

## EXECUTIVE COMMITTEE AGENDA

DATE: Tuesday, November 1, 2016  
TIME: 8:00 a.m.  
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order
2. Public comments
3. Update on River Block Construction and Courthouse Remodeling
4. 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.
5. **Maintenance**
  - (a) Review letter of comments
  - (b) Discuss re-grading request for clerical support for Maintenance, Finance, Information Technology and Child Support
6. **Safety & Risk Management**
  - (a) Review letter of comments.
7. **Information Technology**
  - (a) Review letter of comments
8. **Wellness**
  - (a) Wellness Updates
  - (b) Update on Wellness Coordinator Position
9. **Treasurer**
  - (a) Review letter of comments.
  - (b) Resolution to sell tax deed property.
10. **Finance**
  - (a) 2017 Budget
    - 1) Suggested Presentation for November 15<sup>th</sup>
    - 2) Resolutions for November 15<sup>th</sup> Executive Committee
  - (b) Initial Resolution for borrowing-\$1,000,000 for 2017 capital outlay
  - (c) Resolution to amend 2016 budget
    - 1) Debt Service-River Block note
  - (d) Correspondence
    - Budget and actual reports for 10 months ended October 31, 2016
    - GFOA Certificate for 2015 Comprehensive Annual Financial Report (CAFR)
11. **Human Resources (HR)**
  - (a) Introduction of Human Resources staff.
  - (b) Health Department resolution to increase .27 FTE for Public Health Nurse vacant position with no tax levy consequences
  - (c) Human Services resolution to create .97 FTE Independent Living Coordinator, fully funded through a contract with the State of Wisconsin Department of Children and Families
  - (d) Review layoff process; and possible action.
  - (e) Discuss reclassification recommendations.
12. Consider any agenda items for next meeting.
13. Set next regular committee meeting date.
14. Adjourn

## **EXECUTIVE COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, October 4, 2016

**TIME:** 8:00 a.m.

**PLACE:** Room 114, Wood County Courthouse

**PRESENT:** Hilde Henkel, Lance Pliml

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

**OTHERS PRESENT** (for part or all of meeting): Reuben Van Tassel, Michael Martin, Brenda Nelson, Terry Stelzer, Samantha Joanis, Amy Kaup, Warren Kraft, Jason Grueneberg, Heather Gehrt, Sue Kunferman, Brandon Vruwink, Brent Vruwink, Joe Zurfluh, Bill Clendenning, Dennis Polach, Lori Heideman, Gus Mancuso, WR Police Chief Kurt Heuer, Anne La Chapelle, Jo Timmerman, Kathy Zellner, Betty Iwanski, Karen Madden, Attorney David Dickmann, Attorney Emily Nolan-Plutchak, Judge Todd Wolf, Pat Arendt, Anna Wheelock, Katie Czys, Michael Kleiber, Dan Schroeder, Kristi Gruebele, Stephanie Gudmunsen, Sue Schueler-Sheveland, Jessica Keyzer, Nate Reblin, Jessica Vicente

The meeting was called to order by Ed Wagner at the request of Chairman Miner.

**Public Comment** – Bill Clendenning stated he made the motion at the Health and Human Services Committee meeting to eliminate the Airport Avenue CBRF. He also spoke about education reimbursement and career advancement training, reading an excerpt from the Wood County Employee Policy Handbook which states that education reimbursement and career advancement training “is intended to help an employee prepare for future positions or career advancement within Wood County”.

The following people spoke in opposition of closing the Airport Avenue CBRF by citing the growing drug problem within our community and the need for treatment options. Some shared stories about their recovery. Those who spoke were Anne La Chapelle, David Dickmann, Todd Wolf, Pat Arendt, Michael Kleiber, Kurt Heuer, Anna Wheelock, Nate Reblin, Gus Mancuso, Sue Schueler-Sheveland, Katie Czys and Jessica Vicente. Trent Miner stated that the Executive Committee does not have the authority to override the motion to close the CBRF that was made by the Human Services oversight Committee. Ultimately it will be up to the County Board to decide whether or not the CBRF will close.

Jason Grueneberg and Reuben Van Tassel gave updates on the River Block and Courthouse remodel projects. Grueneberg stated that bid requests will be going out in early November for the River Block project. Sidewalks on the west side of the building have been replaced and the parking lot will be done before winter. Van Tassel stated that IT has been relocated to a temporary location in the old County Clerk’s office so that work could be started on the Veterans relocation to first floor. Preliminary numbers show that the County Clerk remodel came in approximately 20 percent under budget. Supervisor Rozar informed the Committee that an agreement has been signed with the Riverview Foundation stating the Health Department will move out of their current location by May 1, 2017.

### **Consent Agenda**

**Motion (Wagner/Feirer) to approve the consent agenda as presented. Motion carried unanimously.**

Maintenance Manager Van Tassel reviewed his Maintenance Letter of Comments.

Van Tassel presented a resolution to amend the 2016 budget.

**Motion (Rozar/Breu) to approve the resolution to amend the 2016 budget of the Building Maintenance Department for additional expenditures that were not anticipated during the original budget process. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Risk Management Director Stelzer reviewed his Letter of Comments.

IT Director Kaup reviewed her Letter of Comments.

Wellness Coordinator Joanis presented updates on the Wellness program. Joanis stated she has resigned her position as the Wood County Wellness Coordinator. Chairman Miner thanked her for all her hard work and taking the Wellness Program to another level.

Treasurer Gehrt handed out her Letter of Comments and reviewed same with the Committee. She is still waiting to get the asbestos testing results back on the 1<sup>st</sup> Street property so the County can move forward with the demolition.

Gehrt presented a resolution to sell two tax deeded properties in the Village of Vesper.

**Motion (Henkel/Pliml) to approve the resolution to sell the tax deeded property. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Gehrt presented a resolution to transfer a tax deeded property to the Town of Marshfield.

**Motion (Breu/Feirer) to approve the resolution to transfer a tax deeded property to the Town of Marshfield. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Gehrt presented a resolution to sell a tax deeded property in the Town of Richfield back to the former owner who has paid Wood County in full for all the amounts due and owing on the property.

**Motion (Rozar/Pliml) to approve the resolution to sell a tax deeded property in the Town of Richfield back to the former owner. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Break at 8:50 a.m. Meeting reconvened at 9:00 a.m.

Finance Director Martin gave an update on the 2017 budget after making adjustments to capital outlay for IT and Parks as well as estimates for Norwood and Human Services. The shortfall now stands at approximately \$2.3 million. Discussion was held regarding possible action for balancing the budget. Rozar stated she will call a special meeting of the Health and Human Services Committee to attempt to find more cuts in the budgets in the departments that Committee oversees. Jordan Bruce stated he has adjusted revenues in the Edgewater Haven budget to more realistic amounts with a budgeted census of 60. Brandon Vruwink commented that the Human Services budget is close to zero with eliminating the CBRF. Martin suggested possible actions to achieve a balanced budget. Discussion was held regarding the impact of step and COLA increases and increased health care premiums on the bottom line. General consensus of the Committee is to borrow \$1 million, lower the reserve by 1 percent and incorporate the

cuts of \$200,000 from Edgewater Haven and Human Services. Martin pointed out that this would still leave an approximately \$400,000 shortfall. The budget must be published by October 29<sup>th</sup> to meet required deadlines. Chairman Miner called for a special meeting of the Executive Committee on October 18<sup>th</sup> at 8:00 a.m. prior to County Board to further discuss the budget.

Finance Department correspondence was discussed as outlined on the agenda.

**Motion (Rozar/Feirer) to adjourn the Executive Committee meeting at 9:50 a.m. Motion carried unanimously.**

Respectfully submitted and signed electronically,

***Donna M. Rozar***, secretary

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



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, October 18, 2016

**TIME:** 8:00 a.m.

**PLACE:** Room 115, Wood County Courthouse

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

**OTHERS PRESENT** (for part or all of meeting): Dave La Fontaine, Craig Lambert, Reuben Van Tassel, Kathy Alft, Jordan Bruce, Brandon Vruwink, Lori Heideman, Dennis Polach, Amy Kaup, Tracy Arnold, Bill Clendenning, Marla Cummings, Michael Martin, Brenda Nelson, Heather McKellips, Corey Anfinson, Ken Curry, Bill Leichtnam

The meeting was called to order at 8:00 a.m. by Chairman Miner.

**Public Comment** – No public comments

Finance Director Martin informed the Committee that an error had been found in the budget summaries. Correction of that error along with approval of \$1 million in capital outlay borrowing and a decrease of one-half percent in cash reserves would balance the 2017 budget with a surplus of \$39,000. Tax rate increase would be 28 cents. Discussion was held regarding the proposed changes.

**Motion (Rozar/Breu) to approve the 2017 proposed budget, and to authorize the Finance Director to publish the 2017 proposed budget on October 29th. Motion carried unanimously.**

Tracy Arnold from the Wood County Land and Water Conservation Department presented a resolution to amend the 2016 Wildlife Damage Abatement and Claims Program budget.

**Motion (Rozar/Feirer) to approve the resolution to amend the 2016 Wildlife Damage Abatement and Claims Program budget for unanticipated state aid monies. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Jordan Bruce presented a resolution to amend the 2016 budget for Norwood Dietary for the purpose of funding capital purchases to implement providing congregate meals to Marathon County effective January 2017.

**Motion (Pliml/Wagner) to approve the resolution to amend the 2016 budget for Norwood Dietary. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Brandon Vruwink presented a resolution to amend the 2016 budget for Human Services Administration for the purpose of funding Architectural Design Services for the proposed Human Services building in Marshfield.

**Motion (Pliml/Wagner) to approve the resolution to amend the 2016 budget for Human Services Administration to fund Architectural Design Services for the proposed Human Services building in Marshfield. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Craig Lambert presented a resolution to amend the 2016 District Attorney budget to fund the purchase of a new dictation system.

**Motion (Wagner/Feirer) to approve the resolution to amend the 2016 District Attorney budget for the purpose of funding the purchase of a new dictation system. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Lance Pliml presented a resolution related to the acquisition of parking space for the River Block building. In exchange for a parking lot along Jackson Street and to the north of City Hall, the County would provide the City of Wisconsin Rapids with the old Courthouse Annex property on Market Street and up to \$30,000 in contingent assistance to raze the building. The resolution also includes an easement agreement with the Elks Club for use of the Elks' parking lot in exchange for the County resurfacing the lot, providing snow removal, and allowing the Elks use of the lot during County non-business hours.

**Motion (Pliml/Wagner) to approve the resolution related to the acquisition of parking space for the River Block as presented. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

**Motion (Henkel/Pliml) to adjourn the Executive Committee meeting at 8:25 a.m. Motion carried unanimously.**

Respectfully submitted and signed electronically,

*Donna M. Rozar*

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



# Wood County

## WISCONSIN

MAINTENANCE  
DEPARTMENT

### Maintenance Monthly Comments November 1, 2016

Construction on the new Veteran's Office space on the first floor is well under way.

Work has begun to repair the front steps on the north end of the Courthouse.

Service and testing of the Courthouse generator was completed.

Resurfacing and striping of the River Block angle parking is completed. Repairs and resurfacing of the west River Block parking lot along Jackson Street has begun.

Working with Emmons Business Interiors regarding cubicle wall layout for River Block.

Met several times with representatives from Human Services and the Health Department regarding their needs and expectations for space they will be occupying in River Block.

Met with Gappa Security representative regarding the Norwood security camera system.

The new Courthouse transformer foundation is scheduled to be completed this year.

Brian Young completed chainsaw safety training on October 5<sup>th</sup>.

Attended Judge's meeting on October 11<sup>th</sup> discussing Courthouse security.

Gave update to the County Board on October 18<sup>th</sup> regarding River Block and Courthouse remodeling and office moves.

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



# Wood County WISCONSIN

## SAFETY & RISK MANAGEMENT

### Safety & Risk Management Letter of Comments – October 2016

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

- Working with Sheriff's Department on respiratory protection use during investigations.
- Active shooter event with the Sheriffs and Wisconsin Rapids Police departments set for December 6<sup>th</sup> 2016.
- Purchased a hydrogen sulfide (H<sub>2</sub>S) detector for Land Conservation use when working around farm manure pits. Also working on providing respirator 1/2 face masks for escape.

#### **Lost Time/ Restricted Duty/Medical Injuries: 1**

- 00/00/2016 – Sheriff's Dept. – Employee sustained a lower back strain while bending over and reaching into squad. Medical only.

#### **First Aid Injuries: 3**

- 9/20/2016 – Annex & Health Center – Employee sustained a contusion to the right side of chest when struck by a combative individual.
- 09/30/2016 – Highway – Employee sustained a contusion to the right knee when it struck a support bar on a fuel stand.
- 10/16/2016 – Highway – Employee sustained cuts to the left eye area when struck by a hose after loosening clamp.

#### **Property/Vehicle Damage Claims: 0**

- 00/00/2016 – Department –

#### **Liability – Wood County - Notice of Injury and Claim: 0**

- 00/00/2016 –

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

- Meyer vs. Wood County Clerk of Courts. Motion for summary judgment filed in May.
- 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.

#### **2016 Goals: Wood County Pro Active Injury and Loss Prevention initiatives.**

Continue to work on Active Shooter policy and training concerns.

We are looking into training a Wood County Parks employee to do our chain saw training for required employees.

We have purchased a Hydrogen Sulfide (H<sub>2</sub>S) detector for Land Conservation use as protection from hydrogen sulfide gases encountered near farm manure pits.

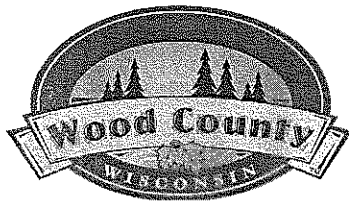


# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

October, 2016

- ◆ Installed and configured a test environment for our HR and Payroll systems. This will allow the IT team to be able to test new updates, build new reports, and make any configuration changes to these systems and verify successful implementation before deploying to our production systems. The test environment was already utilized to test RTVision timecard imports and to test the revised Paystub Report without affecting the live Sage HRMS environment.
- ◆ Payroll distribution and many other reports used by multiple departments were updated, modified, tested and generated from the new HRMS (payroll) system. Report generation work continues and support issues are being addressed.
- ◆ Installed and configured a production and test workplace wiki portal. Wikis are an easy to use documentation portal that the IT team can benefit from. It allows a central location for the majority of the IT documentation and has excellent searching features to help the user find what they are looking for.
- ◆ Data for the Register of Deeds, veteran and forestry tracking, currently tracked on the Unix server that is scheduled for decommission, was provided to the Fidlar vendor for conversion and incorporation into the vendor system.
- ◆ Rolled out new breastfeeding application to the Health Department. Received first round of feedback from Health Department on the breastfeeding application. There were some changes/features that were requested and have they have been implemented to make the breastfeeding calls and tracking easier to manage.
- ◆ Upgraded CommVault (County backup system) from version 9 to version 11. This gives the ability to do snapshot backups of the Virtual Servers and backup up SQL 2014 databases. This will also allow for future upgrades to Microsoft Office so email messages can be archived and recalled from backup in newer releases of Office.
- ◆ Upgraded the Winscribe dictation server used by Human Services and the Sheriff's Department. The system was upgraded from a workstation running Windows XP to a virtual server running Windows Server 2012 R2 which brings this system closer to HIPPA compliance. The new version of software will allow the necessary changes to be made to achieve HIPPA compliance. These changes will be made in the near future. Automated the installation of Winscribe on client PC's.
- ◆ Worked with Human Services, Sheriff, Child Support, and State IT staff to plan for the future upgrade to the BadgerNet connection. Human Services and Child Support have approval from the State to move off BadgerNet

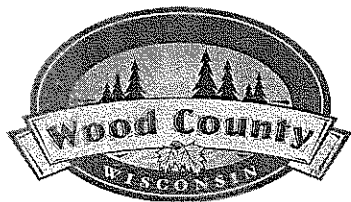


# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

and run State applications over a local Internet Service Provider. The Sheriff's Department and DA's office will continue using BadgerNet. This will require the installation of a new Router in 2017.

- ◆ Completed a Network Data plan for River Block and submitted to the Maintenance Supervisor so it can be sent out for bids.
- ◆ Ran reports on the Exchange Mailbox size and usage to identify mailboxes that can be removed from the system to save licensing and backup storage costs.
- ◆ Met with the City of Marshfield IT Director to discuss their 2017 move out of City Hall and options for connecting to the Wood County Network.
- ◆ Replaced the router at Wisconsin Rapids City Hall, and moved their connection from a T1 to a 5 Mb fiber connection via Solarus.
- ◆ Attached new chiller and HVAC controller to County Network at Norwood.
- ◆ GCS , vendor for replacement property tax software, server builds are complete and configuration is complete. Data conversion is complete and verification continues. We are on track to meet the new State mandated tax bill changes this year and the new system go-live date is scheduled for November, 2016. Vendor provided training for county staff was completed over 2 days the week of 10/10/2016. Vendor provided training for municipal staff is scheduled for 2 sessions in early November.
- ◆ Support and training for the current property tax system continues. Uploading municipal special assessments and charges begins in preparation for the 2016 property tax bills.
- ◆ 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.
- ◆ Placed UPS unit in County Clerk's Office to filter power disturbances.
- ◆ Work on the Planning and Zoning Sanitary Permit system continues. System functionality enhancements for invoice receipting, internal deposit, etc. begins.
- ◆ Testing of the new County Board voting system has begun. All iPad operating systems and application programs are being updated to the latest versions.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- ◆ Started migrating some servers from our old VMware farm (Server Environment) to the new farm on the Cisco UCS (New Server Environment), which will provide more powerful hardware and a much faster connection to the network.
- ◆ Configured the DMZ (Demilitarized Zone) on the new Firewall ASA. This allows web servers to be placed in a separate, secure network that will not communicate with the County's internal network. This is done for security to prevent externally facing, public servers from communicating with the County's internal network in the event the server is compromised. There are currently two servers that need to be moved from the internal network into the new DMZ. And, two other servers have already been placed in this DMZ.
- ◆ Worked with the vendor, InterQuest on video system in Branch II. Interquest will be onsite Oct 31 to continue troubleshooting issues and will also be providing training on Video Conferencing equipment in all Courtrooms to get all new IT staff up to speed on this system.
- ◆ Installed the new MDM (Mobile Device Management) solution, Airwatch. It is in its testing stage currently. Airwatch will be replacing the County's current MDM solution, XenMobile.
- ◆ Created a data export software application which will streamline creation of data files for various information systems throughout Wood County. This application is initially being used for monthly Affordable Care Act reporting for Human Resources.
- ◆ Corrected an error in the reporting of WRS contributions which was causing a discrepancy in the GL (General Ledger). Enhanced the WRS contributions report to include calculation of eligible and non-eligible hours and wages.
- ◆ Network staff continued to work on the new Window 10 system image that PC Technicians will use to deploy new PCs.
- ◆ Tested election software and election results website in preparation for the presidential election results.
- ◆ The staff training for the RTvision project, electronic time and material tracking software for the Highway Department, was completed the week of 10/17/2016. RtVision servers and databases are built and configured and live data is being entered into the system. Kiosk configuration and placement is complete. Timecard data import procedures are nearly configured and will be tested with live data for pay period ending 10/22/2016 and possible live data import for pay period ending 11/4/2016.
- ◆ Technicians Placed 5 PC's (3 in Rapids, 2 in Marshfield) and 2 Toughbooks at Highway Rapids locations in to support the RtVision project.
- ◆ 468 helpdesk requests were created in September, with staff completing 482 tickets leaving 180 open requests. These numbers represent service requests from departments throughout the County.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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- ◆ Upgraded TCM. This upgrade included fixes and customization changes that the multi-County group requested.
  - ◆ Continue to work with Human Services and Vanguard (vendor) in planning for an upgrade to the IMS-21 (document management) software. Another meeting is scheduled to discuss the upgrade and professional services work that would need to be done.
  - ◆ Identified and Corrected issues with IMS and TCM integration. TCM was dropping connection to the IMS-21, Document Management, system.
  - ◆ Worked with a Human Services Billing Clerk on 'rebilling' Crisis Stabilization claims. Many claims were getting denied. After research a solution was implemented that allowed for many of these claims to be rebilled and paid.
  - ◆ Human Services is experiencing several issues printing out of TCM. Several IT staff members are working together to resolve the issue.
  - ◆ Assisted County Clerk's office in training and setting up the new iPad voting system. It was extremely successful during the October Board meeting.
  - ◆ Held training sessions for the new Windows 10 OS (operating system). As new computers are replaced this will be the operating system utilized. In the future IT will work with departments to upgrade all PC's to this OS.
  - ◆ All IT staff participated in an ergonomic assessment and several reconfigured work space to make it more ergo friendly.
  - ◆ All IT staff completed the County PowerPoint & FEMA Active Shooter Training.



## **Wood County Employee Wellness Update**

November 1<sup>st</sup>, 2016 Submitted: Sammi Joanis

### 2016-2017 Employee Wellness Program

**New Hire Orientation-** Currently updating the new hire wellness information for orientation. It is our hopes that we encourage new hires to participate in the upcoming Wellness year. Working with HR to create a form for new hires to completed required information to get them sign up in the new wellness portal right away.

**New Portal Updates-** The new portal is up and running!  
246 have registered in the new portal (22 are spouses)  
108 have completed the HRA in the new portal

### **Wellness Committee Updates-**

- 2016-2017 Wellness Program Planning and Promotion.
- Members are signing up to help out at new portal trainings, health fairs, biometric screenings, and department meetings.
- Ordered prize items with Wood County logo- lunch bags and cooling towels.

### **Coordinator Monthly Updates**

- Wrapping up Quarter 4 wellness activities and 2015-2016 Wellness Program Year.
- Working with Health Department and UW Extension regarding Lunch n Learn collaboration.
- Following up with staff and Aspirus regarding ergonomic policy- coordinate inquires for assessments.
  - 22 Ergonomic Assessments have been completed
- Flyers were sent to Employee's and Eligible Spouse's homes.
- Set up and completed three health fairs in October.
  - Annex and Health Center : 14 Vendors and 31 employees completed sign in form
  - Edgewater Haven Nursing Home: 14 Vendors and 25 employees completed sign in form
  - Courthouse: 15 Vendors and 107 employees completed sign in form

Enclosures:

September 20<sup>th</sup> 2016 Wellness Committee Meeting Minutes

**Name of Meeting:** Wellness Committee Meeting**Location:** Courthouse Room 115**Date:** 10/18/16Time Called to Order: **2:00pm**

Time Adjourned:

**Call in Number: \*8408****Members Present/Call in**

Brad, Lisa, Dawn, Sammi

**Members Excused**Amber, Kristie, Lynn, Maria, Martha, Ryan,  
Ryan**Members Absent****Recording Professional**

Sammi

AGENDA ITEM	DISCUSSION/ RECOMMENDATIONS	CONCLUSIONS /ACTIONS	RESPONSIBLE PARTY
<b>Training on the new portal</b>	<ul style="list-style-type: none"> <li>Employee portal training dates</li> <li>Review Training date sign up sheet</li> <li>Questions/suggestions</li> </ul>	<ul style="list-style-type: none"> <li>Discussed portal trainings, reviewed different techniques</li> </ul>	
<b>Prize Update</b>	<ul style="list-style-type: none"> <li>Prizes ordered</li> <li>Lacey update</li> </ul>	<ul style="list-style-type: none"> <li>Prizes are in- Delivered to Lacey- Will bring to Courthouse/wellness office</li> </ul>	
<b>New Hire Orientation Update</b>	<ul style="list-style-type: none"> <li>Updating Wellness portion of the new hire orientation</li> </ul>	<ul style="list-style-type: none"> <li>Make sure all orientations are covered while transition of new coordinator.</li> </ul>	
<b>Wellness Snapshot Survey sent out</b>	<ul style="list-style-type: none"> <li>Wellness snapshot was approved by wellness board- what are next steps</li> </ul>	<ul style="list-style-type: none"> <li>Lisa will create survey monkey</li> <li>Dawn connect with Donna R. for intro</li> </ul>	
<b>New Coordinator Position Update</b>	<ul style="list-style-type: none"> <li>A candidate was selected- waiting for final offer acceptance</li> </ul>	<ul style="list-style-type: none"> <li>More info when available</li> </ul>	
<b>Flu shot update</b>	<ul style="list-style-type: none"> <li>October 26<sup>th</sup> 7-9: Annex, 10-12: Edgewater Haven</li> <li>November 2<sup>nd</sup> 9-4pm Courthouse</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Aspirus VNA will be completing</li> </ul>	
<b>Wellness Activities</b>	<b>Quarter 1 (October 1<sup>st</sup> –December 31<sup>st</sup>)</b>		
<b>Health Fairs</b>	<ul style="list-style-type: none"> <li>Any feedback?</li> <li>October 7<sup>th</sup>–Annex: 2-4pm</li> <li>October 14<sup>th</sup>–Edgewater Haven: 3-5pm</li> <li>October 21<sup>st</sup>–Courthouse: 8-11am</li> </ul>	Discussed Edgewater Health Fair- different times, including other County happenings into that day. Need better turn out.	
<b>Biometric Screenings</b>	<ul style="list-style-type: none"> <li>Courthouse- Room 114 and 115- 6:45-10am               <ul style="list-style-type: none"> <li>Friday November 4<sup>th</sup></li> <li>Wednesday November 9<sup>th</sup></li> <li>Wednesday November 30<sup>th</sup></li> </ul> </li> <li>Edgewater Haven- Conference Room- 6:30-9am               <ul style="list-style-type: none"> <li>Tuesday November 22<sup>nd</sup></li> </ul> </li> <li>Annex- East Wing- 6:30-9:30               <ul style="list-style-type: none"> <li>Thursday November 17<sup>th</sup></li> <li>Thursday December 1<sup>st</sup> (and 2-4pm)</li> </ul> </li> <li>Highway- Conference Room- 6:45-8:30am</li> <li>12<sup>th</sup> Street- Conference Room- 7-9am</li> <li>Thursday November 3<sup>rd</sup></li> </ul>	<ul style="list-style-type: none"> <li>Dawn will set out signup sheet for wellness committee members to sign up and help out.</li> <li>She will also put together a "To Do list"</li> </ul>	

**Next Meeting:**

- Date: 3rd Tuesday of each Month, October 15<sup>th</sup>
- Time: 2:00pm
- Location: TBA
- Call in #: TBA
- **Next Meeting Agenda Items**
  - Brainstorm wellness word out
  - Quarter 2

## **TREASURER'S REPORT**

11-01-2016

By: H. Gehrt

- I participated in the Executive Committee Meeting on October 04.
- I attended the Treasurer's District meeting in Eau Claire on October 06.
- I helped to organize and participate in the United Way Brat Fry on October 07.
- The original candidate which we selected for the Administrative Services 4 position did not have favorable references. There was an additional interview for a candidate that was not available earlier during the interview process on October 11. She has accepted the position, her references came back good, and she completed her drug testing. Her anticipated start date is November 7.
- Held mandatory Department training on the new tax software system on October 13 & 14. With the assistance of a temporary employee, all staff was able to attend the training at one time and have questions/concerns answered.
- I participated in a phone conference with our Investment Advisor, Bob Moore, regarding cash flow and items that would be needed. We agree this would be a good idea, however, with the new tax system implementation and waiting on election results, this analysis will most likely be done in 2017.
- I participated in County Board on October 18.
- I participated in a webinar offered through the Wisconsin Counties Association regarding levy limits on October 24.
- 1<sup>st</sup> Street was issued a raze permit from the City. There is asbestos and I am currently working with a company to find out if it will need to be abated or if the DNR will allow for a wet down of the area by a licensed abatement company. There will be fees involved for permits from the DNR. We will also need the assistance from the Maintenance Department during demolition to cap the sewer/water lines.
- I have hired a temporary worker to fill in a couple of days at the front desk while staff continues on familiarizing themselves with the new tax program. There is a "go live" date set for Monday, November 07, 2016 and Municipality training on November 10.

Executive Committee  
Monthly Comments on Agenda Items  
Finance Department – Mike Martin  
Tuesday, November 1, 2016

**Comment on Agenda Items**

**5b. Discuss re-grading request for clerical support for Maintenance, Finance, Information Technology and Child Support**

All four departments that oversee this position reviewed the re-grading request and recommended that the grade be increased from 4 to 6.

It is my view that this position was wrongly graded from the start. This was the highest scoring grade 4 clerical support, missing grade 5 by 4 points. At a minimum, this position was originally scored too low in:

- Interact/Communication
- Work Environment

Interaction and communication was scored at 2A+ which is the second lowest amount in the clerical group. It's difficult for me to imagine a clerical position that has more interaction and communication than a position that works for 4 distinctly different departments and works with every department in getting their bills paid. This position also takes minutes for the largest portions of the Executive Committee meetings. This position needs to have the ability to interpret the discussions and actions and reflect those in the minutes. The next level in this category received 8 more points which would have moved it into grade 5.

The work environment for this position is not a typical office setting. The majority of the time is spent in maintenance which has noise, temperature and other hazards above the minimum points that were awarded (IL). The next level in this category would have been 8 more points which also, on its own, would have moved it into grade 5.

The JDQ was re-written for this request. More clarity was provided which should have helped raise any of the above categories plus could have added points to the decision making and thinking challenges categories. The four departments all agreed that the education and experience requirements needed to be raised to a 2-year degree with 4 years of experience. This change should have changed that score from 86 to 131, an increase of 45 points.

I strongly feel that the complexity involved in this position, and the credentials required, should place it at the same level of the highest graded clerical support which would be grade 6. Carlson-Dettman is recommending that this position remain at grade 4. I am completely baffled on how that position can be supported.

#### 10a. 2017 Budget Discussion and Action

- 1) Suggested presentation for November 15<sup>th</sup>-Finance has prepared a power-point presentation of the 2017 proposed budget. The packet contains slides from the 2016 budget presentation. We will have the 2017 budget slides available and will seek and welcome any suggestions from the committee.
- 2) Resolutions for November 15<sup>th</sup> Executive Committee-As in past years, there will be two resolutions for the 2017 budget; tax levy and the budget itself. We can discuss any suggested changes or additions.

#### 10b. Initial Resolution for borrowing not to exceed \$1,000,000 for 2017 capital outlay

This resolution represents the last piece in balancing the 2017 budget. I identified capital outlay items in the 2017 budget that were originally funded with tax levy to be funded instead with this proposed borrowing in 2017. This resolution requires a three-fourths vote.

#### 10c. Resolution to amend 2016 budget-River Block Debt Service

The River Block purchase and the related debt for \$2,000,000 were approved after the 2016 budget was adopted. Therefore the principal and interest due in 2016 on the note with the Mead Foundation was not included in the 2016 budget. The first payment on March 30, 2016 of \$250,000 plus interest of \$2,854 was funded by a transfer from the Building Maintenance fund. The remaining payment due on December 31, 2016 is being funded with a portion of the September 2016 debt issue.

This resolution amends the principal (58110) and interest (58210) budgets by appropriating the transfer from Building Maintenance and the debt proceeds used to refinance the Mead Foundation promissory note.

#### 10d. Correspondence

- 1) Updated budget and actual reports for 10 months ended October 31, 2016. I have identified some remaining functions that will need an amendment for additional expenditures. I have contacted the departments and plan to have amendments ready for the December meetings.
- 2) GFOA Certificate for 2015 CAFR-Wood County has once again received the Government Finance Officers Association (GFOA) certificate of excellence in financial reporting for our 2015 Comprehensive Annual Financial Report (CAFR). This was the sixteenth consecutive year that the County has received this award.

**Departmental Activity**

The closing on the 2016A General Obligation Notes for \$9.73 million went smoothly. The debt proceeds were successfully wired on October 20<sup>th</sup> and confirmed by the Treasurer's department.

Marla and I participated in a WCA live webinar titled "Everything You Need to Know About Levy Limits" on October 24<sup>th</sup>.

Marla and I sat in for and with Chairman Pliml to talk about the 2017 budget on Carl Hilke's radio program on WFHR.



# Wood County

## WISCONSIN

## HUMAN RESOURCES DEPARTMENT

### Interdepartmental Memo

October 31, 2016

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

From: Warren Kraft, Director of Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – November 2016

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#### **General Highlights:**

- JDQ appeals results have been received. I reviewed the results with perspective department heads, and will do so with the Executive Committee at its November meeting. Any approved changes will be implemented the first full pay period in January 2017.
- Open enrollment meetings to establish 2017 employee premium contributions were concluded.
- With Paula Tracy, attended the two-day Fall Conference of the Wisconsin County Association of Personnel Directors (WACPD), October 6-7 in Minocqua. Will attend Annual supervisory Training event, sponsored by the Wisconsin Public Employers Labor Relations Association (WPELRA) on November 2 in Eau Claire.
- Participated in interviews for Wellness Coordinator.
- Attended Department Head Meeting (will provide verbal report to committee).
- Preparation for and participated in prehearing teleconference for an employee complaint scheduled for hearing in front of an Impartial Hearing Officer on November 29. Preparation for hearing will be ongoing.

#### **Payroll and Benefits – Jodi Pingel**

- Real Time Vacation Accrual Update
  - Implementation is scheduled to start on January 1, 2017 effective with each individual's anniversary date.
  - Communication sent to all employees on October 19, 2016.
- Continuing to work with Sage directly 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 number 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.
- Benefit Open Enrollment meetings took place the week of October 17<sup>th</sup>.



- Enrollment forms due no later than November 4, 2016.
- Converting training handouts to PowerPoint presentations to be available on the intranet site (Code of Ethics, Civil Rights, and Sexual Harassment).
- HRMS data entry, enrollment updates and audits as well as system clean-up continues
  - Creating new benefit codes for 2017.
  - Creating new earnings/deduction codes.
- Working with IT on HRMS program errors and installation.
- Request completed for Employee Self Service installation with IT.
- Continuing to work with IT on updating payroll reports.
- Working with Finance to reconcile general ledger accounts related to payroll.
- Affordable Care Act (ACA) Reporting.

### **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.

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
Refilled	Edgewater	CNA (9 PT, 3 Casual)	Recruitment by Edgewater
Refilled	Edgewater	RN (2 PT, 1 PT)	Recruitment by Edgewater
Refilled	Edgewater	Dietary Aide (1 PT, 3 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Ward Clerk	Recruitment by Edgewater
Refilled	Edgewater	Lead Laundry Aide	Recruitment by Edgewater
Refilled	Human Services	Economic Support Specialist	Deadline 10/21/16
Refilled	Human Services	AODA Counselor	Interviewing
Refilled	Human Services	Social Work Supervisor	Filled
Refilled	Human Services	RN – CCS/CSP	Filled
Refilled	Human Services	Resource Unit Supervisor	Deadline 10/31/16
Refilled	Human Services	Family Services Division Manager	Deadline 10/31/16
Refilled	Human Services	Social Worker – Initial Response	Deadline 11/4/16
Refilled	Norwood	Licensed Clinical Psychologist	Recruitment by Norwood
Refilled	Norwood	LPN (Casual)	Recruitment by Norwood
Refilled	Norwood	RN (1 FT, Casual)	Recruitment by Norwood
Refilled	Norwood	CNA (1 FT, 2 PT, 2 Casual)	Recruitment by Norwood
Refilled	Norwood	Medical Assistant (FT)	Recruitment by Norwood
Refilled	Treasurer	Administrative Services 4	Filled

### **Administrative Services – Kelli Quinnell**

- Committee Chairs responsible for completing Performance Evaluations of Department Heads were sent emails containing information and relevant materials on October 5<sup>th</sup>.
- Department Heads and Supervisors were sent a list of Performance Evaluations yet to be completed for their respective employees on September 30<sup>th</sup>.
- All completed Performance Evaluations are due to HR no later than December 9<sup>th</sup>, 2016.

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

## County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: OCTOBER 2016

For the range of vouchers: 19160795 - 19160882 50120226 - 50120231

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19160795	ACE HARDWARE	TOOLS	09/28/2016	13.99	P
19160796	ATRGAS NORTH CENTRAL	RENT ARGON TANK	09/21/2016	86.49	P
19160797	APPLIED INDUSTRIAL TECHNOLOGY	BELTS	09/21/2016	28.88	P
19160798	CURRENT TECHNOLOGIES INC	SERVICE COURTHOUSE TRANSFORMER	09/06/2016	1517.50	P
19160799	CURRENT TECHNOLOGIES INC	CTY CLERK REMODEL - ELECTRICAL	09/26/2016	2204.00	P
19160800	GAPPA SECURITY SOLUTIONS	CTY CLERK REMODEL - KEYS/CORE	09/20/2016	46.70	P
19160801	KOLO TRUCKING AND EXCAVATING INC	SIDEWALK EXCAVATION WORK	09/20/2016	1150.00	P
19160802	MOTORS AND CONTROLS LLC	HVAC MOTOR	09/26/2016	269.33	P
19160803	QUALITY DOOR & HARDWARE	PARTS - BAKER ST DOOR	09/21/2016	105.00	P
19160804	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZING AND WEED CONTROL	09/15/2016	593.25	P
19160805	VENTURE ARCHITECTS	RB CONST DOCUMENTS-2ND PAYMENT	09/23/2016	23760.00	P
19160806	WOOD TRUST BANK	CTY CLERK REMODEL/SHOP SUPPLIE	09/20/2016	152.86	P
19160807	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	10/04/2016	2865.77	P
19160808	G & K SERVICES	MAT CLEANING HUMAN SERVICES	09/28/2016	131.55	P
19160809	G & K SERVICES	MAT CLEANING COURTHOUSE	10/05/2016	534.29	P
19160810	GROUNDS DETAIL SERVICE LLC	GROUNDS CARE CBRF	09/30/2016	285.00	P
19160811	GROUNDS DETAIL SERVICE LLC	GROUNDS CARE HUMAN SERVICES	09/30/2016	389.50	P
19160812	MENARDS - PLOVER	VETERANS REMODEL - SUPPLIES	09/29/2016	257.35	P
19160813	NORTH STAR ENVIRONMENTAL TESTING LLC	ASBESTOS TESTING	09/21/2016	2475.00	P
19160814	SHERWIN-WILLIAMS CO THE	SUPPLIES	09/29/2016	5.99	P
19160815	SPARKS SEPTIC TANK CLEANING	CLEAN GREASE TRAP IN JAIL	09/20/2016	125.00	P
19160816	SUPERIOR CHEMICAL CORPORATION	CLEANING SUPPLIES	09/30/2016	1652.57	P
19160817	WASTE MANAGEMENT	WASTE DISPOSAL JOINT USE	09/26/2016	70.48	P
19160818	WASTE MANAGEMENT	WASTE DISPOSAL COURTHOUSE	09/26/2016	862.56	P

## County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: OCTOBER 2016

For the range of vouchers: 19160795 - 19160882 50120226 - 50120231

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19160819	WASTE MANAGEMENT	WASTE DISPOSAL HUMAN SERVICES	09/26/2016	214.87	P
19160820	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC HUMAN SVCS	09/27/2016	1206.50	P
19160821	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE COURTHOUSE	09/27/2016	16473.32	P
19160822	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC JOINT USE	09/27/2016	211.10	P
19160823	WATER WORKS & LIGHTING COMM	ELEC SERVICE SHERIFF LOCKUP	09/27/2016	52.86	P
19160824	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC AIRPORT CBRF	09/27/2016	267.27	P
19160825	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	09/27/2016	10.30	P
19160826	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	09/27/2016	192.41	P
19160827	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	09/27/2016	124.07	P
19160828	WE ENERGIES	GAS SERVICE JAIL	09/28/2016	439.17	P
19160829	WE ENERGIES	GAS SERVICE COMMUNICATIONS	09/28/2016	11.45	P
19160830	WE ENERGIES	GAS SERVICE COURTHOUSE	09/28/2016	319.98	P
19160831	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	09/28/2016	10.47	P
19160832	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	09/28/2016	9.90	P
19160833	WE ENERGIES	GAS SERVICE HUMAN SERVICES	09/28/2016	17.05	P
19160834	WE ENERGIES	GAS SERVICE AIRPORT CBRF	09/28/2016	35.13	P
19160835	YOUNG BRIAN	REIMB SUPPLIES-VETERANS REMOD	10/02/2016	42.09	P
19160836	ACE HARDWARE	SHOP/JAIL SUPPLIES	10/10/2016	34.98	P
19160837	ACE HARDWARE	WATER SOFTENER SALT	10/12/2016	377.37	P
19160838	ADVANCED DISPOSAL	GARBAGE DISPOSAL FEES	09/30/2016	69.07	P
19160839	COMPLETE CONTROL	CREDIT MEMO	08/18/2016	(494.68)	P
19160840	COMPLETE CONTROL	THERMOSTATS	08/19/2016	282.96	P
19160841	COMPLETE CONTROL	SERVICE CALL	08/31/2016	202.30	P
19160842	COMPLETE CONTROL	DATA CENTER REMODEL	09/30/2016	445.50	P

## County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: OCTOBER 2016

For the range of vouchers: 19160795 - 19160882 50120226 - 50120231

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19160843	FIRE & SAFETY EQUIPMENT	SEMI ANN FIRE INSPECTION JAIL	10/10/2016	104.90	P
19160844	HOME DEPOT CREDIT SERV (Maintenance)	SHOP, RB, CTY CLERK,VETS, CBRF	10/05/2016	1000.44	P
19160845	LIBERTY CLEANERS INC	CLEANING CH, JAIL & HUMAN SVCS	09/26/2016	9403.49	P
19160846	PER MAR SECURITY SERVICES	TECH SUPPORT CAMERA SYSTEM 1YR	10/08/2016	401.64	P
19160847	ACE HARDWARE	PARTS AIRPORT CBRF	10/14/2016	31.98	P
19160848	CRESCENT ELECTRIC SUPPLY CO	VETERANS REMODEL - LIGHTING	10/04/2016	1334.54	P
19160849	EAGLE CONSTRUCTION CO INC	RB SIDEWALK REPLACEMENT	10/13/2016	17067.00	P
19160850	EAGLE CONSTRUCTION CO INC	CTY CLERK REMODEL - FINAL PAY	10/13/2016	2206.00	P
19160851	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	10/17/2016	40.00	P
19160852	G & K SERVICES	MAT CLEANING HUMAN SERVICES	10/12/2016	131.55	P
19160853	G & K SERVICES	MAT CLEANING COURTHOUSE	10/19/2016	389.29	P
19160854	GAPPA SECURITY SOLUTIONS	LOCK FOR SHERIFFS DEPT	10/14/2016	65.75	P
19160855	GENERAL PARTS	JAIL DISHWASHER SERVICE CALL	10/06/2016	269.00	P
19160856	GRAYBAR ELECTRIC COMPANY INC	OUTDOOR SECURITY LIGHT	10/12/2016	78.55	P
19160857	PER MAR SECURITY SERVICES	SERVICE CALL AIRPORT CBRF	10/17/2016	261.65	P
19160858	QUALITY DOOR & HARDWARE	VETERANS REMODEL - DOORS	10/13/2016	653.02	P
19160859	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	10/19/2016	180.00	P
19160860	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	10/11/2016	57.75	P
19160861	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	10/11/2016	39.04	P
19160862	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC COMMUNICATION	10/11/2016	413.71	P
19160863	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE ANNEX #1	10/11/2016	15.45	P
19160864	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE ANNEX #2	10/11/2016	15.45	P
19160865	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	10/11/2016	2553.71	P
19160866	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE ANNEX	10/11/2016	47.34	P

**Committee Report**

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: OCTOBER 2016

For the range of vouchers: 19160795 - 19160882 50120226 - 50120231

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19160867	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	10/11/2016	1058.26	P
19160868	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	10/11/2016	6.38	P
19160869	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	10/11/2016	65.78	P
19160870	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	10/11/2016	30.20	P
19160871	WISCONSIN VALLEY BUILDING PRODUCTS	SHOP SUPPLIES	10/12/2016	149.00	P
19160872	AIRGAS NORTH CENTRAL	SAFETY SUPPLIES	10/24/2016	988.25	
19160873	HEINZEN PRINTING	PRINTING	10/24/2016	159.00	
19160874	INDIANHEAD SPECIALTY CO	STAMPS	10/24/2016	152.55	
19160875	MIDLAND PAPER	PAPER SUPPLIES	10/24/2016	82.50	
19160876	OFFICEMAX INCORPORATED	OFFICE SUPPLIES	10/24/2016	659.68	
19160877	QUALITY PLUS PRINTING INC	PRINTING	10/24/2016	552.00	
19160878	SCHILLING SUPPLY COMPANY	PAPER SUPPLIES	10/24/2016	678.38	
19160879	SCHILLING SUPPLY COMPANY	OFFICE SUPPLIES	10/24/2016	1062.98	
19160880	STAPLES ADVANTAGE	OFFICE SUPPLIES	10/25/2016	1332.25	
19160881	STAPLES ADVANTAGE	OFFICE SUPPLIES	10/25/2016	355.27	
19160882	STAPLES ADVANTAGE	OFFICE SUPPLIES	10/25/2016	(225.17)	
50120226	MIDLAND PAPER		10/14/2016	554.40	P
50120227	MIDLAND PAPER		10/14/2016	514.40	P
50120228	DASH MEDICAL GLOVES		10/17/2016	258.00	P
50120229	MIDLAND PAPER		10/21/2016	456.24	
50120230	STAPLES ADVANTAGE		10/21/2016	40.43	
50120231	SCHILLING SUPPLY COMPANY		10/24/2016	221.89	
Grand Total:				\$106,052.42	

**Committee Report**

County of Wood

Report of claims for: MAINTENANCE / PURCHASING

For the period of: OCTOBER 2016

For the range of vouchers: 19160795 - 19160882 50120226 - 50120231

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  
OCTOBER 2016

#1

VOUCHER#	VENDOR	DESCRIPTION	AMOUNT
PREPAID	DWD BUREAU OF FINANCE	WORK COMP SURCHARGE	\$300.00
PREPAID	DWD BUREAU OF FINANCE	WORK COMP FY17 GENERAL ASSESSMENT	\$30.00
		<b>INSURANCE TOTAL</b>	<b>\$330.00</b>
 <b>ALL THE BELOW WERE PAID BY AEGIS (TPA)</b>			
PREPAID	JOSEPH VALLIE	REIMBURSEMENT - BOOKS & TUITION	\$2,267.11
PREPAID	ASPIRUS DOCTORS CLINIC	WC MED REIMBURSE - M. HEIL	\$7.50
PREPAID	ASPIRUS RIVERVIEW HOSPITAL	WC MED REIMBURSE - D. ROY	\$109.96
PREPAID	GOSSE CHIROPRACTIC	WC MED REIMBURSE - C. WOOD	\$75.73
PREPAID	RISING MEDICAL SOLUTIONS	BILL REVIEW SERVICES	\$162.26
PREPAID	NICOLE GRIESBACH	TTD	\$1,559.11
PREPAID	ISO SERVICES INC	WC MED REIMBURSE - C. WOOD	\$13.10
PREPAID	ASPIRUS DOCTORS CLINIC	WC MED REIMBURSE - M. HEIL	\$292.00
PREPAID	SAINT MICHAELS HOSPITAL	WC MED REIMBURSE -N. GRIESBACH	\$543.88
PREPAID	SAINT MICHAELS HOSPITAL	WC MED REIMBURSE -N. GRIESBACH	\$1,591.73
PREPAID	CENTRAL WISCONSIN RADIOLOGISTS	WC MED REIMBURSE - L. ROGINSKI	\$67.49
PREPAID	GOSSE CHIROPRACTIC	WC MED REIMBURSE - C. WOOD	\$65.28
PREPAID	SAINT MICHAELS HOSPITAL	WC MED REIMBURSE -N. GRIESBACH	\$1,068.75
PREPAID	ASPIRUS DOCTORS CLINIC	WC MED REIMBURSE - A. MIDTHUN	\$53.79
PREPAID	SAINT MICHAELS HOSPITAL	WC MED REIMBURSE -N. GRIESBACH	\$298.39
PREPAID	LINDER & MARSACK	ATTORNEY FEES - J. VALLIE	\$421.50
PREPAID	CENTRAL WISCONSIN RADIOLOGISTS	WC MED REIMBURSE - M. HEIL	\$50.96
PREPAID	GOSSE CHIROPRACTIC	WC MED REIMBURSE - C. WOOD	\$32.64
PREPAID	GOSSE CHIROPRACTIC	WC MED REIMBURSE - C. WOOD	\$123.94
		<b>TOTAL</b>	<b>\$8,805.12</b>

TTD - TEMPORARY TOTAL DISABILITY  
TPD - TEMPORARY PARTIAL DISABILITY

PPD - PARTIAL PERMANENT DISABILITY  
DB - DEATH BENEFIT

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**CHAIRMAN**

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## County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: OCTOBER 2016

For the range of vouchers: 27160648 - 27160687

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27160648	DELL MARKETING L P	MAINTENANCE MONITOR	09/19/2016	249.99	P
27160649	DELL MARKETING L P	MAINTENANCE LAPTOP	09/20/2016	161.69	P
27160650	DELL MARKETING L P	D HENKE DOCK	09/20/2016	102.89	P
27160651	SCHREIBER DAVID	MILEAGE	09/29/2016	206.58	P
27160652	CDW GOVERNMENT INC	M CUMMINGS SURFACE PRO4	09/14/2016	16.76	P
27160653	CDW GOVERNMENT INC	M CUMMINGS SURFACE PRO4	09/15/2016	224.44	P
27160654	CDW GOVERNMENT INC	LAPTOP BAGS	09/23/2016	160.93	P
27160655	CDW GOVERNMENT INC	VIDEO CABLES DVI HDMI	09/23/2016	194.20	P
27160656	CDW GOVERNMENT INC	NETMOTION MAINTENANCE	09/26/2016	3500.00	P
27160657	CDW GOVERNMENT INC	AIRWATCH MDM	09/27/2016	9791.65	P
27160658	DELL MARKETING L P	DANS PC	09/14/2016	169.03	P
27160659	DELL MARKETING L P	MAINTENANCE LAPTOP	09/25/2016	1947.55	P
27160660	NORTHLAND BUSINESS SYSTEMS	WINScribe UPDATE	09/19/2016	6608.00	P
27160661	FRONTIER COMMUNICATIONS	PHONE CHARGES	09/22/2016	542.00	P
27160662	FRONTIER COMMUNICATIONS	PHONE CHARGES	09/22/2016	1111.66	P
27160663	US BANK	CREDIT CARD CHARGES	09/26/2016	359.88	P
27160664	US CELLULAR	CELL PHONE CHGS ACCT 203391922	09/20/2016	159.29	P
27160665	US CELLULAR	CELL PHONE CHGS ACCT 217293182	09/20/2016	693.68	P
27160666	US CELLULAR	CELL PHONE CHGS ACCT 203538532	09/20/2016	867.79	P
27160667	US CELLULAR	CELL PHONE CHGS ACCT 277407322	09/16/2016	1707.59	P
27160668	US CELLULAR	CELL PHONE CHGS ACCT 851710598	09/16/2016	392.81	P
27160669	CDW GOVERNMENT INC	DISPATCH CENTER UPS UPGRADE	08/16/2016	5901.48	P
27160670	CDW GOVERNMENT INC	DISPATCH CENTER UPS UPGRADE	08/16/2016	5901.48	P
27160671	CDW GOVERNMENT INC	DISPATCH CENTER UPS UPGRADE	08/17/2016	5901.48	P



**Committee Report**

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: OCTOBER 2016

For the range of vouchers: 27160648 - 27160687

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27160672	CDW GOVERNMENT INC	CREDIT-DISPATCH CTR UPS UPGRAD	09/07/2016	(1967.16)	P
27160673	CDW GOVERNMENT INC	CREDIT-DISPATCH CTR UPS UPGRAD	09/07/2016	(1967.16)	P
27160674	CDW GOVERNMENT INC	CREDIT-DISPATCH CTR UPS UPGRAD	10/03/2016	(1967.16)	P
27160675	DELL MARKETING L P	MAINTENANCE MONITOR	09/28/2016	223.49	P
27160676	WI DEPT OF TRANSPORTATION	TRACS CONF REG - HILGARD	10/07/2016	35.00	P
27160677	WI DEPT OF TRANSPORTATION	TRACS CONF REG - BRANDL	10/07/2016	35.00	P
27160678	WI DEPT OF TRANSPORTATION	TRACS CONF REG - MUNNIK	10/07/2016	35.00	P
27160679	SCHREIBER DAVID	MILEAGE	10/07/2016	237.40	P
27160680	CDW GOVERNMENT INC	HS (MARY KAY) PRINTER & TONER	09/29/2016	1658.69	P
27160681	CDW GOVERNMENT INC	AC ADAPTOR	10/03/2016	10.19	P
27160682	CDW GOVERNMENT INC	USB VIDEO	10/11/2016	63.09	P
27160683	CDW GOVERNMENT INC	NIM FOR WRPD ROUTER	10/12/2016	646.00	P
27160684	CDW GOVERNMENT INC	TAPES & IPAD ACCESSORIES	10/13/2016	450.82	P
27160685	CDW GOVERNMENT INC	SURFACE PRO 4 - A DEKLYN	10/13/2016	1399.61	P
27160686	CHARTER COMMUNICATIONS	INTERNET PRO80	10/14/2016	130.00	P
27160687	DELL MARKETING L P	HUMAN SVCS TS TABLET/PC	10/10/2016	119.96	P
Grand Total:				\$46,015.62	

**Committee Report**

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: OCTOBER 2016

For the range of vouchers: 27160648 - 27160687

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

**Committee Report**  
County of Wood

Report of claims for: TREASURER

For the period of: OCTOBER 2016

For the range of vouchers: 28160267 - 28160293

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28160267	WOODTRUST BANK NA	VISA BILL-BROWNFIELDS CONF	10/04/2016	35.00	P
28160268	CITY OF MARSHFIELD	SEPT SPECIAL CHGS C-MARSHFIELD	10/06/2016	615.13	P
28160269	CITY OF MARSHFIELD	SEPT SPEC ASSESS C-MARSHFIELD	10/06/2016	1415.49	P
28160270	CITY OF NEKOOSA TREASURER	SEPT SPEC CHGS C-NEKOOSA	10/06/2016	533.07	P
28160271	CITY OF WISCONSIN RAPIDS	SEPT SPEC ASSESS C-WR	10/06/2016	652.25	P
28160272	TOWN OF PORT EDWARDS	SEPT SPEC CHGS T-PORT EDWARDS	10/06/2016	752.72	P
28160273	TOWN OF SARATOGA	SEPT SPEC CHGS T-SARATOGA	10/06/2016	1834.89	P
28160274	TOWN OF GRAND RAPIDS	SEPT SPEC CHGS T-GRAND RAPIDS	10/06/2016	294.57	P
28160275	TOWN OF LINCOLN	SEPT SPEC CHGS T-LINCOLN	10/06/2016	251.53	P
28160276	TOWN OF RICHFIELD	SEPT SPEC CHGS T-RICHFIELD	10/06/2016	2143.88	P
28160277	TOWN OF ROCK TREAS LISA M WALLIS	SEPT SPEC CHGS T-ROCK	10/06/2016	251.79	P
28160278	VILLAGE OF VESPER	SEPT SPEC CHGS V-VESPER	10/06/2016	168.48	P
28160279	VILLAGE OF PORT EDWARDS TREAS	SEPT SPEC CHGS V-PORT EDWARDS	10/06/2016	118.80	P
28160280	STATE OF WISCONSIN TREASURER	3rd QTR PROBATE & BIRTH FEES	10/06/2016	22654.34	P
28160281	WI DEPT OF ADMINISTRATION	SEPT WI LAND INFO	10/06/2016	7420.00	P
28160282	GEHRT HEATHER	WCTA CONFERENC/TAX DEED SIGNS	10/18/2016	182.64	P
28160283	MOBILE LOCK & SECURITY	LOCKS REKEYED ON TAX DEED PROP	10/18/2016	100.00	P
28160284	NORTH STAR ENVIRONMENTAL TESTING LLC	ASBESTOS TESTING 1411 1ST ST	10/18/2016	1180.00	P
28160285	NOTARY BOND RENEWAL SERVICE	NOTARY BOND	10/18/2016	25.00	P
28160286	STATE OF WISCONSIN TREASURER	SEPT 2016 COC REVENUES	10/18/2016	156397.56	P
28160287	WI DEPT OF FINANCIAL INSTITUTIONS	NOTARY FEE FOR HEATHER	10/18/2016	20.00	P
28160288	WOODTRUST BANK	SEPT 2016 MONTHLY SERVICE FEES	10/18/2016	999.25	P
28160289	BUNGE CURT	TAX OVERPAYMENT REFUND	10/18/2016	94.27	P
28160290	SMAZAL SANDRA	TAX OVERPAYMENT REFUND	10/18/2016	10.80	P

**Committee Report**

County of Wood

Report of claims for: TREASURER

For the period of: OCTOBER 2016

For the range of vouchers: 28160267 - 28160293

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28160291	KROHN CHERYL	unlock tax deed property	10/20/2016	34.88	P
28160292	OETKEN PATTI	TAX OVERPAYMENT REFUND	10/20/2016	62.53	P
28160293	ZIRBEL JOHN	TAX OVERPAYMENT REFUND	10/20/2016	169.46	P
Grand Total:				\$198,418.33	

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: COUNTY CLERK

For the period of: OCTOBER 2016

For the range of vouchers: 06160320 - 06160376

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160320	TDS TELECOM	VAR DEPT TDS PH BILL FOR SEP16	09/28/2016	315.67	P
06160321	WISCONSIN RAPIDS COMMUNITY MEDIA	DVD for 9/20/16 CB Mtg	09/28/2016	20.00	P
06160322	LANGTON DENNIS	Sep deliveries	09/30/2016	199.50	P
06160323	CEPRESS CINDY	Meals/mile 8/22,8/30,9/21,9/25	09/30/2016	351.78	P
06160324	WISCONSIN COUNTIES ASSOCIATION	2016 WCA Annl Conf Reg (Curry)	09/30/2016	45.00	P
06160325	FRONTIER COMMUNICATIONS	Various Mfld Dept phone charge	09/30/2016	139.58	P
06160326	UNITED PARCEL SERVICE	REPLENISH UPS ACCT OCT 2016	10/03/2016	200.00	P
06160327	REGISTRATION FEE TRUST	M98-92B, 472-YDR	10/04/2016	75.25	P
06160328	REGISTRATION FEE TRUST	M98-94B	10/11/2016	221.50	P
06160329	SOLARUS	VAR DEPT PH BILLS SOL OCT 2016	10/11/2016	12636.40	P
06160330	NATIONAL BAND AND TAG CO	DOG LICENSE TAGS/LINKS OCT 16	10/11/2016	508.76	P
06160331	CENTURYLINK	Various long distance phone	10/11/2016	93.90	P
06160332	RICHARDSON JILL		10/17/2016	54.00	P
06160333	AUE JAMES	2016 J AUE DOG LISTER	10/17/2016	43.00	P
06160334	LILLEY CHARLES ASSESSOR	C LILLEY 2016 DOG LISTER	10/17/2016	55.00	P
06160335	TOWN OF GRAND RAPIDS	T GRAND RAPIDS 16 DOG LISTER	10/17/2016	549.00	P
06160336	FOLLEN RANDY	R FOLLEN 2016 DOG LISTER	10/17/2016	41.50	P
06160337	CEGIELSKI ANDREW ASSESSOR	A CEGIELSKI MARSH 16 DOG LISTE	10/17/2016	48.50	P
06160338	CEGIELSKI ANDREW ASSESSOR	A CEGIELSKI T MILL 2016 DOG LI	10/17/2016	48.50	P
06160339	STELMACHER SHARON	S STELMACHER 16 DOG LISTER	10/17/2016	72.00	P
06160340	GRORICH CAROL	C GRORICH 2016 DOG LISTER	10/17/2016	33.50	P
06160341	CEGIELSKI ANDREW ASSESSOR	A CEGIELSKI T RICH 16 DOG LIST	10/17/2016	91.50	P
06160342	BANECK DARLENE	D BANECK 2016 DOG LISTER	10/17/2016	58.00	P
06160343	KESTER BILLIE JO M	B KESTER 2016 DOG LISTER	10/17/2016	407.50	P

## County of Wood

Report of claims for: COUNTY CLERK

For the period of: OCTOBER 2016

For the range of vouchers: 06160320 - 06160376

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160344	RADTKE JOAN	J RADTKE 2016 DOG LISTER	10/17/2016	77.50	P
06160345	LARSON DAWN M	D LARSON 2016 DOG LISTER	10/17/2016	83.00	P
06160346	WITT PAM	P WITT 2016 DOG LISTER	10/17/2016	63.00	P
06160347	LASKA CARL	C LASKA 2016 DOG LISTER	10/17/2016	19.50	P
06160348	SCHALOW DEBRA E	D SCHALOW 2016 DOG LISTER	10/17/2016	19.00	P
06160349	HAHN TAMI	T HAHN C PITTS 16 DOG LISTER	10/17/2016	86.00	P
06160350	CITY OF WIS RAPIDS TREASURER	C WR 2016 DOG LISTER	10/17/2016	453.50	P
06160351	REGISTRATION FEE TRUST	M98-98B & 99B	10/18/2016	427.00	P
06160352	UNITED MAILING SERVICE	MAIL FEES 8/29 - 9/30/16	10/18/2016	1106.32	P
06160353	ELECTION SYSTEMS & SOFTWARE	Coding for 11/8/2016 Election	10/25/2016	4121.60	P
06160354	FRONTIER COMMUNICATIONS	Varous Mfld Dept Phone Charges	10/25/2016	92.86	P
06160355	FRONTIER COMMUNICATIONS	Varous Mfld Dept Phone charges	10/25/2016	38.21	P
06160356	ASHBECK ROBERT	R ASHBECK SEPT 16 MILEAGE EXP	10/25/2016	110.16	P
06160357	BREU ALLEN	A BREU SEPT 16 MILEAGE	10/25/2016	145.80	P
06160358	CHERNEY FRANCIS	F CHERNEY JAN - OCT 16 MILEAGE	10/25/2016	96.66	P
06160359	CLENDENNING WILLIAM	W CLEND SEPT 16 MILEAGE & MEAL	10/25/2016	327.96	P
06160360	CURRY KENNETH	K CURRY SEPT 16 MILEAGE & MEAL	10/25/2016	271.80	P
06160361	FEIRER MICHAEL	M FEIRER SEPT OCT 16 MILEAGE	10/25/2016	249.48	P
06160362	FISCHER ADAM	A FISCHER SEPT 16 MILEAGE	10/25/2016	41.47	P
06160363	HAMILTON BRAD R	B HAMIL SEPT OCT 16 MIL & MEAL	10/25/2016	321.60	P
06160364	HENKEL HILDE	H HENKEL SEPT 16 MILEAGE	10/25/2016	174.42	P
06160365	HOKAMP MARION	M HOKAMP SEPT 16 MILEAGE	10/25/2016	118.26	P
06160366	LAFONTAINE DAVID	D LA FONTAINE SEPT OCT 16 MIL	10/25/2016	343.08	P
06160367	LEICHTNAM BILL	B LEICHTNAM SEPT 16 MILEAGE	10/25/2016	70.20	P

## County of Wood

Report of claims for: COUNTY CLERK

For the period of: OCTOBER 2016

For the range of vouchers: 06160320 - 06160376

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06160368	MACHON DOUG	D MACHON SEPT 16 MILEAGE	10/25/2016	207.90	P
06160369	MACIEJEWSKI JANE	J MACIEJEWSKI APT-OCT 16 MILEA	10/25/2016	56.16	P
06160370	MINER TRENT	T MINER SEPT 16 MILEAGE	10/25/2016	79.92	P
06160371	O'DONNELL HUGH	H O'DONNELL OCT 16 MILEAGE	10/25/2016	39.96	P
06160372	PLIML LANCE	L PLIML SEPT 16 MILEAGE	10/25/2016	566.46	P
06160373	POLACH DENNIS	D POLACH SEPT 16 MILEAGE	10/25/2016	10.15	P
06160374	ROZAR DONNA	D ROZAR SEPT 16 MILEAGE	10/25/2016	246.24	P
06160375	WAGNER ED	E WAGNER SEPT 16 MILEAGE	10/25/2016	213.84	P
06160376	ZURFLUH JOSEPH SR	J ZURFLUH SEPT 16 MILEAGE	10/25/2016	21.06	P
Grand Total:				\$26,609.41	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

**COUNTY BOARD**  
September 2016 vouchers

**REPORT ON CLAIMS**  
Paid October 2016

#1

DEPT CODE	CLAIMANT	NATURE OF CLAIM	AMOUNT
PD-PP	Wisconsin Employee Trust Funds	Retirement	\$277,348.63
CB	Robert Ashbeck	September 2016 Per Diem	\$ 400.00
CB	Allen Breu	September 2016 Per Diem	\$ 515.00
CB	William Clendenning	September 2016 Per Diem	\$ 630.00
CB	Ken Curry	September 2016 Per Diem	\$ 500.00
CB	Michael Feier	Sept & Oct 2016 Per Diem	\$ 830.00
CB	Brad Hamilton	Sept & Oct 2016 Per Diem	\$ 650.00
CB	Hilde Henkel	September 2016 Per Diem	\$ 615.00
CB	Marion Hokamp	September 2016 Per Diem	\$ 520.00
CB	David La Fontaine	Sept & Oct 2016 Per Diem	\$ 500.00
CB	Bill Leichtnam	September 2016 Per Diem	\$ 350.00
CB	Doug Machon	September 2016 Per Diem	\$ 430.00
CB	Trent Miner	September 2016 Per Diem	\$ 410.00
CB	Lance Plimi	September 2016 Per Diem	\$ 900.00
CB	Dennis Polach	September 2016 Per Diem	\$ 350.00
CB	Donna Rozar	September 2016 Per Diem	\$ 805.00
CB	Ed Wagner	September 2016 Per Diem	\$ 565.00
CB	Joe Zurfluh	September 2016 Per Diem	\$ 300.00
CB	Northwoods Laser & Embroider	Plaque	\$ 70.25
CB	Francis Cherney	Jan - Oct 2016 Per Diem	\$ 710.00
CB	Adam Fischer	Sept 2016 Per Diem	\$ 250.00
CB	Jane Maciejewski	April - Oct 2016 Per Diem	\$ 140.00
CB	Hugh O'Donnell	October 2016 Per Diem	\$ 50.00
<b>TOTAL</b>			<b>\$287,838.88</b>

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Chairman

\_\_\_\_\_  
Executive Committee



**Committee Report**

County of Wood

4c-1

Report of claims for: FINANCE

For the period of: OCTOBER 2016

For the range of vouchers: 14160048 - 14160099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14160048	AGING RESOURCE CENTER OF CENTRAL WISCONSIN	4th Qtr Tax Levy	10/07/2016	49569.50	P
14160049	UW - MARSHFIELD WOOD COUNTY	2016 Capital Projects	10/12/2016	975.27	P
14160050	MOODY'S INVESTORS SERVICE	2017 Debt Procds Insuance Cost	10/03/2016	13500.00	P
14160051	UW - GREEN BAY	2016 Winter Conf WGFOA	10/20/2016	85.00	P
14160052	SPRINGSTED INCORPORATED	Prof Fees 2016A Debt	10/18/2016	25799.46	P
Grand Total:				\$89,929.23	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

**Committee Report**

County of Wood

4c-2

Report of claims for: WELLNESS

For the period of: OCTOBER 2016

For the range of vouchers: 34160021 - 34160099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34160021	WELLNESS COUNCIL	Wellness Dues 11/01/16-10/31/7	10/10/2016	495.00	P
34160022	ASPIRUS OCCUPATIONAL HEALTH	09/2016 Wellness	10/03/2016	4844.70	P
34160023	JOANIS SAMANTHA	Health Fair Supplies	10/25/2016	47.30	P
Grand Total:				\$5,387.00	

Signatures

Committee Chair:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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**Committee Report**

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: OCTOBER 2016

For the range of vouchers: 17160290 - 17160317

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17160290	BOSTON MUTUAL	09/29/16 Boston Mutual	09/28/2016	1913.78	P
17160291	AMT	09/29/16 Garnishment	09/28/2016	434.00	P
17160292	GREAT LAKES HIGHER EDUCATION CORP	09/29/16 Garnishment	09/28/2016	362.04	P
17160293	HARRING MARK STANDING CHAPTER 13 TRUSTEE	09/29/16 Garnishment	09/28/2016	114.47	P
17160294	HEIGHTS FINANCE	09/29/16 Garnishment	09/28/2016	50.00	P
17160295	WI DIVISION OF UNEMPLOYMENTINSURANCE	09/29/16 Garnishment	09/28/2016	200.12	P
17160296	UNITED STATES LIFE INS CO THE	09/29/16 LTD	09/28/2016	1502.21	P
17160297	UNITED STATES LIFE INS CO THE	09/29/16 Term Life	09/28/2016	3503.16	P
17160298	WOODTRUST BANK NA	JOB FAIR; WEBINAR REGIS.	09/20/2016	189.00	P
17160299	BOSTON MUTUAL	10/13/16 Whole Life	10/13/2016	1885.12	P
17160300	UNITED STATES LIFE INS CO THE	10/13/16 Term Life	10/13/2016	3369.38	P
17160301	UNITED STATES LIFE INS CO THE	10/13/16 LTD	10/13/2016	1489.34	P
17160302	AMT	10/13/16 Garnishment	10/13/2016	434.00	P
17160303	GREAT LAKES HIGHER EDUCATION CORP	10/13/16 Garnishment	10/13/2016	362.04	P
17160304	HARRING MARK STANDING CHAPTER 13 TRUSTEE	10/13/16 Garnishment	10/13/2016	114.47	P
17160305	HEIGHTS FINANCE	10/13/16 Garnishment	10/13/2016	50.00	P
17160306	WI DIVISION OF UNEMPLOYMENTINSURANCE	10/13/16 Garnishment	10/13/2016	206.63	P
17160307	US DEPARTMENT OF EDUCATION	10/13/16 Garnishment	10/13/2016	286.27	P
17160308	WI DEPT OF WORKFORCE DEVELOPMENT	Unemployment September 2016	10/13/2016	2847.33	P
17160309	DYER BETH	ACH Return - B Dyer	10/14/2016	583.82	P
17160310	ASPIRUS	DRUG & ALCOHOL TESTING	09/25/2016	150.00	
17160311	HORTON GROUP INC THE	HEALTH INS CONSULT-SEPT/OCT 16	10/06/2016	4166.66	
17160312	KRAFT WARREN P.	MEETING & TRAVEL - JUNE-SEPT.	10/24/2016	305.10	
17160313	MARSHFIELD LABORATORIES	DRUG & ALCOHOL TESTING	09/30/2016	153.00	

**Committee Report**

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: OCTOBER 2016

For the range of vouchers: 17160290 - 17160317

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17160314	RUDER WARE LLSC	CONTRACTED LEGAL SERVICES	10/24/2016	5329.00	
17160315	TRACY PAULA J	MEETING & TRAVEL - JUNE-OCT 16	10/24/2016	191.79	
17160316	US HEALTH WORKS MEDICAL GROUP PC	MRO SERVICES	09/30/2016	55.00	
17160317	VON BRIESEN & ROPER SC	PROFESSIONAL SERVICES	07/13/2016	140.00	
Grand Total:				\$30,387.73	

Signatures

Committee Chair:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

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Committee Member:

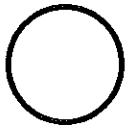
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Committee Member:

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Committee Member:

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## RESOLUTION#

Introduced by Executive Committee  
Page 1 of 1

ITEM# 1-

DATE November 15, 2016

Effective Date November 15, 2016

Committee

CAK

Motion:	Adopted:	
1 <sup>st</sup>	Lost:	
2 <sup>nd</sup>	Tabled:	
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: <u>MMH</u> , Finance Dir.		

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

**FISCAL NOTE:**

Offered Amount	\$22,105.00
R.E. Taxes	(5,646.09)
Special Charges	(11,491.14)
Publication fees	(60.00)
Abstracting fees	(228.00)

**GAIN** \$4,679.77

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

**THEREFORE BE IT RESOLVED**, that the following offer be accepted

City of Nekoosa

30-00734B Nekoosa Paper Company's Addition Lot 1 of Wood County Certified Survey Map #2746 being part of Lot 4 Block 64, City of Nekoosa, Wood County, Wisconsin.

APPRAISED  
\$2,550.00

OFFER  
\$5,500.00

City of Marshfield

33-00208A Those parts of Lots 7 & 8, Block S in Southwest Southwest described as Easterly 24.5 feet of Northerly 135 feet of said Lot 7 and that part of Lot 8 described as commencing Northwest corner of Lot 8 which is the South line of 4<sup>th</sup> Street, Southeasterly along South line of 4<sup>th</sup> Street 74.5 feet, Southwesterly 132 feet, Northwesterly 74.5 feet to Western line of Lot 8, Northeasterly along West line of Lot 8 135 feet to point of beginning subject to easement over Westerly 25 feet, City of Marshfield, Wood County, Wisconsin.

APPRAISED  
\$11,600.00

OFFER  
\$16,605.00

		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			

## BID FORM - SALE OF TAX DEEDED PROPERTY

Note: A minimum of 10% deposit is required on each bid.

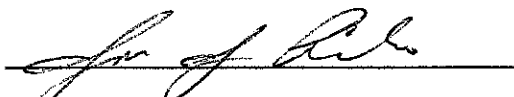
Wood County Parcel ID 33-00208A  
Location City of Marshfield  
Description Empty lot.

Appraised Value \$11,600.00  
(Minimum Bid)

Bid Amount \$ 16,605.<sup>00</sup>

Deposit Enclosed \$ 1,700.<sup>00</sup>

In the event this bid is accepted, the instrument of conveyance should name the following as Grantee(s):

Signature of Bidder   
Name of Bidder James J. Pilsner  
(type or print)  
Address of Bidder W1457 US Highway 10  
(type or print) GRANTON, WI 54436

This bid is due and must arrive at the Wood County Treasurer's Office by 4:00pm on the following date:

Monday, October 24, 2016

Mailing Address  
Wood County Treasurer  
P.O. Box 8095  
Wisconsin Rapids, WI 54495

## BID FORM - SALE OF TAX DEEDED PROPERTY

Note: A minimum of 10% deposit is required on each bid.

Wood County Parcel ID 30-00734B  
Location City of Nekoosa  
Description Empty lot on the corner of Point Basse Ave.  
and Fairview Ln.

Appraised Value \$2,550.00  
(Minimum Bid)

Bid Amount \$5,500.00

Deposit Enclosed \$1,000.00

In the event this bid is accepted, the instrument of conveyance should name  
the following as Grantee(s):

Signature of Bidder Marybeth Raynor  
Name of Bidder Marybeth Raynor  
(type or print)  
Address of Bidder 225 6th Avenue, #5  
(type or print) Salt Lake City, UT 84103

This bid is due and must arrive at the Wood County Treasurer's Office by  
4:00pm on the following date:

Monday, October 24, 2016

Mailing Address  
Wood County Treasurer  
P.O. Box 8095  
Wisconsin Rapids, WI 54495

# WOOD COUNTY

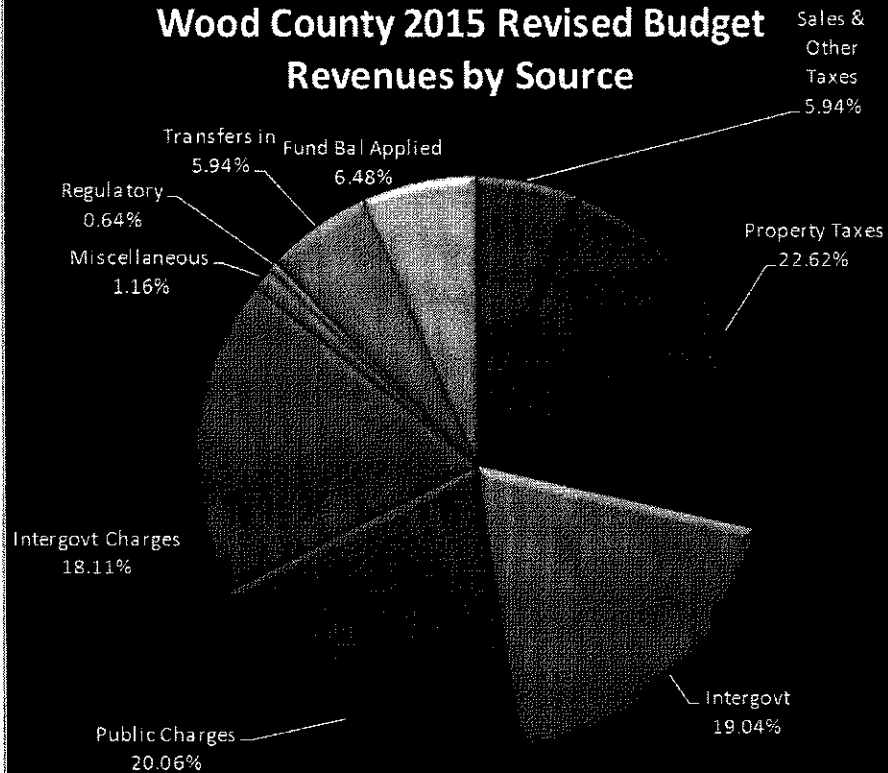
2016 PROPOSED BUDGET

NOVEMBER 10, 2015

100-1/1



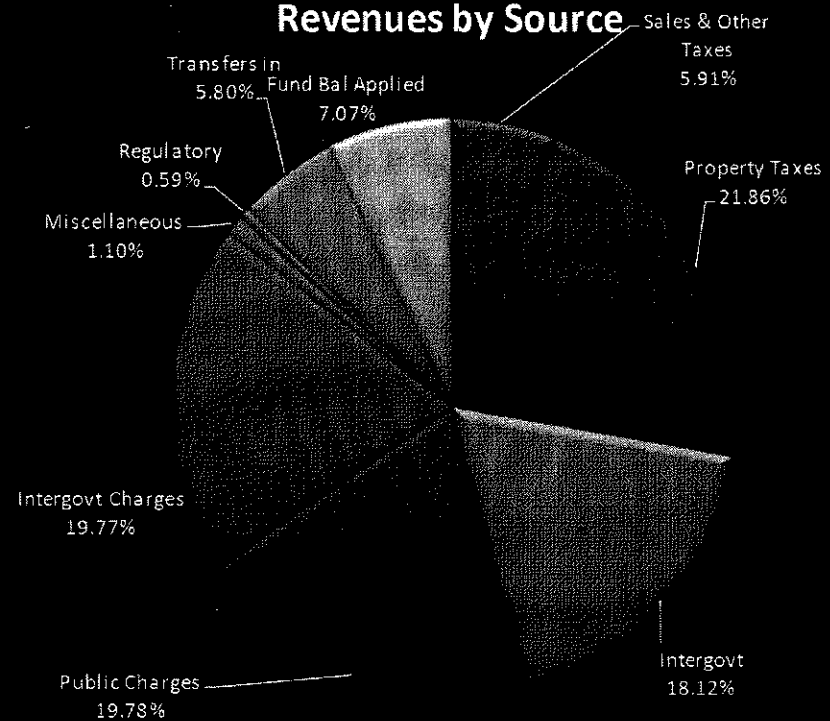
## Wood County 2015 Revised Budget Revenues by Source



### Sources

Sales & Other Taxes	\$	5,985,167	5.94%
Property Taxes		22,795,568	22.62%
Intergovt		19,187,828	19.04%
Public Charges		20,208,027	20.06%
Intergovt Charges		18,249,565	18.11%
Miscellaneous		1,173,078	1.16%
Regulatory		647,580	0.64%
Transfers in		5,989,247	5.94%
Fund Bal Applied		6,525,655	6.48%
	\$	100,761,715	100.00%

## Wood County 2016 Proposed Budget Revenues by Source

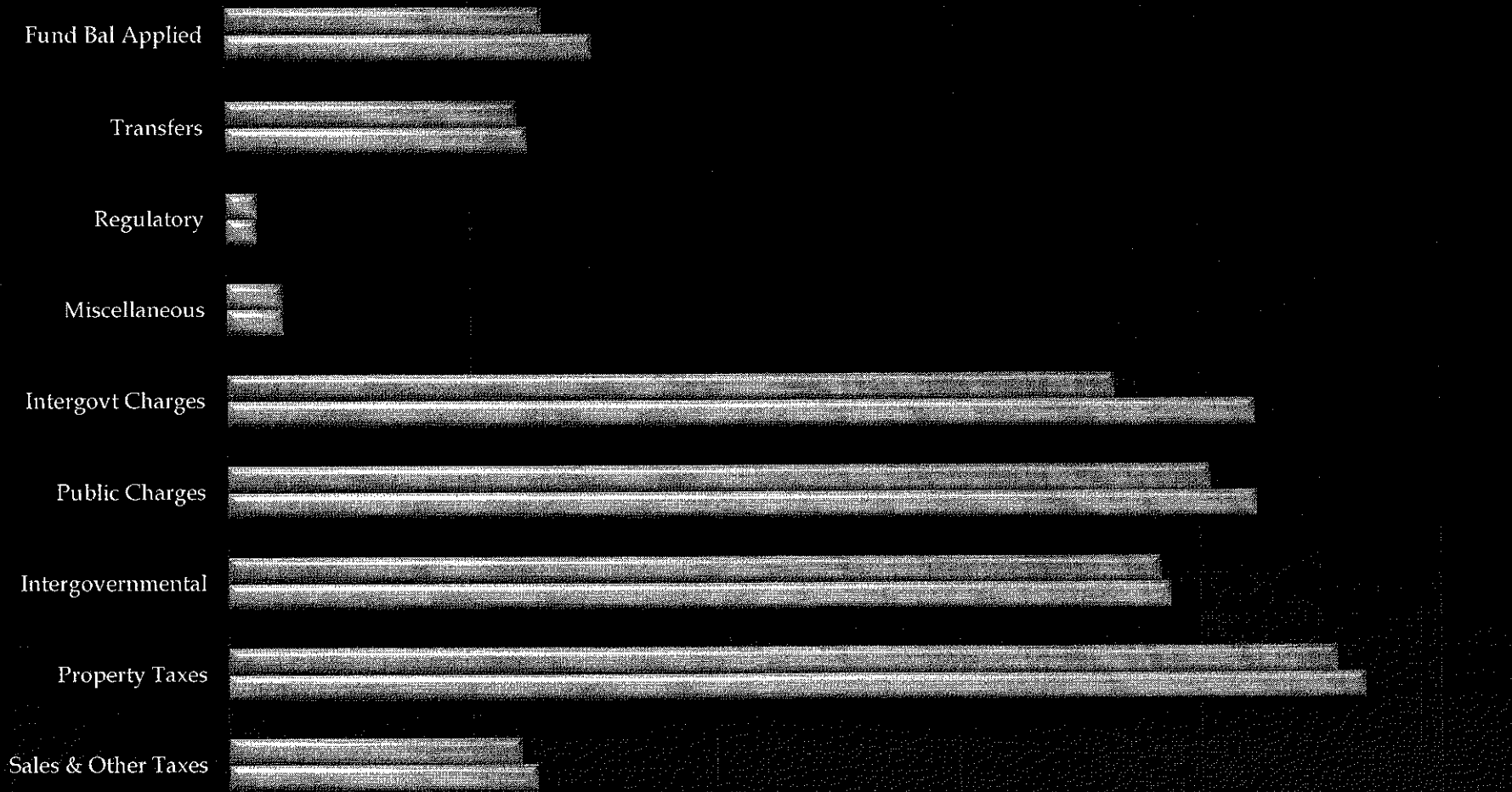


### Sources

Sales & Other Taxes	\$	6,317,909	5.91%
Property Taxes		23,382,057	21.86%
Intergovt		19,383,620	18.12%
Public Charges		21,160,024	19.78%
Intergovt Charges		21,142,225	19.77%
Miscellaneous		1,171,948	1.10%
Regulatory		631,050	0.59%
Transfers in		6,199,420	5.80%
Fund Bal Applied		7,566,804	7.07%
	\$	106,955,057	100.00%

100-1/2

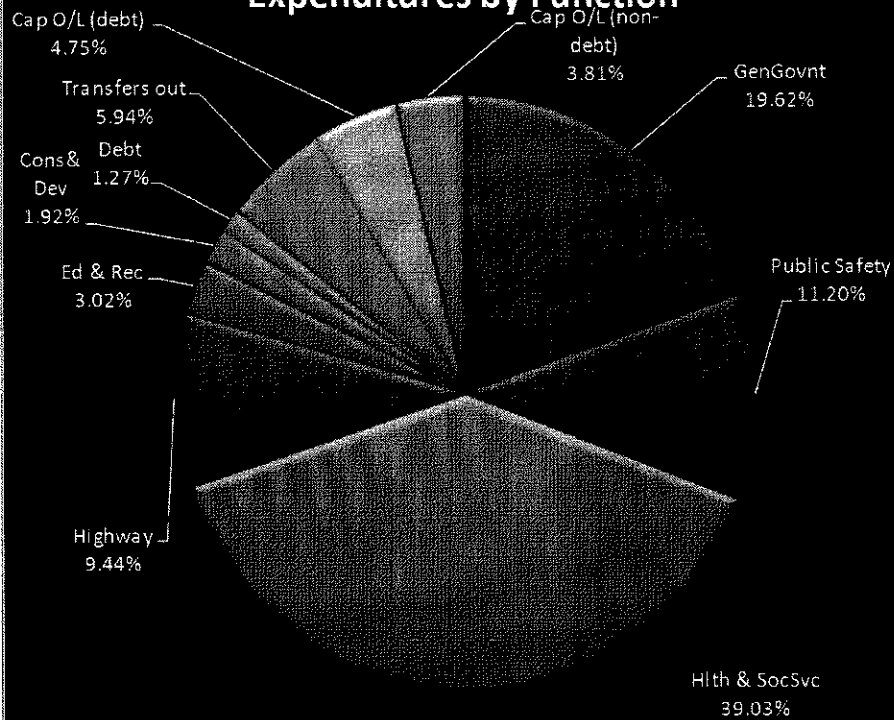
## Wood County Revenue by Source



	\$-	\$5,000,000	\$10,000,000	\$15,000,000	\$20,000,000	\$25,000,000			
	Sales & Other Taxes	Property Taxes	Intergovernmental	Public Charges	Intergovt Charges	Miscellaneous	Regulatory	Transfers	Fund Bal Applied
2015	\$5,985,167	22,795,568	19,187,828	20,208,027	18,249,565	1,173,078	647,580	5,989,247	6,525,655
2016	\$6,317,909	23,382,057	19,383,620	21,160,024	21,142,225	1,171,948	631,050	6,199,420	7,566,804

106-1/3

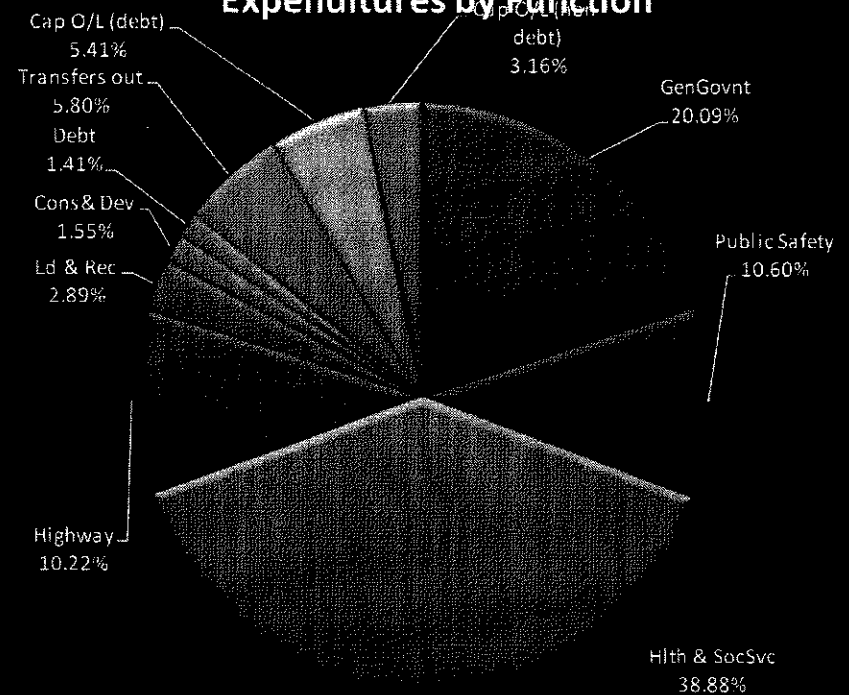
## Wood County 2015 Revised Budget Expenditures by Function



### Uses

GenGovnt	\$	19,770,670	19.62%
Public Safety		11,281,776	11.20%
Hlth & SocSvc		39,328,865	39.03%
Highway		9,510,616	9.44%
Ed & Rec		3,044,285	3.02%
Cons& Dev		1,930,241	1.92%
Debt		1,278,098	1.27%
Transfers out		5,989,247	5.94%
Cap O/L (debt)		4,786,499	4.75%
Cap O/L (non-debt)		3,841,418	3.81%
	\$	100,761,715	100.00%

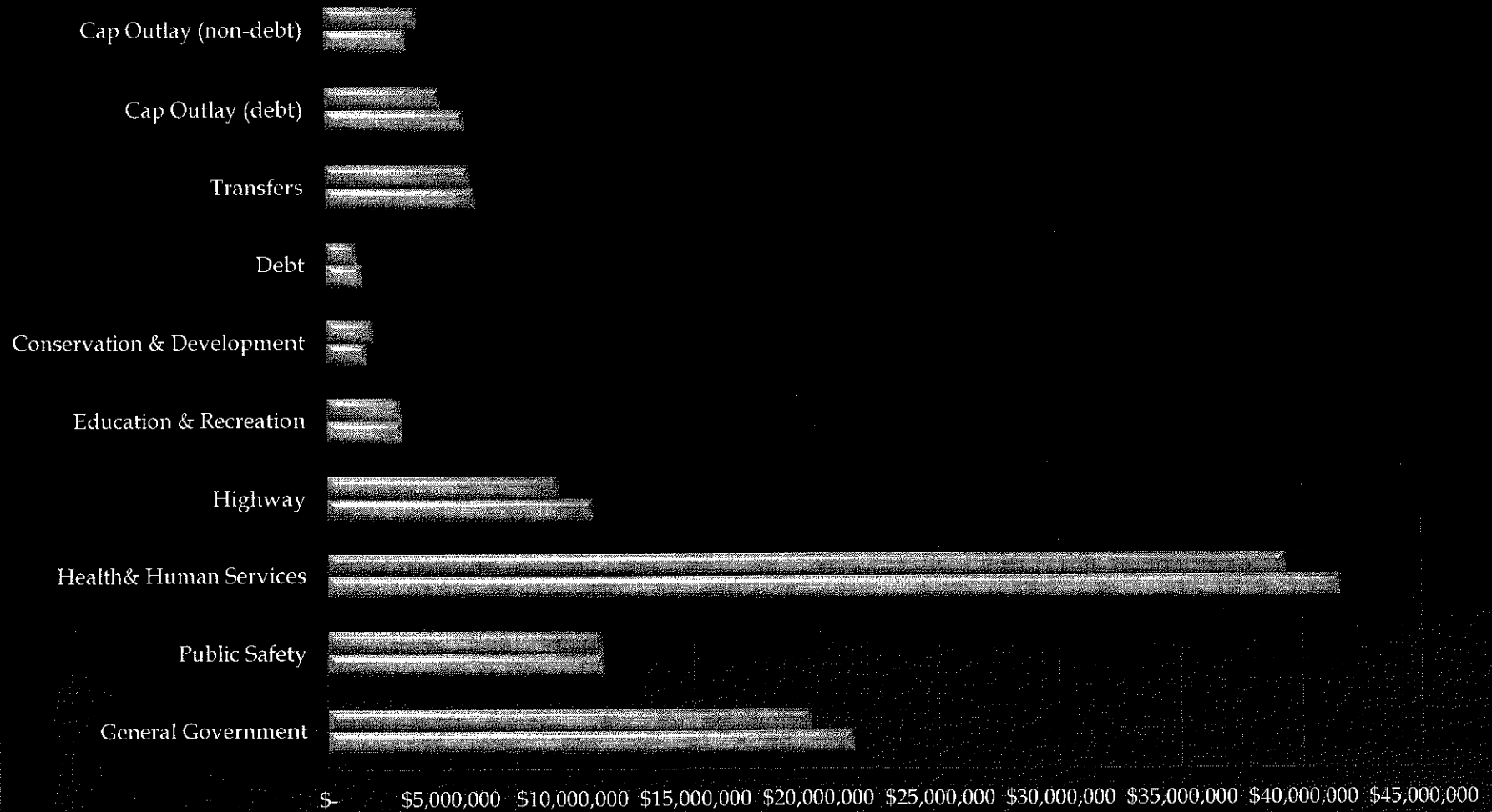
## Wood County 2016 Proposed Budget Expenditures by Function



### Uses

GenGovnt	\$	21,485,254	20.09%
Public Safety		11,333,432	10.60%
Hlth & SocSvc		41,588,452	38.88%
Highway		10,934,622	10.22%
Ed & Rec		3,088,587	2.89%
Cons& Dev		1,658,944	1.55%
Debt		1,503,132	1.41%
Transfers out		6,199,420	5.80%
Cap O/L (debt)		5,785,000	5.41%
Cap O/L (non-debt)		3,378,214	3.16%
	\$	106,955,057	100.00%

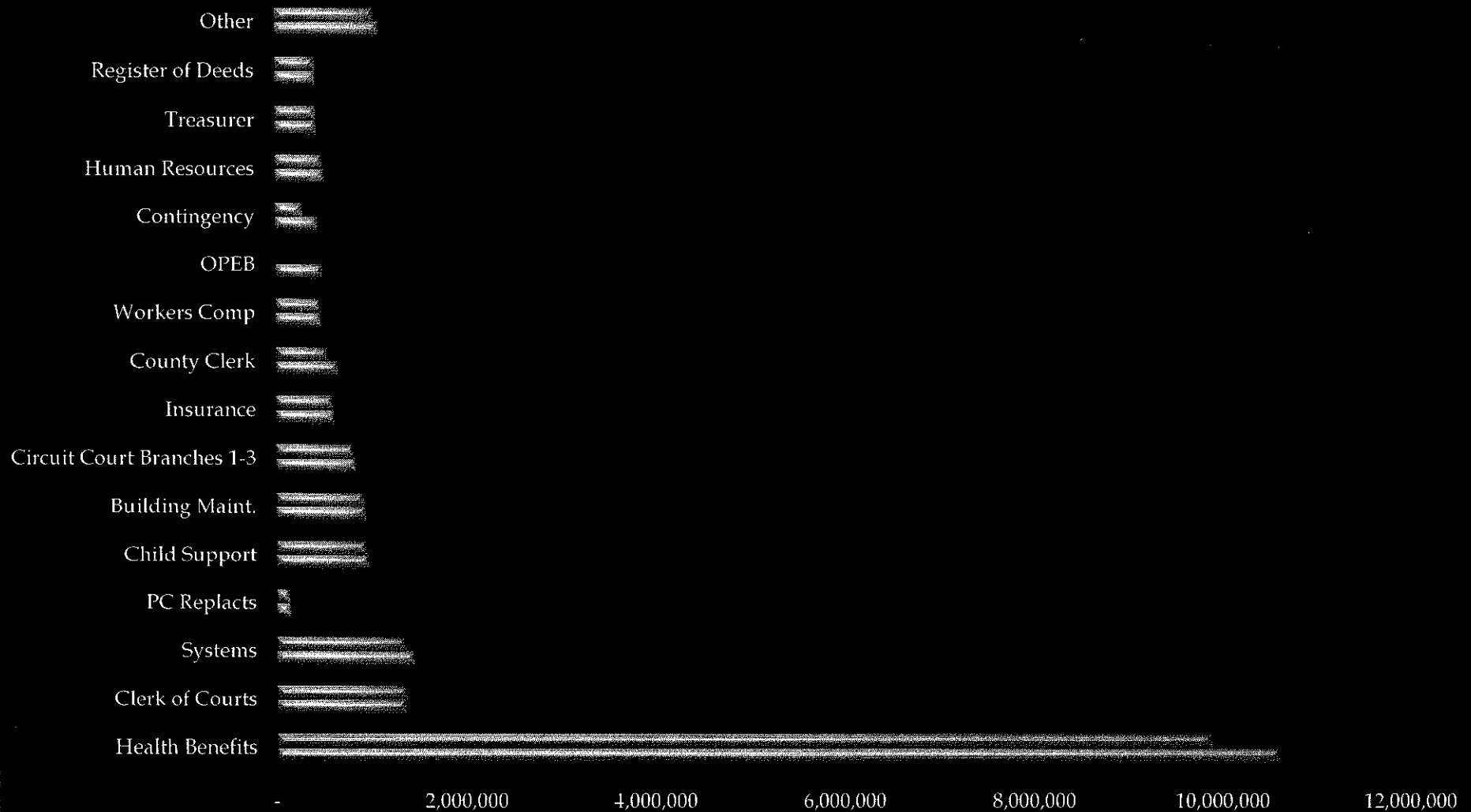
## Wood County Expenditures by Function (Uses)



	General Government	Public Safety	Health & Human Services	Highway	Education & Recreation	Conservation & Development	Debt	Transfers	Cap Outlay (debt)	Cap Outlay (non-debt)
2015	\$19,770,670	11,281,776	39,328,865	9,510,616	3,044,285	1,930,241	1,278,098	5,989,247	4,786,499	3,841,418
2016	\$21,485,254	11,333,432	41,588,452	10,934,622	3,088,587	1,658,944	1,503,132	6,199,420	5,785,000	3,378,214

106-15

# General Government

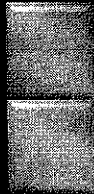


	Health Benefits	Clerk of Courts	Systems	PC Replants	Child Support	Building Maint.	Circuit Court Branches 1-3	Insurance	County Clerk	Workers Comp	OPEB	Contingency	Human Resources	Treasurer	Register of Deeds	Other
2015	9,879,749	1,371,050	1,356,856	145,000	954,868	925,498	814,954	598,914	533,855	478,120	-	283,275	304,096	432,615	426,859	1,042,961
2016	10,591,957	1,358,328	1,446,861	150,000	973,742	939,137	843,040	619,461	655,034	481,488	500,000	450,000	323,197	437,755	423,893	1,091,361

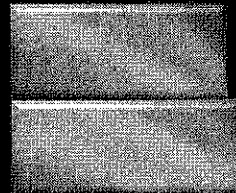
100-1/6

# Public Safety

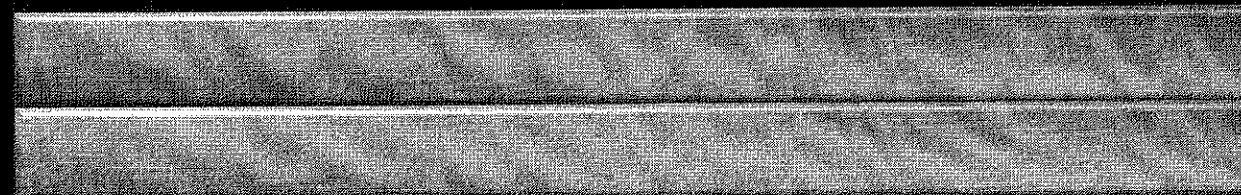
Emergency Management



Dispatch



Sheriff & Corrections

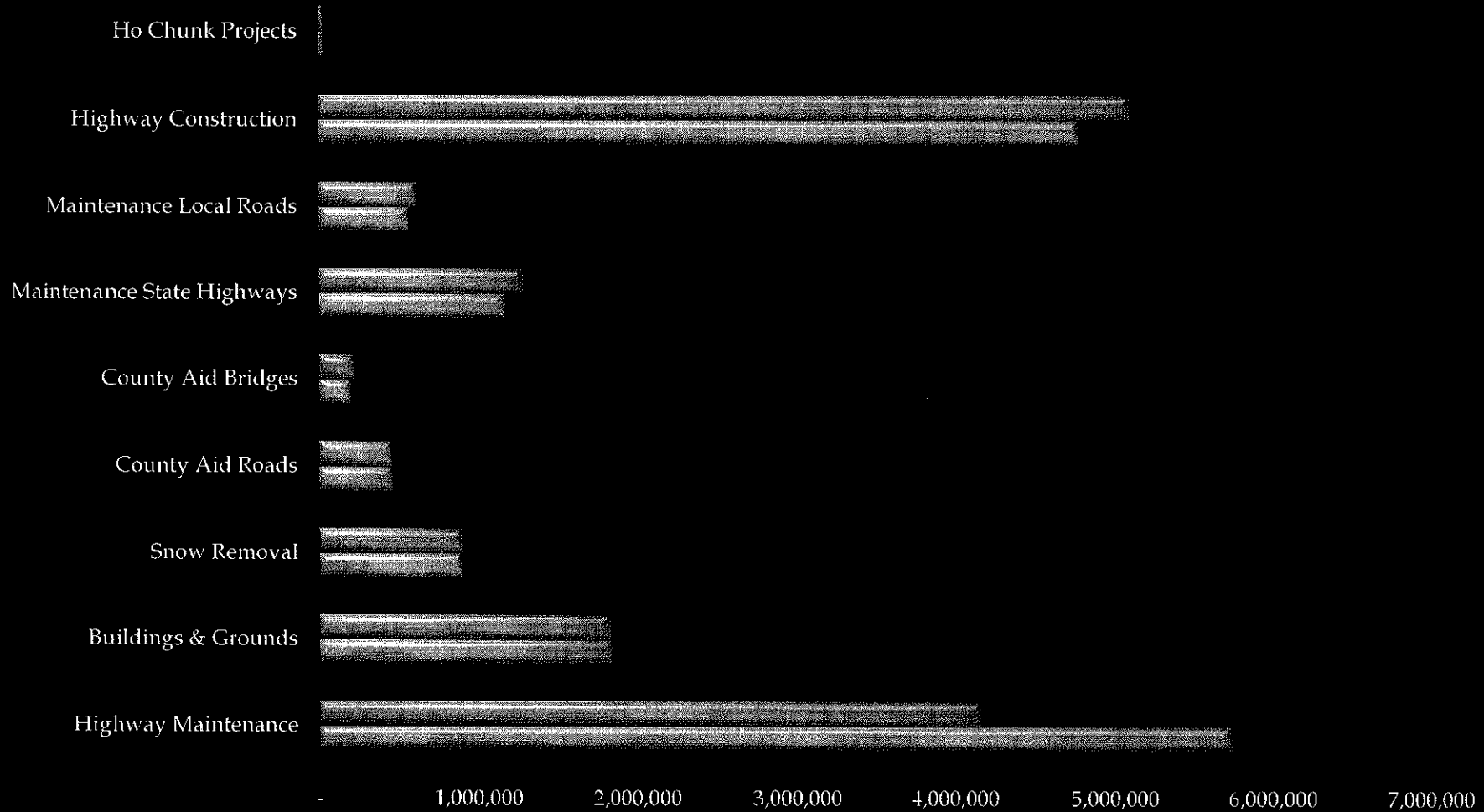


\$- \$1,000,000 \$2,000,000 \$3,000,000 \$4,000,000 \$5,000,000 \$6,000,000 \$7,000,000 \$8,000,000 \$9,000,000 \$10,000,000

	Sheriff & Corrections	Dispatch	Emergency Management
2015	\$9,062,601	1,579,866	639,309
2016	\$9,025,065	1,665,317	643,050

100-1/2

## Highway Including Construction



	Highway Maintenance	Buildings & Grounds	Snow Removal	County Aid Roads	County Aid Bridges	Maintenance State Highways	Maintenance Local Roads	Highway Construction	Ho Chunk Projects
2015	4,168,007	1,830,657	901,474	460,519	222,601	1,283,545	616,313	5,106,500	27,500
2016	5,746,975	1,844,760	903,773	464,627	205,824	1,171,371	569,791	4,785,000	27,500

106-1/8

# Health & Human Services

Ho Chunk

Edgewater Nursing Home

ADRC

Human Services

Veterans

Humane Officer

St Spec Chgs

Health

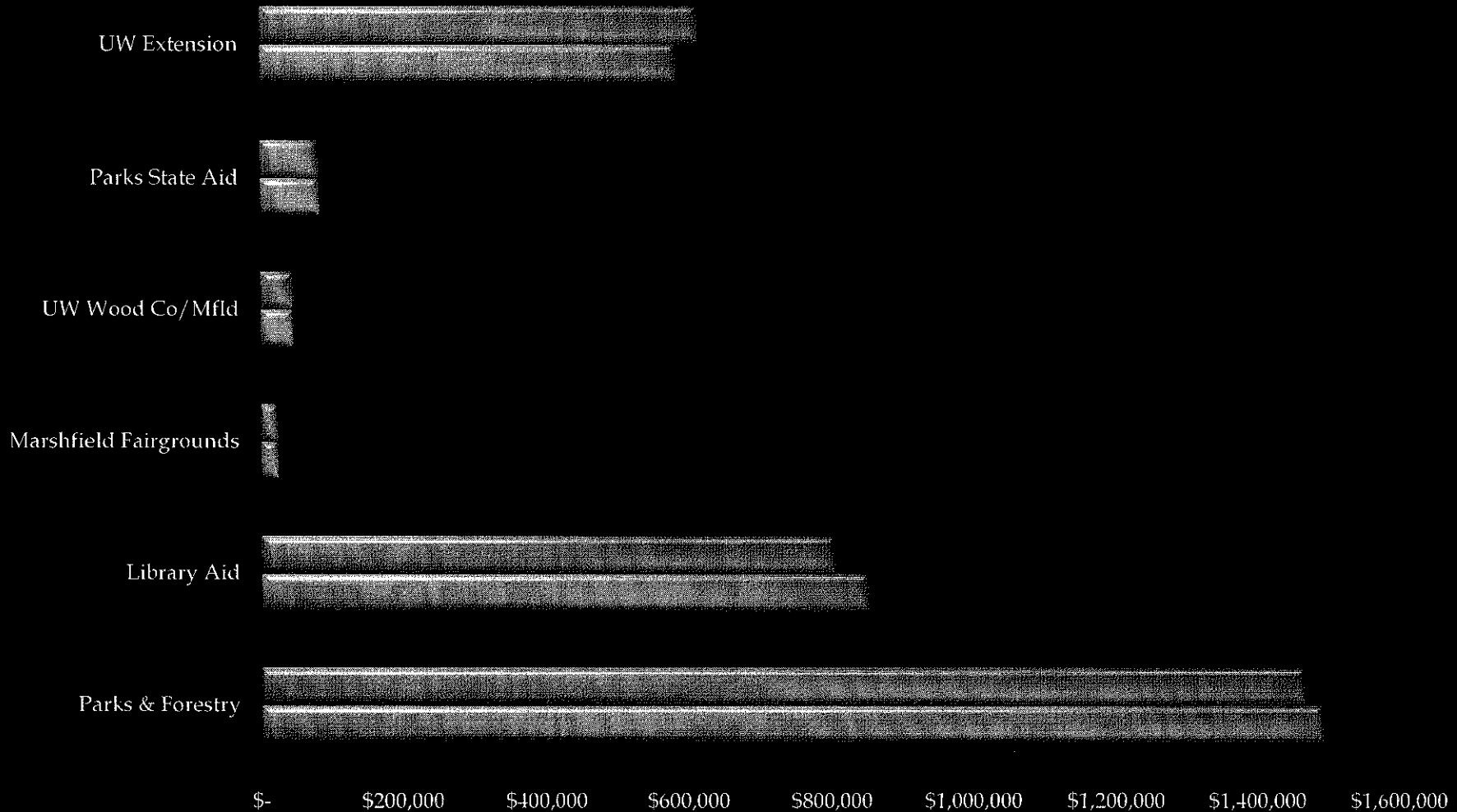
\$- \$5,000,000 \$10,000,000 \$15,000,000 \$20,000,000 \$25,000,000 \$30,000,000 \$35,000,000

	Health	St Spec Chgs	Humane Officer	Veterans	Human Services	ADRC	Edgewater Nursing Home	Ho Chunk
2015	\$2,124,727	1,072	30,499	325,993	29,074,389	198,278	7,537,187	36,720
2016	\$2,195,151	1,957	30,499	332,926	31,235,429	198,278	7,557,492	36,720

100.1%



## Education & Recreation



	Parks & Forestry	Library Aid	Marshfield Fairgrounds	UW Wood Co/Mfld	Parks State Aid	UW Extension
* 2015	\$1,467,259	805,042	25,000	47,002	83,470	616,512
* 2016	\$1,492,653	852,801	25,000	47,452	84,970	585,711

# Conservation & Development

Land Conservation Trust

Econ Dev

Nonmetallic Mining

DATCP

Private Sewage

Land Records

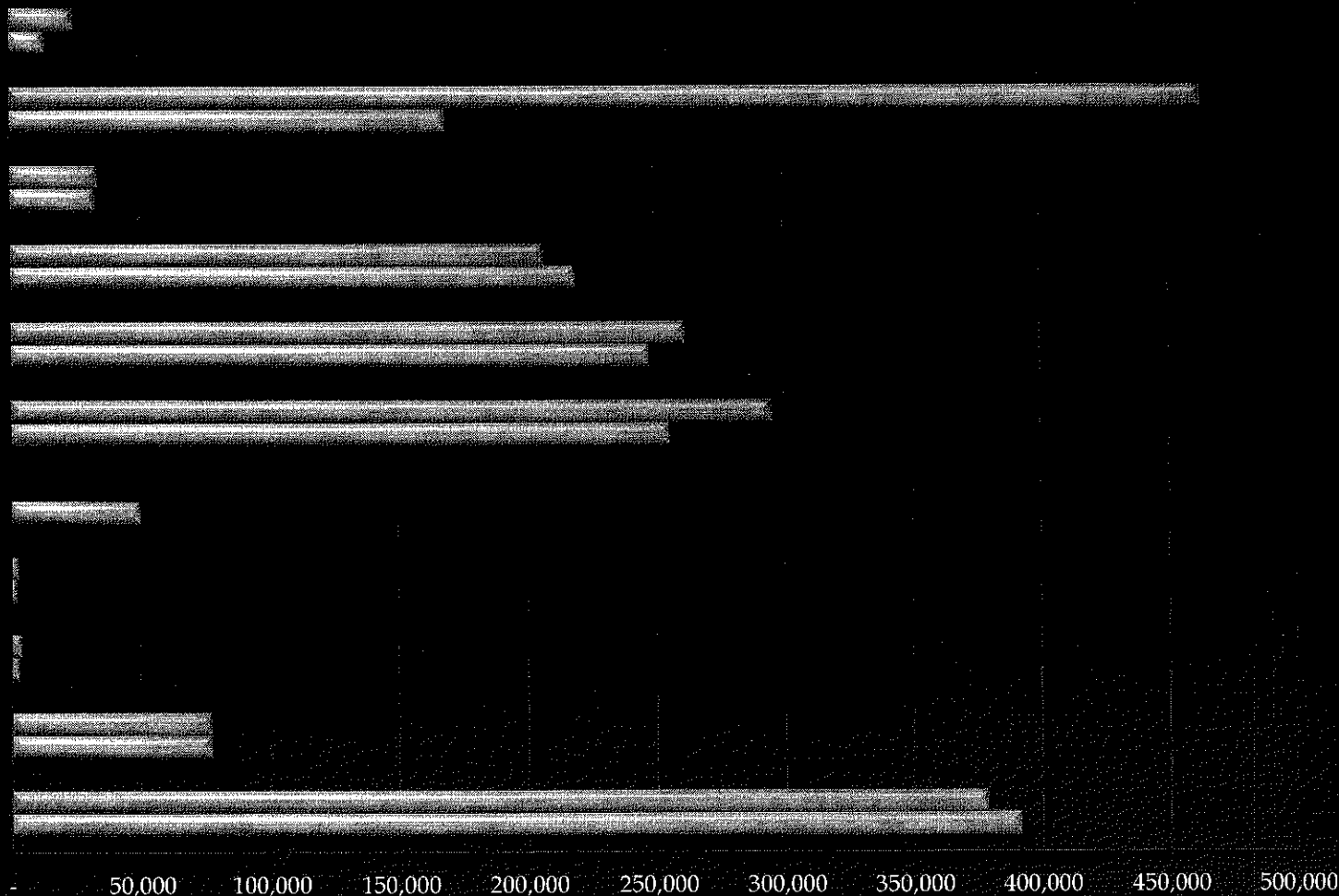
Forestry Roads

Wildlife Habitat

Forestry Roads

Pmts in Lieu of Tax

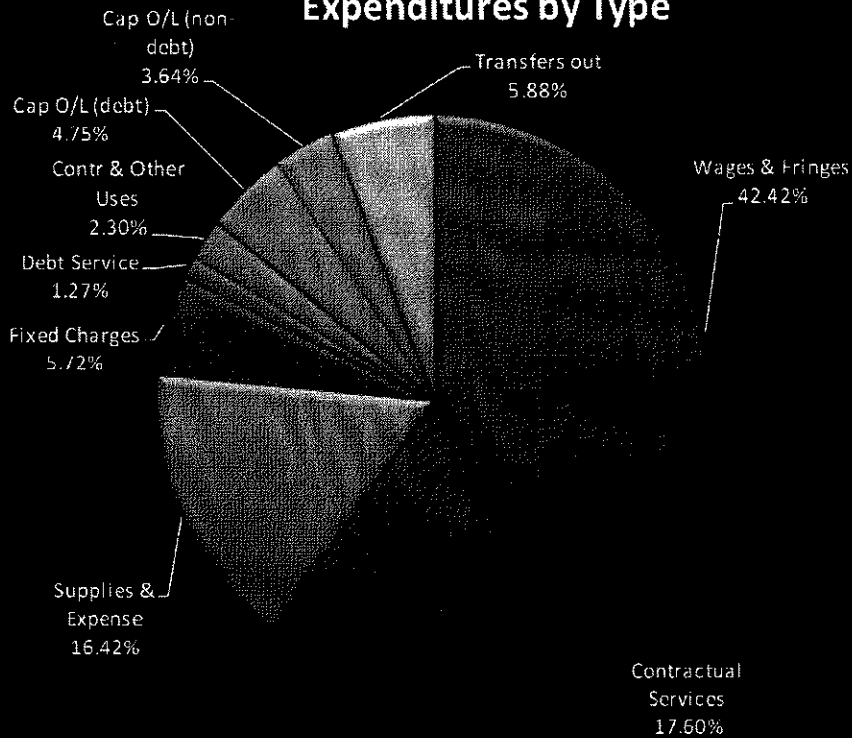
Planning & Zoning



	Planning & Zoning	Pmts in Lieu of Tax	Forestry Roads	Wildlife Habitat	Forestry Roads	Land Records	Private Sewage	DATCP	Nonmetallic Mining	Econ Dev	Land Conservation Trust
2015	378,867	77,345	4,000	3,000	-	295,312	261,522	206,833	33,882	463,712	25,150
2016	391,786	77,345	3,000	2,100	50,000	255,344	247,673	218,840	33,112	169,110	13,806

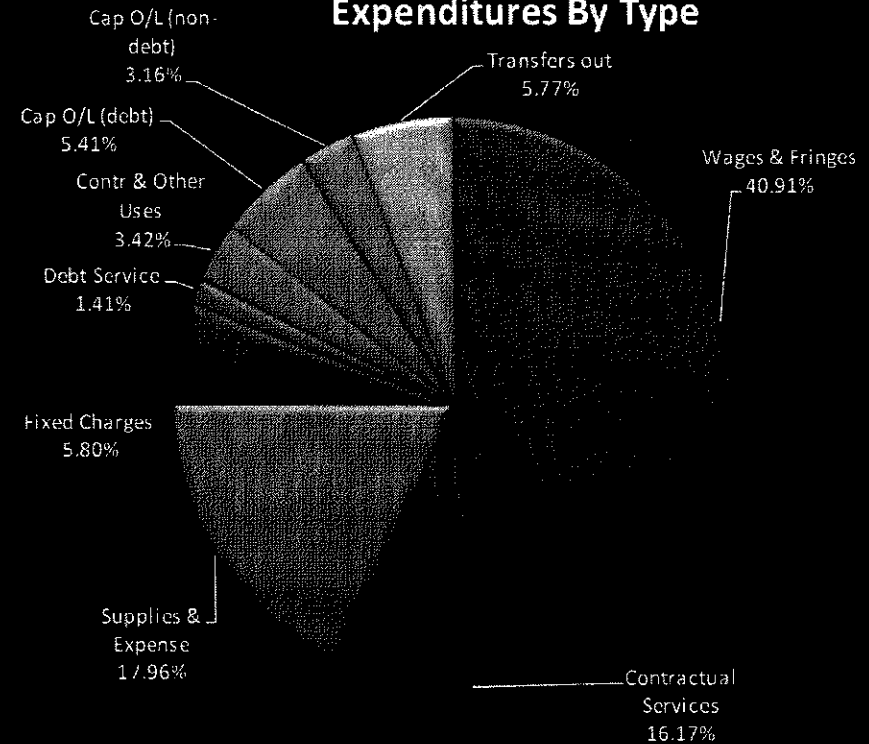
106-1/10

## Wood County 2015 Revised Budget Expenditures by Type



Uses			
Wages & Fringes	\$	42,740,511	42.42%
Contractual Services		17,736,635	17.60%
Supplies & Expense		16,541,320	16.42%
Fixed Charges		5,761,017	5.72%
Debt Service		1,279,475	1.27%
Contr & Other Uses		2,322,386	2.30%
Cap O/L (debt)		4,786,500	4.75%
Cap O/L (non-debt)		3,666,990	3.64%
Transfers out		5,926,881	5.88%
	\$	100,761,715	100.00%

## Wood County 2016 Proposed Budget Expenditures By Type



Uses			
Wages & Fringes	\$	43,750,339	40.91%
Contractual Services		17,289,794	16.17%
Supplies & Expense		19,207,203	17.96%
Fixed Charges		6,208,668	5.80%
Debt Service		1,508,417	1.41%
Contr & Other Uses		3,653,002	3.42%
Cap O/L (debt)		5,785,000	5.41%
Cap O/L (non-debt)		3,378,214	3.16%
Transfers out		6,174,420	5.77%
	\$	106,955,057	100.00%

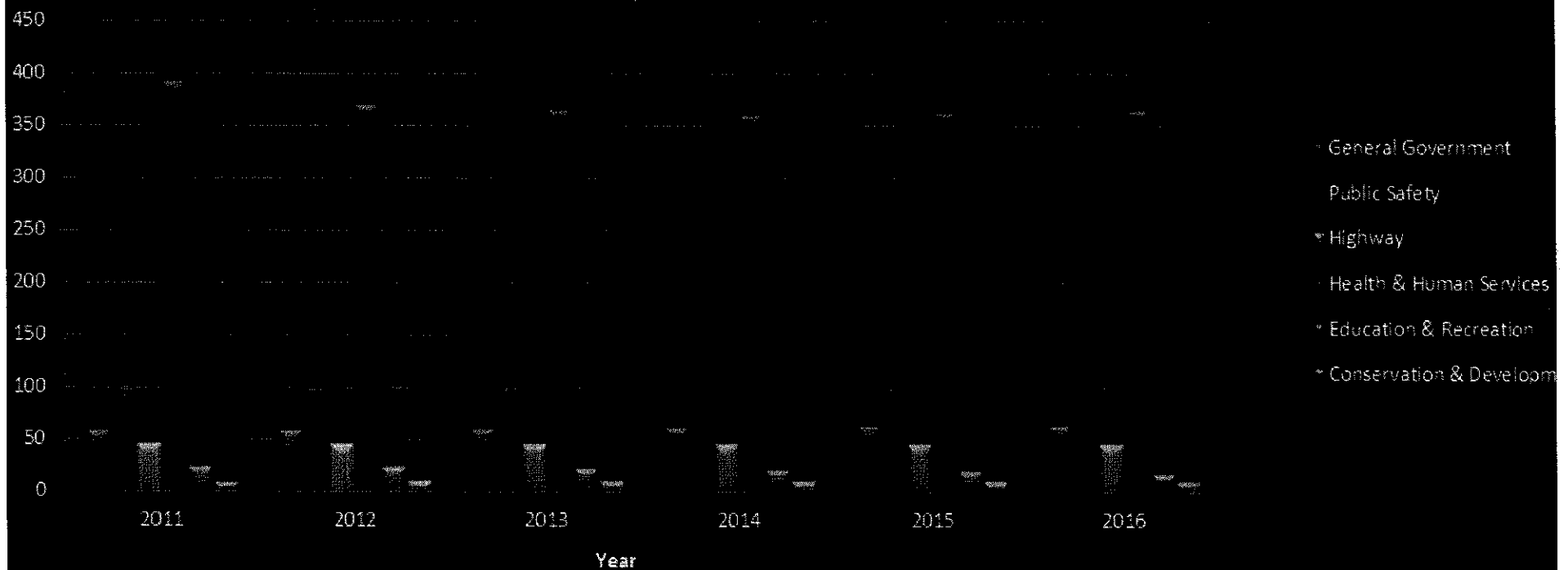
100-1/12

# Wood County Adopted Budget Wages & Fringes 2005-2016 (millions)



106-1/13

# Wood County Full-Time Equivalents (FTEs) by Category 2011-2016



100-1/4

# WOOD COUNTY BUDGETED FTEs

## 2008-2016

DEPT		2008	2009	2010	2011	2012	2013	2014	2015	2016	Increase
#	DEPARTMENT NAME	BUDGET	BUDGET	BUDGET	Budget	Budget	Budget	Budget	Budget	Budget	(Decrease)
2	Child Support	11.41	11.44	11.44	10.91	10.91	10.53	10.88	10.88	10.91	0.03
3	Branch I	3.41	3.34	3.49	3.50	3.52	3.59	4.56	4.55	4.55	
4	Branch II	1.37	1.37	1.23	1.23	1.23	1.18	1.18	1.18	1.18	
5	Branch III	1.08	1.10	1.10	1.10	1.09	1.06	1.06	1.08	1.08	
6	County Clerk	3.41	3.41	3.40	3.39	3.39	3.39	3.39	3.39	3.39	
7		11.24	11.24	11.43	11.43	11.43	12.40	12.40	13.37	12.40	
8	Dispatch	22.24	21.24	21.24	21.24	21.26	21.26	21.26	21.26	21.26	
9	Corporation Counsel	2.27	2.20	1.97	1.97	1.97	1.97	1.97	1.97	1.97	
11	DA & Victim Witness	5.87	5.85	5.84	5.84	5.83	5.82	5.82	5.82	5.82	
12		120.78	120.78	120.78	120.28	99.24	99.24	99.25	99.24	97.74	
13	Emergency Management	6.63	6.63	6.63	6.61	6.61	6.61	6.61	6.61	6.61	
14	Finance	2.25	2.25	2.25	2.22	2.25	2.25	2.25	2.25	2.25	
15		26.76	25.06	24.72	25.34	25.30	25.30	25.30	24.94	24.79	
16	Highway	49.25	49.09	49.21	46.23	46.22	46.24	46.02	46.00	46.00	
17	Human Resources	4.23	4.06	4.06	4.06	4.06	4.06	4.06	5.06	5.06	
18	Land Conservation	3.78	3.78	3.78	3.78	3.78	3.78	3.79	3.79	3.80	0.01
19	Maintenance	3.53	3.44	4.31	4.30	4.30	4.30	4.31	4.31	4.30	(0.01)
21		18.95	18.62	18.65	18.61	18.52	17.58	17.64	16.73	16.19	
22	Planning & Zoning	7.39	6.62	6.41	6.41	6.88	6.88	6.88	6.88	6.91	0.03
23	Safety & Workers Comp	1.97	2.06	1.19	1.19	1.19	1.19	1.19	1.19	1.19	
24	Register of Deeds	4.84	4.84	4.84	4.84	4.84	4.84	4.85	4.85	4.85	
25	Sheriff & Corrections	75.31	75.36	75.16	75.16	75.16	74.13	75.23	75.28	75.70	0.42
27	Information Technology	9.88	9.88	9.88	9.88	9.88	9.88	9.88	9.88	10.88	1.00
28	Treasurer	5.23	4.85	4.84	4.84	4.84	4.84	4.84	4.84	4.84	
30		6.69	6.69	6.69	6.69	6.69	5.62	4.69	4.69	2.62	
31	Veteran's	3.91	3.91	3.91	3.91	3.91	3.91	3.91	3.91	3.91	
37	Surveyor	0.20	-	-	-	-	-	-	-	-	
38	Coroner	0.57	0.53	0.53	0.53	0.56	0.63	0.66	0.66	0.69	0.03
40	Human Services	298.66	270.81	272.04	233.08	231.95	226.94	222.04	225.13	229.10	3.97
41	Humane Officer	-	-	0.23	0.23	0.23	0.23	0.23	0.23	0.23	-
	<b>TOTAL DEPARTMENTS</b>	<b>713.11</b>	<b>680.45</b>	<b>681.25</b>	<b>638.80</b>	<b>617.04</b>	<b>609.65</b>	<b>606.15</b>	<b>609.97</b>	<b>610.22</b>	<b>0.25</b>

Increase

Decrease

No Change

100-1/15

# Wood County Equalized Value Budget Years 1996-2016

Budget Year	Equalized Valuation	Change	Percentage Change
2016	4,685,642,400	107,550,350	2.35%
2015	4,578,092,050	28,722,700	0.63%
2014	4,549,369,350	9,096,100	0.20%
2013	4,540,273,250	(51,282,000)	-1.12%
2012	4,591,555,250	(5,165,800)	-0.11%
2011	4,596,721,050	17,358,400	0.38%
2010	4,579,362,650	(29,526,500)	-0.64%
2009	4,608,889,150	122,015,600	2.72%
2008	4,486,873,550	185,201,600	4.31%
2007	4,301,671,950	262,375,000	6.50%
2006	4,039,296,950	117,888,000	3.01%
2005	3,921,408,950	288,130,300	7.93%
2004	3,633,278,650	115,279,900	3.28%
2003	3,517,998,750	209,001,250	6.32%
2002	3,308,997,500	142,375,400	4.50%
2001	3,166,622,100	198,063,350	6.67%
2000	2,968,558,750	157,950,450	5.62%
1999	2,810,608,300	166,490,700	6.30%
1998	2,644,117,600	167,951,700	6.78%
1997	2,476,165,900	137,711,300	5.89%
1996	2,338,454,600	151,397,000	6.92%



# WOOD COUNTY

## TAX LEVIES AND RATES 2000 - 2016

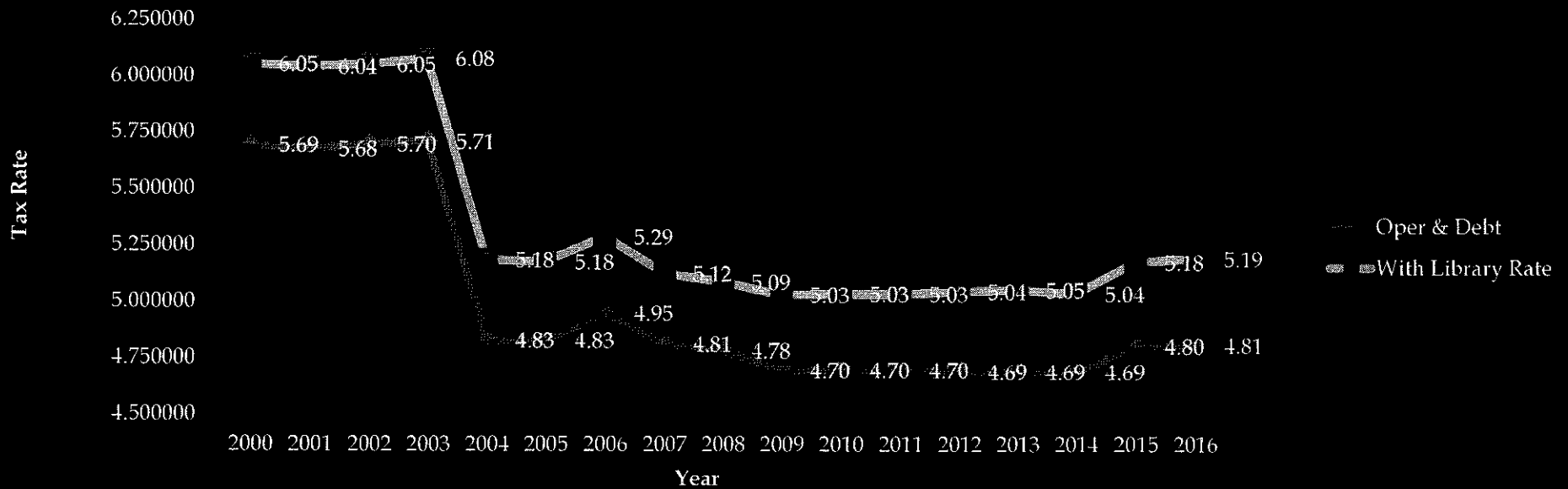
Budget Year	Operating Lewy	Debt Service Lewy	Library Lewy	Total Lewy	Tax Rate w/o Library	Library Tax Rate	Tax Rate with Library
2000	15,897,241	1,006,260	505,000	17,408,501	5.694178	0.360343	6.054521
2001	16,957,911	1,015,110	553,635	18,526,656	5.675771	0.366625	6.042396
2002	17,720,360	1,128,820	555,524	19,404,704	5.696342	0.355719	6.052061
2003	18,839,605	1,242,645	608,930	20,691,180	5.708430	0.370474	6.078904
	16,116,684	1,423,890	615,638	18,156,212		0.356455	5.184209
2005	17,373,239	1,558,355	631,895	19,563,489	4.827753	0.348471	5.176224
2006	18,360,089	1,629,130	643,482	20,632,701	4.948688	0.338454	5.287142
2007	18,879,391	1,818,339	643,713	21,341,443	4.811555	0.313086	5.124641
2008	19,621,909	1,842,431	656,445	22,120,785	4.783808	0.303450	5.087258
2009	20,059,531	1,588,755	736,055	22,384,341	4.697072	0.333394	5.030466
2010	20,716,005	801,500	741,169	22,258,674	4.698799	0.335784	5.034583
2011	20,829,067	770,000	740,513	22,339,580	4.698799	0.335740	5.034539
2012	20,805,659	735,000	772,707	22,313,366	4.691364	0.353505	5.044869
2013	20,833,807	466,267	772,860	22,072,934	4.691364	0.361236	5.052600
2014	20,887,947	454,800	746,261	22,089,008	4.691364	0.344565	5.035929
2015	21,019,826	970,700	805,042	22,795,568	4.803426	0.371730	5.175156
2016	21,219,514	1,309,742	852,801	23,382,057	4.808147	0.383291	5.191438

100-115



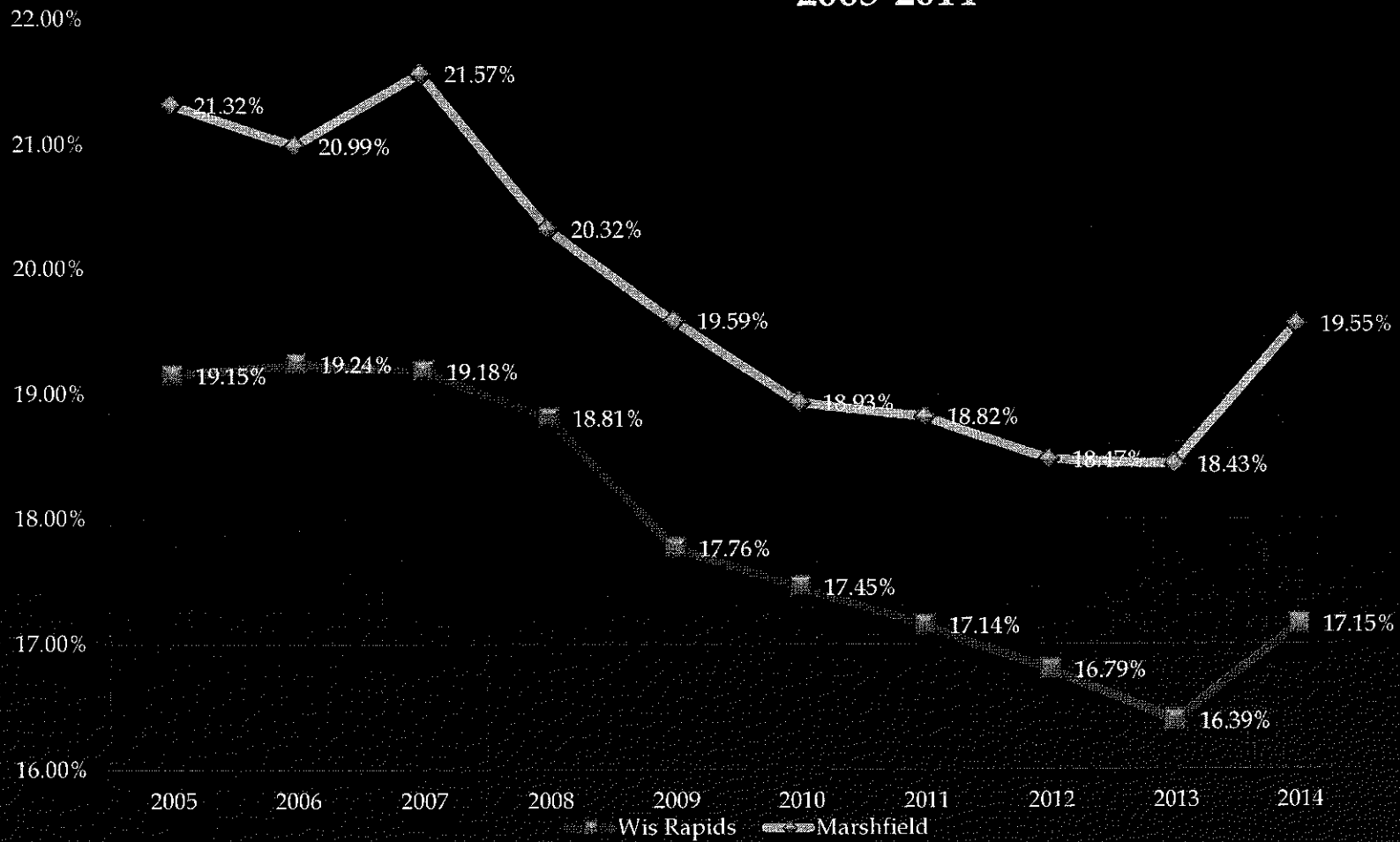
# Wood County Tax Rates

## WOOD COUNTY Tax Rates 2000 - 2016



100-118

## County Tax Rate as a Percent of Total Tax Rate 2005-2014



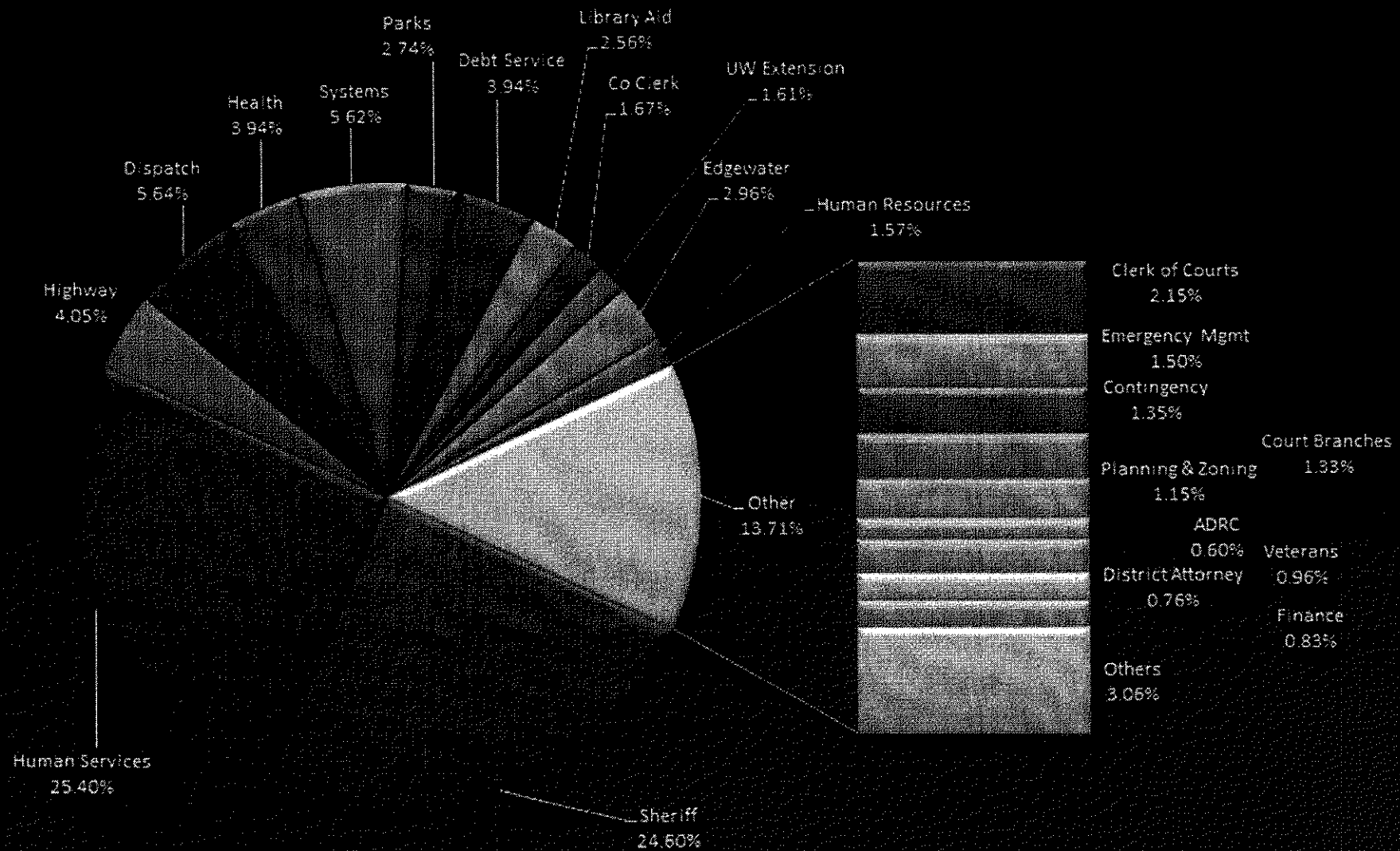
106-1/19

	2012 Adopted Budget	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget	2016 Proposed Budget
<b><u>SOURCES</u></b>					
<b><u>General Revenues</u></b>					
Property Taxes	\$ 22,313,366	\$ 22,072,934	\$ 22,089,009	\$ 22,795,568	\$ 23,382,057
Shared Revenues	3,269,443	3,252,084	3,252,084	3,252,084	3,305,633
Payments in lieu of taxes	13,350	13,350	13,350	13,350	13,350
Sales Tax	4,925,005	5,104,378	5,027,353		
Investment Income	190,000	165,000	165,000	165,000	165,000
Unencumbered funds applied	643,005	1,269,987	1,788,692	(24,491)	583,264
Total General Revenues	31,354,169	31,877,733	32,335,488	31,722,076	33,286,726
Program Revenues	53,144,084	52,535,668	52,859,199	56,919,198	60,847,369
Designated funds applied	1,907,956	3,739,897	2,111,662	6,525,646	6,983,540
Transfers from sales tax	4,925,005	5,104,378	5,027,353	5,520,565	5,837,422
Transfers from Soc Svc & Maint	-	-	-	-	-
Proceeds from borrowing and leases			20,000	-	-
Total Sources of funds	\$ 91,331,214	\$ 93,257,676	\$ 92,353,702	\$ 100,687,485	\$ 106,955,057

	2012 Adopted Budget	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget	2016 Proposed Budget
<b><u>USES</u></b>					
<b><u>Operations</u></b>					
Wages & fringes	\$ 40,703,464	\$ 40,949,832	\$ 41,697,704	\$ 42,628,415	\$ 43,750,339
Other operating	41,001,212	39,677,500	39,817,817		
Other uses	5,322,198	5,643,997	5,263,853	5,989,247	6,174,420
Debt Service	740,536	514,461	501,608		
Capital Outlay	3,113,804	6,021,886	4,622,720		
Contingency	450,000	450,000	450,000	450,000	450,000
Total Uses of funds	\$ 91,331,214	\$ 93,257,676	\$ 92,353,702	\$ 100,687,485	\$ 106,955,057

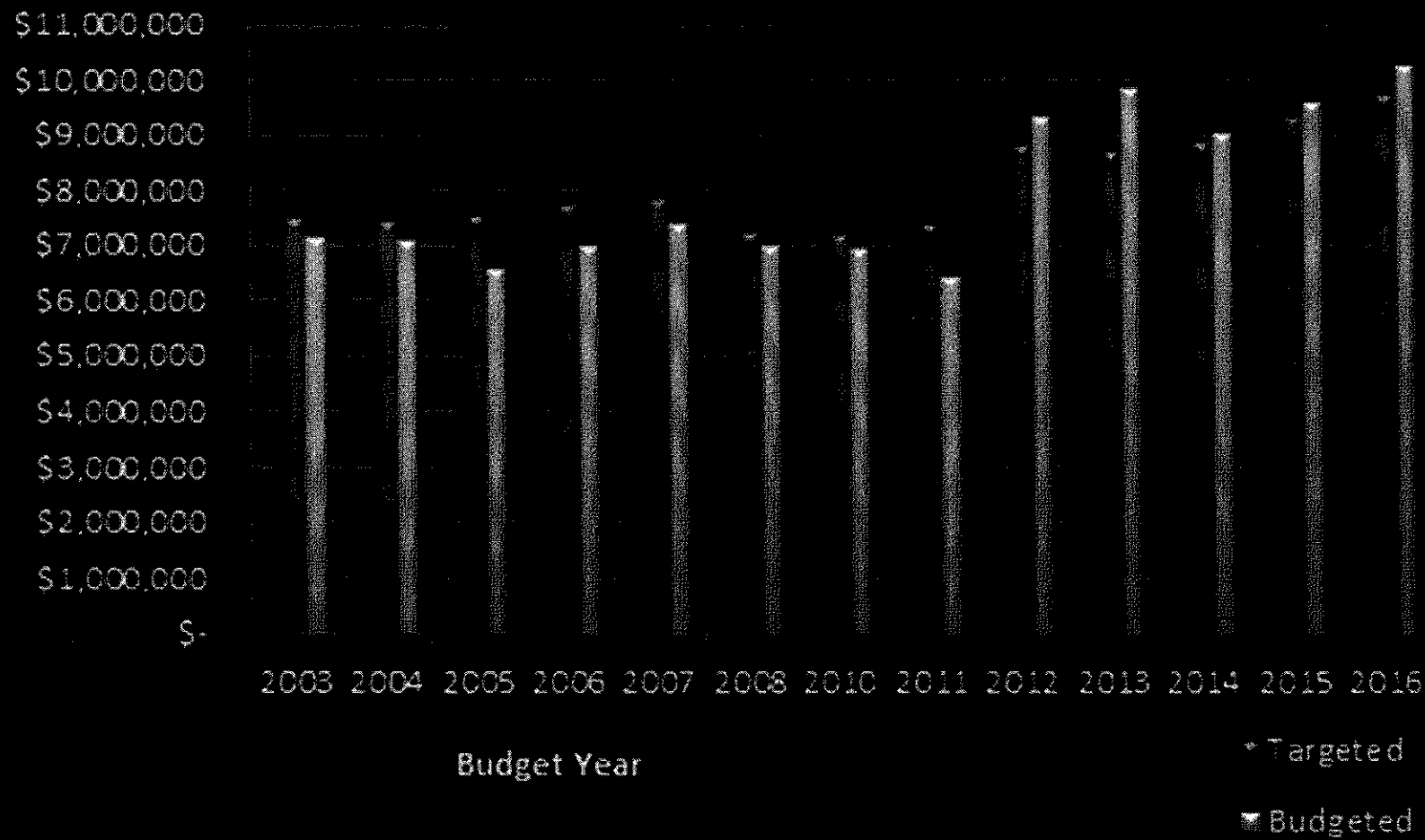
100-1/20

# Wood County Departmental Share of Tax Levy & Other General Revenue-2016 Budget



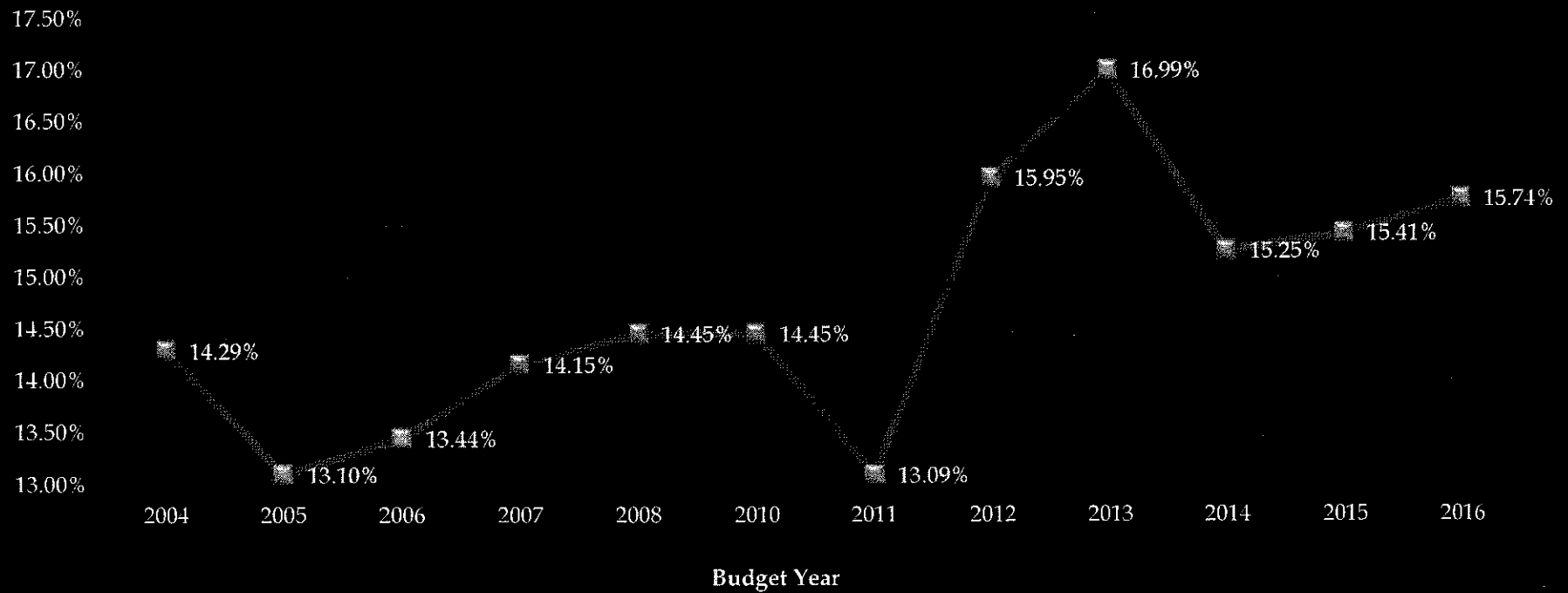
100-1/21

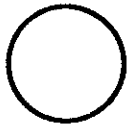
# Wood County Cash Reserves



106-1/22

## Wood County Working Capital Budgeted Percentages





## RESOLUTION#

Introduced by Executive Committee  
Page 1 of 1

ITEM# 1- 10a-2/1  
DATE November 15, 2016  
Effective Date Upon passage and publication

Committee

BLN

Motion: \_\_\_\_\_ Adopted: ☐  
1<sup>st</sup> \_\_\_\_\_ Lost: ☐  
2<sup>nd</sup> \_\_\_\_\_ Tabled: ☐  
No: \_\_\_\_\_ Yes: \_\_\_\_\_ Absent: \_\_\_\_\_  
Number of votes required:  
☒ Majority ☐ Two-thirds  
Reviewed by: PAK, Corp Counsel  
Reviewed by: mm, Finance Dir.

INTENT &amp; SYNOPSIS: To approve year 2017 budget

## FISCAL NOTE:

	<u>USES</u>	<u>SOURCES</u>
Budgeted Expenditures	\$110,924,709	
Anticipated Revenues		\$ 77,410,674
Unencumbered Fund, Applied		8,628,099
Tax Levy		24,885,936
	\$110,924,709	\$110,924,709

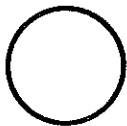
		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam,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

**WHEREAS**, every department and oversight committee has worked to develop departmental budgets that will allow for the department to effectively perform its functions, yet within the general fiscal restraints suggested by the Executive Committee, and

**WHEREAS**, the Executive Committee has tried to balance the needs of the departments in their varied public service functions with the need to limit the tax levy, and in doing so has developed the proposed budget submitted to the Board this day, and

**WHEREAS**, pursuant to Wisconsin Statutes, a summary of the proposed budget has been published as a class 1 notice,

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS** that the year 2017 budget, as detailed in the accompanying schedules of expenditures by function and revenues by funding source, is hereby adopted.



## RESOLUTION#

ITEM# 1- 100- 2/2

DATE November 15, 2016

Effective Date Upon passage and publication

Introduced by Executive Committee

Page 1 of 1

Committee

BLN

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

INTENT & SYNOPSIS: To establish Wood County's Tax Levy for 2016 collectable in 2017

FISCAL NOTE: \$24,885,936

**WHEREAS**, the 2017 Wood County Budget is projected to maintain working capital cash reserves of 14.56% based on governmental type expenditures and levy subsidies to the enterprise funds (Highway and Edgewater), and

**WHEREAS**, Wood County must comply with the lesser of:

- the tax rate limits (\$5.51 operating and \$.43 debt service) imposed in 1993 and reduced by 50% of expected County Sales Tax proceeds. Debt service tax rates can be increased for any debt authorized after June 1, 2005.
- increase in the levy limited to the net new construction percent increase of 0.96%

**WHEREAS**, Wood County continues to provide property tax relief through the application of County sales tax proceeds, and

**WHEREAS**, prudent budgeting by all departments permitted the County to meet its expenses within the mandated levy limits.

**THEREFORE, BE IT RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS**, that the sum of \$24,885,936 be and hereby is

levied on taxable property in Wood County for 2016, collectable in 2017 for the following purposes:

Demonstrating Tax Rate Limit Compliance

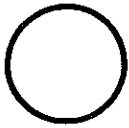
Operating Levy (using \$5.51 limitation)	\$25,970,093
Less 50% of anticipated County Sales Tax	(2,665,303)
Less reduction in compliance w/levy limits	(1,881,569)
Net Operating Levy (over all of County)	21,423,221
Debt Service Levy (rate of \$.546495)	2,575,612
Subtotal (over all of County)	\$23,998,833
County Aid to Libraries (over part of Co)	887,103
Total County Tax	\$24,885,936

Demonstrating Levy Limited to Net New Construction

2016 Actual Levy	\$23,382,057
Less Library	(852,801)
2016 Debt Service	(1,309,742)
Net Levy subject to limit	\$21,219,514
Increase for net new construction	203,707
Subtotal	21,423,221
Debt Service for 2017	2,575,612
Co Aid to Libraries	887,103
Allowable Levy	24,885,936
Final adjustments	(-0-)
Total actual Tax Levy	\$24,885,936

**BE IT FURTHER RESOLVED**, that a rate of \$5.092087 per thousand be levied on an equalized valuation of \$4,712,966,200 for the entire County. The County Aid to Libraries will be levied over the districts not participating in library operations at a rate of \$0.394230 per thousand of equalized valuation of \$2,250,215,100 for those districts.





## RESOLUTION#

ITEM#

DATE

November 15, 2016

Effective Date

November 15, 2016

Introduced by

Executive Committee

Page 1 of 1

Committee

**Motion:**Adopted: ☐1<sup>st</sup>Lost: ☐2<sup>nd</sup>Tabled: ☐No: ☐Yes: ☐Absent: ☐

Number of votes required:

☐

Majority

☒

Three-Fourths

Reviewed by: PAK, Corp CounselReviewed by: MPM, Finance Dir.

**INTENT & SYNOPSIS:** Initial resolution authorizing the issuance of general obligation notes to fund capital items requested in the 2017 budget of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Land & Water Conservation, Norwood Health Center, Information Technology and UW Wood County/Marshfield

**FISCAL NOTE:** Proceeds from general obligation borrowing not to exceed \$1,000,000

**BE IT RESOLVED** by the County Board of Supervisors of Wood County, Wisconsin that there shall be issued, pursuant to Section 67.12(12), Wisconsin Statutes, general obligation promissory notes in an amount not to exceed \$1,000,000 for the public purpose of funding capital expenditures in the 2017 budget requests of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Land & Water Conservation, Norwood Health Center, Information Technology and UW Wood County/Marshfield. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

		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 2017 BUDGET**  
**INITIAL RESOLUTION FOR BORROWING**  
**11/15/16**

106-2

DEPARTMENT/FUNCTION	OBJECT	OBJECT TITLE	AMOUNT	DESCRIPTION
<b><u>DISPATCH</u></b>				
52601 Dispatch	819	Other Equipment	284,775	6 station radios
<b><u>EMERGENCY MANAGEMENT</u></b>				
52540 Work Relief	813	Vehicles	24,000	Van
52130 Radio Engineer	819	Other equipment	9,075	replacement batteries
			<u>33,075</u>	
<b><u>EDGEWATER</u></b>				
54210 Nursing/Rehab	811	Furniture	10,000	resident room furniture
54214 Building Maintenance	822	Building Improvements	12,000	Resident rooms, Multi-purpose flooring
			60,000	300 wing grooming asbestos removal
			25,500	300 wing ramp
			<u>107,500</u>	
<b><u>LAND &amp; WATER CONSERVATION</u></b>				
56121 Land & Water Conservation	813	Vehicles	30,000	4-wheel drive pickup truck
<b><u>HUMAN SERVICES</u></b>				
<b><u>Norwood</u></b>				
54350 Dietary	819	Other Equipment	17,650	Dish Machine
54351 Building Operations	819	Other	62,000	Water Heater, HVAC
	822	Buildings	50,000	roof
			<u>129,650</u>	
<b><u>INFORMATION TECHNOLOGY</u></b>				
51450 Information Technology	814	Computer Equipment	111,500	Rewire courthouse
			40,000	Document management
			60,000	2FA Software/Readers Security
			107,000	IT Furniture
			30,000	TimeStar scheduling HS,EW, SO
			55,500	Storage Space Phase II (sheriff)
			32,000	Fiber connections from data center
			76,000	Cyber Security Project
			27,000	Website Filtering
			(139,000)	Reductions by Executive Committee 9/22/16
			<u>400,000</u>	
<b><u>UW WOOD COUNTY/MFLD</u></b>				
55630 UW Mfld/Wood County	820	Building Improvements	15,000	Fire release doors UW-K-7336
Total to be financed with borrowing			<u>1,000,000</u>	

106-361

Function	Function Title	Funding	Object	Object Title	Amount	Description
<b>DISPATCH</b>						
52601	Dispatch	6	819	Other Equipment	284,776	6 station radios
		4	814	Computer Equipment	147,580	phone system
					<u>432,355</u>	<b>Total Dispatch Outlay</b>
<b>EMERGENCY MANAGEMENT</b>						
52540	Work Relief	6	813	Vehicles	24,000	Van
52520	Emergency Management	1	819	Other equipment	3,345	PEAC
52130	Radio Engineer	1	819	Other equipment	875	replacement batteries
		6			<u>9,075</u>	replacement batteries
					<u>37,295</u>	<b>Total Emergency Management Outlay</b>
<b>REGISTER OF DEEDS</b>						
51710	Register of Deeds	1	814	Computer Equipment		Computers (6)
<b>EDGEWATER</b>						
54210	Nursing/Rehab	6	811	Furniture	10,000	resident room furniture
54214	Building Maintenance	6	822	Building Improvements	12,000	Resident rooms, Multi-purpose flooring
		6			60,000	300 wing grooming asbestos removal
		6			<u>25,500</u>	300 wing ramp
					<u>107,500</u>	<b>Total Edgewater Outlay</b>
<b>HIGHWAY</b>						
53240	Machinery Operations	2	819	Machinery equipment	810,000	
<b>LAND CONSERVATION</b>						
56121	Land Conservation	6	813	Vehicles	30,000	4-wheel drive pickup truck
<b>BUILDING MAINTENANCE</b>						
51611	Courthouse & Jail	2	813	Vehicles	30,000	Truck
51640	Joint Use Building	2	821	Land Improvements	40,000	asphalt replacement
					<u>70,000</u>	<b>Total Building Maintenance Outlay</b>
<b>HUMAN SERVICES</b>						
<b>Norwood</b>						
54350	Dietary	6	819	Other Equipment	17,650	Dish Machine
54351	Building Operations	6	819	Other	62,000	Water Heater, HVAC
		6	822	Buildings	50,000	roof
54317	Crisis Stabilization	1	811	Furniture	1,500	CBRF Furniture
					<u>131,150</u>	<b>Total Norwood Outlay</b>
<b>Community</b>						
54413	Transportation	1	813	Vehicles	68,000	elderly/disabled transportation
					<u>68,000</u>	<b>Total Community Outlay</b>
					<u>199,150</u>	<b>Total Human Services</b>
<b>PARKS &amp; FORESTS</b>						
56913	Parks Capital Projects	4	819	Other Equipment	30,000	Piston Bulley track
		4	813	Vehicles	35,000	fleet vehicle replacement
		4	821	Land Improvements	35,000	Road/Parking Lot improvements
		4	822	Building Improvements	50,000	Building improvements
		4			25,000	Playground equipment
		4	821	Capital Improvements	130,000	White Beach remodel
					<u>305,000</u>	<b>Total Parks Outlay</b>
<b>PLANNING &amp; ZONING</b>						
56320	Land Records	4	814	Computers	7,500	Server Upgrades for Land Records
56943	Private Sewage	4	814	Computers	1,500	Tablet for Private Sewage
					<u>9,000</u>	<b>Total Planning &amp; Zoning Outlay</b>
<b>SHERIFF</b>						
52110	Sheriff Administration	1	813	Vehicles	162,835	Squad Cars (patrol, investigations/transport)
					<u>162,835</u>	<b>Total Sheriff Outlay</b>
<b>INFORMATION TECHNOLOGY</b>						
51450	Information Technology	6	814	Computer Equipment	111,500	Rewire courthouse
		6			40,000	Document management
		6			60,000	2FA Software/Readers Security
		6			107,000	IT Furniture
		6			30,000	TimeStar scheduling H.S. EW, SO
		6			55,000	Storage Space Phase II (sheriff)
		6			<u>32,000</u>	Fiber connections from data center

WOOD COUNTY-2017 BUDGET  
CAPITAL OUTLAY

1cb-3/2

Function	Function Title	Funding	Object	Object Title	Amount	Description
			6		76,000	Cyber Security Project
			6		27,000	Website Filtering
			6		(139,000)	Reductions by Executive Committee 9/22/16
51452	PC Replacement Fund	2	814	Computer Equipment	30,000	unspecified
					430,000	<b>Total Systems Outlay</b>

**HO-CHUNK DONATIONS**

55210 Ho Chunk Powers Bluff 3 821 Land Improvements 27,500 Powers Bluff Improvements

**UW WOOD COUNTY/MFLD**

55630 UW Mfld/Wood County 6 820 Building Improvements 15,000 Fire release doors UW-K-7336  
15,000 **Total UW Mfld Outlay**

**CAPITAL PROJECTS (2016 & 2017 BORROWING)**

57640 Capital Projects 5 822 River Block Building 3,250,000  
57140 Capital Projects-Courthouse 5 814 Computer Equipment 100,000 Dispatch raised floor and workstations  
5 150,000 Data center equipment  
5 822 Building Improvements 125,000 Dispatch remodeling  
5 100,000 IT Remodeling  
5 50,000 Data center remodeling  
5 225,000 General Courthouse remodeling

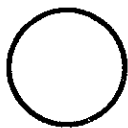
57350 Highway Capital Projects 5 Road Projects 4,730,000  
8,730,000

11,365,635 **Total Capital Projects**

**FUNDING SUMMARY**

		2016	
Tax Levy	1	1,996,714	236,555
Department Charges	2	1,068,000	910,000
Grants	3	31,500	27,500
Carryover Revenue	4	282,000	461,580
Debt Proceeds 2016	5	5,785,000	8,730,000
State Trust Loans 2017	6		1,000,000
		9,163,214	11,365,635

**Total Funding Summary**



100-1/1

## RESOLUTION#

Introduced by Executive Committee

Page 1 of 1

Committee

BLN

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

INTENT & SYNOPSIS: To amend the 2016 budget for the River Block debt principal (58110) and interest (58210) for expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is through transfers from the Building Maintenance fund and a portion of the debt issued to refinance the original borrowing. 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
58110	Principal-River Block Debt		\$2,000,000
58210	Interest-River Block Debt		\$ 10,204
49270	Transfer from Maintenance	\$ 260,204	
49110	Proceeds from Borrowing	\$1,750,000	

**WHEREAS**, the purchase of the River Block building in December 2015 and related debt for that purchase were not anticipated during the 2015 budget process, and

**WHEREAS**, the Building Maintenance fund paid for the first principal and interest payment of \$252,854 in March 2016, and

**WHEREAS**, the final principal and interest payment on the River Block debt is due on December 31, 2016 and will be funded with a portion of the 2016A debt proceeds of \$1,750,000 received in October 2016 and \$7,350 of an additional transfer from Building Maintenance, and

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

**THEREFORE, BE IT RESOLVED** to increase the River Block Principal (58110) budget by \$2,000,000 and the River Block Interest (58210) budget by \$10,204 for 2016 by appropriating a transfer of \$260,204 from Building Maintenance (49270) and \$1,750,000 of debt proceeds (49110), and

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

10/26/2016

10c-1/2

**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 Debt Service Fund  
 Monday, October 31, 2016

	Actual	2016 Budget	Variance	Variance %
<b>REVENUES</b>				
<b>Taxes</b>				
41110 General Property Taxes	\$1,091,451.70	\$1,309,742.00	(\$218,290.30)	(16.67%)
Total Taxes	1,091,451.70	1,309,742.00	(218,290.30)	(16.67%)
<b>Miscellaneous</b>				
48500 Donations	188,273.50		188,273.50	0.00%
Total Miscellaneous	188,273.50		188,273.50	0.00%
<b>Other Financing Sources</b>				
49110 Proceeds from Long-Term Debt	1,250,000.00		1,250,000.00	0.00%
49270 Transfer from Internal Service	252,853.70		252,853.70	0.00%
Total Other Financing Sources	1,502,853.70		1,502,853.70	0.00%
<b>TOTAL REVENUES</b>	<b>2,782,578.90</b>	<b>1,309,742.00</b>	<b>1,472,836.90</b>	<b>112.45%</b>
<b>EXPENDITURES</b>				
<b>Debt Service</b>				
58110 X Debt Service Principal-2002 Capital Projects	250,000.00		(250,000.00) X	0.00%
58140 Debt Service Principal-Pension	1,192,983.33	1,192,983.00	(0.33)	0.00%
58210 X Debt Service Interest-2002 Capital Projects	2,853.70		(2,853.70) X	0.00%
58240 Debt Service Interest-Pension	310,148.06	310,149.00	0.94	0.00%
58295 Paying Agent & Fiscal Charges	7,073.90		(7,073.90)	0.00%
Total Debt Service	1,763,058.99	1,503,132.00	(259,926.99)	(17.29%)
<b>TOTAL EXPENDITURES</b>	<b>1,763,058.99</b>	<b>1,503,132.00</b>	<b>(259,926.99)</b>	<b>(17.29%)</b>
<b>NET INCOME (LOSS) *</b>	<b>1,019,519.91</b>	<b>(193,390.00)</b>	<b>1,212,909.91</b>	<b>(627.18%)</b>

10c-1/3

**PROMISSORY NOTE**

December 30, 2015

\$2,000,000.00

FOR VALUE RECEIVED, the undersigned, County of Wood, a Wisconsin governmental subdivision ("Maker"), promises to pay to the order of Mead Witter Foundation, Inc., a Wisconsin corporation ("Payee"), the sum of Two Million Dollars (\$2,000,000.00), with simple interest at the rate of 0.56 percent per annum, as follows:

- (a) A payment of \$250,000.00 principal, plus accrued interest, shall be due and payable on March 31, 2016; and
- (b) A payment of \$1,750,000.00 principal, plus accrued interest, shall be due and payable on December 31, 2016.

Unpaid principal and interest shall bear interest after maturity (whether by acceleration or lapse of time) at the rate of eight percent (8%) per year until paid.

All payments shall be paid to the order of Payee at P.O. Box 39, Wisconsin Rapids, Wisconsin 54495, or at such other address as Payee may designate in writing. Payments shall be applied first to accrued interest and the balance to principal.

This Note may be prepaid in whole or in part without penalty. Any prepayment shall be applied to principal in the inverse order of maturity and shall not delay the due dates or change the amount of the remaining payments until the unpaid balance of principal and interest is paid in full.

If any installment is not paid when due and remains unpaid within fifteen (15) days after its due date, the unpaid balance shall, at the option of Payee and without further notice, mature and become immediately payable. The unpaid balance shall automatically mature and become immediately payable in the event Maker becomes the subject of bankruptcy or other insolvency proceedings. Payee's receipt of any payment on this Note after the occurrence of an event of default shall not constitute a waiver of the default or the Payee's rights and remedies upon such default. Should this note be placed in the hands of an attorney for collection, Maker agrees to pay all costs of collection, including reasonable attorneys' fees. Maker hereby waives presentment, protest, demand and notice of dishonor.

This Note shall be governed by the law of the State of Wisconsin.

Dated: December 17, 2015

Wood County, Wisconsin

By:

Sydney Cress

By:

James A. Divil

10/26/2016

10d. 1/1

**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
 Monday, October 31, 2016

	Actual	2016 Budget	Variance	Variance %
<b>REVENUES</b>				
<b>Taxes</b>				
41110 General Property Taxes	\$19,485,047.60	\$23,384,014.00	(\$3,898,966.40)	(16.67%)
41150 Forest Cropland/Managed Forest Land	16,007.53	20,000.00	(3,992.47)	(19.96%)
41220 General Sales and Retailers' Discount	145.15	180.00	(34.85)	(19.36%)
41221 County Sales Tax	3,046,233.99	5,837,422.00	(2,791,188.01)	(47.82%)
41230 Real Estate Transfer Fees	118,413.97	85,000.00	33,413.97	39.31%
41800 Interest and Penalties on Taxes	358,570.57	360,000.00	(1,429.43)	(0.40%)
41910 Payments in Lieu of Taxes	16,093.15	13,350.00	2,743.15	20.55%
Total Taxes	23,040,511.96	29,699,966.00	(6,659,454.04)	(22.42%)
<b>Intergovernmental Revenues</b>				
43211 Federal Grants-Emergency Government		1,000.00	(1,000.00)	(100.00%)
43410 State Aid-Shared Revenue	458,266.13	3,025,633.00	(2,567,366.87)	(84.85%)
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	348,522.87	423,389.00	(74,866.13)	(17.68%)
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	93,008.80	199,972.00	(106,963.20)	(53.49%)
43523 State Aid-Other Law Enforcement	18,027.00	18,000.00	27.00	0.15%
43528 State Aid-Emergency Government	56,241.78	89,250.00	(33,008.22)	(36.98%)
43531 State Aid-Transportation	1,674,334.67	1,700,000.00	(25,665.33)	(1.51%)
43549 State Aid-Private Sewage		50,000.00	(50,000.00)	(100.00%)
43551 State Aid-Health Immunization	39,111.34	84,986.00	(45,874.66)	(53.98%)
43554 State Aid-Health WIC Program	270,298.00	348,951.00	(78,653.00)	(22.54%)
43557 State Aid-Health Consolidated Grant	49,343.00	71,916.00	(22,573.00)	(31.39%)
43560 State Aid-Grants	51,498.00	60,267.00	(8,769.00)	(14.55%)
43561 State Aids	8,166,685.80	11,101,610.00	(2,934,924.20)	(26.44%)
43567 State Aid-Transportation	191,974.37	198,184.00	(6,209.63)	(3.13%)
43568 State Aid-Child Support	451,417.96	904,803.00	(453,385.04)	(50.11%)
43571 State Aid-UW Extension	29,834.00	2,688.00	27,146.00	1,009.90%
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%
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	25,033.60	412,296.00	(387,262.40)	(93.93%)
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%
Total Intergovernmental	12,766,229.54	19,543,365.00	(6,777,135.46)	(34.68%)
<b>Licenses and Permits</b>				
44100 Business and Occupational Licenses	170,751.97	170,000.00	751.97	0.44%
44101 Utility Permits	1,650.00	300.00	1,350.00	450.00%
44102 Driveway Permits	1,040.00	1,200.00	(160.00)	(13.33%)
44200 DNR & ML Fees	21,925.10	22,500.00	(574.90)	(2.56%)
44201 Dog License Fund		1,000.00	(1,000.00)	(100.00%)
44260 Moving Permits	225.00	1,100.00	(875.00)	(79.55%)
44300 Sanitary Permit Fees	36,800.00	40,000.00	(3,200.00)	(8.00%)
44411 County Planner Plat Review Fees	1,720.00	1,500.00	220.00	14.67%
44412 Wisconsin Fund Application Fees	150.00	1,650.00	(1,500.00)	(90.91%)
44413 Shoreland zoning Fees & Permits	4,749.00	3,850.00	899.00	23.35%
44415 HT Database Annual Fee	5,740.00	80,000.00	(74,260.00)	(92.83%)
Total Licenses and Permits	244,751.07	323,100.00	(78,348.93)	(24.25%)
<b>Fines, Forfeits and Penalties</b>				
45110 Ordinances Violations	467.36	2,500.00	(2,032.64)	(81.31%)
45115 County Share of Occupational Driver	180.00	200.00	(20.00)	(10.00%)
45120 County Share of State Fines and Forfeitures	116,982.67	164,500.00	(47,517.33)	(28.89%)
45123 County Parks Violation Fee	575.45	750.00	(174.55)	(23.27%)
45130 County Forfeitures Revenue	86,102.86	130,000.00	(43,897.14)	(33.77%)
45191 Private Sewage Fines	24,572.23	10,000.00	14,572.23	145.72%
Total Fines, Forfeits and Penalties	228,880.57	307,950.00	(79,069.43)	(25.68%)
<b>Public Charges for Services</b>				
46110 County Clerk-Passport Fees	19,600.00	12,800.00	6,800.00	53.13%



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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
 Monday, October 31, 2016

		2016		
		Budget	Variance	Variance %
	Actual			
46121	Treasurer Fees-Redemption Notices	2,500.39	0.39	0.02%
46122	Property Conversion Charges	2,409.30	2,309.30	2,309.30%
46130	Register of Deeds-Fees	251,786.32	(57,213.68)	(18.52%)
46135	Land Record-Fees	73,264.00	(14,736.00)	(16.75%)
46140	Court Fees	126,195.57	(65,804.43)	(34.27%)
46141	Court Fees and Costs-Marriage Counseling	18,145.01	(1,354.99)	(6.95%)
46142	Court/Juvenile	17,168.99	(14,831.01)	(46.35%)
46143	District Attorney-Fees	11,623.83	2,948.83	33.99%
46144	Circuit Court Branch I	15,840.37	(12,759.63)	(44.61%)
46146	Circuit Court Branch III	4,226.00	(1,616.00)	(27.66%)
46191	Public Charges-Clerk	7,740.00	(260.00)	(3.25%)
46192	Public Chgs-Temp Licenses	6,445.40	1,445.40	28.91%
46194	County Clerk Copy Fees	387.75	(122.25)	(23.97%)
46195	Public Chgs-Map & Data Sales		(100.00)	(100.00%)
46196	Public Chgs-Human Resources	935,313.66	(387,821.34)	(29.31%)
46210	Sheriff-Public Charges	276.00	(1,224.00)	(81.60%)
46211	Sheriff Revenue-Civil Process Fees	47,315.01	(17,684.99)	(27.21%)
46212	Sheriff Cost Reimbursement/Witness Fees	34,465.26	(20,534.74)	(37.34%)
46214	Reserve Deputy Revenue	11,807.74	(192.26)	(1.60%)
46215	Sheriff Escort Service	22,748.43	(12,251.57)	(35.00%)
46216	Restitution	15.00	(2,485.00)	(99.40%)
46217	OWI Restitution	1,719.57	719.57	71.96%
46221	Public Chgs-Coroner Cremation	35,275.00	(30,725.00)	(46.55%)
46230	Death Certificates	10,900.00	(3,500.00)	(24.31%)
46241	Jail Surcharge	30,462.84	(14,537.16)	(32.30%)
46242	Huber/Electronic Monitoring	154,740.67	(127,303.33)	(45.14%)
46243	Inmate Booking/Processing Fee	15,281.75	(9,718.25)	(38.87%)
46244	Other County Transports	11,372.96	(15,627.04)	(57.88%)
46245	Jail Stay Fee	25,800.62	(59,609.38)	(69.79%)
46330	Public Chgs-Ho Chunk/AODA		(27,500.00)	(100.00%)
46510	Public Chgs-Crisis Stabilization	279,662.46	(568,937.54)	(67.04%)
46520	Institutional Care-Private Pay	944,051.29	(351,073.71)	(27.11%)
46521	Institutional Care-Other Pay	4,060.00	(2,740.00)	(40.29%)
46525	Public Chgs- Medicare	2,107,179.92	(2,121,887.08)	(50.17%)
46526	Public Chgs- Medicaid	3,159,528.93	(2,598,095.07)	(45.12%)
46527	Public Chgs-Veterans EW	61,857.24	(2,820.76)	(4.36%)
46530	Public Chgs-Private Pay	3,363,247.76	(2,861,956.24)	(45.97%)
46531	Public Chgs- Private Insurance	864,620.57	(346,076.43)	(28.58%)
46532	Public Chgs-County Responsible	71,301.16	(105,598.84)	(59.69%)
46533	Public Chgs-NW Mental Health Inpatient	90,074.89	(153,787.11)	(63.06%)
46534	Public Chgs-NW Mental Health Inpatient	1,034,171.96	(590,203.04)	(36.33%)
46536	Third Party Awards & Settlements	110,200.00	(108,657.00)	(49.65%)
46537	Contractual Adjustment	(2,549,801.19)	1,845,239.81	(41.98%)
46590	Provision for Bad Debts-Edgewater	(8,000.00)	4,000.00	(33.33%)
46621	Child Support-Genetic Tests	3,639.50	(860.50)	(19.12%)
46622	Child Support-Application Fees		(70.00)	(100.00%)
46623	Child Support-Filing Fees	69.68	(130.32)	(65.16%)
46624	Child Support-Service Fees	10,514.32	(3,485.68)	(24.90%)
46625	Child Support-Extradition Charges	1,353.92	853.92	170.78%
46721	Public Chgs-Parks	417,151.60	(7,848.40)	(1.85%)
46771	UW-Extension Publication Revenue		(150.00)	(100.00%)
46772	UW-Extension Project Revenue	5,346.72	(3,353.28)	(38.54%)
46813	County Forest Revenue	476,990.88	111,990.88	30.68%
46825	Land Conservation Fees & Sales	62,514.60	(5,435.40)	(8.00%)
46826	Private Sewage Charges	1,650.00	(1,350.00)	(45.00%)
	Total Public Charges for Services	12,406,213.65	(8,757,720.35)	(41.38%)
<b>Intergovernmental Charges for Services</b>				
47210	Intergovernmental Charges	210,182.47	210,182.47	0.00%
47230	State Charges	945,509.40	(225,861.60)	(19.28%)
47231	State Charges-Highway	195,884.54	(73,215.46)	(27.21%)
47232	State Charges-Machinery	1,820,904.64	(469,630.36)	(20.50%)
47250	Intergovernmental Transfer Program Rev	312,162.85	(308,207.15)	(49.68%)
47300	Local Gov Chgs	362,837.50	362,837.50	0.00%
47320	Local Gov Chgs-Public Safety	23,982.61	(8,017.39)	(25.05%)

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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
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	Actual	2016 Budget	Variance	Variance %
47330 Local Gov Chgs-Transp	827,614.60	581,187.00	246,427.60	42.40%
47332 Local Gov Chgs-Roads	290,000.13	344,627.00	(54,626.87)	(15.85%)
47333 Local Gov Chgs-Bridges	6,105.50		6,105.50	0.00%
47350 Local Gov Chgs-Hlth & Human Svcs	20,322.50	18,200.00	2,122.50	11.66%
47351 Local Gov Chgs-Other Governments		4,000.00	(4,000.00)	(100.00%)
47391 Local Gov Chgs-BNI (Materials)	9,009.80	3,500.00	5,509.80	157.42%
47392 Local Gov Chgs-BNI (Staff)	269.50	1,250.00	(980.50)	(78.44%)
47393 Local Gov Chgs-Work Relief	2,654.00	2,000.00	654.00	32.70%
47395 Local Gov Chgs-EM Vehicles	4,377.55	4,500.00	(122.45)	(2.72%)
47396 Local Gov Chgs-EM Equipment	3,729.51	500.00	3,229.51	645.90%
Total Charges to Other Governments	5,035,547.10	5,343,140.00	(307,592.90)	(5.76%)
<b>Interdepartmental Charges for Services</b>				
47410 Dept Charges-Hlth Benefits & Other	6,927,326.47	8,550,486.00	(1,623,159.53)	(18.98%)
47411 Dept Charges-Purchasing	5,535.93	6,000.00	(464.07)	(7.73%)
47412 Dept Charges-Insurance	486,095.09	486,174.00	(78.91)	(0.02%)
47413 Dept Charges-Gen Govt	887,702.91	1,012,500.00	(124,797.09)	(12.33%)
47415 Dept Charges-Systems	206,897.88	272,100.00	(65,202.12)	(23.96%)
47421 Dept Charges-Public Safety	17,009.59	33,000.00	(15,990.41)	(48.46%)
47430 Dept Charges-Bldg Rent	802,244.25	956,761.00	(154,516.75)	(16.15%)
47432 Dept Charges-Rent Unified	114,270.00	137,124.00	(22,854.00)	(16.67%)
47435 Dept Charges-Sheriff Lockup Rent	13,333.30	16,000.00	(2,666.70)	(16.67%)
47436 Dept Charges-CBRF Rent	25,000.00	30,000.00	(5,000.00)	(16.67%)
47440 Dept Charges	3,298.00	282,800.00	(279,502.00)	(98.83%)
47460 Dept Charges-Drug Court	44,466.00	40,000.00	4,466.00	11.17%
47470 Dept Charges-Highway	3,376,115.06	3,975,642.00	(599,526.94)	(15.08%)
Total Interdepartmental Charges	12,909,294.48	15,798,587.00	(2,889,292.52)	(18.29%)
Total Intergovernmental Charges for Services	17,944,841.58	21,141,727.00	(3,196,885.42)	(15.12%)
<b>Miscellaneous</b>				
48000 Miscellaneous		500.00	(500.00)	(100.00%)
48100 Interest	103.95	300.00	(196.05)	(65.35%)
48110 Interest-Capital Projects	5.73	2,725.00	(2,719.27)	(99.79%)
48113 Unrealized Gain/Loss on Investment	62,588.51	40,000.00	22,588.51	56.47%
48114 Interest-Investment	107,953.05	150,000.00	(42,046.95)	(28.03%)
48115 Interest-General Investment	12,716.45	25,000.00	(12,283.55)	(49.13%)
48116 Interest-Section 125 & Health	277.70	1,303.00	(1,025.30)	(78.69%)
48117 Interest-Clerk of Courts	259.83	300.00	(40.17)	(13.39%)
48200 Rental Income	112,544.56	129,281.00	(16,736.44)	(12.95%)
48201 Rental Income- CSP/CCS	42,000.00	50,400.00	(8,400.00)	(16.67%)
48300 Gain/Loss-Sale of Property	(28,771.79)	21,000.00	(49,771.79)	(237.01%)
48301 Occupational Therapy Misc Rev		100.00	(100.00)	(100.00%)
48320 Gain/Loss-Sale of Surplus Property	949.94	500.00	449.94	89.99%
48340 Gain/Loss-Sale of Salvage and Waste	8,864.45	7,500.00	1,364.45	18.19%
48440 Insurance Recoveries-Other	617,340.15	412,000.00	205,340.15	49.84%
48500 Donations	1,297,832.13	142,135.00	1,155,697.13	813.10%
48501 Donations-Designated Projects	920.00	1,600.00	(680.00)	(42.50%)
48502 Donations-Veterans Loan Repayment	580.00		580.00	0.00%
48503 Donations-Services ATV Club	4,165.85	6,000.00	(1,834.15)	(30.57%)
48540 Donations & Contributions	133,000.83	50,000.00	83,000.83	166.00%
48830 Recovery of PYBD & Contractual Adj	41,894.17	32,000.00	9,894.17	30.92%
48860 Revenue from Meals	11,278.49	16,900.00	(5,621.51)	(33.26%)
48880 Food Vending Machine Income	3,266.00	4,500.00	(1,234.00)	(27.42%)
48900 Other Miscellaneous Revenue	6,313.01	800.00	5,513.01	689.13%
48901 Other/Miscellaneous Revenue	1,728.99		1,728.99	0.00%
48910 Vending/Cafeteria Revenue	5,291.53	4,600.00	691.53	15.03%
48920 Vending Machine Revenue	6,364.47	6,800.00	(435.53)	(6.40%)
48940 Canteen Income		250.00	(250.00)	(100.00%)
48960 FSP Parental Fees	3,924.93	1,200.00	2,724.93	227.08%
48970 Rental Income- NHC, Health Annex	14,080.30	16,896.00	(2,815.70)	(16.66%)
48980 Misc/Other Workshop Revenue	(167.00)	2,500.00	(2,667.00)	(106.68%)
48990 Other Operating Income	2,067.47	2,500.00	(432.53)	(17.30%)
48991 Copier Revenue	2,060.19	1,100.00	960.19	87.29%
Total Miscellaneous	2,471,433.89	1,130,690.00	1,340,743.89	118.58%
<b>Other Financing Sources</b>				

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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
All Funds  
Monday, October 31, 2016

	Actual	2016 Budget	Variance	Variance %
49110 Proceeds from Long-Term Debt	9,730,000.00	41,258.00	9,688,742.00	23,483.31%
49210 Transfer from General Fund		155,893.00	(155,893.00)	(100.00%)
49220 Transfer from Special Revenue		5,848,766.00	(5,848,766.00)	(100.00%)
49270 Transfer from Internal Service	252,853.70	194,761.00	58,092.70	29.83%
Total Other Financing Sources	9,982,853.70	6,240,678.00	3,742,175.70	59.96%
<b>TOTAL REVENUES</b>	<b>79,085,715.96</b>	<b>99,551,410.00</b>	<b>(20,465,694.04)</b>	<b>(20.56%)</b>

**EXPENDITURES****General Government**

51120 Committees & Commissions	126,737.21	164,264.00	37,526.79	22.85%
51212 Circuit Court Branch I	255,872.45	370,828.00	114,955.55	31.00%
51213 Circuit Court Branch II	94,380.15	124,685.00	30,304.85	24.31%
51214 Circuit Court Branch III	92,504.05	117,679.00	25,174.95	21.39%
51215 Drug Court	194,191.06	229,848.00	35,656.94	15.51%
51217 Clerk of Courts-Divorce Mediation	11,087.50	15,000.00	3,912.50	26.08%
51220 Family Court Commissioner	76,523.35	102,455.00	25,931.65	25.31%
51221 Clerk of Courts	1,004,699.43	1,253,873.00	249,173.57	19.87%
51231 Coroner	102,631.75	127,821.00	25,189.25	19.71%
51310 District Attorney	205,384.42	269,435.00	64,050.58	23.77%
51315 Victim Witness Program	110,292.63	142,013.00	31,720.37	22.34%
51316 Task Force	521.79	900.00	378.21	42.02%
51320 Corporation Counsel	167,984.23	219,129.00	51,144.77	23.34%
51330 Child Support	696,946.22	973,742.00	276,795.78	28.43%
51420 County Clerk	232,115.51	313,844.00	81,728.49	26.04%
51424 County Clerk-Postage Meter	9,820.05	14,300.00	4,479.95	31.33%
51430 Health Benefit Payments	8,651,154.25	10,397,196.00	1,746,041.75	16.79%
51431 Health-Wellness	144,189.20	194,761.00	50,571.80	25.97%
51433 Human Resources-Labor Relations	25,893.53	28,200.00	2,306.47	8.18%
51435 Human Resources-Personnel	372,583.42	485,591.00	113,007.58	23.27%
51436 Human Resources-Programs	242.88	7,875.00	7,632.12	96.92%
51440 County Clerk-Elections	68,026.58	144,026.00	75,999.42	52.77%
51450 Data Processing	1,378,347.55	1,884,861.00	506,513.45	26.87%
51451 Voice over IP	134,756.94	152,000.00	17,243.06	11.34%
51452 PC Replacement	93,551.39	160,000.00	66,448.61	41.53%
51453 Co Clerk-Inform & Commun	10,272.95	18,600.00	8,327.05	44.77%
51510 Finance	218,583.05	276,289.00	57,705.95	20.89%
51520 Treasurer	316,684.93	437,755.00	121,070.07	27.66%
51550 Purchasing	38,112.99	55,774.00	17,661.01	31.67%
51590 Contingency		430,800.00	430,800.00	100.00%
51611 Bldg Maint-Courthouse and Jail	977,388.06	1,022,945.00	45,556.94	4.45%
51620 Bldg Maint-Courthouse Annex	6,329.29	8,177.00	1,847.71	22.60%
51630 Bldg Maint-Unified Svcs Building	45,902.96	85,448.00	39,545.04	46.28%
51640 Bldg Maint-Joint Use Building	5,938.09	16,991.00	11,052.91	65.05%
51650 Bldg Maint-Sheriff Lockup	2,153.03	11,480.00	9,326.97	81.25%
51660 Bldg Maint-CBRF's	16,754.13	44,096.00	27,341.87	62.01%
51670 X Bldg Maint-River Block	161,749.46		(161,749.46) X	0.00%
51710 Register of Deeds	306,484.70	393,980.00	87,495.30	22.21%
51711 Register of Deeds-Redaction	26,940.69	29,913.00	2,972.31	9.94%
51931 Property and Liability Insurance	442,312.32	619,461.00	177,148.68	28.60%
51933 Workers Comp Insurance	223,334.39	481,488.00	258,153.61	53.62%
51934 Sick Leave Conversion	287,947.60	500,000.00	212,052.40	42.41%
Total General Government	17,337,326.18	22,327,523.00	4,990,196.82	22.35%

**Public Safety**

52110 Sheriff-Administration	1,902,194.73	2,567,595.00	665,400.27	25.92%
52130 Radio Engineer	147,782.38	207,246.00	59,463.62	28.69%
52131 Sheriff-Indian Law Enforce	12,809.71	31,701.00	18,891.29	59.59%
52140 Sheriff-Traffic Police	2,122,953.82	2,943,462.00	820,508.18	27.88%
52150 Sheriff-Civil Svc Comm		1,000.00	1,000.00	100.00%
52510 Emer Mgmt-SARA Title III	24,943.25	47,317.00	22,373.75	47.28%
52520 Emergency Management	182,547.25	268,905.00	86,357.75	32.11%
52601 Dispatch	1,145,202.97	1,881,317.00	736,114.03	39.13%
52530 X Emer Mgmt-Bldg Numbering	20,478.23	1,500.00	(18,978.23) X	(1,265.22%)
52540 X Emer Mgmt-Work Relief	156,765.35	149,132.00	(7,633.35) X	(5.12%)

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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
 Monday, October 31, 2016

		2016 Actual	2016 Budget	Variance	Variance %
52710	Sheriff-Jail	1,744,450.77	2,432,568.00	688,117.23	28.29%
52712	Sheriff-Electronic Monitoring	56,044.25	123,188.00	67,143.75	54.51%
52713	Sheriff-PT Transp/Safekeeper	769,152.00	1,066,215.00	297,063.00	27.86%
52721	Sheriff-Jail Surcharge	29,563.82	165,000.00	135,436.18	82.08%
	<b>Total Public Safety</b>	<b>8,314,888.53</b>	<b>11,886,146.00</b>	<b>3,571,257.47</b>	<b>30.05%</b>
	<b>Public Works-Highway</b>				
53110	Hwy-Administration	202,974.03	278,315.00	75,340.97	27.07%
53120	Hwy-Engineer	185,185.11	222,318.00	37,132.89	16.70%
53191	Hwy-Other Administration	196,462.12	243,905.00	47,442.88	19.45%
53192	Hwy-Other Administration-Radio	950.00	265.00	(685.00)	(258.49%)
53193	Hwy-Other Administration	77,155.00	77,130.00	(25.00)	(0.03%)
53210	Hwy-Employee Taxes & Benefits	(732,135.16)	1.00	732,136.16	73,213,616....
53220	Hwy-Field Tools	(38,535.86)	3,506.00	42,041.86	1,199.14%
53230	Hwy-Shop Operations	240,441.14	238,686.00	(1,755.14)	(0.74%)
53232	Hwy-Fuel Handling	3,736.59	20,397.00	16,660.41	81.68%
53240	Hwy-Machinery Operations	767,136.96	1,938,919.00	1,171,782.04	60.43%
53260	Hwy-Bituminous Ops	274,129.86	281,442.00	7,312.14	2.60%
53262	Hwy-Bituminous Ops		121,718.00	121,718.00	100.00%
53266	Hwy-Bituminous Ops	2,411,660.11	3,476,610.00	1,064,949.89	30.63%
53270	Hwy-Buildings & Grounds	20,000.00	45,842.00	25,842.00	56.37%
53271	Hwy-Bldgs & Grounds-Wis Rapids	91,228.06	95,200.00	3,971.94	4.17%
53273	Hwy-Bldgs & Grounds-Marshfield	21,202.61	12,665.00	(8,537.61)	(67.41%)
53274	Hwy-Bldgs & Grounds-Pittsville	5,142.15	9,680.00	4,537.85	46.88%
53275	Hwy-Bldgs & Grounds-Salt Shed	2,512.30	1,425.00	(1,087.30)	(76.30%)
53310	Hwy-Maintenance CTHS	1,503.59	11,175.00	9,671.41	86.55%
53311	Hwy-Maint CTHS Patrol Sectn	1,141,138.54	1,274,200.00	133,061.46	10.44%
53312	Hwy-Snow Remov	551,786.38	931,274.00	379,487.62	40.75%
53313	Hwy-Maintenance Gang	85,263.25	46,338.00	(38,925.25)	(84.00%)
53314	Hwy-Maint Gang-Materials	1,253.12		(1,253.12)	0.00%
53315	Hwy-Maint Gang	8,351.49		(8,351.49)	0.00%
53320	Hwy-Maint STHS	972,201.24	1,171,372.00	199,170.76	17.00%
53323	Hwy-Maint STHS PBM	60,405.84		(60,405.84)	0.00%
53330	Hwy-Local Roads	874,746.82	431,863.00	(442,883.82)	(102.55%)
53340	X Hwy-County-Aid Road Construction	486,319.07	464,628.00	(21,691.07)	(4.67%)
53341	Hwy-County-Aid Bridge Construction	11,971.59	205,824.00	193,852.41	94.18%
53490	X Hwy-State & Local Other Services	471,900.71	137,926.00	(333,974.71)	(242.14%)
	<b>Total Public Works-Highway</b>	<b>8,396,086.66</b>	<b>11,742,624.00</b>	<b>3,346,537.34</b>	<b>28.50%</b>
	<b>Health and Human Services</b>				
54121	Health-Public Health	1,328,856.83	1,689,200.00	360,343.17	21.33%
54122	Health-WIC Program	271,265.20	348,951.00	77,685.80	22.26%
54128	Health-Public Health Grants	57,546.77	82,345.00	24,798.23	30.12%
54129	Humane Officer	25,475.66	30,499.00	5,023.34	16.47%
54130	Health-Dental Sealants	66,269.64	89,406.00	23,136.36	25.88%
54210	Edgewater-Nursing	3,609,387.49	5,046,810.00	1,437,422.51	28.48%
54211	Edgewater-Housekeeping	112,964.83	155,400.00	42,435.17	27.31%
54212	Edgewater-Dietary	565,335.35	790,613.00	225,277.65	28.49%
54213	Edgewater-Laundry	109,560.46	143,485.00	33,924.54	23.64%
54214	Edgewater-Maintenance	270,559.97	577,616.00	307,056.03	53.16%
54217	Edgewater-Activities	154,988.29	203,590.00	48,601.71	23.87%
54218	Edgewater-Social Services	104,359.69	133,745.00	29,385.31	21.97%
54219	Edgewater-Administration	536,145.23	683,233.00	147,087.77	21.53%
54315	Mental Health/AODA Ho Chunk		27,500.00	27,500.00	100.00%
54316	Mental Institutions State Charge	1,956.80	1,957.00	0.20	0.01%
54317	Human Services Crisis Stabilization	319,160.25	425,547.00	106,386.75	25.00%
54324	Norwood-SNF-CMI	710,637.58	914,946.00	204,308.42	22.33%
54325	Norwood SNF TBI	590,679.03	962,153.00	371,473.97	38.61%
54326	Norwood-Inpatient	2,561,274.22	3,355,618.00	794,343.78	23.67%
54330	Norwood Nursing Administration	169,980.51	214,806.00	44,825.49	20.87%
54350	Norwood-Dietary	622,796.80	780,096.00	157,299.20	20.16%
54351	Norwood-Plant Ops & Maint	669,119.56	983,535.00	314,415.44	31.97%
54363	Norwood-Medical Records	149,177.81	196,738.00	47,560.19	24.17%

10/26/2016

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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
 Monday, October 31, 2016

		2016		
		Actual	Budget	Variance
				Variance %
54365	Norwood-Administration	955,139.77	1,205,006.00	249,866.23
54401	Human Services-Child Welfare	2,749,322.71	3,678,708.00	929,385.29
54405	Human Services-Youth Aids	2,369,644.79	3,092,461.00	722,816.21
54410	Human Services-Child Care	85,065.12	118,402.00	33,336.88
54413	Human Services-Transportation	295,880.29	424,125.00	128,244.71
54420	Human Services-ESS	925,894.84	1,205,386.00	279,491.16
54425	Human Services-FSET	1,149,720.48	2,556,037.00	1,406,316.52
54430	Human Services-FSET 50/50	166,827.97	641,186.00	474,358.03
54435	Human Services-LIEAP	93,791.92	121,250.00	27,458.08
54440	Human Services-Birth to Three	341,779.79	429,854.00	88,074.21
54445	Human Services-Family Support	277,892.08	343,607.00	65,714.92
54450	Human Services-Childrens Waivers	147,920.54	197,048.00	49,127.46
54455	Human Services-CSP	410,542.75	538,082.00	127,539.25
54460	Human Services-OPC MH	855,925.13	1,537,306.00	681,380.87
54465	Human Services-CCS	1,125,765.09	1,524,665.00	398,899.91
54470	Human Services-Crisis Legal Svc	467,512.36	618,960.00	151,447.64
54475	Human Services-MH Contr COP	878,316.86	1,606,665.00	728,348.14
54480	Human Services-OPC AODA	298,676.63	423,325.00	124,648.37
54485	Human Services-OPC Day Treatment	56,974.58	69,783.00	12,808.42
54490	Human Services-AODA CBRF	208,535.88	240,441.00	31,905.12
54495	Human Services-AODA Contract	31,991.00	119,900.00	87,909.00
54500	Human Services-Administration	2,401,251.61	3,045,793.00	644,541.39
54611	Aging-Committee on Aging	106,573.66	198,278.00	91,704.34
54674	Aging-Trust Fund Schmidt	224.82		(224.82)
54710	Veterans-Veterans Relief	2,802.49	4,161.00	1,358.51
54720	Veterans-Veterans Service Officer	243,941.59	314,100.00	70,158.41
54730	Veterans Relief Donations	24.00	300.00	276.00
54740	Veterans-Care of Veterans Graves	1,357.00	2,865.00	1,508.00
54750	Veterans-WDVA Grant	7,595.31	11,500.00	3,904.69
	<b>Total Health and Human Services</b>	<b>29,664,389.03</b>	<b>42,106,983.00</b>	<b>12,442,593.97</b>
	<b>Culture, Recreation and Education</b>			
55112	County Aid to Libraries	852,801.20	852,801.00	(0.20)
55210	County Parks	1,398,001.80	1,790,153.00	392,151.20
55441	Maintenance Snowmobile Trails	67,177.50	67,925.00	747.50
55442	ATV Maintenance	10,234.74	12,715.00	2,480.26
55460	Marshfield Fairgrounds	25,000.00	25,000.00	0.00%
55620	UW-Extension	299,075.59	506,011.00	206,935.41
55630	UW-Extension Center-Marshfield	129,270.69	163,452.00	34,181.31
55650	UW-Extension Junior Fair	32,000.00	32,000.00	0.00%
55660	X UW-Extension Projects	29,786.37	27,700.00	(2,086.37) X
55661	UW-Ext Farm Technology Days	20,000.00	20,000.00	0.00%
	<b>Total Culture, Recreation and Education:</b>	<b>2,863,347.89</b>	<b>3,497,757.00</b>	<b>634,409.11</b>
	<b>Conservation and Development</b>			
56111	State Forestry Roads	2,000.00	3,000.00	1,000.00
56121	Land Conservation	89,021.21	137,973.00	48,951.79
56122	DATCP Grant	127,430.63	356,880.00	229,449.37
56123	Wildlife Damage Abatement	33,651.59	55,416.00	21,764.41
56125	Non-Metalic Mining Reclamation	22,255.01	36,522.00	14,266.99
56127	Don Aron Memorial Fund	21,007.64	25,150.00	4,142.36
56310	County Planner	249,437.96	347,036.00	97,598.04
56320	Land Record	108,218.87	265,344.00	157,125.13
56340	Surveyor	14,888.81	44,750.00	29,861.19
56730	Transp & ED-Airport Aid	15,000.00	15,000.00	0.00%
56740	Payment in Lieu of Tax		77,345.00	77,345.00
56750	Transp & Economic Develop	102,500.00	154,110.00	51,610.00
56780	X CDBG-ED	30,854.16		(30,854.16) X
56911	State Wildlife Habitat	977.00	2,100.00	1,123.00
56912	County Forests State Aid		50,000.00	50,000.00
56913	Park & Forestry Capital Proj	149,056.68	266,330.00	117,273.32
56943	Private Sewage System	135,689.45	257,673.00	121,983.55
	<b>Total Conservation and Development</b>	<b>1,101,989.01</b>	<b>2,094,629.00</b>	<b>992,639.99</b>

10/26/2016

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**County of Wood**  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 All Funds  
 Monday, October 31, 2016

	Actual	2016 Budget	Variance	Variance %
<b>Capital Outlay</b>				
57140 X Cap Projects-Gen Gov Land	80,999.20		(80,999.20) X	0.00%
57230 Cap Projects-Police Radio	62,582.93	72,875.00	10,292.07	14.12%
57310 Highway Capital Projects	4,344,331.88	4,700,000.00	355,668.12	7.57%
57640 UW Remodeling/Construction	1,316,759.81	1,000,000.00	(316,759.81)	(31.68%)
57940 Depreciation & Amortization	203,731.36		(203,731.36)	0.00%
Total Capital Outlay	<u>6,008,405.18</u>	<u>5,772,875.00</u>	<u>(235,530.18)</u>	<u>(4.08%)</u>
<b>Debt Service</b>				
58140 Debt Service Principal-Pension	1,192,983.33	1,192,983.00	(0.33)	0.00%
58210 Debt Service Interest-2002 Capital Projects	2,853.70		(2,853.70)	0.00%
58240 Debt Service Interest-Pension	310,148.06	310,149.00	0.94	0.00%
58295 Paying Agent & Fiscal Charges	39,299.46	85,000.00	45,700.54	53.77%
Total Debt Service	<u>1,545,284.55</u>	<u>1,588,132.00</u>	<u>42,847.45</u>	<u>2.70%</u>
<b>Other Financing Uses</b>				
59210 Transfers to General Fund		6,199,420.00	6,199,420.00	100.00%
59230 Transfers to Debt Service	252,853.70		(252,853.70)	0.00%
Total Other Financing Uses	<u>252,853.70</u>	<u>6,199,420.00</u>	<u>5,946,566.30</u>	<u>95.92%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>75,484,570.73</u></b>	<b><u>107,216,089.00</u></b>	<b><u>31,731,518.27</u></b>	<b><u>29.60%</u></b>
<b>NET INCOME (LOSS) *</b>	<b><u>3,601,145.23</u></b>	<b><u>(7,664,679.00)</u></b>	<b><u>11,265,824.23</u></b>	<b><u>(146.98%)</u></b>



The Government Finance Officers Association  
of the United States and Canada

*presents this*

## AWARD OF FINANCIAL REPORTING ACHIEVEMENT

*to*

**Michael F. Martin**

Finance Director  
County of Wood, Wisconsin



*The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.*

Executive Director

*Jeffrey R. Emer*

Date October 19, 2016



# Wood County

## WISCONSIN

### HUMAN RESOURCES DEPARTMENT

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#### MEMORANDUM

TO: Executive Committee

FROM: Warren Kraft  
Human Resources Director.

DATE: October 26, 2016

SUBJECT: 2016 Recommendation for Reclassification Requests

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The Wood County Employee Policy Handbook provides an annual mechanism for employees to request a review of their placement in the pay grades of the County's pay plan if the duties or responsibilities of their position have significantly changed. The department head must review and approve them before Human Resources forwards the requests to the same consultant which conducted the original work.

This year, there were in excess of 30 such requests, including one for an entire group of employees in the same classification. During the summer and early autumn months, there were numerous exchanges of information and clarifications, most reaching back to the departments with specific questions about the requests. Paula and I met with the consultant to review the draft recommendations and provide additional information before the final report was released. I have reviewed those recommendations with the respective department heads.

There are two specific recommendations for the Executive Committee to consider:

1. Approve the consultant's recommendations as referenced in the attached report; and,
2. For those positions recommended for a higher pay grade, that the employee in that position receive an increase at the new pay grade of at least 2.5%, effective the first full pay period after January 1, 2017.

The process requires the department, usually the affected employee to complete an updated Job Description Questionnaire (JDQ). (It is not the position description, which is written from the JDQ.) Thus begins the formal process to compare the answers in the updated JDQ with the prior JDQ on file; if there are significant changes, the consultant will undertake the same job evaluation process that was done to establish the classifications and pay grades in the original plan.

There are five factors in this evaluation:

1. Formal preparation (e.g. educational background) and relevant work experience,
2. Decision-making impact within the organization,
3. Thinking challenges and problem-solving,
4. Interactions and communication, and
5. Work environment.



Points are assigned for each of these five factors. Once totaled, the points dictate where the newly-evaluated position falls within the hierarchy of all jobs in the pay plan. When the County began the implementation of the original plan, the rankings were released so all could see how everyone's position had been scored and placed into the pay grades.

Since that time, the consultant has deemed these results to be proprietary information and does not release them as part of this process. This has caused concern for several department heads who want to compare the prior results with this evaluation, compare how each factor was scored, etc. However, I have explained that such comparisons do not fairly represent what is expected of the position today. The consultant's comparison of the prior JDQ with the revision is solely to determine whether or not the requirements of the position have sufficiently changed to warrant further evaluation and possible reclassification.

The recommendation to adopt the consultant's report in total comes from the effort to maintain the integrity of the entire pay plan structure. Part of this review includes consideration of where the newly-evaluated position fits within the hierarchy of jobs in the pay plan. Stated another way: each pay grade classification consists of broadly defined expectations that are consistent with the positions in that pay grade. As much as a department head seeks to reward a specific employee for undertaking more duties, if those duties continue to fit within the pay classification's expectations, there would not be sufficient points to advance that particular position to the next higher pay grade.

Hence, cherry-picking one or more positions for approval, when the consultant has recommended otherwise, may adversely impact the integrity of the pay plan and the broader general employee understanding and trust in how the County Board Supervisors direct the day-to-day administration of the pay plan. Thus, the recommendation is that the Executive Committee approve the reclassification recommendations as presented. The policy states that there is no further appeal of the Committee's decision.

The second recommendation addresses the as-yet unanswered question: when a position is recommended for reclassification, into which step is the incumbent employee placed? When the Board adopted the plan, each employee was placed into the grade and step which gave them some pay raise. If applied to this approval process, such an approach does not recognize that the employee is performing functions at a grade 2.5% higher than currently paid. (There is an approximate 5% to 11% separation between pay grades and 2.5% separation between the steps.)

For example, an employee in Grade 4; Step 7 receives an hourly rate of \$17.15 in 2016. If the employee is reclassified to Grade 5, the new step which provides at least an increase is Grade 5, Step 3, an hourly rate of \$17.19. This recommendation asks that the employee be placed in the appropriate step that provides at least a 2.5% increase (about \$17.58). In this scenario, the reclassified employee would be moved to Step 4, or \$17.66, effective the first full pay period after January 1, 2017.

Based upon the approval of the Executive Committee, letters will be drafted and sent to department heads after the budget is approved to share with the affected employees.

Please advise if you have any questions or concerns. Thank you very much.

**CARLSON  
DETTMANN  
CONSULTING**

**Date:** October 19, 2016

**To:** Warren Kraft, Wood County Human Resources Director

**From:** Barbara Petkovsek, Senior Consultant

**Re:** Wood County Request for Classification Reviews

Wood County requested Carlson Dettmann Consulting to evaluate and recommend 12 (twelve) salary grade reviews presented by employees and 6 (six) salary grade reviews presented directly by department heads.

A thorough review of the revised JDQs (Job Description Questionnaires) and original JDQs was completed to apply our point factor job evaluation system. A review of the Wood County current classification structure was completed to continue to ensure internal equity. Based on the findings, the recommendations for each position are as follows:

**HUMAN SERVICES DEPARTMENT**

**Economic Support Specialist:** The Economic Support Specialist position is part of a consortium and the management of the FSET (Food Share Employment and Training) program and determination of client's eligibility for healthcare through the PPACA (Patient Protection Affordable Care Act) and completing referrals to the Marketplace. These complex programs has increased the decision making and communication efforts for this position and **it is recommended that the Economic Support Specialist position be classified from Grade 5 to Grade 6.**

**Economic Support Supervisor:** Wood County serves as the lead county for the 12 (twelve) county Economic Support consortium and as such the Supervisor has increased responsibilities as it relates to the FSET program monitoring and developing the Food Share on Demand Policy and processes ensuring applications/renewals are processed within a 2/5 day timeframe and contacts all twelve counties if correction is needed or if performance is a concern. Also new to this position is monitoring the Call Center calls to ensure the prompt and quality customer service for all 12 counties. Additionally this position manages the increased workloads due to the PPACA (Patient Protection Affordable Care Act. These additional responsibilities and the complexities associated with the 12 (twelve) county consortium has increased the decision making, communication efforts and problem solving factors for this position. **It is recommended that the Economic Support Supervisor position be classified from Grade 8 to Grade 9.**

**Administrative Services:** The Administrative Services 3 (Family Services Record Clerk) has assumed additional duties. The additional duties center around data entry, scanning and running reports. While these duties were reassigned from Social Worker positions they are support services to the professionals. This position does have a noticeable effect on the flow of information/data as it relates to basic procedures and practices which resulted in additional points under interactions/communications however those points did not reflect a change in grade. **It is recommended that the Administrative Services 3 position remain classified as an Administrative Services 3 in Grade 3.**

**Family Resource Specialist:** The Family Resource Specialist position has additional duties in preparation of statistical reports that assist social workers and supervisors in their management of caseloads and case status. This work was shifted to the Family Resource Specialist position following the retirement of the Systems Technician. This position works increasingly more independent with little oversight as it relates to the eWISACWIS system. This position has also been cross trained to back up the Systems Clerk. Given the above changes to this position there is more decision making and interactions regarding flow of data in the department. **It is recommended that the Family Resource Specialist position be classified from Grade 4 to Grade 5.**

**QI Coordinator/Performance Management:** The revised JDQ and the original JDQ for the QI Coordinator/Performance Management position have been reviewed. The immediate Supervisor stated that the original JDQ is an accurate depiction of the responsibilities of the position. The revised JDQ along with the comments from the immediate Supervisor have been considered based on the request for review. The point factor system was applied **it is recommended that the QI Coordinator/Performance Management position remain classified in Grade 9.**

**Services Coordinator:** The Services Coordinator (Legal Services /APS Coordinator) position is person specific to Katrina Miloch. Specifically, Ms. Miloch has assumed duties/responsibilities from the Supervisor position including, training new staff, providing work direction to staff

and assisting in development of policies, procedures and forms. The point factor position was applied to Ms. Miloch's revised JDQ and additional points were awarded in decision making and interactions/communications. **It is recommended that Ms. Miloch be classified from Grade 8 to Grade 9 and that the job title be Lead Services Coordinator. This title change will differentiate the duties/responsibilities between the Grade 8 Services Coordinator and the additional duties that Ms. Miloch has assumed.**

**Crisis/Legal Services Supervisor:** A thorough review of the Crisis/Legal Services Supervisor was completed. This position has assumed additional responsibilities, however the decision making, problem solving and communication ratings for the additional duties remain similar in nature. **It is recommended that the Crisis/Legal Services Supervisor position remain classified in Grade 12.**

**Social Work Manager :** The Social Work Manager (CCS/CSP Program Manager) position has assumed some additional responsibilities with the expansion of the CCS programs including a large increase in referrals and additional contracted agencies to provide CCS services. This position now administers the Community Recovery Services program. These additional duties have resulted in some increase in decision making; however, the additional duties are similar in complexity and responsibility to those already performed in the position and **it is recommended that the Social Work Manager position remain classified in Grade 12.**

**Transportation Dispatch Coordinator:** The Transportation Dispatch Coordinator position is responsible for the coordination and dispatch of daily operations and participation for transportation services. Further this position ensures positive relationships between clients and drivers. The point factor evaluation was reviewed along with comments from the Supervisor. Additional points were awarded as it relates to interactions and communications; however, the points awarded did not move the position to a higher grade. **It is recommended that the Transportation Dispatch Coordinator position remain classified in Grade 3.**

#### **HIGHWAY DEPARTMENT**

**Accounting Supervisor:** The Accounting Supervisor position has evolved from a cash accounting system to an accrual system. An on-going accrual accounting system provides management with more current day to day financial information resulting in better project management and decision making. The person in this position has a bachelor's degree in accounting and it would be recommended to continue with that level of education in the future to ensure that the accrual accounting is maintained. The responsibility of accrual accounting for the maintenance and construction funds for the Highway Department has increased the decision making factor for this position. **It is recommended that the Accounting Supervisor position be classified from Grade 8 to a Grade 9.**

## **SYSTEMS DEPARTMENT**

**Software Specialist:** A thorough review was completed of the revised JDQ submitted and the original JDQ from 2012. While the items on the revised JDQ were highlighted as changed they were also noted on the original JDQ. Several of the items listed on the original JDQ had small percentages attached to them and many of those items were combined with larger percentages in the revised JDQ. The duties/responsibilities, decision making, problem solving and communications do not demonstrate a significant increase to award additional points in the point factor evaluation. **The position of Software Specialist is correctly classified in Grade 8.**

**Network Administrator:** The MIS Director requested a market review for the Network Administrator position; however the request was sent as a request for position classification review. I did review the JDQ to ensure that it was correctly rated. The point factors were reviewed, the organizational chart was reviewed and internal equity was considered. This position is second in command in the department and as such additional points were awarded in decision making. **The position of Network Administrator be classified from a Grade 11 to a Grade 12.** A market review for a position requires a different methodology and would require a quote to perform that analysis.

**Network Analyst:** The MIS Director requested a market review for the Network Analyst position; however the request was sent as a request for position classification review. As such I did review the JDQ to ensure that it was correctly rated using the point factor job evaluation system. A market review for a position requires a different methodology and would require a quote to perform that analysis. **The position of Network Analyst is correctly classified in Grade 9.**

## **EDGEWATER**

**Administrative Services 3:** Initial request for review withdrawn by Mr. Kraft.

**Administrative Services 2:** Initial request for review withdrawn by Mr. Kraft.

## **CLERK OF COURTS**

**Administrative Services 4:** The request for the Administrative Services 4 position in the Clerk of Courts office is person specific for Charlene Smith. Charlene has assumed additional duties from the Administrative Services 5 (Grade 5) position and the Deputy position (Grade 6). Wood County has not identified a process for progression in Administrative Services positions. **The additional duties that Ms. Smith has assumed would have enough points awarded to be moved to an Administrative Services 5 position which would be a Grade 5.** This

recommendation is made assuming that Wood County desires to have an additional Administrative Services 5 and one less Administrative Services 4 position.

#### **MAINTENANCE**

**Maintenance Technician:** The JDQ presented for review was a vacant Maintenance Technician position. This position will perform electrical, plumbing, mechanical and other maintenance duties necessary to keep the County courthouse and other facilities functional, operating safely and in accordance with state and federal guidelines and established maintenance standards. A thorough review of the JDQ was completed and the point factor job evaluation system was applied. A review for internal equity was also completed. **It is recommended that this position be placed in a Grade 6 with a title of Maintenance Specialist.**

#### **MAINTENANCE/FINANCE/SYSTEMS/CHILD SUPPORT**

**Administrative Services 4:** This position has moved from part time to full time and performs a variety of support services for four departments – Maintenance, Systems, Finance and Systems. This position primarily has responsibility for voucher data entry, running Report of Claims and other pre-determined financial reports. The position runs accounts payable checks with back up by two other county staff. The quantity of work has increased but the hours to complete the work have also increased. A thorough review of the JDQ and other information was completed for this position and the point factor job evaluation system was applied. Internal equity was also considered and **it is recommended that this position remain an Administrative Services 4 in a Grade 4.**

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