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WIPFLI LLP
CPAs and Consultants



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Madison, WI 53713
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Madison, WI 53708-8700
608.274.1980
fax 608.274.8085
www.wipfli.com

10c-3

December 7, 2016

Ms. Tina Osterberg, CPA
Finance Director
Monroe County
14345 Co Hwy B, Rm 2
Sparta, WI 54656

E-mail: Tina.Osterberg@co.monroe.wi.us

Dear Ms. Osterberg:

Wipfli LLP ("Wipfli") sincerely appreciates the opportunity to present our Engagement Letter to provide professional services to Monroe County (the "County"). Our engagement outlines how we will help you update the fiscal policies and procedures manual for changes due to implementation of 2 CFR Part 200, Uniform Guidance. We will also provide services to help ensure that the fiscal division's processes, structure, systems and capacity are operating efficiently, incorporate effective internal controls, and incorporate changes in federal regulations.

A successful engagement will require active and informed involvement by the County and Wipfli. Agreeing to mutually defined goals reduces potential misunderstandings that could impact the expected results and helps to promote a successful relationship between our organizations.

This letter records Wipfli's engagement by the County, identifies the purpose and objectives of the engagement, confirms our understanding of the terms of our engagement, and conveys the nature and limitations of the services provided. The County agrees that it will hold the contents of this Engagement Letter in confidence and will not disclose, use, or copy the same in whole or in part for any purpose other than to evaluate Wipfli's engagement.

Purpose and Goals

Wipfli understands that the County desires to engage a consultant to assist with updating its fiscal policies and procedures to be compliant with new federal regulations. The County also requested the consultant provide recommendations to improve efficiency of fiscal procedures. Therefore, our results will include a draft of an updated fiscal policies and procedures manual and recommendations on:

- Compliance of policies and process with updated federal regulations;
- Operational efficiency and effectiveness, including processes and procedures, use of technology, and optimal resources needed to provide timely and accurate deliverables; and
- Improvement in internal controls in order to mitigate risks of fraud, waste, and abuse, if any weaknesses come to our attention.

Engagement Scope, Approach, and Limitations

We propose the following tasks and deliverables:

1. Prior to our visit, we would like to receive the County's current fiscal policies and procedures, organization chart, and job descriptions for fiscal staff. These documents will help us understand the current situation.
2. A Wipfli consultant will then visit your office for up to three days to meet with County staff as follows:
 - a. Meet with you to discuss goals for the project and any specific concerns you may have.
 - b. Meet with the Finance Director to gain an overview of accounting processes including who is responsible for what tasks, and his specific responsibilities. We will also discuss his specific goals for the project.
 - c. Meet with each member of the fiscal staff at her or his work space to learn what she or he does, what she or he produces, how well the processes work, and what could be improved. We will also observe work processes, review documents and the use of technology.
 - d. Meet members of the senior management team to discuss their roles and responsibilities for financial processes, policies and procedures, and to gain their perspectives on the effectiveness of fiscal processes.
 - e. We may also meet with additional staff members who interact with the fiscal division and/or play key roles in fiscal processes.

10c-5

Ms. Tina Osterberg

Page 3

December 7, 2016

- f. During the interviews we will discuss anticipated future needs and challenges to ensure they are included in our recommendations.
 - g. We anticipate conducting up to seven (7) interviews with individuals or small groups.
3. During our visit, we will make any needed corrections or changes to the draft of the fiscal policies and procedures manual.
 4. We will develop recommendations for priorities and next steps to improve compliance with the Uniform Guidance, increase effectiveness and efficiency of internal controls and streamline processes. Recommendations may include restructuring reporting relationships, developing or modifying processes, and enhancing the use of technology. We will also estimate the fiscal impact of the recommendations.
 5. Prior to the end of our visit, we will meet with you to discuss our observations and recommendations, and we will issue a final report within three (3) weeks of our visit.

Potential Deliverables

- Draft of the fiscal policies and procedures manual updated for implementation for 2 CFR Part 200.
- Recommendations and observations on capacity, structure, and roles and responsibilities of the finance department.
- Recommendations to improve the use of technology.
- Recommendations for more effective internal control procedures and activities.
- Recommendations for streamlined processes.
- Prioritized next steps, including an estimated timeline for implementation.
- Estimated costs and benefits of implementing recommendations.

Wipfli's Service Delivery Team

This engagement will be conducted by George Persekian, Senior Consultant, who will have primary responsibility for completing the engagement and will perform all on-site interviews and analyses. Janet Johnson, Senior Manager, will supervise the project and Steve Lipton, Partner, will oversee the project to ensure that Wipfli's quality standards are maintained.

Ms. Tina Osterberg

Page 4

December 7, 2016

10c-6

Management's Responsibilities and Representations

The information contained in this Engagement Letter is for discussion purposes only by management and the Board of Directors and is not intended to be used by anyone other than the specified party.

This consulting engagement will be conducted in accordance with consulting standards established by the American Institute of Certified Public Accountants (AICPA).

When providing consulting and board governance services, our professional standards require us to document that you understand and accept your responsibilities regarding these services, which include the following:

- Assume all management and Board responsibilities.
- Oversee the service, by designating an individual, preferably within senior management, who possess suitable skills, knowledge, and/or experience.
- Evaluate the adequacy and results of the services provided.
- Accept responsibility for the results of the services.

We specifically do not have the authority to perform management functions, make management decisions, or act in a capacity equivalent to an employee or board member.

Project Timeline and Estimated Costs

Our fee for this engagement will not exceed \$8,000 which includes travel and expenses. This estimate is based on our understanding of the work to be performed but we will invoice you based on actual efforts.

We will arrange a mutually-agreeable date to visit your offices, and will issue a final report to you within three (3) weeks of our visit. Please note that the report will be presented in a bullet point format, and will not be a detailed, text-oriented document.

Wipfli's Professional Services Terms and Conditions

The attached Appendix A contains Wipfli's Professional Services Terms and Conditions, all of which are incorporated herein by reference.

Ms. Tina Osterberg
Page 5
December 7, 2016

100-7

Approval to Proceed Together

If the preceding terms are acceptable to you and the services outlined are in accordance with your requirements, please sign this Engagement Letter and return it to us via facsimile to 815.713.3617 or e-mail to gpersekian@wipfli.com. Upon receipt of the signed engagement letter, we will contact you to gather information and schedule the next steps.

We appreciate the opportunity to continue our work with Monroe County. If you have any questions, please contact Steve Lipton or George Persekian at 815.484.5617, or at слиpton@wipfli.com or gpersekian@wipfli.com.

Sincerely,

Wipfli LLP

Wipfli LLP

cc: Janet Johnson, Senior Manager, Wipfli LLP
Steve Lipton, Partner, Wipfli LLP

ACCEPTED AND AGREED TO: Monroe County

By:

Tina Osterberg

Date:

01/06/2017



ITEM# 4-
 DATE February 21, 2017
 Upon County Board
 Effective Date Approval & Publication

RESOLUTION#

Introduced by Conservation, Education & Economic Development and Executive Committees
 Page 1 of 1

Motion: _____ Adopted: ☐
 1st _____ Lost: ☐
 2nd _____ Tabled: ☐
 No: _____ Yes: _____ Absent: _____
 Number of votes required:
☐ Majority ☒ Two-thirds
 Reviewed by: PAK, Corp Counsel
 Reviewed by: MM, Finance Dir.

LR

INTENT & SYNOPSIS: To seek County Board approval to amend the 2017 Wood County Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies and to appropriate those monies to the DATCP grant budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from the DATCP. The adjustment to the budget is as follows:

		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	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Account	Account Name	Debit	Credit
56122	DATCP Grant		\$19,800
43586-001	State Aid	\$19,800	

WHEREAS, the Land & Water Conservation Department shall receive additional grant funds in the amount of \$19,800 to disburse as incentive payments for participants that complete a certified nutrient management training program and submit a completed certified plan, which meets NRCS standard 590, and

WHEREAS, additional funds were not expected to be obtained and therefore were not included in the budgeted amount, and

WHEREAS, the \$19,800 will have no impact on the county tax levy and

THEREFORE BE IT RESOLVED, that the Wood County State Aid Land & Water Conservation Department account 43586-001 be amended to accept \$19,800 of state aid monies and appropriate those monies to the DATCP Grant budget expenditures for disbursing as incentive payments for participants that complete a certified nutrient management training program and submit a completed certified plan and

BE IT FURTHER RESOLVED, that pursuant to §65.90 (5), Wisconsin Statutes, the County Clerk shall publish a Class I notice of this budget change within ten (10) days.

Trent Miner (Chair)	Hilde Henkel (Chair)
Allen Breu	Robert Ashbeck
Michael Feirer	Kenneth Curry
Hilde Henkel	Adam Fischer
Lance Pliml	Bill Leichtnam
Donna Rozar	Harvey Petersen
Ed Wagner	

Adopted by the County Board of Wood County, this _____ day of _____ 20 17

County Clerk

County Board Chairman

WOOD COUNTY 2017 BUDGET
INITIAL RESOLUTION FOR BORROWING
09/20/16

10e-1

DEPARTMENT/FUNCTION	OBJECT	OBJECT TITLE	AMOUNT	DESCRIPTION
<u>DISPATCH</u>				
57120 Dispatch	814-105	Computer Equipment	100,000	Raised floor & workstations
<u>BUILDING MAINTENANCE-COURTHOUSE</u>				
57120 Courthouse	822-105	Building Improvements	125,000	Dispatch remodeling
			100,000	IT remodeling
			50,000	Data Center remodeling
			225,000	General Courthouse remodeling
			<u>500,000</u>	
<u>INFORMATION TECHNOLOGY</u>				
57120 Information Technology	814-105	Computer Equipment	150,000	Data Center equipment
Total to be financed with borrowing			<u><u>750,000</u></u>	

10e-2

Courthouse Remodeling Cost

Data Center

ITEM A:	Generac Industrial Natural Gas 60KW generator	\$27,640.00
ITEM B:	(2) 200 Amp 3-Phase MB Generator Panels for Bus A & B	\$3,853.00
ITEM C:	ASCO Automatic Transfer Switch	\$4,569.00
ITEM D:	Hybrid Surge Protection Device (SPD) SAD/MOV technology (Qty 2)	\$8,448.00
ITEM E:	(2) Liebert APS 20kVA UPS (with Maintenance Bypass Cabinet, Web Card and Start-Up Service) – PEPPM pricing	\$39,503.52
ITEM E:	Extended UPS Service Warranty (both units) (Qty 2) – PEPPM pricing	\$8,268.48
ITEM F:	Modular Busway – Liebert option	\$21,157.00
ITEM G:	Intelligent PDU's – Liebert MPH's (Qty 22) – PEPPM pricing	\$11,072.16
ITEM H:	Thermal Management: Liebert CRV (Qty 2) – PEPPM pricing	\$62,053.50
ITEM I:	Aisle containment – Plexiglas Cube w/sliding doors	\$16,788.00
ITEM I(a):	Blanking panels – 60U ((6) 1U sheets, 10 sheets)	\$175.00
ITEM I(b):	Plexiglas sides to raise ceiling up 8-12"	\$2,105.00
ITEM I(c):	Rails to raise the Plexiglas ceiling up 4"	\$570.00
ITEM J:	Liebert DCE Racks – Qty 14 – PEPPM pricing	\$29,894.40
ITEM K:	Cable Tray above racks for cable management	\$8,870.00
ITEM L:	Critical Gaseous Fire Suppression System	\$24,584.00
ITEM M:	Liebert Nform – PEPPM pricing	\$7,220.16
Data Center		\$276,771.22



Dispatch

ITEM N(a):	Dispatch Workstations	\$46,472.00
ITEM N(b):	Dispatch Workstations installation price	\$4,790.00
ITEM N(c):	Dispatch Workstations – High Performance chairs for long-sit applications (6)	\$4,962.00
ITEM O(a):	Raised floor for dispatch – High pressure laminate finish 18508 option	
ITEM O(b):	Raised floor for dispatch – Carpet tile finish	\$21,599.00
Dispatch		\$77,823.00

Department Construction

Data Center Construction	\$50,000.00
Dispatch Department Construction	\$125,000.00
IT Department Construction	\$100,000.00
Veterans Department Remodel	\$25,000.00
Total Department Construction	\$300,000.00

Total IT, Dispatch, Shared Data Center, Veterans Remodel	\$654,594.22
---	---------------------

2/2/2017

109.1

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Funds
Saturday, December 31, 2016

	Actual	2016 Budget	Variance	Variance %
REVENUES				
Taxes				
41110 General Property Taxes	\$23,382,057.12	\$23,384,014.00	(\$1,956.88)	(0.01%)
41150 Forest Cropland/Managed Forest Land	42,234.70	20,000.00	22,234.70	111.17%
41220 General Sales and Retailers' Discount	168.26	180.00	(11.74)	(6.52%)
41221 County Sales Tax	4,705,221.50	5,837,422.00	(1,132,200.50)	(19.40%)
41230 Real Estate Transfer Fees	142,221.85	85,000.00	57,221.85	67.32%
41800 Interest and Penalties on Taxes	444,011.46	360,000.00	84,011.46	23.34%
41910 Payments in Lieu of Taxes	16,093.15	13,350.00	2,743.15	20.55%
Total Taxes	28,732,008.04	29,699,966.00	(967,957.96)	(3.26%)
Intergovernmental Revenues				
43211 Federal Grants-Emergency Government	1,197.00	1,000.00	197.00	19.70%
43410 State Aid-Shared Revenue	3,063,806.11	3,025,633.00	38,173.11	1.26%
43430 State Aid-Other State Shared Revenues	294,141.00	280,000.00	14,141.00	5.05%
43511 State Aid-Victim Witness	37,604.92	76,687.00	(39,082.08)	(50.96%)
43512 State Aid-Courts	403,503.91	423,389.00	(19,885.09)	(4.70%)
43514 State Aid-Court Support Services	57,972.00	58,803.00	(831.00)	(1.41%)
43516 State Aid-Modernization Grants	39,880.00	63,000.00	(23,120.00)	(36.70%)
43521 State Aid - Law Enforcement	190,122.98	199,972.00	(9,849.02)	(4.93%)
43523 State Aid-Other Law Enforcement	18,027.00	18,000.00	27.00	0.15%
43528 State Aid-Emergency Government	112,717.29	112,250.00	467.29	0.42%
43531 State Aid-Transportation	1,674,334.67	1,700,000.00	(25,665.33)	(1.51%)
43549 State Aid-Private Sewage	19,118.61	50,000.00	(30,881.39)	(61.76%)
43551 State Aid-Health Immunization	63,425.34	84,986.00	(21,560.66)	(25.37%)
43554 State Aid-Health WIC Program	328,782.00	348,951.00	(20,169.00)	(5.78%)
43557 State Aid-Health Consolidated Grant	58,904.00	71,916.00	(13,012.00)	(18.09%)
43560 State Aid-Grants	66,267.00	60,267.00	6,000.00	9.96%
43561 State Aids	10,080,175.70	11,101,610.00	(1,021,434.30)	(9.20%)
43567 State Aid-Transportation	191,974.37	198,184.00	(6,209.63)	(3.13%)
43568 State Aid-Child Support	672,427.89	904,803.00	(232,375.11)	(25.68%)
43571 State Aid-UW Extension	29,638.50	27,636.00	2,002.50	7.25%
43572 State Aid-ATV Maintenance	6,544.82	6,715.00	(170.18)	(2.53%)
43574 State Aid-Snowmobile Trail Maint	67,925.00	67,925.00	0.00	0.00%
43576 State Aid-Parks	83,015.23	178,165.00	(95,149.77)	(53.41%)
43581 State Aid-Forestry	150,193.57	95,858.00	54,335.57	56.68%
43586 State Aid-Land Conservation	136,992.35	412,296.00	(275,303.65)	(66.77%)
43640 State Aid-Co Share Managed Forest Lands	21,092.34	20,000.00	1,092.34	5.46%
43690 State Aid-Forestry Roads	3,273.97	3,267.00	6.97	0.21%
43700 Grants from Local Governments	80,989.37	80,989.37	0.00	0.00%
Total Intergovernmental	17,954,046.94	19,591,313.00	(1,637,266.06)	(8.36%)
Licenses and Permits				
44100 Business and Occupational Licenses	176,014.97	170,000.00	6,014.97	3.54%
44101 Utility Permits	1,900.00	300.00	1,600.00	533.33%
44102 Driveway Permits	1,200.00	1,200.00	0.00	0.00%
44200 DNR & ML Fees	23,105.10	22,500.00	605.10	2.69%
44201 Dog License Fund	1,000.00	1,000.00	0.00	0.00%
44260 Moving Permits	225.00	1,100.00	(875.00)	(79.55%)
44300 Sanitary Permit Fees	41,300.00	40,000.00	1,300.00	3.25%
44411 County Planner Plat Review Fees	1,855.00	1,500.00	355.00	23.67%
44412 Wisconsin Fund Application Fees	1,478.00	1,650.00	(172.00)	(10.42%)
44413 Shoreland zoning Fees & Permits	4,949.00	3,850.00	1,099.00	28.55%
44415 HT Database Annual Fee	89,760.00	80,000.00	9,760.00	12.20%
Total Licenses and Permits	342,787.07	323,100.00	19,687.07	6.09%
Fines, Forfeits and Penalties				
45110 Ordinances Violations	635.86	2,500.00	(1,864.14)	(74.57%)
45115 County Share of Occupational Driver	180.00	200.00	(20.00)	(10.00%)
45120 County Share of State Fines and Forfeitures	141,077.34	164,500.00	(23,422.66)	(14.24%)
45123 County Parks Violation Fee	625.45	750.00	(124.55)	(16.61%)
45130 County Forfeitures Revenue	103,835.72	130,000.00	(26,164.28)	(20.13%)
45191 Private Sewage Fines	25,345.23	10,000.00	15,345.23	153.45%
Total Fines, Forfeits and Penalties	271,699.60	307,950.00	(36,250.40)	(11.77%)
Public Charges for Services				
46110 County Clerk-Passport Fees	24,915.00	12,800.00	12,115.00	94.65%

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Funds
 Saturday, December 31, 2016

	Actual	2016 Budget	Variance	Variance %
46121 Treasurer Fees-Redemption Notices	3,956.23	2,500.00	1,456.23	58.25%
46122 Property Conversion Charges	2,409.30	100.00	2,309.30	2,309.30%
46130 Register of Deeds-Fees	304,599.15	309,000.00	(4,400.85)	(1.42%)
46135 Land Record-Fees	89,192.00	88,000.00	1,192.00	1.35%
46140 Court Fees	150,495.94	192,000.00	(41,504.06)	(21.62%)
46141 Court Fees and Costs-Marriage Counseling	19,230.01	19,500.00	(269.99)	(1.38%)
46142 Court/Juvenile	20,273.58	32,000.00	(11,726.42)	(36.65%)
46143 District Attorney-Fees	14,887.03	8,675.00	6,212.03	71.61%
46144 Circuit Court Branch I	20,973.88	28,600.00	(7,626.12)	(26.66%)
46146 Circuit Court Branch III	5,113.00	5,842.00	(729.00)	(12.48%)
46191 Public Charges-Clerk	8,520.00	8,000.00	520.00	6.50%
46192 Public Chgs-Temp Licenses	7,881.60	5,000.00	2,881.60	57.63%
46194 County Clerk Copy Fees	411.25	510.00	(98.75)	(19.36%)
46195 Public Chgs-Map & Data Sales		100.00	(100.00)	(100.00%)
46196 Public Chgs-Human Resources	1,188,115.33	1,323,135.00	(135,019.67)	(10.20%)
46210 Sheriff-Public Charges	351.00	1,500.00	(1,149.00)	(76.60%)
46211 Sheriff Revenue-Civil Process Fees	56,900.01	65,000.00	(8,099.99)	(12.46%)
46212 Sheriff Cost Reimbursement/Witness Fees	43,518.84	55,000.00	(11,481.16)	(20.87%)
46214 Reserve Deputy Revenue	12,872.74	12,000.00	872.74	7.27%
46215 Sheriff Escort Service	28,057.80	35,000.00	(6,942.20)	(19.83%)
46216 Restitution	15.00	2,500.00	(2,485.00)	(99.40%)
46217 OWI Restitution	2,141.08	1,000.00	1,141.08	114.11%
46221 Public Chgs-Coroner Cremation	40,475.00	66,000.00	(25,525.00)	(38.67%)
46230 Death Certificates	12,400.00	14,400.00	(2,000.00)	(13.89%)
46241 Jail Surcharge	36,177.56	45,000.00	(8,822.44)	(19.61%)
46242 Huber/Electronic Monitoring	211,191.89	282,044.00	(70,852.11)	(25.12%)
46243 Inmate Booking/Processing Fee	18,678.52	25,000.00	(6,321.48)	(25.29%)
46244 Other County Transports	19,668.20	27,000.00	(7,331.80)	(27.15%)
46245 Jail Stay Fee	33,601.59	85,410.00	(51,808.41)	(60.66%)
46330 Public Chgs-Ho Chunk/AODA		27,500.00	(27,500.00)	(100.00%)
46510 Public Chgs-Crisis Stabalization	391,519.80	848,600.00	(457,080.20)	(53.86%)
46520 Institutional Care-Private Pay	1,477,535.49	1,295,125.00	182,410.49	14.08%
46521 Institutional Care-Other Pay	5,755.00	6,800.00	(1,045.00)	(15.37%)
46525 Public Chgs- Medicare	2,924,903.88	4,229,067.00	(1,304,163.12)	(30.84%)
46526 Public Chgs- Medicaid	4,851,122.81	5,757,624.00	(906,501.19)	(15.74%)
46527 Public Chgs-Veterans EW	69,676.70	64,678.00	4,998.70	7.73%
46530 Public Chgs-Private Pay	4,620,918.08	6,225,204.00	(1,604,285.92)	(25.77%)
46531 Public Chgs- Private Insurance	1,163,179.52	1,210,697.00	(47,517.48)	(3.92%)
46532 Public Chgs-County Responsible	120,612.77	176,900.00	(56,287.23)	(31.82%)
46533 Public Chgs-NW Mental Health Inpatient	162,745.36	243,862.00	(81,116.64)	(33.26%)
46534 Public Chgs-NW Mental Health Inpatient	1,444,219.70	1,624,375.00	(180,155.30)	(11.09%)
46536 Third Party Awards & Settlements	110,200.00	218,857.00	(108,657.00)	(49.65%)
46537 Contractual Adjustment	(3,436,383.77)	(4,395,041.00)	958,657.23	(21.81%)
46590 Provision for Bad Debts-Edgewater	(12,000.00)	(12,000.00)		0.00%
46621 Child Support-Genetic Tests	4,038.79	4,500.00	(461.21)	(10.25%)
46622 Child Support-Application Fees		70.00	(70.00)	(100.00%)
46623 Child Support-Filing Fees	90.00	200.00	(110.00)	(55.00%)
46624 Child Support-Service Fees	11,800.61	14,000.00	(2,199.39)	(15.71%)
46625 Child Support-Extradition Charges	1,469.28	500.00	969.28	193.86%
46721 Public Chgs-Parks	462,499.71	425,000.00	37,499.71	8.82%
46771 UW-Extension Publication Revenue	9.56	150.00	(140.44)	(93.63%)
46772 UW-Extension Project Revenue	5,176.47	8,700.00	(3,523.53)	(40.50%)
46813 County Forest Revenue	522,428.06	365,000.00	157,428.06	43.13%
46825 Land Conservation Fees & Sales	71,479.54	67,950.00	3,529.54	5.19%
46826 Private Sewage Charges	2,010.00	3,000.00	(990.00)	(33.00%)
Total Public Charges for Services	17,352,029.89	21,163,934.00	(3,811,904.11)	(18.01%)
Intergovernmental Charges for Services				
47210 Intergovernmental Charges	278,896.39		278,896.39	0.00%
47230 State Charges	1,406,257.34	1,232,221.00	174,036.34	14.12%
47231 State Charges-Highway	252,725.86	269,100.00	(16,374.14)	(6.08%)
47232 State Charges-Machinery	2,242,219.74	2,290,535.00	(48,315.26)	(2.11%)
47250 Intergovernmental Transfer Program Rev	605,765.53	620,370.00	(14,604.47)	(2.35%)
47300 Local Gov Chgs	623,723.92	628,237.00	(4,513.08)	(0.72%)
47320 Local Gov Chgs-Public Safety	28,544.74	32,000.00	(3,455.26)	(10.80%)

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Funds
 Saturday, December 31, 2016

		2016		
		Actual	Budget	Variance
				Variance %
47330	Local Gov Chgs-Transp	1,209,133.17	1,170,769.00	38,364.17
47332	Local Gov Chgs-Roads	424,126.39	356,787.00	67,339.39
47333	Local Gov Chgs-Bridges	27,440.63		27,440.63
47350	Local Gov Chgs-Hlth & Human Svcs	20,322.50	18,200.00	2,122.50
47351	Local Gov Chgs-Other Governments		4,000.00	(4,000.00)
47391	Local Gov Chgs-BNI (Materials)	22,865.11	25,225.00	(2,359.89)
47392	Local Gov Chgs-BNI (Staff)	353.50	1,250.00	(896.50)
47393	Local Gov Chgs-Work Relief	4,711.50	2,000.00	2,711.50
47395	Local Gov Chgs-EM Vehicles	6,161.20	4,500.00	1,661.20
47396	Local Gov Chgs-EM Equipment	4,446.51	500.00	3,946.51
	Total Charges to Other Governments	7,157,694.03	6,655,694.00	502,000.03
	Interdepartmental Charges for Services			
47410	Dept Charges-Hlth Benefits & Other	8,575,464.58	8,550,486.00	24,978.58
47411	Dept Charges-Purchasing	10,034.48	6,000.00	4,034.48
47412	Dept Charges-Insurance	486,095.09	486,174.00	(78.91)
47413	Dept Charges-Gen Govt	1,146,229.24	1,012,500.00	133,729.24
47415	Dept Charges-Systems	270,729.44	272,100.00	(1,370.56)
47421	Dept Charges-Public Safety	19,907.39	33,000.00	(13,092.61)
47430	Dept Charges-Bldg Rent	965,319.28	956,761.00	8,558.28
47432	Dept Charges-Rent Unified	137,124.00	137,124.00	
47435	Dept Charges-Sheriff Lockup Rent	15,999.96	16,000.00	(0.04)
47436	Dept Charges-CBRF Rent	30,000.00	30,000.00	
47440	Dept Charges	3,298.00	282,800.00	(279,502.00)
47460	Dept Charges-Drug Court	44,466.00	40,000.00	4,466.00
47470	Dept Charges-Highway	3,953,648.39	3,975,642.00	(21,993.61)
	Total Interdepartmental Charges	15,658,315.85	15,798,587.00	(140,271.15)
	Total Intergovernmental Charges for Services	22,816,009.88	22,454,281.00	361,728.88
	Miscellaneous			
48000	Miscellaneous	601.12	500.00	101.12
48100	Interest	111.90	300.00	(188.10)
48110	Interest-Capital Projects	2,735.28	2,725.00	10.28
48113	Unrealized Gain/Loss on Investment	(9,921.48)	40,000.00	(49,921.48)
48114	Interest-Investment	157,450.91	150,000.00	7,450.91
48115	Interest-General Investment	20,665.78	25,000.00	(4,334.22)
48116	Interest-Section 125 & Health	320.45	1,303.00	(982.55)
48117	Interest-Clerk of Courts	308.37	300.00	8.37
48200	Rental Income	145,424.99	129,281.00	16,143.99
48201	Rental Income- CSP/CCS	50,400.00	50,400.00	
48300	Gain/Loss-Sale of Property	67,557.13	21,000.00	46,557.13
48301	Occupational Therapy Misc Rev		100.00	(100.00)
48310	Gain/Loss-Sale of Fixed Assets	(1,826.00)		(1,826.00)
48320	Gain/Loss-Sale of Surplus Property	1,003.94	500.00	503.94
48340	Gain/Loss-Sale of Salvage and Waste	9,330.85	7,500.00	1,830.85
48440	Insurance Recoveries-Other	922,571.84	412,000.00	510,571.84
48500	Donations	2,195,726.07	5,817,773.00	(3,622,046.93)
48501	Donations-Designated Projects	1,270.00	1,600.00	(330.00)
48502	Donations-Veterans Loan Repayment	700.00		700.00
48503	Donations-Services ATV Club	4,165.85	6,000.00	(1,834.15)
48540	Donations & Contributions	126,576.73	121,607.00	4,969.73
48830	Recovery of PYBD & Contractual Adj	56,396.86	32,000.00	24,396.86
48860	Revenue from Meals	16,076.88	16,900.00	(823.12)
48880	Food Vending Machine Income	4,544.00	4,500.00	44.00
48900	Other Miscellaneous Revenue	73,499.04	45,800.00	27,699.04
48901	Other/Miscellaneous Revenue	4,228.70		4,228.70
48910	Vending/Cafeteria Revenue	5,983.50	4,600.00	1,383.50
48920	Vending Machine Revenue	8,419.86	6,800.00	1,619.86
48940	Canteen Income	39.00	250.00	(211.00)
48960	FSP Parental Fees	3,948.93	1,200.00	2,748.93
48970	Rental Income- NHC, Health Annex	16,896.36	16,896.00	0.36
48980	Misc/Other Workshop Revenue	(167.00)	2,500.00	(2,667.00)
48990	Other Operating Income	2,834.83	2,500.00	334.83
48991	Copier Revenue	2,356.69	1,100.00	1,256.69
	Total Miscellaneous	3,890,231.38	6,922,935.00	(3,032,703.62)

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Funds
 Saturday, December 31, 2016

	Actual	2016 Budget	Variance	Variance %
Other Financing Sources				
49110 Proceeds from Long-Term Debt		2,302,308.00	(2,302,308.00)	(100.00%)
49210 Transfer from General Fund		155,893.00	(155,893.00)	(100.00%)
49220 Transfer from Special Revenue	4,705,221.50	5,848,766.00	(1,143,544.50)	(19.55%)
49240 Transfer from Capital Projects	8,086.45		8,086.45	0.00%
49260 Transfer from Other Funds-Debt Service	145,850.94		145,850.94	0.00%
49270 Transfer from Internal Service	260,156.71	479,965.00	(219,808.29)	(45.80%)
Total Other Financing Sources	5,119,315.60	8,786,932.00	(3,667,616.40)	(41.74%)
TOTAL REVENUES	96,478,128.40	109,250,411.00	(12,772,282.60)	(11.69%)

EXPENDITURES

General Government				
51000 General Government Outlay	(\$99,695.25)		\$99,695.25	0.00%
51120 Committees & Commissions	170,337.14	171,264.00	926.86	0.54%
51212 Circuit Court Branch I	327,207.21	370,828.00	43,620.79	11.76%
51213 Circuit Court Branch II	117,278.37	124,685.00	7,406.63	5.94%
51214 Circuit Court Branch III	116,832.82	117,679.00	846.18	0.72%
51215 Drug Court	224,037.92	229,848.00	5,810.08	2.53%
51217 Clerk of Courts-Divorce Mediation	14,037.50	15,000.00	962.50	6.42%
51220 Family Court Commissioner	101,043.43	102,455.00	1,411.57	1.38%
51221 Clerk of Courts	1,329,876.02	1,335,873.00	5,996.98	0.45%
51231 Coroner	128,043.31	134,821.00	6,777.69	5.03%
51310 District Attorney	269,927.08	273,435.00	3,507.92	1.28%
51315 Victim Witness Program	141,523.80	142,013.00	489.20	0.34%
51316 Task Force	702.79	900.00	197.21	21.91%
51320 Corporation Counsel	216,193.11	219,129.00	2,935.89	1.34%
51330 Child Support	903,733.88	973,742.00	70,008.12	7.19%
51420 County Clerk	300,423.15	313,844.00	13,420.85	4.28%
51424 County Clerk-Postage Meter	12,928.01	14,300.00	1,371.99	9.59%
51430 Health Benefit Payments	11,479,086.88	10,397,196.00	(1,081,890.88)	(10.41%)
51431 Health-Wellness	225,270.32	219,761.00	(5,509.32)	(2.51%)
51433 Human Resources-Labor Relations	34,377.53	41,200.00	6,822.47	16.56%
51435 Human Resources-Personnel	469,124.89	485,591.00	16,466.11	3.39%
51436 Human Resources-Programs	242.88	7,875.00	7,632.12	96.92%
51440 County Clerk-Elections	90,167.62	144,026.00	53,858.38	37.39%
51450 Data Processing	1,728,309.85	1,884,861.00	156,551.15	8.31%
51451 Voice over IP	159,293.01	161,000.00	1,706.99	1.06%
51452 PC Replacement	151,863.41	160,000.00	8,136.59	5.09%
51453 Co Clerk-Inform & Commun	12,662.23	18,600.00	5,937.77	31.92%
51510 Finance	276,051.16	276,289.00	237.84	0.09%
51520 Treasurer	424,155.26	437,755.00	13,599.74	3.11%
51550 Purchasing	49,952.47	55,774.00	5,821.53	10.44%
51590 Contingency		187,084.00	187,084.00	100.00%
51611 Bldg Maint-Courthouse and Jail	1,234,194.35	1,270,745.00	36,550.65	2.88%
51620 Bldg Maint-Courthouse Annex	6,621.49	10,377.00	3,755.51	36.19%
51630 Bldg Maint-Unified Svcs Building	59,313.58	85,448.00	26,134.42	30.59%
51640 Bldg Maint-Joint Use Building	7,477.32	16,991.00	9,513.68	55.99%
51650 Bldg Maint-Sheriff Lockup	2,834.79	11,480.00	8,645.21	75.31%
51660 Bldg Maint-CBRF's	18,634.34	44,096.00	25,461.66	57.74%
51670 Bldg Maint-River Block	173,905.40	500,000.00	326,094.60	65.22%
51710 Register of Deeds	388,935.10	393,980.00	5,044.90	1.28%
51711 Register of Deeds-Redaction	28,308.79	29,913.00	1,604.21	5.36%
51931 Property and Liability Insurance	452,180.04	619,461.00	167,280.96	27.00%
51933 Workers Comp Insurance	268,989.95	481,488.00	212,498.05	44.13%
51934 Sick Leave Conversion	330,511.30	500,000.00	169,488.70	33.90%
Total General Government	22,346,894.25	22,980,807.00	633,912.75	2.76%
Public Safety				
52000 Public Safety Outlay	(40,810.43)		40,810.43	0.00%
52110 Sheriff-Administration	2,394,568.91	2,567,595.00	173,026.09	6.74%
52130 Radio Engineer	191,089.40	207,246.00	16,156.60	7.80%
52131 Sheriff-Indian Law Enforce	17,721.99	31,701.00	13,979.01	44.10%
52140 Sheriff-Traffic Police	2,782,055.54	2,943,462.00	161,406.46	5.48%
52150 Sheriff-Civil Svc Comm		1,000.00	1,000.00	100.00%

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Funds
 Saturday, December 31, 2016

		2016		
		Actual	Budget	Variance
				Variance %
52510	Emer Mgmt-SARA Title III	44,814.72	47,317.00	2,502.28
52520	Emergency Management	280,152.36	291,905.00	11,752.64
52601	Dispatch	1,509,473.79	1,881,317.00	371,843.21
52530	Emer Mgmt-Bldg Numbering	23,602.63	23,225.00	(377.63)
52540	Emer Mgmt-Work Relief	149,234.25	149,132.00	(102.25)
52710	Sheriff-Jail	2,292,429.67	2,432,568.00	140,138.33
52712	Sheriff-Electronic Monitoring	81,342.00	123,188.00	41,846.00
52713	Sheriff-PT Transp/Safekeeper	1,059,951.48	1,066,215.00	6,263.52
52721	Sheriff-Jail Surcharge	3,792.18	165,000.00	161,207.82
	Total Public Safety	10,789,418.49	11,930,871.00	1,141,452.51
				9.57%
Public Works-Highway				
53110	Hwy-Administration	251,674.74	278,315.00	26,640.26
53120	Hwy-Engineer	222,214.18	222,318.00	103.82
53191	Hwy-Other Administration	241,246.30	243,905.00	2,658.70
53192	Hwy-Other Administration-Radio	950.00	1,074.00	124.00
53193	Hwy-Other Administration	77,155.00	77,155.00	
53210	Hwy-Employee Taxes & Benefits	232,033.91	1.00	(232,032.91)
53220	Hwy-Field Tools	(33,344.28)	3,506.00	36,850.28
53230	Hwy-Shop Operations	326,082.53	308,114.00	(17,968.53)
53232	Hwy-Fuel Handling	4,216.74	20,397.00	16,180.26
53240	Hwy-Machinery Operations	991,161.78	1,836,491.00	845,329.22
53260	Hwy-Bituminous Ops	305,381.55	281,442.00	(23,939.55)
53262	Hwy-Bituminous Ops		121,718.00	121,718.00
53266	Hwy-Bituminous Ops	2,719,228.16	3,366,717.00	647,488.84
53270	Hwy-Buildings & Grounds	20,000.00	45,842.00	25,842.00
53271	Hwy-Bldgs & Grounds-Wis Rapids	113,451.62	114,383.00	931.38
53273	Hwy-Bldgs & Grounds-Marshfield	24,730.34	25,036.00	305.66
53274	Hwy-Bldgs & Grounds-Pittsville	7,075.41	9,680.00	2,604.59
53275	Hwy-Bldgs & Grounds-Salt Shed	2,872.08	2,871.00	(1.08)
53310	Hwy-Maintenance CTHS	3,264.92	11,175.00	7,910.08
53311	Hwy-Maint CTHS Patrol Sectn	1,201,374.40	1,320,811.00	119,436.60
53312	Hwy-Snow Remov	938,975.69	931,274.00	(7,701.69)
53313	Hwy-Maintenance Gang	98,031.89	97,809.00	(222.89)
53314	Hwy-Maint Gang-Materials	1,253.12	1,432.00	178.88
53315	Hwy-Maint Gang	404,304.57	9,545.00	(394,759.57)
53320	Hwy-Maint STHS	1,316,918.35	1,171,372.00	(145,546.35)
53323	Hwy-Maint STHS PBM	97,743.41	60,850.00	(36,893.41)
53330	Hwy-Local Roads	1,183,440.10	1,171,690.00	(11,750.10)
53340	Hwy-County-Aid Road Construction	465,766.82	476,788.00	11,021.18
53341	Hwy-County-Aid Bridge Construction	53,933.70	205,824.00	151,890.30
53490	Hwy-State & Local Other Services	618,579.12	615,918.00	(2,661.12)
	Total Public Works-Highway	11,889,716.15	13,033,453.00	1,143,736.85
				8.78%
Health and Human Services				
54000	Hlth & Hum Svc Outlay	(151,869.83)		151,869.83
54121	Health-Public Health	1,699,773.90	1,760,807.00	61,033.10
54122	Health-WIC Program	342,302.45	348,951.00	6,648.55
54128	Health-Public Health Grants	73,081.47	82,345.00	9,263.53
54129	Humane Officer	30,446.32	30,499.00	52.68
54130	Health-Dental Sealants	89,485.44	89,406.00	(79.44)
54210	Edgewater-Nursing	4,633,928.63	5,046,810.00	412,881.37
54211	Edgewater-Housekeeping	149,185.28	155,400.00	6,214.72
54212	Edgewater-Dietary	727,160.65	790,613.00	63,452.35
54213	Edgewater-Laundry	142,608.48	143,485.00	876.52
54214	Edgewater-Maintenance	352,725.75	565,616.00	212,890.25
54217	Edgewater-Activities	197,922.60	203,590.00	5,667.40
54218	Edgewater-Social Services	133,332.11	133,745.00	412.89
54219	Edgewater-Administration	687,523.50	695,233.00	7,709.50
54315	Mental Health/AODA Ho Chunk		27,500.00	27,500.00
54316	Mental Institutions State Charge	1,956.80	1,957.00	0.20
54317	Human Services Crisis Stabilization	425,547.00	425,547.00	
54324	Norwood-SNF-CMI	905,671.31	889,946.00	(15,725.31)

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
All Funds
Saturday, December 31, 2016

	Actual	2016 Budget	Variance	Variance %
54325 Norwood SNF TBI	834,769.79	816,553.00	(18,216.79)	(2.23%)
54326 Norwood-Inpatient	3,462,173.20	3,532,618.00	70,444.80	1.99%
54330 Norwood Nursing Administration	218,474.88	221,406.00	2,931.12	1.32%
54350 Norwood-Dietary	887,803.04	915,672.00	27,868.96	3.04%
54351 Norwood-Plant Ops & Maint	922,837.21	933,535.00	10,697.79	1.15%
54363 Norwood-Medical Records	186,914.84	191,738.00	4,823.16	2.52%
54365 Norwood-Administration	1,173,685.96	1,185,006.00	11,320.04	0.96%
54401 Human Services-Child Welfare	3,514,894.86	3,678,708.00	163,813.14	4.45%
54405 Human Services-Youth Aids	3,139,358.33	3,092,461.00	(46,897.33)	(1.52%)
54410 Human Services-Child Care	114,798.71	118,402.00	3,603.29	3.04%
54413 Human Services-Transportation	376,501.36	424,125.00	47,623.64	11.23%
54420 Human Services-ESS	1,183,034.65	1,205,386.00	22,351.35	1.85%
54425 Human Services-FSET	1,580,664.11	2,556,037.00	975,372.89	38.16%
54430 Human Services-FSET 50/50	186,655.22	641,186.00	454,530.78	70.89%
54435 Human Services-LIEAP	124,922.91	121,250.00	(3,672.91)	(3.03%)
54440 Human Services-Birth to Three	448,403.28	489,854.00	41,450.72	8.46%
54445 Human Services-Family Support	348,980.53	343,607.00	(5,373.53)	(1.56%)
54450 Human Services-Childrens Waivers	193,866.74	197,048.00	3,181.26	1.61%
54455 Human Services-CSP	521,342.62	538,082.00	16,739.38	3.11%
54460 Human Services-OPC MH	1,071,023.28	1,437,306.00	366,282.72	25.48%
54465 Human Services-CCS	1,473,932.53	1,524,665.00	50,732.47	3.33%
54470 Human Services-Crisis Legal Svc	630,429.76	618,960.00	(11,469.76)	(1.85%)
54475 Human Services-MH Contr COP	1,190,558.86	1,606,665.00	416,106.14	25.90%
54480 Human Services-OPC AODA	396,721.69	423,325.00	26,603.31	6.28%
54485 Human Services-OPC Day Treatment	73,315.30	69,783.00	(3,532.30)	(5.06%)
54490 Human Services-AODA CBRF	260,372.82	240,441.00	(19,931.82)	(8.29%)
54495 Human Services-AODA Contract	43,007.00	119,900.00	76,893.00	64.13%
54500 Human Services-Administration	3,054,778.68	3,095,873.00	41,094.32	1.33%
54611 Aging-Committee on Aging	106,665.49	198,278.00	91,612.51	46.20%
54674 Aging-Trust Fund Schmidt	224.82		(224.82)	0.00%
54710 Veterans-Veterans Relief	3,861.31	4,161.00	299.69	7.20%
54720 Veterans-Veterans Service Officer	307,111.45	314,100.00	6,988.55	2.22%
54730 Veterans Relief Donations	24.00	300.00	276.00	92.00%
54740 Veterans-Care of Veterans Graves	2,865.00	2,865.00		0.00%
54750 Veterans-WDVA Grant	11,048.22	11,500.00	451.78	3.93%
Total Health and Human Services	38,486,804.31	42,262,246.00	3,775,441.69	8.93%
Culture, Recreation and Education				
55000 Cul, Recre & Ed Outlay	23,183.44		(23,183.44)	0.00%
55112 County Aid to Libraries	852,801.20	852,801.00	(0.20)	0.00%
55210 County Parks	1,788,792.94	1,790,153.00	1,360.06	0.08%
55441 Maintenance Snowmobile Trails	67,230.75	67,925.00	694.25	1.02%
55442 ATV Maintenance	10,515.70	12,715.00	2,199.30	17.30%
55460 Marshfield Fairgrounds	25,000.00	25,000.00		0.00%
55620 UW-Extension	469,336.26	506,011.00	36,674.74	7.25%
55630 UW-Extension Center-Marshfield	144,137.38	163,452.00	19,314.62	11.82%
55650 UW-Extension Junior Fair	32,000.00	32,000.00		0.00%
55660 UW-Extension Projects	30,932.44	52,648.00	21,715.56	41.25%
55661 UW-Ext Farm Technology Days	20,000.00	20,000.00		0.00%
Total Culture, Recreation and Education:	3,463,930.11	3,522,705.00	58,774.89	1.67%
Conservation and Development				
56000 Cons & Dev Outlay	(18,553.22)		18,553.22	0.00%
56111 State Forestry Roads	2,000.00	3,000.00	1,000.00	33.33%
56121 Land Conservation	134,365.27	137,973.00	3,607.73	2.61%
56122 DATCP Grant	307,894.70	356,880.00	48,985.30	13.73%
56123 Wildlife Damage Abatement	89,285.86	115,476.00	26,190.14	22.68%
56125 Non-Metalic Mining Reclamation	34,555.76	36,522.00	1,966.24	5.38%
56127 Don Aron Memorial Fund	21,007.64	25,150.00	4,142.36	16.47%
56310 County Planner	329,409.34	347,036.00	17,626.66	5.08%
56320 Land Record	128,416.70	265,344.00	136,927.30	51.60%
56340 Surveyor	34,029.35	44,750.00	10,720.65	23.96%
56730 Transp & ED-Airport Aid	15,000.00	15,000.00		0.00%
56740 Payment in Lieu of Tax	77,344.60	77,345.00	0.40	0.00%

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County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 All Funds
 Saturday, December 31, 2016

	Actual	2016 Budget	Variance	Variance %
56750 Transp & Economic Develop	107,500.00	154,110.00	46,610.00	30.24%
56780 CDBG-ED	30,889.16	45,000.00	14,110.84	31.36%
56911 State Wildlife Habitat	977.00	2,100.00	1,123.00	53.48%
56912 County Forests State Aid		50,000.00	50,000.00	100.00%
56913 Park & Forestry Capital Proj	475,445.84	541,330.00	65,884.16	12.17%
56943 Private Sewage System	188,934.88	257,673.00	68,738.12	26.68%
Total Conservation and Development	1,958,502.88	2,474,689.00	516,186.12	20.86%
Capital Outlay				
57140 Cap Projects-Gen Gov Land	191,513.44	200,000.00	8,486.56	4.24%
57230 Cap Projects-Police Radio	64,793.61	72,875.00	8,081.39	11.09%
57310 Highway Capital Projects	4,690,086.34	4,950,000.00	259,913.66	5.25%
57640 UW Remodeling/Construction	2,311,588.41	6,675,638.00	4,364,049.59	65.37%
57930 Depreciation & Amortization	50,993.22		(50,993.22)	0.00%
57940 Depreciation & Amortization	305,597.04		(305,597.04)	0.00%
Total Capital Outlay	7,614,572.06	11,898,513.00	4,283,940.94	36.00%
Debt Service				
58110 Debt Service Principal-Gen Gov		2,000,000.00	2,000,000.00	100.00%
58140 Debt Service Principal-Highway	21,466.66	1,192,983.00	1,171,516.34	98.20%
58210 Debt Service Interest-General Gov	27,190.29	10,204.00	(16,986.29)	(166.47%)
58240 Debt Service Interest-Highway	314,773.05	310,149.00	(4,624.05)	(1.49%)
58250 Debt Ser Interest-Recreation & Ed	861.06		(861.06)	0.00%
58295 Paying Agent & Fiscal Charges	53,049.46	146,050.00	93,000.54	63.68%
Total Debt Service	417,340.52	3,659,386.00	3,242,045.48	88.60%
Other Financing Uses				
59210 Transfers to General Fund	4,705,221.50	6,199,420.00	1,494,198.50	24.10%
59230 Transfers to Debt Service	268,243.16		(268,243.16)	0.00%
Total Other Financing Uses	4,973,464.66	6,199,420.00	1,225,955.34	19.78%
TOTAL EXPENDITURES	101,940,643.43	117,962,090.00	16,021,446.57	13.58%
NET INCOME (LOSS) *	(5,462,515.03)	(8,711,679.00)	3,249,163.97	(37.30%)