

**AGENDA FOR NOVEMBER 15, 2022 – 9:30 A.M.**  
**WOOD COUNTY BOARD OF SUPERVISORS**  
**WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hamilton

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

South Central Library Board of Trustees – 3 year term: Bill Clendenning, Susan Feith  
Veterans Service Commission – 3 year term: Michael Feirer  
Ethics Committee – 3 year term: Matt Susa, Supervisor Jake Hahn  
Civil Service Commission – 5 year term: Lee Garrels

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

READING OF MINUTES OF COMMITTEE MEETINGS, RESOLUTIONS. RESOLUTIONS INTRODUCED BY COMMITTEES SHALL BE PRESENTED IMMEDIATELY FOLLOWING THE READING OF THAT COMMITTEE'S MINUTES

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

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, December 20, 2022

ADJOURN

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**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2494 395 1010

**Join by Webex App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m1f97090ba48c5201214ecde793c67709>  
Meeting number (access code): 2494 395 1010  
Meeting password: 111522

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

October 19, 2022 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Tuesday, October 18, 2022.

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

Supervisors present were: Breu, Buttke, Clendenning, Fischer, Hahn, Hokamp, Hamilton, LaFontaine, Leichtnam, Penzkover, Pliml, Polach, Rozar, Thao, Valenstein, Voight, Wagner, Winch, and Zurfluh.

Supervisor Hahn gave the invocation and led the Pledge of Allegiance.

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

Under public comment, Republican Party of Wood County Chair Mike Derrie expressed frustration with the Central Wisconsin State Fair now that they have changed how they set up vendors.

Referrals were noted.

Committee minutes presented: Operations.

Chairman Pliml requested that the first two resolution be taken as one vote. No objection heard.

**RESOLUTION 22-10-1**

Introduced by: Operations Committee

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

FISCAL NOTE:	Offered Amount	\$46,760.05
	R.E. Taxes	(5,124.03)
	Special Charges	(1,000.80)
	Publication Fees	(150.79)
	<u>Tax Deed Expense</u>	<u>(839.00)</u>
	GAIN	\$39,645.43

Motion by Hamilton/Zurfluh to adopt Resolution 22-10-1. Motion carried unanimously.

**RESOLUTION 22-10-2**

Introduced by: Operations Committee

INTENT & SYNOPSIS: Authorize the sale of tax deed property back to former owner.

FISCAL NOTE: Paid Amount \$7,025.26

Motion by Hamilton/Zurfluh to adopt Resolution 22-10-2. Motion carried unanimously.

**RESOLUTION 22-10-3**

Introduced by: Health & Human Services and Operations Committees

INTENT & SYNOPSIS: To amend the 2022 budget for Veterans Relief with a transfer of available appropriations from fund balance.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed in the Veterans Relief account is available in a non-lapsing fund balance, and the adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54710	Veterans Relief		\$5,000
34210	Fund Balance	\$5,000	

Motion by Fischer/Buttke to adopt Resolution 22-10-3. Motion carried unanimously.

Committee minutes presented: Health & Human Services, North Central Community Action Program, Edgewater Donation Adhoc, Conservation, Education, & Economic Development, North Central ITBEC, Judicial & Legislative.

#### **RESOLUTION 22-10-4**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To encourage the State to split 50/50 the real estate transfer fee revenues.

FISCAL NOTE: An increase in revenue retention by the Register of Deeds Offices around the state if legislation is passed.

Motion by Clendenning/Breu to adopt Resolution 22-10-4. Motion carried unanimously.

#### **RESOLUTION 22-10-5**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To encourage the state legislature to increase the pay rate of Assistant District Attorneys (ADAs) in order to maintain fully staffed offices of competent prosecutors at the county level.

FISCAL NOTE: Nothing direct; having too many inexperienced prosecutors and frequent openings in the ADA positions causes county District Attorney offices to be inefficient and that impacts the viability of the entire criminal justice system and, as a result, the safety of our citizens.

Motion by Leichtnam/Hamilton to adopt Resolution 22-10-5. Motion carried unanimously.

#### **RESOLUTION 22-10-6**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To request an increase for Child Support funding by \$5 million, statewide, in each fiscal year of the 2023-2025 state budget.

FISCAL NOTE: None, however Wood County would stand to receive a portion of the total amount allocated.

Motion by Zurfluh/Hamilton to adopt Resolution 22-10-6. Motion carried unanimously.

### **ORDINANCE 22-10-7**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To amend the recently passed hemp-derived cannabinoid products regulation to clarify that the grandfathering of existing businesses that sell these products only applies to existing businesses at their current locations.

FISCAL NOTE: Nominal internal expenses and publication costs.

Motion by Clendenning/Hamilton to adopt Ordinance 22-10-7. Motion carried. Voting no were Voight and Winch.

### **RESOLUTION 22-10-8**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To set the COLA increase for the 2023 employee wage schedules at 3% instead of the currently proposed 2%.

FISCAL NOTE: The estimated cost increase to the 2023 budget for going from a 2% COLA to a 3% COLA is approximately \$394,000.

Motion by Breu/Hamilton to adopt Resolution 22-10-8. Extensive discussion on process, committee mission creep, and long term implications. Motion carried. Voting no were Rozar, Wagner, Valenstein, Pliml, & Zurfluh.

Committee minutes presented: Highway Infrastructure & Recreation, Wood County State Wildlife Advisory.

### **RESOLUTION 22-10-9**

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To approve the use of the American Rescue Plan Act (ARPA) funds for the construction of a 3-mile multi-use trail at Powers Bluff County Park.

FISCAL NOTE: \$270,000.00.

Motion by Leichtnam/Rozar to adopt Resolution 22-10-9. Motion carried. Voting no was Winch.

### **RESOLUTION 22-10-10**

Introduced by Highway Infrastructure & Recreation and Property & Information Technology Committees

INTENT & SYNOPSIS: To authorize the Highway Commissioner to prepare and submit an offer to purchase a 14.33 acre parcel adjacent to the Highway Department.



FISCAL NOTE: The purchase price of \$145,000 would be paid for with \$89,800 in revenues from the sale of the Pittsville property in 2019 and \$55,200 in unanticipated revenue from a WisDOT contract in the current year.

Motion by Breu/LaFontaine to adopt Resolution 22-10-10. Discussion on lack of resolution authorizing negotiations (Rule 42) and Highway Commissioner's perceived authority in land acquisition outside of road uses. Corp Counsel consulted and opined. Motion carried. Voting no were Wagner and Winch.

Committee minutes presented: Property & Information Technology, Central Wisconsin State Fair Board of Directors (discussion on authority of this board and lack of information shared with the County. This will be looked at further), South Central Library System Board of Trustees, Jail Construction Adhoc.

## **RESOLUTION 22-10-11**

Introduced by: Jail Construction Adhoc Committee

INTENT & SYNOPSIS: To authorize the County to acquire the home at 441 Saratoga Street in the city of Wisconsin Rapids for use during the jail construction project.

FISCAL NOTE: The purchase price is \$76,500 plus there would be a nominal recording fee. Use of the property would result in an approximate \$15,000 reduction to the County of work site space for the construction manager and staff. Funds would come from the jail construction budget.

Motion by LaFontaine/Breu to adopt Resolution 22-10-11. Discussion ensued. Motion carried. Voting no were Winch and Polach.

Without objection, Chairman Pliml adjourned the meeting at 10:43 a.m. Next scheduled county board meeting is November 15, 2022.

Trent Miner  
County Clerk

## **REFERRALS FOR NOVEMBER 15, 2022 – COUNTY BOARD**

- Resolution from Jackson County insisting on the prohibition of private donations from special interest groups, etc., in the funding of election administration. Referred to Judicial & Legislative Committee
- Resolution from Sawyer County placing a referendum question on their spring 2023 ballot asking whether or not the State of Wisconsin should prohibit private donations from special interest groups, etc., in the funding of election administration. Referred to Judicial & Legislative Committee
- Email from Republican Party of Wood County requesting forwarding of a campaign stop in Marshfield of US Senator Ron Johnson. Referred to the County Board of Supervisors.

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, November 1, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Ed Wagner, Lance Pliml, Laura Valenstein, Donna Rozar (via Webex)

**EXCUSED:** Adam Fischer

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Ed Newton, PaNyia Yang, Kim McGrath, Kelli Francis, Adam Fandre, Heather Gehrt, Sue Smith, Amy Kaup, Reuben Van Tassel, Nick Flugaur, Trent Miner, Mary Schlagenhaft, Roland Hawk, Kyle Theiler, Marissa Kornack, Shane Wucherpennig, Tim Deaton (The Horton Group)

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

There were no public comments.

**Motion (Pliml/Valenstein) to approve the consent agenda. Motion carried unanimously.**

Pliml gave a brief update on ARPA funds. Pliml stated that a presentation on childcare was given to the APRA Adhoc Committee on October 31<sup>st</sup>. Brief discussion ensued.

Wellness Coordinator Fandre provided an update on the Wellness Program.

Treasurer Gehrt stated that she had signed up for, and since accepted, the Local Assistance & Tribal Consistency Funds (LATCF). Gehrt explained that the County received \$50,000 in 2022 and the County will receive another \$50,000 in 2023. She further explained that the funds can be used for essentially anything other than lobbying. Brief discussion ensued. Wagner stated that it should be placed on the next agenda so that ideas can be brought back on what to spend the funds on.

Gehrt stated that the opioid payments were received. Pliml stated that the vast majority of counties are going to opt for securitization. Health Director Smith stated that there is an opioid task force that has been established that will work together to develop an opioid abatement plan.

Finance Director Newton provided an update on Finance Department activities.

Newton provided a brief budget overview to the Committee.

Newton shared that the Moody's rating call went well and that there was no change to the County's rating.

Human Resources Director McGrath presented a resolution to amend the Property & Liability Deductibles budget for an additional \$50,000 due to larger than expected claims in 2022.

**Motion (Rozar/Pliml) to approve the resolution to amend the Property & Liability Deductibles budget. Motion carried unanimously.**

McGrath stated that there have been discussions at various committee meetings and other internal discussions in regards to the Workplace Violence Prevention Policy and how it relates to concealed carry. McGrath stated that, since this is a Handbook policy, it falls under the provisions of this Committee so she is bringing it to their attention. Discussion ensued. The consensus of the Committee was for McGrath to bring a draft policy to the next Committee meeting for further discussion.

McGrath explained that Anthem and Aspirus have both sent communication indicating that they have not come to a 2023 contract agreement. Tim Deaton of The Horton Group explained that most of the time these things get resolved, but he is working with McGrath to have viable options ready in case Anthem and Aspirus do not reach

not agreement. McGrath stated that Human Resources will be sending out a communication this week to employees letting them know that the County is aware of the issue, is working on it, and that there will be no increase to premiums in 2023 regardless of what the outcome is.

Wagner stated that he has the materials for the Department Head evaluations that the Committee needs to complete. The consensus of the Committee was to complete the evaluations at the next regular Committee meeting.

Items for next agenda: Local Assistance & Tribal Consistency Funds (LATCF) Spending Ideas  
Workplace Violence Prevention Policy  
Department Head Evaluations

The next regular Committee meeting is December 6, 2022 at 9:00 a.m.

Wagner declared the meeting adjourned at 9:48 a.m.

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



# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

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### Letter of Comments – November 2022

- This is the time of year the US Department of State conducts its recertification training for passport acceptance agents. This is a multi-hour training on different scenarios we may encounter during our processing. Everyone in my office is certified for 2023. While the number of applications we do in a year are not back to the pre-COVID day, they are moving in that direction. This is a nice service we are able to offer and gives us some revenue to offset our levy need.
- We are all set to go for our November election. All materials were distributed to clerks within the statutory guidelines and pre-testing of our hardware and software has commenced. We now wait until the day after election to find out how many of our reporting units will be audited, requiring a hand count of the machine totals in a number of different races. While this is the responsibility of the municipality, I coordinate those and help them through the process. This process may be impacted by any possible recounts or court actions, post-election.
- Speaking of court actions, a number of these keep coming down the pike as we move through the election cycle, and I expect that phenomenon to only increase as we move into 2024. When these come down, it falls onto County Clerks, as the statutory chief election officials of the county, to disseminate that information to our respective municipal clerks. The municipalities in Wood County look to our office for that guidance, and while I do not want to put the county in any sort of legal issues, I want to make sure all of our municipalities are going in the same direction and following the laws and decisions of the courts. This is a VAST change from what our job was just 2-3 years ago, when the Wisconsin Elections Commission was the go-to for election advice. That is not the case anymore. They do not provide guidance, period. They leave it up to the clerks (county and municipal) to interpret the laws and court orders and make decisions appropriately. A lot of time is taken looking at statutes and talking it through to ensure we are on sound footing when I give any guidance. In other words, a lot of the decision making that once came from the Elections Commission is now coming from the County Clerk. And like I mentioned, that is a large change in the job of the County Clerk.
- A lot of fall duties (besides elections) are coming up. I have the apportionment ready to submit to the state, and distribute to the municipalities and the County Treasurer, as soon as the county board passes the two resolutions relating to the budget and the tax levy on November 15th. The dog licensing for 2022 is being wrapped up and reconciled and the tags and forms for 2023 are being prepared for pickup when the municipal treasurers come in for the property tax bills.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

October 31, 2022

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

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### Human Resources Activity

	October 2022	2022 Year-to-Date
Applications Received	107	1,114
Positions Filled	9	164
Promotions/Transfers	3	45
New Hire Orientations	8	127
Terminations, Voluntary	6	134
Terminations, Involuntary	3	22
Retirements	1	16
Exit Interviews	2	46

### Human Resources Narrative

#### General Highlights

1. Continued the Open Enrollment process for 2023 benefit elections. Again this year we are pleased to offer an electronic Benefit Election process through Employee Self Service (ESS). We held numerous Open Enrollment employee meetings at most County facilities to provide 2023 benefit plan updates and deadlines. Connected with multiple insurance vendors on our renewal processes. Approved and processed numerous open enrollment election forms. All benefit eligible employees must complete and return an enrollment form by November 4<sup>th</sup>.
2. Continued preparations for the 2022 Leadership Retreat to be held at the Nepco Shelter Building on December 13<sup>th</sup>. As of current, we are anticipating 60-70 departmental leaders (supervisors, managers, and Department Heads) to attend the training event. Todd Kuckkahn, Executive Coach, Leadership Consultant, and Certified speaker with The John Maxwell Team, will be presenting "The 21 Irrefutable Laws of Leadership" based on the best-selling book by John Maxwell.
3. Created and distributed a survey to Department Heads and managers throughout the County in regards to employee recognition.
4. Created a "Sick Time FAQ" document for employees and managers to address common policy questions surrounding the sick time benefit.
5. Began the process to review/revise our Workplace Violence Prevention Policy in accordance to guidelines provided by County Mutual and best practices. This is a discussion item for the November Operations Committee.

### **Meetings & Trainings**

1. Attended the Operations Committee Meeting on October 4<sup>th</sup>.
2. Attended the J&L Committee Meeting on October 7<sup>th</sup>.
3. Attended the County Board Meeting and Jail Groundbreaking on October 18<sup>th</sup>.
4. Met with representatives from The Advantage Group on October 24<sup>th</sup> to discuss our voluntary benefit insurance plans.
5. Held the monthly conference call with The Horton Group on October 25<sup>th</sup> to discuss various benefit topics.
6. Attended the Wisconsin Rapids HR Roundtable meeting on October 25<sup>th</sup> at Sand Valley. The Job Center of Wisconsin Regional Director presented various business solutions for employers.
7. Attended von Briesen's Breakfast Briefing, "Effectiveness of Progressive Discipline, "PIP"s, and the "Watch Outs" in Discipline", on October 27<sup>th</sup>.
8. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2022 goals.
9. Staff attended various meetings/trainings including:
  - a. SPAHRA Board meeting on October 4<sup>th</sup>
  - b. "Keys to Beating the Great Resignation" webinar on October 6<sup>th</sup>
  - c. Attended Cyber Recruiter users group meeting on October 6<sup>th</sup>
  - d. SPAHRA small group meeting on October 11<sup>th</sup>
  - e. "HR in a Recession – 10 Tips to Survive and Thrive" webinar on October 12<sup>th</sup>
  - f. "Self-Funding – Tips & Tricks to Better Negotiate Your Health Insurance Renewal" webinar on October 13<sup>th</sup>
  - g. SPAHRA Roundtable on October 19<sup>th</sup> where the topic discussed was the childcare issue impacting central Wisconsin
  - h. "Prescription Drug Data Collection (RxDC) reporting for Self and Level Funded Plans" webinar on October 18<sup>th</sup>
  - i. "Common Questions Regarding HSAs, HRAs, and FSAs" webinar on October 20<sup>th</sup>
  - j. "Culture First" webinar on October 26<sup>th</sup>

### **Benefits**

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, EBC admin fees, quarterly EAP fees, stop loss admin fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Updated the Health Reserve Spreadsheet and Health Fund Balance document.
5. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and claims concerns.
6. Processed COBRA notifications for dependents on the health plan reaching age 26.
7. Continuing to receive and track Civil Rights Training completion certificates (all employees must complete by December 31, 2022).
8. Ran ACA report to determine health insurance eligibility and sent out notifications for enrollment to those meeting the requirements.

### **Recruitment**

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying positions.

5. Working with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
6. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations (including out-of-state) for applicants offered employment.
7. Attended the Job Center Open House on September 28<sup>th</sup>. Learned more about the vast resources available to job Seekers and employers alike. Connected with Job Service staff.

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

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
Replacement	Dispatch	Dispatcher	Applicant pulled from prior eligibility list, references conducted, filled 11/14/2022
Eligibility List	Dispatch	Dispatcher(s)	Establish new eligibility list. Posting 9/26/2022 to 10/24/2022. Assessment at MSTC 11/17/2022.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/7/2022.
Replacement	Health	WIC Health Educator/ Nutritionist	Position posted, deadline 11/14/2022.
Replacement	Highway	Highway Engineer	Position posted, deadline 11/28/2022.
Replacements	Human Services	Family Interaction Workers (2 Marshfield, 1 Wisc Rapids)	Positions posted. Deadline 10/28/2022. One WR position filled 9/19/2022.
Replacement	Human Services	Outpatient Clinic Manager	Position posted, deadline 11/21/2022.
Replacement	Human Services	Social Work Supervisor – Ongoing	Position posted, deadline 11/23/2022.
Replacement	Human Services	Community Treatment Teams Service Facilitator	Interviews held, final internal candidate selected. Offer pending 10/20/2022.
Replacements	Human Services	Case Manager/Social Worker – Ongoing (2)	Positions posted, one position filled 10/10/2022, interviews being conducted for 2 <sup>nd</sup> position.
Replacement	Human Services	Family Resource Coordinator	Position posted, interviews conducted, final candidate selected, background and references being conducted 10/6/2022.
Replacement	Human Services	Case Manager/Social Worker-Initial Assessment	Position posted, interviews conducted, filled internally, start date to be determined.
Replacement	Human Services	Crisis Interventionist (7 a.m. to 7 p.m.)	Position posted, deadline 10/24/2022.
Replacement	Human Services	Income Maintenance Consortium Administrator	Position posted, deadline 10/31/2022.
Replacement	Human Services	Youth Extended Services (YES) Coach	Position posted, deadline 10/31/2022.
Replacement	IT/Systems	IT Intern	Position posted, interviews held 10/20/2022.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant/Cas Rec	Ongoing recruitment by Norwood.
Replacement	Norwood	Psychiatrist	Position posted, deadline 12/5/2022.
Replacement	Norwood	Full-time Cook (1)	Position posted, filled 10/17/2022.



Replacement	Parks	Medical 1 <sup>st</sup> Responder	Position posted, deadline 11/14/2022.
Replacements- Establish Eligibility List	Sheriff	Corrections Officer (3)	Position posted, deadline 11/14/2022. One position filled 11/7/2022.
Replacement	Sheriff	Deputy Sheriff	Position posted, deadline 9/11/2022, interviews to be conducted by Civil Service Commission.
Replacement	Sheriff	Part-time Deputies	Position posted, deadline 10/31/2022.

### **Safety/Risk Management**

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms, including the Workplace Violence Prevention Program.
2. Managed open claims with Aegis/Charles Taylor throughout the month.
3. Attended Edgewater Haven and Norwood Safety Committee meetings.
4. Completed and submitted various items for 2023 Property, Liability, and Worker's Compensation Insurance policies.
5. Conducted N95 fit testing for Highway Department staff on 10/3/22, Edgewater Haven on 10/7/22, and Norwood Health Center on 10/24/22, 10/27/22, and 11/3/22.

### **NEW Workers' Compensation Claims (6)**

1. 10/6/22 – Highway – Employee caught L middle finger in tailgate chain while working at Smith Pit
2. 10/11/22 – Human Services – Employee strained lower back while picking up items for recycling
3. 10/14/22 – Sheriff's (Corrections) – Employee strained L side of lower back while attempting to restrain uncooperative inmate
4. 10/18/22 – Treasurer – Employee tripped on sidewalk in front of courthouse, facial cuts/abrasions and broken tooth
5. 10/18/22 – Highway – Employee had tip of R index finger amputated in pinch point while reattaching box hinges
6. 10/23/22 – Edgewater – Employee strained L shoulder while assisting resident

### **Property/Vehicle Damage Claims (2)**

1. 9/21/22 – Sheriff's – Squad damaged by hail at private residence (est. damage \$3,055.00)
2. 10/10/22 – Sheriff's – Squad struck deer on County roadway (est. damage \$9,294.27)

### **Liability Claims (1)**

1. 9/28/22- Highway – Driver alleges rocks from County vehicle damaged vehicle to unknown extent (est. damage unknown) – investigation underway

### **OPEN EEOC/ERD Claims (3)**

1. 6/1/20 - Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of Probable Cause on July 1, 2021. On January 6, 2022 we responded to the Complainant's first set of interrogatories and requests for production of documents. Complainant has new counsel and a hearing is tentatively scheduled for June 2023.
2. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 16, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022.
3. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August

26, 2022. The claimant filed a timely appeal and a hearing is tentatively scheduled for July 19 & 20, 2023.

**Other**

1. Continuing to work on updating all job descriptions based on completed JDQs when vacancies occur.
2. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
3. Reconciled and processed the September Unemployment Insurance payment.
4. Completed Workers Compensation account reconciliation and forwarded to Finance.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Facilitated New Hire Orientation on October 10<sup>th</sup>, 17<sup>th</sup>, and 31<sup>st</sup>.
7. Conducted exit interviews on October 3<sup>rd</sup> and October 22<sup>nd</sup>, and forwarded memo to department head.
8. Sent out DOT 4th Quarter DOT Random selection list on October 10<sup>th</sup>, all results received by October 14th.
9. Responded to multiple verifications of employment.
10. Replied to multiple requests from surrounding counties with varied information.
11. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



# Wood County

## WISCONSIN

OFFICE OF THE  
TREASURER

*Heather L. Gehrt*

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### LETTER OF COMMENTS—NOVEMBER 2022

1. Participated in Wisconsin Counties Associations Webinars on Mondays in October.
2. Held a phone call with WISC regarding the bonding coming in and additional jail funds and account setups on October 3, 14, and 17.
3. Attended Operations Committee meeting on October 4.
4. Held a virtual meeting with Associated Bank to discuss investments on October 4.
5. Participated in a meeting with other County Treasurers in Adams County regarding Act 216 on October 6.
6. Held a phone call with the Dept. of Natural Resources regarding a property that the county took back by tax deed on October 10.
7. Attended the WCA Personnel, Finance and County Organization Steering Committee meeting in Wisconsin Dells on October 12.
8. Held a phone conference with our working bank to discuss fees, investment options, and accounts in general on October 17.
9. Attended County Board on October 18.
10. Participated in the Wisconsin County Treasurer's Association Fall Conference held in New Glarus, on October 18-21.
11. Met with WoodTrust Bank to sign new agreements for service on October 25.



# Wood County

## WISCONSIN

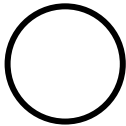
### Employee Wellness

*Adam Fandre*

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#### Letter of Comments – October 2022

- InBody appointments wrapped up with appointments being completed at River Block, the courthouse, Edgewater Haven Nursing Home, and Steinle Plaza. As mentioned previously, turnout was excellent, and this service will be returning in March 2023.
- Planning and preparation for the quarter 4 wellness challenge is just about complete. As usual, this will focus primarily on the “high risk” areas associated with data collected from biometric screenings, the health assessment, and health coaching appointments.
- Follow-up health coaching appointments started this month and initial registration numbers are already higher than last year. During these meetings I touch-base with participants on the goals they set earlier in the year, assess progress, discuss ways to overcome challenges they are facing, and set new goals if needed.
- The 2022 flu shots clinics up to this point have been gone very smooth and received nothing but positive feedback from employees. These have been available to all Wood County employees and any dependents (12 years and older) on health insurance. Just like last year, appropriate COVID-19 protocols and safety measures have been taken. Human Services nursing staff have been wonderful to work, as usual, and I cannot thank them enough for their assistance. We do have additional vaccines and I will be sending out a “last call” email to attempt to utilize as much of these as possible.
- I am continuing to monitor the various activities offered through the Wellness Program and send appropriate communication and reminders when needed. Similarly, I continue to assist employees in navigating the wellness portal and answering any questions that arise. Engagement from the new hires that I meet with on a regular basis continues to be very positive.
- I met with leadership in Human Services to review ergonomic assessment results of two employees who had assessments completed in early October. This process involves reviewing appropriate measures to be taken to lessen the symptoms employees are experiencing in addition to what equipment would benefit them.



RESOLUTION#

Introduced by Operations Committee  
Page 1 of 1

ITEM#  
DATE November 15, 2022  
Effective Date Upon passage and publication

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:  
☒ Majority ☐ Two-thirds

Reviewed by: PAK, Corp Counsel

Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To establish Wood County’s Tax Levy for 2022 collectable in 2023. EN

FISCAL NOTE: This resolution establishes the tax levy for the 2023 Wood County Budget. The total levy is \$32,215,587, the components of which are the following:

Operating	\$23,017,961
Debt service	7,999,539
Aid to libraries*	1,198,087
Total Levy	<u>\$32,215,587</u>

\* apportioned to municipalities operating a public library: Township of Arpin, Village of Vesper, and the Cities of Marshfield, Nekoosa, Pittsville and Wisconsin Rapids.

WHEREAS, the Wisconsin Department of Revenue has established the Equalized value of Wood County properties for the 2022 apportionment at \$6,516,543,000 (TID values removed); and

WHEREAS, the Operations Committee has formulated a budget proposal and presented it to the County Board; and

WHEREAS, to operate the County a levy of \$32,215,587 is needed with associated levy rates per \$1,000 of: general operating: \$3.5322, debt service: \$1.2276, library aid: \$0.3800; and

WHEREAS, the levy is in compliance with the levy limit imposed by 2019 Wisconsin Act 9 (2019-2021 State Biennial Budget) which limits the property tax levy increase to the greater percent change of net new

construction for Wood County at the level of 0.730% or the statutory rate of 0%, plus an adjustment for the change in the debt service cost. Library aid levies are exempt from the levy limit under Wisconsin Statutes § 66.0602(3)(e)(4); and

WHEREAS, pursuant to Wisconsin Statutes § 65.90, a formal publication of a summary of the proposed budget and announcement of the public hearing were published as a class 1 notice on Sunday, October 30, 2022 in the Wisconsin Rapids Daily Tribune and Marshfield News Herald; and

NOW THEREFORE, BE IT RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS that a property tax levy of \$32,215,587 is hereby authorized in support of the 2023 budget.

{ }

ED WAGNER (CHAIR)

ADAM FISCHER

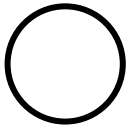
DONNA ROZAR

LAURA VALENSTEIN

LANCE PLIML

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

County Clerk County Board Chairman



RESOLUTION#

Introduced by Operations Committee  
Page 1 of 1

ITEM#  
DATE November 15, 2022  
Effective Date Upon passage and publication

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

PAK

, Corp Counsel

Reviewed by:

EN

, Finance Dir.

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

INTENT & SYNOPSIS: ADOPTION OF THE 2023 WOOD COUNTY BUDGET. EN

FISCAL NOTE: This resolution adopts the 2023 Wood County Budget of \$138,749,128 including the appropriations, revenues and use of fund balances proposed by the Operations Committee as outlined in the 2023 Wood County Proposed Budget document.

WHEREAS, the Operations Committee has conducted various budget meetings in formulating the 2023 County budget; and

WHEREAS, the Chair of the Operations Committee has presented a detailed budget to the County Board of Supervisor’s this day, and

WHEREAS, pursuant to Wisconsin Statutes § 65.90, a formal publication of a summary of the proposed budget and announcement of the public hearing were published as a class 1 notice on Sunday, October 30, 2022 in the Wisconsin Rapids Daily Tribune and Marshfield News Herald; and

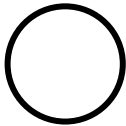
WHEREAS, a public hearing on the proposed 2023 Wood County Budget was held, as required by law; and

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS that the year 2023 budget of \$138,749,128 is adopted for the fiscal period beginning January 1, 2023.

{ }

ED WAGNER(CHAIR)  
ADAM FISCHER  
DONNA ROZAR  
LAURA VALENSTEIN  
LANCE PLIML

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



RESOLUTION#

Introduced by Operations Committee  
Page 1 of 1

ITEM#  
DATE November 15, 2022  
Effective Date Upon Passage & Publication

Committee

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

INTENT & SYNOPSIS: To amend the 2022 budget for Property & Liability Insurance (51931) for deductible expenditures not included in the 2022 budget process:

FISCAL NOTE: Transfer of \$50,000 from the available Wood County contingency (51590) to the Property and Liability Insurance function (51931). At the time of this request, the funds available in contingency are \$578,013. The adjustment to the budget is as follows:

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

Account	Account Name	Debit	Credit
51931	Property & Liability Insurance		\$50,000
51590	Contingency	\$50,000	

WHEREAS, Property Insurance deductible costs were greater than anticipated due to higher than anticipated property deductible payments and multiple legal retention fees to defend the county against litigation, 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 amend the Property & Liability (51931) 2022 budget of \$50,000 with a transfer from the contingency fund (51590) for \$50,000 to fund the above unanticipated expenditures and any unspent appropriations will be returned to the contingency fund balance.

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a class I notice of this budget change

within 10 days.

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ED WAGNER, CHAIRMAN  
DONNA ROZAR, VICE CHAIR  
ADAM G FISCHER  
LANCE A PLIML  
LAURA VALENSTEIN

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

County Clerk County Board Chairman

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** October 27, 2022

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

**PRESENT: (in-person)** Adam Fischer, Tom Buttke, John Hokamp, Rebecca Spiros RN, Lee Thao  
**(via WebEx)** Donna Rozar

**EXCUSED:** Kristen Iniguez DO, Mary Jo Wheeler-Schueller

**ABSENT:** Lori Nordman

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Mary Solheim, Kyle Theiler, Mary Schlagenhaft, Marissa Kornack (Human Services); Rock Larson (Veterans Service); Sue Smith, Ashley Normington, Jacob Wagner, Kristie Egge (Health Department); Dave Patton (Coroner); Reuben Van Tassel (Maintenance); Bill Clendenning, Jeff Penzkover, Dennis Polach (County Board Supervisors); Kelly Borchardt, Elizabeth Walter, Natasha Tompkins

**1) Call to Order**

Meeting called to order at 5:00 p.m. by the Chair.

**2) Quorum**

Fischer declared a quorum.

**3) Public Comments**

- n/a

**4) Health Department Opioid Crisis Presentation**

Ashley Normington and Jacob Wagner presented on the current trends in Wood County in regards to opioid / drug overdose issues. Coroner Patton provided supporting comments and data regarding growing overdoses related to fentanyl. Staff responded to committee questions. Motion (Rozar/Thao) to approve the Health Department's participation in the state's Fentanyl Test Strip Program. All ayes. Motion carried.

**5) Health Department Presentation on the Child Care Landscape in Wood County**

Sue Smith presented on the child care shortage occurring in Wood County and nationwide, along with potential solutions. Kelly Borchardt, Childcaring, Inc. assisted in responding to Committee questions.

**6) Consent Agenda**

- Page 17 was pulled.

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

- HUMAN SERVICES (page 17) – Kyle Theiler responded to questions regarding vacant positions.

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

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

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

**9) Edgewater Haven determined uncollectable accounts receivable write-off to bad debt**

Mary Schlagenhaft explained uncollectable accounts and answered questions. Motion (Hokamp/Spiros) to write off \$4,372.97 uncollectable accounts to bad debt. All ayes. Motion carried.



**10) Dietary Assistant wages at Wood County Health Care Facilities**

Marissa Kornack shared wage data for similar positions in the community. Data was also shared with Kim McGrath in Human Resources. Marissa responded to committee questions. Motion (Rozar/Hokamp) to refer to the Operations Committee. Discussion ensued. Two ayes, four opposed (Fischer, Thao, Buttke, Spiros opposed). Motion failed. Committee requested additional information be brought back next month.

**11) Human Services Risk Reserve Policy**

Brandon Vruwink explained the current risk reserve policy and purpose, and discussed potential need for revisions to the policy. Motion (Thao/Hokamp) to leave the policy as is and revisit next year (February). All ayes. Motion carried.

*Donna Rozar left the meeting during agenda item 11 discussions*

**12) Human Services request to purchase drinking water bottle fillers on second and fourth floors at DC Steinle Plaza**

Brandon Vruwink explained the issue, stating the property owner would allow installation of water bottle fillers if the county paid the cost (which would be \$5,835). Funds remaining from Cornerstone would be used. In addition, the landlord would share in the cost of a sink installation (\$4,000). Motion (Buttke/Hokamp) to approve both requests as presented. All ayes. Motion carried.

**13) Legislative Issue Updates**

Department heads provided updates regarding issues pertaining to their departments.

**14) Future Agenda Items**

The Chair noted items for future agendas.

**15) Next Meeting(s)**

- November 17, 2022, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option

**16) Adjourn**

Chair Fischer declared the meeting adjourned at 6:31 p.m.

Minutes taken by Sue Smith and subject to Committee approval.

## **WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT October 2022**

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

We have continued to work on the Human Services Department's budget. We met with the Operations Committee on September 22 and made one adjustment to the Norwood budget. Larry Burt, the Dietary Manager at Norwood, and Marissa negotiated a rate increase for the congregate meals program. The additional revenue was incorporated into the budget, reducing Norwood's overall tax levy.

Deputy Director Solheim and I held listening sessions at all Human Services Department locations. We also held one session virtually. The purpose was to listen and gather feedback from staff on ways that we can provide additional support. One of the items on this month's H&HS agenda came from the listening session at DC Steinle Plaza. Mary and I will continue to work through the list and address as appropriate.

The Wood County Human Services Family Keys Core Team attended the Child Welfare Conference on September 13. We shared our perspectives in developing the Family Keys Program over the first five months. It was an excellent opportunity to share our experiences in piloting this new program. We were able to explain our program design and answer questions from counties throughout the state.

Deputy Director Solheim, Family Service Division Administrator Liegl, and I will hold listening sessions for all Wood County Foster Parents. The intent is to discuss what is working well and learn about opportunities to improve our communication and support to Foster Parents. We are holding sessions in Marshfield, Pittsville, and Wisconsin Rapids.

In 2017, the State of Wisconsin Department of Children and Families considered delaying referrals to child support until a child was in an out-of-home care placement for six months. After much discussion with the Wisconsin County Human Service Association, the idea was tabled. Fast forward to June 2022; at that time, the federal Title VI-E child welfare policy manual was updated to reflect child welfare agencies should generally not pursue child support collection for children in out-of-home care placements. Because of this change, the Department of Children and Families is reviewing what steps the State of Wisconsin will take. There continues to be a mix of opinions on whether changing current policy is in children's best interest. Data seems to suggest that children are returned home quicker if their parents are not required to pay child support. However, making that change would reduce local funding to Child Welfare agencies, as they would no longer receive child support funding to cover the cost of providing care to children in out-of-home care placements. These discussions are in the early stages; I bring this to your attention as it could result in a loss of over \$100,000 to Wood County. I will be sure to keep you updated as more discussions occur.

I have continued to discuss modifications to the River Block Building with Facilities Manager Reuben Van Tassel. As of this writing, I do not have any updated information, but I will be sure to provide any new details I learn at the H&HS Committee meeting.

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

**Recruitment and Retention:** In light of the "Great Resignation" of social workers within the child welfare arena, many agencies are exploring ways to attract qualified applicants for child welfare positions. We are no different in Wood County. At a larger scale, Wisconsin is exploring the potential to participate in a child welfare workforce recruitment strategy sponsored through the Quality Improvement Center for Workforce Development (QIC-WD) funded through the Children's Bureau. Specifically as it relates to us in Wood County, the QIC-WD asked we indicate whether we wish to participate in either of two initiatives over the next twelve month period. One would evaluate the effectiveness of unique strategies

in recruitment. The other would address things we wish we could try that we think could work, but are without resources to initiate. Participation in this child welfare recruitment strategy would be at no cost to Wood County. We have expressed our interest in participating in this opportunity and have submitted our response to our State contact, as requested. There is no guarantee Wisconsin will be selected as a site, but we hope to provide a positive update on the foregoing into the future.

*Staff Support:* In partnership with the Children's Court Improvement Program (CCIP) and the Department of Children and Families (DCF), we will be moving forward with what is referred to as a Tailored Dispositional Orders Training. The project surrounding this particular training was piloted in Barron, Manitowoc, and Waukesha Counties. It has now expanded to the statewide implementation phase and we asked to be one of the first Counties to participate in this statewide expansion given some very positive feedback received from one of the participating Counties. Effectively, this project looks to improve conditions for return of children so they are tailored to meet the needs of individual parents and are written in a sequence of priority to address the most significant challenges and behavioral changes needed to reach permanence. The SMART goal framework is used as a guideline for the project. The training itself will provide an overview of child safety decision-making to understand how impending danger threats should be connected to conditions for return. We will look to continue in partnership with CCIP and DCF to do a version of this training within our Youth Justice Team at a later date.

*Youth Programming Update:* We continued to move forward in our participation in the local Farmer's Market held on Thursdays just outside of the Riverblock Building in 2022. We were able to participate in two total Thursdays, one in July and one in August. We had hoped to have even greater participation this year, but note there was only space for us this year on those two days. We had three youth engaged who were able to prepare and sell brats, burgers, chips, soda, water, and jewelry. We have found this to be a wonderful opportunity for our youth. One of our youth aspires to be a professional cook and hopes to one day own his own restaurant. This particular youth put in time developing the recipe for the burgers, planning what was needed for inventory, and calculating food cost percentage to determine how many brats and burgers would need to be sold to make a profit. Once all of the preparations were made, the youth experienced the fast paced environment which involved taking orders, preparing food, and operating the cash register. The youth reported that this experience was very anxiety producing at first, but once he found his rhythm, it reminded him of why he loved cooking so much. Another of our youth has a goal to slowly increase participation in pro-social situations to help her work on her social anxiety. This youth was thrilled with the opportunity to work at the Farmer's Market and made some jewelry to sell. Her goal was to make enough profit from her sales to pay for a trip to see her sister. She was able to accomplish this goal, but she received so much more through her community connection, social interaction, and skill building.

Through all of the fundraising and donations received over the past two and one-half years, we have raised over \$1,000. These funds have been used to purchase equipment to further explore youth's interests through healthy activities and for youth incentives. The team already has a plan for participation in the Farmer's Market in 2023 along with goals for further building of the program itself.

We also continue to work with our Bike Program and are appreciative of our oversight committee's support through donation and/or interest. Over the past two years, the program has been able to receive, repair, and donate over fifty bikes to individuals involved with Wood County Human Services through our FSET, CCS, and Foster Care programs. Our initial donations came from those affiliated directly somehow with Human Services, but have expanded to our local law enforcement through abandoned bikes that would otherwise be disposed of. The program has further provided seven youth who are part of the mentoring program a community based service opportunity that also helped the youth to gain skills and has sparked interest in mechanical work.

We have likewise continued with our community garden and have engaged four different youth in the past two summers.

Community/Department Collaboration: Director Vruwink and I continue in our quarterly meetings with our schools, with our last meeting on September 9, 2022. We continue to discuss ways to enhance our communication and collaboration so as to create efficiencies in communication.

Family Keys Update: The month of September brings updates of the addition of one family to our program and continued diligent work as a group to support our Housing Navigator in ways to create connections to secure housing. Our team was also present at the Child Welfare Conference in September and participated in conversation with the Department of Children and Families as well as the two other counties who currently have Family Keys Programs. We continue to work to find adequate housing for three of the four families we have enrolled in the program with a notable challenge of finding housing when we are in need of three-bedrooms.

### **Administrative Services Update by Mary Schlagenhaft**

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to: Health & Human Service monthly and Budget, Operations, County Board, Team Building, Human Services Division Budget, Division Specific Management, Process and Individual Progress Meetings and any Performance Evaluations for team members submitted timely. All team members worked together to cover shortages in immediate needs due to absences and vacancies.

Additional accomplishments: Ongoing EHR SmartCare learning, workflows and processes, successful implementation of electronic claim upload community EHR. Promotion of team member due to retirement, training of this position started. Vacancy created by this move was successfully filled and onboarding started. Nursing Home Rate setting education/training.

#### Accounting and A/P Team:

- Vouchers, cash receipts, revenues, reporting all completed and submitted timely
- Continued efforts to identify staff duties, timelines and processes to assist in contingency planning (backups)
- Monthly NHC team meeting, bi-weekly EW team meetings, team 1/1 meetings conducted for updates on needs and goals
- Attended Practical Cyber Security webinar, Manager
- Manager and Accountant of Community attended New Financial Manager Orientation put on by State of WI.
- EW/NHC Monthly team meetings
- Staff attended CLTS conference call
- Onboarding and training of new Contract Coordinator, team promotion, created transition plan for position needs
- Prepared & presented 2023 NIMC Budget, collaborated with other 11 counties for budget needs.
- Attended meetings re: TSSF expansion to prepare for needs and updated processes.

#### Support Services Team:

- 1 staff on intermittent FMLA
- Update on Outpatient Clinic service note: dictation continues to be completed within 3 days of appointment (there is occasionally an exception due to staff absences/time off). Clinicians are doing a hybrid mix of entering their own notes and some dictation. All Intakes and Evaluations continue to be dictated. There are five Admin Services staff that transcribe on a daily basis, each are *Reviewers* for assigned clinicians. They are auditing status, duration, note entry,

diagnosis, if CCS-then units, comments are included if contents is questionable. Reviews are performed on all appointments for each day –and sent to each Clinician.

- Monitor Administration Budget
- 1 HIPAA/ Confidentially breaches in September– (BH/LTC)
- Attend monthly Admin Services Managers’ meeting
- Attend weekly SmartCare meetings, and provide ongoing support and training to BH and Admin Services for tracking, reviewing, entries and edits, records disclosures/requests and ROIs.
- Work with Admin Support staff to develop backup plans for Placement Notifications and Perm Plan Admin Reviews notices.
- Work with Deputy Director and FS Records staff to update letters and procedures for releasing FS records
- Work with Managers to develop efficiencies in the collection and distribution of CCS provider notes
- Quarterly review meeting with Managers and staff to develop efficiencies in the TSSF process
- Work with Division Heads to update Policies and forms (DHS 75 & ROIs ; BH/Admin/FS)
- Complete FS and BH/LTS Records destruction in MFLD & Cornerstone. Plan involves reorganizing paper files by destruction date ready for storage. RB 231 FS Records restructure and destruction will begin October.
- Complete 3 staff evaluations (YT, KC, CG)
- Meet with 13 support services staff for scheduled one on one progress update; by phone and/ or in person; Ensure reception areas and all essential duties have coverage

#### Claims and A/R team:

- Reviewed and worked on PPS needs in SmartCare EHR moved progress of reporting from testing to live production with import of legacy data.
- Reviewed and tested for accuracy SmartCare billing process, claims creations and file submissions. Successfully implemented utilization of Electronic integration of 835 payment reports, allowing for touchless input of claims payment data into EHR A/R system.
- Recruitment for PPS State reporting clerk, who moved to a vacated position within the Support Division.

#### Insurance Claims created and submitted for current reporting

- Norwood: 276 claims submitted in the amount of \$1,329,165
- Edgewater: 78 Claims submitted in the Amount of \$466,674
- Community: 1926 Claims submitted in the amount of \$212,568
  - Accounts Receivable receipts: \$337,665

#### Service Admission Intakes - by Location

- NHC Admissions: 22, SNH 1
- Bridgeway: 14
- Edgewater: 7
- Community: 70 intakes
  - 1489 appointments scheduled, 944 attended (63%)

#### TRIP Monies received YTD:

- Norwood: \$34,384
- Community: \$65,549- registered \$9,213 in additional bad debt for collections

## **Behavioral Health Division Update by Stephanie Gudmunsen**

The Outpatient Clinic has been working to prepare for the new Wisconsin Admin. Ch. DHS 75 revisions that took effect on 10/1/22. DHS 75 sets the standards for substance use prevention, intervention, and treatment services. We also chose to use the new DHS 75 option to certify our mental health services under the same chapter, and we are now certified as an Integrated Behavioral Health Treatment Service. In addition to updating policies and procedures, we are also updating terminology and treatment curriculum. The term "AODA" is replaced with Substance Use Disorder or SUD and the clinic has been renamed the River Block Behavioral Health Clinic. The Day Treatment curriculum is being reviewed and updated to reflect current standards of practice and information. We have also updated all of our forms, brochures and our drug testing procedures.

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

*Income Maintenance:* In September, 9,906 recipients in Wood County received FoodShare benefits. There were also 8,040 people who received Badger Care benefits and 3,426 people who received elderly blind and disabled or long-term care benefits. Both FoodShare and Medicaid programs have continued to increase each month since the start of 2022.

*Transportation:* The transportation program provided 914 rides in September. Of these rides, 258 were for employment and 156 for medical needs. The transportation program held its annual volunteer driver safety and recognition meeting on September 28. The volunteer drivers were asked to complete a survey on why they enjoy being a volunteer in Wood County. The responses were overwhelmingly positive. Below are a few replies:

- "I love driving and helping people. I drive because I miss driving a semi, so now I'm a people hauler."
- "I enjoy meeting new people and being of help. We have been blessed with having the resources to be able to do extra things for others."
- "I just like to help people in our community and maybe someday I might need a ride."

*WHEAP:* The 2022 energy assistance contract ended on 9/30, and Wood County served 2,798 households. This is an increase of 375 applications, or 15.48%, from 2021. Overall, the state decreased applications totaling -1,681 (.86%). Wood County remained a leading WHEAP agency this year by having a consistent increase of customers. Wood County also had a desktop Administrative Review in September, and there were no findings or actions. The 2023 season started on October 1, and we have approximately 800 pending applications. This is already an increase from last year. The rising fuel and the natural gas cost are key players in the additional assistance requests.

## **Edgewater Haven Update by Kyle Theiler**

In the month of September we had 9 admissions and 2 readmissions. Memory care census was steady at a census of 18.

Census comparison to last year:

September 2021 – 51.1 average census with 3.53 rehab

September 2022 – 47.87 average census with 3.97 rehab

Admissions/Discharges Comparison:

September 2021 – Admissions 1/Discharges 4/Readmissions 2/Deaths 0

September 2022 – Admissions 9/Discharges 6/Readmission 2/Deaths 3

Personnel Updates: Open positions: Nurses – 2 FT .97 RN, 2 FT .97 LPN. CNAs – 1 FT .97 CNA. Dietary – fully staffed.

We continue recruitment efforts for the one full time certified nursing assistant role. We had three applicants in the last month, but none had CNA certification. We are also hoping to build up our casual CNA pool as the majority of casual aides are in high school or college.

There was no movement on hiring any nurses. There was only one interview completed in the last month and that employee chose employment elsewhere closer to their home. We still have four full time positions open. These openings continue to be filled by agency nurses. I reached out to human resources recently to restart my Indeed resume contact subscription. It will be my goal to use this tool to try and recruit some potential employees. Overall, it has been extremely difficult to get nurses to apply to Edgewater Haven in the last few months.

I will reach out to human resources in an effort to come up with additional recruitment strategies and ideas we can roll out to fill our open positions

COVID-19 Updates: The amount of COVID-19 cases in the facility dropped dramatically. We have had two staff member cases in the last month. Thankfully, both staff members worked in the dietary department and did not have contact with residents. We are hopeful that the decrease in cases will continue as large numbers of staff and resident receive the bivalent booster.

The Centers for Disease Control and the Centers for Medicare and Medicaid Services have made some significant regulatory changes. I have bulleted the major changes below:

- Routine testing of staff members not up to date is no longer required. This will save our staff a significant amount of time. The only time staff members will need to test now is due to exposure from a positive case or if they received a COVID-19 vaccine exemption.
- Eye protection is no longer required while in patient care areas unless a resident is on droplet precautions. Previously, all staff had to wear eye protection while in any resident care area.
- Source control use will now depend on our community transmission rate. Wood County has remained in high transmission for almost the last year. However, if we were to fall below the high transmission rate we would be able to potentially not wear masks all the time while in the facility.

Capital Improvement Projects: We are still waiting on complete control to configure the control system for the 400 wing boiler pump/stack. This should be completed in the near future.

The boilers have finally arrived! Therefore, this large CIP project will be completed prior to the end of the year. Tweet Garot has begun installing them as of the second week of October. The installation is going well and should be completed by the end of October.

These two projects are the last things to be completed for our 2022 CIP.

Phase 3 Guidance: Over the last month, we have worked on the new phase 3 guidance laid out by the Centers for Medicare and Medicaid Services. Several regulations have been updated including abuse policy, substance abuse, reporting crimes, and staff training. The new guidance takes effect on October 24<sup>th</sup>. I want to thank my entire team for their help on getting our policies and procedures updates prior to the deadline.

Clinical Students: We are excited to welcome a cohort of eight nursing students from Mid-State Technical College to Edgewater for their clinical rotation. Prior to COVID-19, we had several students from multiple institutions complete their clinical rotation at our facility. This is the first cohort to complete a clinical rotation since the pandemic started. The students began their clinical rotation on October 7<sup>th</sup>.

Each student will work with multiple residents to learn about different diagnoses and care techniques in the nursing home setting. We hope that their experience at Edgewater helps mold them into great nurses for the Wood County community.

*Networking Events:* I attended a dementia seminar that was put on by Park Place Adult Day Services. The event had former governor Marty Schreiber as the keynote speaker. Governor Schreiber talked about his experience living with his wife who suffers from Alzheimer's disease. The education provided was insightful and I was able to connect with other senior care leaders in our area.

On September 27<sup>th</sup>, we hosted a ribbon cutting event for the unveiling of our new 500 wing patio. The Heart of Wisconsin Chamber of Commerce helped us put on this event and had several of their ambassadors onsite that day. Residents and families who joined enjoyed snacks and refreshments.

### **Employment & Training Programs Update by Lacey Piekarski**

*FSET Program:* The FSET Program offered a customer satisfaction survey to all enrolled customers who enrolled in August 2022 or earlier, surveyed 9/19/22 – 9/30/22. Of the surveys sent (totaling 786 sent), 341 or 43.4% were returned. Overall program satisfaction rates were over 97% happy/very happy with the FSET program, over 96% of customers felt FSET was helping to accomplish goals, and 90% of customers had been provided support services for activity completion. As we strive to reach 100% satisfaction in all areas of the program, the FSET team acknowledges areas of success including availability of Case Managers for appointments (93% of customers shared they get to see their Case Manager as often as they need), as well as areas of improvement including review of how to share support service information, such as housing resource information.

As of 9/30/22, FSET Program enrolled customers totaled 861, an increase from 748 customers enrolled in the same point-in-time 9/30/21.

*Independent Living:* The fall academic semester is under way and the Independent Living Program is excited to support six young adults pursuing their GED/HSED, 15 youth enrolled in technical colleges, and 7 youth enrolled in 4-year post-secondary education. Independent Living and Brighter Star funds are able to support individualized case management to ensure successful transition to school including school-life balance, budgeting and connection to student life both on and off campus.

Also new this fall semester is the expansion of the Fostering Success program to UW schools including UW-Stevens Point in our region. This program is a grant-funded program to the UW school to support students living in foster care or those who have experienced homelessness, partnering with IL Programs to navigate post-secondary education success. This semester, our IL young adults and IL Program Intern will provide support to the UWSP Fostering Success Program to help create the on-campus Fostering Success area.

*Customer Satisfaction Survey - Feedback:* "This is the first time I feel like someone is actually taking the time to listen to me and help me."

"Case Manager is awesome. He knows the resources out there and has been a great help finding work, getting me back into school."

"I'm very grateful for the help of the program. Case Manager is understanding and helpful. Always willing to listen and help."

"I have had nothing but good responses and positive feedback from my Case Manager. She has been very helpful and insightful. I would recommend her and this program to anyone."



## Family Services Division Update by Jodi Liegl

**Motivating Change:** In May 2022, members of the Family Services team presented to the Health and Human Services Committee regarding a newly created program, Motivating Change, an incentives-based program in which youth involved with the Youth Justice team complete up to five goals and receive up to \$20 for successful completion of the goals at the end of each week. The Committee was supportive of shifting existing funds to pilot the program.

In July 2022, the Youth Justice team started referring youth to the Motivating Change program. The goals set for the youth vary depending on their highest need areas determined from the Youth Assessment and Screening Instrument (YASI), an evidenced based tool used throughout the state. Examples of current goals include the following: participation in anger control skill building activities, regular participation in mental health and/or AODA therapy, youth mentoring, regular school attendance, youth group participation, no negative police contact, participation in pro-social activities, etc. Youth meet with a member of the youth justice team each week to review their goals. If their goals have been met, the youth receive a gift card from a business of their choosing. At this point, youth have shown a preference for Amazon and Bring's Cycling & Fitness gift cards. Youth have also been saving the money they have earned to pay off fines and/or restitution. This has been empowering for youth as they have been able to meet the obligations of their court orders while working to make positive changes in their lives.

As of the end of September 2022, seven youth have started the Motivating Change program, and the results have been very positive. One youth, for example, saved \$170 and was able to completely pay off his court-ordered restitution. Staff at Wisconsin Rapids Area Middle School have stated they would like to start a similar program as they have seen such a positive change in one youth that participates in Motivating Change. Northwest Journey day treatment staff stated they wish other counties would start a program like this since the youth they serve is so motivated to meet her weekly goals. One youth has been doing so well he earned a "special" incentive and was awarded a back to school shopping trip. This youth stated he had never gone back to school shopping before this. He was able to buy shirts, pants, and shoes prior to returning to school in September. The Motivating Change program has brought about many positive, encouraging moments for our youth as well as the staff who serve them. Being a part of youths' successes and rewarding their achievements has been fulfilling for all involved, and the Youth Justice team is excited to continue seeing the positive changes yet to come.

**Family Fun Night:** The Family Services team has been hosting Family Fun Nights on a monthly basis since June. The goal of Family Fun Nights is to allow families who work with the agency an opportunity to experience a fun, new activity with their families while continuing to be supervised by Department staff, if necessary. Each month is a different activity or theme to provide a variety of experiences to our families. These have included a carnival themed evening with food, games, activities and a photo booth at River Block. Miniature golf and ice cream at Newman's Miniature Golf Course. A picnic at North Wood County Park with food, yard games, cookie decorating, and activities. Memory Lane Farm where families enjoyed food, wagon ride, activities, interacting with animals, a campfire and s'mores. The Family Fun Nights have increased in popularity with an increase in participation from our families and excitement to attend the upcoming events. The attendance has increase from 24 parents and children in June to 82 parents and children in September. The remainder of the year's activities include an October Halloween Family Fun Night at River Block with costumes, trick-or-treating, games, arts and crafts and a photo booth for family pictures. In November, we will be hosting a Thanksgiving-style home-cooked meal in a local church space in Pittsville along with crafts and a gratefulness activity. In December, we will be hosting a holiday-themed event with food and games and prizes.

**Personnel:** We continue to work through the recruitment and hiring process for two vacant ongoing social work positions and a Family Resource Coordinator position.

### **Norwood Health Center Update by Marissa Kornack**

We received our annual nursing home re-certification survey the last week of September. I want to congratulate the long term care team for an excellent survey - cite free in both the health and life safety portions of the survey. I am so proud of their hard work preparing for this survey and the great quality of care they provide every day.

Our search for a permanent psychiatrist continues with Jackson Physician Search. I continue to have weekly calls with our account representative. At the time of writing this, there has been activity/interaction with a potential candidate throughout October.

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

We continue to use the services of the agency staffing. We have two CNAs and one RN due to medical leaves. The prevailing wage for nurses was finally approved by the Department of Labor. The agency we are working with has started working on the recruitment of international nurses.

CMS and DHS has provided some updated guidance on testing, including routine testing does not need to be completed on staff unless they have an approved exemption request. In addition, staff or residents that have a high risk exposure or symptoms will be testing, along with new admissions to the building, on days 1, 3 and 5. Policies have been updated regarding this.

We will be completing some mock overdose drills in the building throughout the next couple of months.

Admissions Unit: Dr. Reimers continues as our acting treatment director via telehealth through contract, with locum psychiatrist coverage on the weekend. We had 22 admissions and 18 discharges in September. Census has been full several times this month at 12-13 patients.

The staff have been filling in for our occupational therapist who is on leave. Dr. Winemiller (psychologist), the nurses, social workers, and techs have been filling in doing groups during the days.

We finalized the changes needed for the new DHS Chapter 75 (substance use license) regulations. There were some minor changes of policies, and social work procedures with the completions of the ASAM assessments. Staff education was provided regarding these changes. Our new license was effective October 1.

Long Term Care Unit: The exciting news of the month is we participated in our annual state survey and were citation free!!!! Very very proud of the staff and all their hard work to continue to provide excellent care to the residents.

Now that our state survey is done, we have been focusing on the new Phase 3 regulations going in effect at the end of October. This included many policy revisions and education to staff.

The peer specialist is coming every Wednesday to do a group and meet with residents. Residents have been getting enhanced services with AODA group, psychoeducation groups, peer group, and individual counseling services through outpatient.

Residents received their COVID-19 and influenza boosters this past month.

The long- term care unit had 1 admission and 2 discharges in September.

### **Norwood Health Information Department by Jerin Turner**

We had a staff member start on October 10<sup>th</sup> as a casual receptionist. They will be working 12-hours a week on evenings and weekends. We are recruiting for another casual receptionist for 16-hours a week.

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

Congregate meals for the month of September were 5,641 with revenue of \$33,528. Congregate meals year to date are 48,571 with revenue of \$266,522.50.

At the time of writing this, we have 1.5 dietary assistant FTEs open. This continues to make staffing challenging.

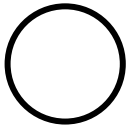
### **Norwood Maintenance Department by Lee Ackerman**

*Building Security Upgrades:* The new video intercom cameras and monitor stations have been installed. This system now includes a monitor at the front reception desk, which will allow the Receptionist to greet and grant entrance to visitors at the front door remotely to improve safety. The next steps will be the installation of the new secure front entrance doors and locking system.

*HVAC Upgrades:* Work is still underway in installing the new heating valves, which is the last step in this phase of the project. Most of these valves are located in the crawlspace of the building, so progress is slow but steady. We continue to be on track to complete in October.

*Boiler Exhaust Fan:* The boiler exhaust fans finally arrived this month and installation has been completed.

*Grant Opportunity:* Work on the air handler control upgrades has begun, however, like so many other projects, progress has been on hold while we wait for components to arrive for the final connections. We expect this project to be completed in October.



RESOLUTION#

Introduced by Health & Human Services Committee and Judicial & Legislative Committee  
Page 1 of 2 Committee

ITEM#  
DATE November 15, 2022  
Effective Date November 15, 2022

Motion:

Adopted:

1<sup>st</sup>

Lost:

2<sup>nd</sup>

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority  Two-thirds

Reviewed by: , Corp Counsel

Reviewed by: , Finance Dir.

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

RAL  
INTENT & SYNOPSIS: Encouraging the United States Congress and the Wisconsin Legislature to pass legislation granting the Hmong veterans of the Vietnam War access to the same veteran benefits received by United States veterans.

FISCAL NOTE: None

**WHEREAS**, beginning in 1960, the United States Central Intelligence Agency recruited thousands of Hmong people to fight against the Communist Pathet Lao and North Vietnamese Army regulars in Laos; and

**WHEREAS**, in July 1961, Brigadier General Edward G. Lansdale wrote in a memo to General Maxwell D. Taylor that about 9,000 Hmong tribesmen had been equipped for guerilla operations and these operations were being conducted with considerable effectiveness in Communist-dominated territory in Laos; and

**WHEREAS** as many as 100,000 Hmong soldiers were recruited and trained as Special Guerrilla Units to engage the North Vietnamese Army; and

**WHEREAS** the United States relied heavily on the Hmong Special Guerrilla Units, although outnumbered by enemy forces, to intercept and prevent the flow of troops and war supplies along the Ho Chi Minh Trail; and

**WHEREAS** the Hmong soldiers conducted tactical guerrilla actions, flew thousands of deadly combat missions in support of the United States Armed Forces and the United States Central Intelligence Agency, and fought in conventional and guerilla combat with an extremely high number of casualties; and

**WHEREAS** the Hmong soldiers protected United States personnel, guarded United States Air Force radar installations, gathered critical intelligence about enemy operations, and undertook rescue missions to save the lives of downed United States pilots; and

**WHEREAS** approximately 40,000 Hmong soldiers lost their lives defending democracy, approximately 50,000 Hmong soldiers were seriously injured and disabled, and approximately 3,000 Hmong soldiers were missing in action; and

**WHEREAS** Hmong soldiers died at 10 times the rate of United States soldiers in the Vietnam War; and

**WHEREAS**, because the war effort of the United States in Laos was covert, the accounts of the sacrifices and service of the Hmong soldiers remain largely unknown; and

**WHEREAS** many Hmong soldiers became refugees because the United States government encouraged them to fight for the United States, and, as a result, thousands of family members of Hmong soldiers were evacuated to a United States air base in Thailand to avoid bloody vengeance by the communists in Laos and Vietnam; and

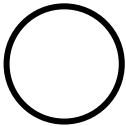
( )

Adam Fisher (Chairman)  
Tom Buttke  
John A. Hokamp  
Kristen Iniguez, DO  
Lori Nordman

Donna Rozar  
Rebecca Spiros, RN  
Lee P. Thao  
Mary Jo Wheeler-Schueller

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

County Clerk County Board Chairman



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by  
Page 2 of 2

Committee

**WHEREAS**, after the conclusion of the Vietnam War, thousands of Hmong soldiers suffered acts of retribution and atrocities by the Pathet Lao and North Vietnamese Army, causing hundreds of thousands of Hmong refugees to flee to neighboring Thailand; and

**WHEREAS** approximately 50,000 Hmong veterans reside in the United States, and approximately 150,000 Hmong and Laotian-born children have graduated from schools in this country; and

**WHEREAS** the Hmong warriors were promised that they would be treated just like other United States veterans.

**NOW THEREFORE BE IT RESOLVED** that the Wood County Board of Supervisors encourages the United States Congress and the Wisconsin State Legislature to pass legislation granting the Hmong veterans of the Vietnam War full access to the same veteran benefits received by United States veterans.

**BE IT FURTHER RESOVED** that the County Clerk forward a copy of this resolution to the elected federal and state legislators of Wood County, The Wisconsin Counties Association and the other counties of Wisconsin.

( )

Bill Clendenning (Chairman)

Bill L. Leichtnam

William Voight

Ed Wagner

Joseph H. Zurfluh

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

County Clerk

County Board Chairman

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

**DATE:** October 10, 2022

**PRESENT:** Joe Zurfluh, William Voight, Bill Winch, Dennis Polach, Brad Hamilton

**EXCUSED:**

**NOT**

**PRESENT:**

**OTHERS** Sarah Christensen, Jeff Penzkover, Tom Stojak, Erik Engel, Shawn Becker,

**PRESENT:** Quentin Ellis, Kelli Trzinski, Charlie Hoogesteger, Matt Susa, Lori Heideman,  
Alexa Acker, Lance Pliml

**LOCATION:** Wood County Courthouse

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

Joseph Zurfluh called the meeting to order at 9:00 a.m.

### **2. Review minutes of September 12, 2022:**

**Motion by Hamilton, second by Polach to approve the minutes of the September 12, 2022 meeting as presented. Motion carried unanimously.**

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

No public comments.

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

**November 14, 2022**

**9:00 a.m.**

**Wood County Courthouse Room 114**

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

#### **a. Communications September 2022 Claims:**

The Committee reviewed the Communications September 2022 claims.

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

The Committee reviewed the Communications report. Clarification given on circuits for the 911 system. Director stated current work space is less efficient but making it work for now.

**6. Emergency Management Department:**

**a. Emergency Management September 2022 Claims:**

The Committee reviewed the Emergency Management September 2022 claims. Clarification was given on charge from Rent-a-Flash on \$10,000 charge, stated it was for the Town of Port Edwards and Town of Saratoga sign project and will recoup those charges once project is complete.

**b. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management report. Working on Town of Port Edwards and Town of Saratoga sign installation project. Stated will take 4-6 weeks to finish Town of Saratoga project. Clarification was given on work for the Command Trailer, working with distributor and Communications to get some things fixed.

**7. Dispatch Department:**

**a. Dispatch September 2022 Claims:**

The Committee reviewed the Dispatch September 2022 claims.

**b. Dispatch Activity Report:**

The Committee reviewed the Dispatch report. Stated two new hires will be starting within the next month, will then be at full staff. Working on job description with HR for the position of Dispatch Director.

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner reports.

**b. August 2022 Claims:**

The Committee reviewed the Coroner August 2022 claims.

**9. Sheriff's Department:**

**a. Correspondences:**

Sheriff Becker discussed the search warrants that were executed last Thursday, October 6, 2022, in and around Vesper.

**b. Wood County Rescue:**

The Committee reviewed the Wood County Rescue report.

Sheriff Becker discussed the airboat that Rescue would be getting through a grant from the Legacy Foundation.

**c. Crime Stoppers:**

The Committee reviewed the Crime Stoppers report.

**d. K-9 Project:**

The Committee reviewed the K-9 report.

**e. Humane Officer**

The Committee reviewed the Humane Officer report.

**f. September 2022 Claims:**

The Committee reviewed the Sheriff's Department September 2022 claims.

**g. Hiring Process:**

Sheriff Becker discussed the deputy testing that occurred on October 1, 2022. He also stated the jail is currently hiring for one position.

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

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

**i. Overtime:**

The Committee reviewed the overtime reports.

**j. Courthouse Security:**

The Committee reviewed the Courthouse Security report.

**k. Jail Items**

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Maintenance: Nothing to Report



- vii. Inmate Programs: Nothing to Report
- viii. Jail Study: Groundbreaking ceremony is October 18, 2022 after County Board meeting.

**11. September 2022 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:**

**Motion by Hamilton, second by Voight to approve the September 2022 claims of all Public Safety Committee Departments. Motion carried unanimously.**

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

Hiring process for dispatch manager  
Department evaluations

**13. Adjourn**

**Meeting adjourned at 9:23 a.m. by Chairman Zurfluh.**

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

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, NOVEMBER 2, 2022  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Bill Leichtnam, Tom Buttke, Jake Hahn, Dave LaFontaine, Laura Valenstein,  
Members Excused: Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Paul Bernard, Jeff Brewbaker (WebEx), Scott Larson (WebEx)

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

Extension Staff: Jason Hausler, Anna James

Others Present: Dist. # 14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml (WebEx), Ben Jeffery, Environmental Health Supervisor, (WebEx), Ed Newton, Finance Director, (WebEx), Christine Hollar, Town of Milladore, Ken Bargender, City of Marshfield EDB, Meredith Kleker, Wisconsin Rapids Area Convention & Visitors Bureau, Karen Olson, MACCI – C2 Makerspace, Mark Bowie – C2 Makerspace, Ray Bossert, Town of Port Edwards.

1. **Call to Order.** Chair Leichtnam called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Leichtnam declared a quorum.
3. **Public Comment.** None.
4. **Review Correspondence.** None.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the October 5, 2022 CEED meeting 2) bills from Extension, Land & Water Conservation and Planning & Zoning and 3) staff activity reports from Laura Huber, Jasmine Carbajal, Matt Lippert, Kayla Rombalski, Hannah Wendels, Janell Wehr, Jacki Carattini, Shane Wucherpfennig, Kyle Andreae, Caleb Armstrong, Emily Salvinski, Lori Ruess, Rodney Mayer, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Victoria Wilson and Karoline Whitman.
  - a. Minutes of October 5, 2022. No additions or corrections needed.
  - b. Department Bills. No additions or corrections needed.
  - c. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the October 5, 2022 CEED minutes as presented. Second by Jake Hahn. Motion carried unanimously.*

*Motion by Dave LaFontaine to approve bills from Extension, Land & Water Conservation and Planning & Zoning and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.*

6. **Review items, if any, pulled from Consent Agenda.** None.
7. **Risk and Injury Report.** None.
8. **Update on ARPA Funding.** Chair Leichtnam mentioned he put information on the Child Care ARPA funding proposal on the table for each CEED member to review.

**At this time with consensus from the Committee, items 13b, 13c, 13d, and 13e were moved up on the agenda. See 13b, 13c, 13d, and 13e.**

## 9. Land & Water Conservation Department.

- a. Approve Wood County 2022 crop prices for the Wildlife Damage Abatement & Claims Program.  
The 2022 Wood County Crop prices for the Wildlife Damage Abatement & Claims Program were included in the packet. Prices were arrived by averaging prices from several sources. Prices are as follows: Corn - \$6.18/bushel, Soybeans – 13.96/bushel, Alfalfa - \$170.34/ton.

*Motion by Jake Hahn to accept and approve the Wood County 2022 crop prices for the Wildlife Damage Abatement and Claims Program. Second by Dave LaFontaine. Motion carried unanimously.*

- b. Approve low bid for Adam Borchert's waste storage facility project.

Shane Wucherpennig explained this is a re-bid of Borchert's project. Previous bids received came back very high (two bids each over \$200,000). He denied the previous bids and requested the project be re-bid. Two new bids were Earth Inc., – Dan DeBoer - \$170,850.40 and Mid WI Concrete & Exc. – Casey Krause - \$171,450.00.

*Motion by Tom Buttke to accept and approve the low bid for \$170,850.40 from Earth Inc., for the purpose of basing cost-share dollars for the Adam Borchert's project. Second by Laura Valenstein. Motion carried unanimously.*

- c. Approve low bid for Jon & Raeann Gust's streambank & shoreland protection project.

Shane opened the only bid received prior to the CEED meeting. Bid was from Jeff Ertl Trucking and Excavating in the amount of \$4,730.00.

*Motion by Jake Hahn to accept and approve the low bid for \$4,730.00 from Jeff Ertl Trucking & Excavating for the purpose of basing cost-share dollars for Jon & Raeann Gust's streambank & shoreland protection project. Second by Laura Valenstein. Motion carried unanimously.*

- d. Approve low bid for Todd Karl's waterway system project.

Shane Wucherpennig explained this project was also a re-bid. The CEED approved the original bid of \$60,000 from Jeff Ertl Trucking and Excavating. The landowner requested a re-bid, as he couldn't do the project at the \$60,133.25 cost. Ertl was contacted for the re-bid and stated he wanted to leave his bid at \$60,000 for the re-bid process. New bid were as follows: Earth Inc. - \$56,852.90, Jeff Ertl Trucking & Excavating - \$60,133.25.

*Motion by Jake Hahn to accept and approve the low bid for \$56,852.90 from Earth Inc., for the purpose of basing cost-share dollars for Todd Karl's waterway system project. Second by Laura Valenstein. Discussion followed.*

*Tom Buttke moved to amend the motion on the floor to have the County Conservationist reach out to Corporation Counsel for advice on the re-bid procedure. Following Corporation Counsel's approval of the re-bid procedure, accept and approve the low bid in the amount of \$56,852.90 from Earth Inc., for the propose of basing cost-share dollars for Todd Karl's waterway system project. Second by Laura Valenstein. Motion carried unanimously.*

*Motion carried unanimously on the amended motion.*

- e. Update on ARPA fund proposal.

Shane Wucherpennig reviewed the Land & Water Conservation Department ARPA funding proposal. This was discussed at previous CEED meetings. He reached out to Ed Newton, Lance Pliml and Laura Valenstein on the process to forward the proposal to the ARPA Ad Hoc Committee. Laura explained; priorities need to be ranked by the CEED and the proposal in ranking order needs to be included in the County Board Packet as part of the ARPA Ad Hoc Committee. Chair Leichtnam asked each Committee member for his or her ranking based on the proposal presented. Ranking order by Laura Valenstein, Dave LaFontaine, Jake Hahn and Tom Buttke:

1. Drone
2. Water Quality Improvement Practices
3. Field Test Plots/Training/Field Days
4. Reverse Osmosis Systems

Chair Leichtnam's ranking order:

1. Water Quality Improvement Practices
2. Reverse Osmosis Systems
3. Field Test Plots/Training/Fields Days
4. Drone

*Motion by Laura Valenstein to include the Land & Water Conservation Department prioritized ARPA proposal in the November County Board Packet. Second by Tom Buttke. Motion carried unanimously.*

**f. Committee Reports**

**i. Citizens Groundwater Group meeting.**

Bill Leichtnam gave an overview of the October 17, 2022 CGG meeting. Future meetings will move to the River Block Auditorium. Next meeting is scheduled for November 21, 2022.

**ii. Health Committee report.**

Ben Jeffrey gave an overview of the October 26, 2022 AGC MOU meeting. This was supposed to be the last meeting, but another meeting is scheduled for January 10, 2023.

Bill Leichtnam read a statement he gave at the October 26, 2022 meeting, which is recorded in the October 26, 2022 meeting minutes.

AGC is not interested in future MOU.

**iii. Central Sands Groundwater County Collaborative (CSGWCC) Committee report.**

Bill Leichtnam gave an overview of the October 24, 2022 CSGWCC meeting. The next CSGWCC meeting is Monday, November 28, 2022.

**iv. Golden Sands RC&D report.**

The next Golden Sands RC&D Council meeting is Thursday, November 17, 2022 at the River Block Auditorium.

**10. Private Sewage.** In packet.

**11. Land Records.**

**a. ARPA Funding Requests**

- i. LiDAR – Paul Bernard shared the ARPA funding request for LiDAR can be found on pages 29-40 of the CEED packet. He reviewed the funding breakdown and deliverables for Phase I and Phase II. The ARPA funding request is for Phase III to acquire more layers that will help view, visualize and analyze hydrography data. This phase as presented would cost \$222,800.00. However, Paul received a lower quote, from what is noted on page 32 of the packet, for the Impervious Surfaces and he will be reaching out for additional quotes. Discussion followed.

With consensus from the Committee, this item will be moved to the December 7, 2022 meeting to allow Paul Bernard time to prioritize his request and get additional quotes.

- ii. Facility Mapping. Paul Bernard shared information on facility mapping. He is working with Dispatch on data for mapping of all public and private schools for emergency response. Applying for grants to map all county facilities (Courthouse,

River Block, Edgewater Haven, Norwood Health Center). He will have more information on this ARPA request at the December 7, 2022 meeting.

12. **County Surveyor.** In packet.

13. **Planning.** In packet.

14. **Economic Development.**

a. North Central Wisconsin Regional Plan Commission update.

Jason Grueneberg reported briefly on the October 26, 2022 NCWRPC meeting. All three Wood County representatives were in attendance. Gerald Nelson, past County Board Supervisor, retired from the Commission at the age of 90 and was recognized for serving on the NCWRPC.

b. Update from Town of Milladore and consider release of 2022 Economic Development Grant Funds.

Christine Hollar, Milladore Town Clerk, reported the road repair work on Trestik Drive from Blenker Road to Mayflower Road and Blenker Road from Highway 10 to Trestik Drive in the Town of Milladore was completed the last week of September.

*Motion by Dave LaFontaine to release \$7,014.45 in 2022 Economic Development Grant Funds to the Town of Milladore. Second by Laura Valenstein. Motion carried unanimously.*

c. Update from Wisconsin Rapids Area Convention & Visitors Bureau and consider release of 2022 Economic Development Grant Funds.

Meredith Kleker, Wisconsin Rapids Area CVB, reported briefly on the Central Wisconsin Tourism booth at the Wisconsin State Fair. Attendance at the Fair was over one million. It is estimated over 16,500 people took information from the booth. The booth promoted the central place initiative in the Wood County REDI plan, the county's outdoor recreation opportunities and provided Wood County Parks and Forestry maps for trails and water access. New at the booth this year, was "spin to win" and "scan to win".

*Motion by Laura Valenstein to release the \$3,000 in 2022 Economic Development Grant Funds to the Wisconsin Rapids Area Convention and Visitors Bureau. Second by Tom Buttke Motion carried unanimously.*

d. Update from Village of Port Edwards and consider delaying the release of 2022 Economic Development Grant Funds due to lack of contractors and seeking DOMTAR final approval.

Ray Bossert, Village of Port Edwards Administrator, gave a brief update on the progress of the kayak platform/launch sites on the west side of Nepco Lake and the west side of the Wisconsin River. Due to lack of contractors and the delay of DOMTAR final approval, the project will not be completed until spring of 2023. Village crews are currently working on clearing trees. He asked the CEED Committee if they could consider one of the following options:

- 1, Release part of the funds for the work that is complete.
2. Release all funds now.
- 3, Release all funds in the spring.

*Motion by Dave LaFontaine to release \$5,000 of the 2022 Economic Development Grant Funds to the Village of Port Edwards and carryover the remaining \$10,000 into 2023. Second by Laura Valenstein.*

Discussion followed. Jake Hahn stated he agrees with the \$5,000 but disagrees with carrying over the \$10,000.

Jason Grueneberg mentioned there is a multi-step process that requires a resolution approved by County Board to carryover the funds. Ed Newton stated any of the options would work; a resolution is needed to move funds to 2023.

*Jake Hahn moved to amend the motion on the floor to award the \$5,000 for work completed this year and deny the carryover of the remaining \$10,000. Second by Tom Buttke. Voting Aye: Jake Hahn and Tom Buttke. Voting Nay: Bill Leichtnam, Laura Valenstein, and Dave LaFontaine. Motion failed.*

*Dave LaFontaine moved to amend the motion on the floor to release \$5,000 of the 2022 Economic Development Grant Funds to the Village of Port Edwards and by resolution, carryover the remaining \$10,000 into 2023. Voting Aye: Dave LaFontaine, Bill Leichtnam, Laura Valenstein, and Tom Buttke. Voting Nay: Jake Hahn. Motion carried.*

**e. Consider release of REDI implementation funds.**

Karen Olson and Mark Bowie reported on recent progress at C2 Makerspace and requested REDI funds for their current needs of computers, hardware/storage/materials, robotics and transportation. Discussion followed.

Jason Grueneberg shared there is \$70,000 to \$75,000 REDI implementation funds available this year. Whatever is not spent in 2022 will be carried over to the 2023 budget of \$50,000.

Ribbon cutting and open house at C2 Makerspace is scheduled for Thursday, December 1, 2022.

*Motion by Laura Valenstein to release \$32,000 in REDI implementation funds to C2 Makerspace to cover computers & Hardware. Second by Dave LaFontaine. Motion carried unanimously.*

**15. Extension.**

**a. General Office Update.**

Jason Hausler shared information on the status of the Area Extension Director Position. Received close to 20 applications. Preliminary interviews will be held next week; anticipate having someone on staff by mid to late December.

One administrative support staff person is out on extended leave. She will be returning January 2023.

**b. Anna James Introduction.**

Anna James, Natural Resource Educator, introduced herself. She transferred from Adams County Land & Water Conservation and has worked with Rachael Whitehair in the past, so she is familiar with the CSGWC and other projects.

**c. 2023 Extension Budget.**

Jason explained "Budget" was a typo in this agenda item. It should have been 2023 Extension "Contract". The contract is in the CEED packet, deadline for approval is December 12, 2022. Brief discussion followed.

Since action is needed to approve the contract, this item will be put on the December CEED agenda as 2023 Extension Contract.

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

Dave LaFontaine requested per diem for attending the October 19, 2022 drone demonstration at Marshfield Legion Hall.

*Motion by Jake Hahn to approve Dave LaFontaine's per diem request for attending the October 19, 2022 drone demonstration. Second by Tom Buttke. Motion carried unanimously.*

**17. Schedule next regular committee meeting.**

Wednesday, December 7, 2022 at 9:00 a.m., in Room 114

- a. Department Head Evaluations. Shane Wucherpennig handed out his 2023 goals. Jason Grueneberg will send his to the committee before the November 9, meeting.

**18. Agenda items for next meeting.**

**Land Records**

- a. ARPA Funding requests.
- b. More on Facility Mapping.

**Extension**

- a. 2023 Extension Contract.

**19. Schedule any additional meetings if necessary.** Special CEED Meeting - Wednesday, November 9, 2022 at 9:00 a.m., in Room 114.

**20. Adjourn.**

Chair Bill Leichtnam declared the CEED meeting adjourned at 11:10 a.m.

Minutes by Lori Ruess, Land & Water Conservation Department and in draft form until approved at next CEED meeting.

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, NOVEMBER 9, 2022  
 WOOD COUNTY COURTHOUSE, ROOM 114

Members Present: Bill Leichtnam, Tom Buttke, Jake Hahn, Dave LaFontaine, Laura Valenstein

Excused: Carmen Good

Others Present: Bill Clendenning

Staff Present:

Planning & Zoning Staff: Jason Grueneberg

Land & Water Conservation Staff: Shane Wucherpennig

1. **Call to Order.** Chairperson Leichtnam called the CEED meeting to order at 9:00 AM.
2. **Declaration of Quorum.** Chair Leichtnam declared a quorum.
3. **Public Comment.** There was no public comment.
4. **Review Correspondence.** None
5. **CLOSED SESSION**  
 At 9:02 a.m motion by Buttke, second by LaFontaine, pursuant to Wis Stat 19.85(1)© to go into closed session for the purpose of discussing the Land & Water Conservation Department Head's performance and Planning and Zoning Department Head's performance. Roll call taken: Leichtnam – Aye, Buttke – Aye; Hahn – Aye; LaFontaine – Aye; Valenstein – Aye. Motion carried.
6. **RETURN SESSION**  
 Motion by LaFontaine, second by Valenstein to return to open session.
7. **Adjourn.** Leichtnam declared the meeting adjourned at 10:30 AM.

Minutes taken by Supervisor Hahn and transcribed by Trent Miner, County Clerk. In draft form until approved at next meeting.



**Golden Sands Resource Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**September 15th, 2022**  
**Jordan Park's East Lodge / Online**

**Attendees:** Reesa Evans (Member-at-Large); Gary Beastro (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Bill Clendenning (Wood); Shane Wucherpennig (Member-at-Large); Kendra Kunder (Golden Sands RC&D Staff). Excused Absence: Diane Hanson (Marathon).

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

**EXECUTIVE DIRECTOR:** Kendra Kunder, Golden Sands RC&D's new Executive Director, introduced herself and provided some information about her background.

**APPROVAL OF MINUTES:** A motion was made by Walker, which was seconded by Wucherpennig, to approve the minutes from the July 2022 meeting. Motion carried unanimously.

**Into Closed Session:** N/A

**Out of Closed Session:** N/A

**TREASURER'S REPORT:** The treasurer's report for July and August 2022 was passed around. Hilgart indicated that dispersals and receipts were routine for the working season. Some grant reimbursements started being paid. No use of the contingency fund. The endowment fund decreased by over \$4000 in the second quarter. A motion was made by Wucherpennig, which was seconded by Walker, to forward to the full council. Motion carried unanimously.

**FINANCIAL PROCEDURES:** A new accounting firm was located and a contract is in place. The new accounting firm is Wegner CPA from Madison. Fees for most services are locked in.

**STAFF AND MEMBERSHIP:** Nicole Welke was hired for the Grazing Specialist co-employment position at the Portage NRCS office. Adam Skadsen was hired for the Soil Conservationist Technician co-employment position at the Stevens Point NRCS office. An offer was made for the Urban Conservation position, but it was declined. The position will be reposted.

**COMMUNICATION/MARKETING:** Plans for the 50th Anniversary "Party at the Pub" are going well. Promotional materials were distributed to various entities. Today is the submission deadline for the photo and t-shirt designs contests, so judging teams will be set up soon. Winning submissions will be displayed at the celebration. Beastro, Hernandez, and Walker volunteered to be on the judging teams. Thorstenson noted the various links for the 50th Anniversary celebration. The celebration is scheduled for October 15th, at District 1 Brewery, from 5 p.m. to 10 p.m.

**OTHER BUSINESS:** Evans announced that the Central Wisconsin Nature Foundation voted to donate a wooden Leopold bench, which will be used for a tribute to Al Barden, a retired Golden

Sands RC&D's Committee member. Golden Sands RC&D staff will seek estimates for costs for plaques and other related expenses. At this time, placing the bench at Barden's church is being considered.

**ADJOURNMENT:** The meeting was adjourned at 9:16 a.m. upon a motion made by Walker, which was seconded by Wucherpfennig.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry/Agriculture/Wildlife Committee Meeting Minutes**  
**September 15th, 2022**  
**Jordan Park's East Lodge / Online**

**Attendees:** Brent Tessmer (Taylor); Bill Clendenning (Wood); Denise Hilgart (Golden Sands RC&D Staff); Jacob Fluor (Golden Sands RC&D Staff); Merlin Becker (Member-at-Large); Al Drabek (Marathon); Gary Beasom (Member-at-Large); Amalia Priest (Golden Sands RC&D Staff); Kendra Kunder (Golden Sands RC&D Staff); Brooke Sperberg (Golden Sands RC&D Staff); Lindsey Laskowski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Robert Bauer (Golden Sands RC&D Staff).

**CALL TO ORDER:** Tessmer called the meeting to order at 10:30 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion was made by Clendenning, which was seconded by Becker, to approve the minutes from the July 2022 meeting. Motion carried unanimously.

**PROJECT UPDATES:**

**Cooperating For Woods and Wildlife:** Kunder reported that a Demonstration Field Day will be held at the Outagamie County site on September 23rd.

**Central Wisconsin Invasives Partnership (CWIP)/Northeast Wisconsin Invasives Partnership (NEWIP):** Fluor reported that a steering committee meeting for CWIP was held recently. For NEWIP, a field day event is planned for September 24th in Waupaca County and an event is being planned for October 8th at the Green Bay Botanical Gardens. For both partnerships, projects are being carried out for invasive species control.

**Natural Resources Conservation Service (NRCS) Cooperative Agreements:** Kunder reported on hiring for two positions: a Grazing Specialist, and a Soil Conservationist Technician. An offer was made for the Urban Conservation position, but it was declined. The position will be reposted. Field staff have been working with private landowners on planning and cost-sharing applications.

**Tree Shelters:** No report.

**Stevens Point Area Neighborhood Gardens (SPANG):** Hilgart reported that all but three plots were used this year. Work is now focused on cleanup and other end-of-season activities.

**NACD Technical Assistance Project/Managed Grazing:** Sperberg reported on a pasture walk that was held at Hilgart's farm, as well as on a future pasture walk that's planned for September 22nd. Soil walks are scheduled for September 29th and October 13th. Details about upcoming events are available on Golden Sands RC&D's website.

**Waupaca County Conservation Field Day (WCCFD):** Hilgart reported for Burzynski. Hilgart reported on plans for this year's event, which will be held September 30th. Around 300 students are expected to participate and 17 educational stations will be set up.

**NEW PROJECTS:** Kunding presented a new project for NACD TA 2022. This memorandum agreement will assist NRCS in promoting cost-sharing and technical services to producers, including managed grazing plans. Project will promote managed grazing through pasture walks and workshops, and promote soil health through soil walks. This MOA includes some promotion of CSP cost-sharing available to forest landowners as well. A motion was made by Clendenning, which was second by Walker, to recommend full board approval of the proposal. Motion carried.

**MEMBER REPORTS:** None

**OTHER BUSINESS:** None

**ADJOURNMENT:** A motion was made by Clendenning, which was second by Walker, to adjourn. Meeting adjourned at 10:57 a.m.

Respectfully submitted,

Bob Walker  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Waters Committee Meeting Minutes**  
**September 15th, 2022**  
**Jordan Park's East Lodge / Online**

**Attendees:** Al Rosenthal (Marquette); Ed Hernandez (Waushara); Bill Leichtnam (Wood); Amy Thorstenson (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Shane Wucherpennig (Member-at-Large); Amanda Burzynski (Golden Sands RC&D Staff); Chris Hamerla (Golden Sands RC&D Staff); Gary Beastrom (Member-at-Large); Joe Tomandl (Taylor); Diane Hanson (Marathon).

**CALL TO ORDER:** Rosenthal called the meeting to order.

**INTRODUCTIONS:** No introductions. All familiar.

**APPROVAL OF MINUTES:** A motion was made by Leichtnam, which was seconded by Hernandez, to approve the July 2022 Minutes. Motion carried unanimously.

**NEW PROJECTS:** There is one new project for consideration. The project involves Regional AIS services for 2023. This does not involve a competitive grant application, as it did in the past, but instead the funds come from money the counties are awarded by the WI Department of Natural Resources (DNR) for aquatic invasive species (AIS) services. The \$159,088.42 will support up to three full-time AIS coordinators and one part-time project manager. It is expected that the Executive Director will complete the part-time project manager duties. The project will start on January 1st, 2023. A motion was made by Evans, which was seconded by Hernandez, to approve the project and send on to the full council for consideration. Motion carried unanimously.

**COUNTY AND STAFF UPDATES:**

**Adams:** Evans reported that the county recently sent out its first offers for private well testing. The 14-Mile Creek 9 Key Element Group recently held an informational dinner. Arkdale Lake is planning on dredging its main boat launch, but may have to do it without a grant. Members of the Friendship Lake District recently voted, to keep the current plan for the winter level of the lake to stay as is, on October 1st.

**Marathon:** The county applied for a grant to establish a producer-led group for the Eau Pleine Watershed. It was hoped that some of the ARPA funds could be used to help develop a groundwater plan for the county, but it was denied. The department is hoping to get more farmland preservation participation. Hamerla noted that Marathon County seemed to have an unusually high amount of purple loosestrife blooming this year, so the county designated a person to work with him on a plan. Leichtnam extended an invitation to Marathon County to become a part of the six-county groundwater collaborative.

**Marquette:** Rosenthal reported that his well was one of the private wells in Marquette County that tested high in Nitrates. He installed a reverse osmosis system and is planning on installing another. Last Saturday was an electronics turn-in day. Three dumpsters, plus six large trucks, were filled. They were able to charge little for the items turned in because of money received from Sony, as part of a federal rule requiring electronic producers to reimburse for some disposal costs of their items. Three people, including Rosenthal, retired from the Marquette

County Lake group, so there are three new people on the board. Buffalo Lake wants to change the winter water level and is working with the WI DNR.

**Taylor:** Tomandl said that the county is wrapping up its private well-testing project for this year. One test this year came back positive for e-coli.

**Waushara:** Hernandez has been helping install reverse osmosis systems on some private wells, using \$100,000 of ARPA funds set aside by the county. The request for a no-till drill is now on hold. A manure storage ordinance violation looks like it may be resolved with a compliance schedule. The Fox-Wolf watershed's 9 Key Element ideas were rejected until several inventories are completed.

**Wood:** Leichtnam reported there has been no legislative activity since the last meeting, because those running for office are campaigning for the November election. Wucherpennig reported that the county is continuing to sample private wells, especially for ones that previously tested high in Nitrate levels. The department is hoping that some of the pandemic ARPA funds Wood County received can be used to fund activities like cost-sharing for the installation of reverse osmosis systems for private wells, conservation practices for farmers, and the purchase of a drone for the department. The no-till drill is still being used heavily.

**Burzynski:** The Waupaca County Conservation Day is coming soon. She will be attending the Upper Midwest Invasive Species conference in Green Bay in October. Hamerla and Thorstenson will also attend. She will also start making contacts for AIS and groundwater lessons for the spring terms. She is also waiting to hear about funding to potentially start teaching groundwater lessons to 5th grade students in Marquette County.

**Hamerla:** The first year of new funding for AIS activities is winding down. He feels that it was successful and described some of the activities, which are listed on his written staff report.

**Thorstenson:** Clean Boats, Clean Waters (CBCW) contracts are wrapping up. The payroll this Friday will be the last check for most of the CBCW interns. However, one of the interns assigned to Green Lake is willing to continue CBCW work through September and even into October, if needed.

**ADJOURNMENT:** A motion was made by Hernandez, which was seconded by Tomandl, to adjourn the meeting. The meeting was adjourned at 11:14 a.m.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Regular Business/Executive Committee Meeting Minutes**  
**September 15th, 2022**  
**Jordan Park's East Lodge / Online**

**Attendees:** Ed Hernandez (Waushara); Reesa Evans (Member-at-Large); Gary Beastron (Member-at-Large); Bill Clendenning (Wood); Kendra Kunding (Golden Sands RC&D); Bill Leichtnam (Wood); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Denise Hilgart (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Al Drabek (Marathon); Lindsey Laskowski (Golden Sands RC&D Staff); Steve Bradley (Portage); Shane Wucherpennig (Member-at-Large); Todd Morris (Green Lake); Bob Schweder (Green Lake); Bob Walker (Member-at-Large); Joe Tomandl (Taylor).

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

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion was made by Clendenning, which was seconded by Wucherpennig, to approve the minutes from the July 2022 meeting. Motion carried unanimously.

**TREASURER'S REPORT:** The treasurer's report for July and August 2022 was passed around. Hilgart indicated that dispersals and receipts were routine for the working season. No use of the contingency fund. The endowment fund decreased by over \$4000 in the second quarter. A motion was made by Rosenthal, which was seconded by Evans, to accept and file the treasurer's report. Motion carried unanimously.

**OLD BUSINESS:**

**Groundwater Legislation:** Leichtnam reported there has been no legislative activity since the last meeting, because those running for office are campaigning for the November election.

**NEW BUSINESS:**

**New Executive Director:** Kendra Kunding, who previously worked for Golden Sands as a regional Aquatic Invasive Species (AIS) Coordinator was promoted to the Executive Director position. She will continue to do some AIS work.

**50th Anniversary Celebration:** Thorstenson noted the various links for the 50th Anniversary celebration. The celebration is scheduled for October 15th, at District 1 Brewery, from 5 p.m. to 10 p.m. Today is the deadline for submissions for the photo and t-shirt design contests.

**Appointments to CWWP and State RC&D Boards:** Thorstenson suggested that the motions identifying a Golden Sands RC&D representative to the CWWP and State RC&D Boards should identify the position, rather than a particular person. A motion was made by Evans, which was seconded by Walker, to identify the Executive Director Position as Golden Sands RC&D's representative for these Boards. Motion carried unanimously.

## **COMMITTEE REPORTS:**

**Personnel/Finance Committee Report:** Evans reported that Hilgart passed out the most recent Treasurer's Report. The committee voted to forward it to the full council. A new accounting firm was located and a contract is in place. The new accounting firm is Wegner CPA from Madison. There are two new hires for the Natural Resources Conservation Service (NRCS) co-employment position in the Portage and Stevens Point offices. An offer was made for the Urban Conservation position, but it was declined. The position will be reposted. Plans for the 50th Anniversary "Party at the Pub" are going well. Promotional materials were distributed to various entities. Today is the submission deadline for the photo and t-shirt designs contests, so judging teams will be set up soon. Winning submissions will be displayed at the celebration. Beaström, Hernandez, and Walker volunteered to be on the judging teams. Evans announced that the Central Wisconsin Nature Foundation voted to donate a wooden Leopold bench, which will be used for a tribute to Al Barden, a retired Golden Sands RC&D's Committee member. Golden Sands RC&D staff will seek estimates for costs for plaques and other related expenses.

**Forestry/Agriculture/Wildlife Committee Report:** Walker reported that there is an Outagamie Demonstration Forest event on September 23rd. Reports on CWIP and NEWIP were given. Karner Blue Butterfly habitat is being addressed. There will be events on September 24th in Waupaca and on October 8th at the Green Bay Botanical Gardens. Nicole Welke was hired for the Grazing Specialist co-employment position at the Portage NRCS office. Adam Skadsen was hired for the Soil Conservationist Technician co-employment position at the Stevens Point NRCS office. An offer was made for the Urban Conservation position, but it was declined. The position will be reposted. There was no tree shelter update. The August pasture walk on Hilgart's farm was successful. There is another pasture walk set for September 22nd. Soil walks are set for September 29th and October 13th. Several new grazing plans were completed. A field day will be held in Waupaca on September 30th. There will be 17 stations and approximately 300 students are expected to attend. There is a new gold sheet from this committee that continues the NRCS co-employment project.

**Water Committee Report:** Evans reported that one new Waters Project was voted to be sent to the full council. The first year of new funding for AIS activities is winding down. Hamerla feels that it was successful. Clean Boats, Clean Waters (CBCW) contracts are wrapping up. One of the interns assigned to Green Lake is willing to continue CBCW work through September and even into October, if needed. Updates were given by representatives from Wood, Taylor, Marathon, Marquette, Waushara, and Adams Counties. Several counties are involved in private well-testing. Counties are also working on budgets for next year. The Waupaca County Conservation Field Day is coming soon. Burzynski will soon start making contacts for AIS and groundwater lessons for the spring.

## **NEW PROJECTS:**

A new project from the Forestry/Ag/Wildlife Committee continues the NRCS cooperative employment agreement. The estimated cost is \$156,000. A motion was made by Wucherpennig, which was seconded by Evans, to approve this project. Motion carried unanimously.



There is a new project from the Waters Committee. It is a continuation of the Regional AIS work for 2023 with a cost of \$159,088.42. A motion was made by Rosenthal, which was seconded by Wucherpennig, to approve this project. Motion carried unanimously.

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

**AGENCY/PARTNER REPORTS:** None

**OTHER BUSINESS:** Two representatives from Green Lake County introduced themselves. Attending were Todd Morris (County Conservationist) and Bob Schweder (Green Lake LWCD Committee Chair). They thanked Golden Sands RC&D for its recent support to establish an agricultural enterprise zone in Green Lake. They also mentioned a plan for a portable boat washing station, which is expected to be installed at Green Lake next year. It will be staffed by the lake association there.

**NEXT MEETING:** After some discussion, it was decided that the November 17th meeting will be held in Wood County indoors.

**ADJOURNMENT:** A motion was made by Clendenning, which was seconded by Walker, to adjourn the meeting. The meeting was adjourned.

Respectfully submitted,

Reesa Evans  
Recording Secretary

## Central Sands Groundwater County Collaborative (CSGCC) Meeting

Monday, August 22, 10:00 AM

In-person at Hancock Agricultural Research Station, also an option to Join via Zoom

Present: Bill Leichtnam (chair), Chris Zindorf, Bill Clendenning, Al Rosenthal, Mark Piechowski, Jen McNelly, Kayla Rombalski, and Guolong Liang. Attending Online: Mike Parsen, Natasha Paris, Katrina Shankland, Pat Kilbey, Todd Wahler, Lionel Weaver, Dustin Ladd, Ben Jeffrey, Anna James, Shane Wucherpennig, Kyle Kettner, Connie Creighton, and Jodi Schappe.

### 1. Call to order and attendance

Chair Leichtnam called meeting to order at 10:00 AM.

### 2. Review and approval of prior meeting minutes

Motion (Clendenning/Rosenthal) to approve minutes. Passed.

### 3. Legislative updates

Katrina Shankland provided an update on the newly created well compensation program utilizing State ARPA funding. Ten million dollars have been allocated to this program for private and non-transient community drinking water sources that are seeking water treatment, well repair or well replacement. The program will be open for applications starting in Oct. To find out more information and to receive notifications visit the WDNR's Well Compensation Grant Program Page.

### 4. Updates on Current Research Project

a. Plan for project completion after recent transitions: Dr. Carla Romano will continue to work on the project and write the final report for a few hours each week (with blessing from DATCP). The project deadline has been extended to February to allow for ample time.

b. Form and format of data set and other deliverables: County conservationists, county GIS staff, staff from WGNHS met to discuss the form of the data sets and how they would be shared with the Counties. There were some suggestions that were shared with WGNHS and a draft data set will be shared with the Counties prior to the final product.

c. Potential sequence and timing of rollout: The final timeline for the project roll out has been postponed until February to allow for ample time for project completion. In February a final project presentation will be held in person. This presentation will be recorded. All databases, the final report, Good Groundwater Guidance piece and the recorded presentation will all be housed on a website on the WGNHS website.

5. County groundwater updates - Conservation and Public Health (order JAWaWoPM)

Juneau – Has had \$3000, 000 in ARPA funding approved for reverse osmosis systems for already tested wells

Adams – Just finished up the water testing program in the County and are planning for next year. Busy with Grant planning and farmer led groups. Adams County has had \$5,000 in ARPA funding approved.

Waushara – The Water testing and well treatment program is up and running and has received good press. They have extended the program to anyone who has a trace of nitrate in their drinking water. Possibly looking at reallocating some of their \$300,000 ARPA allocation for a no-till drill.

Wood – Just finishing up their 3<sup>rd</sup> year of well testing in the County. Just submitted a proposal for \$250,000 in ARPA funding for a variety of conservation related projects and work.

Portage – The Water testing and water treatment program is up and running in the County. Looking at submitting another ARPA funding request for monitoring wells in the Village of Nelsonville.

Marquette – They have an approved \$25,000 in ARPA funding that will go towards private well water testing. Also securing soil health funding for no-till and cover cropping.

Updates were briefly shared. Notably, Waushara County is starting to implement its ARP program. Interested participants are starting to purchase treatment systems. Proof of reduction is required for reimbursement.

6. See Adopted Bylaws – No action necessary. By laws were shared. It was requested that the next meeting should focus on a discussion about how the CSGCC should handle finances in the future.

7. Upcoming meeting(s): September 26 @ 10 AM – ONLINE ONLY (CSGCC discussion on finances) and October 24 @10 am – Hybrid meeting to discuss research project

13. Adjourn

Motion (Zindorf/Rosenthal) to adjourn. Adjourned at 11:15.



*We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.*

## 4-H – Positive Youth Development

*Laura Huber, 4-H Program Educator*

*Jasmine Carbajal, 4-H Associate Educator (Marathon & Wood Counties)*

- A booth at the H2N (Hmong Hispanic Communication Network) vaccine clinic event to increase the community's knowledge of 4-H and other Extension programs like FoodWise. Community members were introduced to hands-on activities and learned about future local programming.

## Agriculture

*Matt Lippert, Agriculture Educator*

- Live radio interviews on local radio stations where the listeners learned about current agriculture programs and issues. The purpose of this effort is to increase understanding of food production systems.
- Planning for a pasture walk program to be held for graziers to learn about pasture management for improved production and environmental sustainability.
- Planning for bi-annual Midwest Manure Summit for farmers, managers, agronomists, engineers, nutrient management consultants, manure haulers, consultants, and other agri-business professionals. The goal of this effort is to teach individuals the latest, unbiased, university-based research on manure handling technologies, so that they can improve environmental sustainability and increase farm business viability.
- A study to better understand feeding alternative forages to cattle. Results will help consultants and producers in determining how alternative forages can fit into their operations in a way that is also economical.

## Community Development

*Kayla Rombalski, Community Development Educator*

- Held Science by the River, a Wisconsin Rapids Science Festival, on Saturday, October 15, 2022. Engaged 7 community partners in a collaborative event to serve approximately 50 people through hands-on science demonstrations and two presentations.





- Began facilitation of Community Economic Analysis for Pittsville. Scheduled meetings and supported group needs for this collaborative process between Pittsville area stakeholders and UW-Madison Division of Extension.
- Helped guide Wood County Child Care Task Force to the final planning stages of an ARPA funding proposal, engaging several key partners.

## FoodWise

*Hannah Wendels, FoodWise Nutrition Educator*

- A 5-week series for fifth grade students at Mead Elementary School, where they learn about making healthy food and beverage choices, and about being physically active in order to help them to be healthier in school and at home.
- A Healthy Living series for teens (grades 9-12) at the alternative high school (River Cities), where students learn basic life skills such as food preparation and cooking skills, budgeting and finance skills, and mindfulness activities to better prepare them for their future and living on their own.
- A monthly meeting of a coalition (Wood County Hunger Coalition) of local agencies where they learned/discussed community and program specific updates, how many community members inquired about food insecurity each month, and how to support each other's programs to fulfill our purpose of the coalition. The purpose of this effort is to reduce hunger by increasing access to food for community members.
- A partnership with the ADRC, United Way of South Wood and Adams County, and the Wood County Hunger Coalition that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive at least 10 pounds of pantry staples and nutritious foods. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
- Interactive research at 7 Central Wisconsin Farmers Markets. Results from this study will help farmers markets to improve access to low-income communities through expanded EBT/FoodShare access.

## Horticulture

*Janell Wehr, Horticulture Educator*

- A social media outreach campaign for consumer gardeners in Wisconsin, where Facebook and Instagram users engaged with Extension resources, including the UW-Madison Extension Horticulture Topic Hub publications and YouTube videos. This effort is designed to increase awareness and knowledge of resources to address environmental contamination and pollution (due to overuse of horticulture chemicals in urban and suburban environments). An interactive web-based class for novice gardeners with limited resources, where participants learned UW-Madison Extension resources available to Wisconsin gardeners. This effort was designed to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- An on-going activity for a cross institute team of Extension professionals where the existing research related to the intersection of nature and well-being is being explored and identification of current Extension and partner programming is being sought in order to present the results and implications



with colleagues locally and nationally.

- An online course for consumer audiences (home gardeners) where participants learned fundamental knowledge of Wisconsin horticulture with an emphasis in Integrated Pest Management. The goal is to increase decision-making and problem-solving skills, improve the productivity / health of gardens and landscapes, and to implement gardening practices that have a positive impact on the environment.
- An interactive web -based class for novice gardeners with limited resources, where participants learned about the resources available to Wisconsin gardeners, including diagnostic services to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- A virtual program for members of the UWSP Continuing Education LIFE (Learning is FoEver), where participants learned best practices for reduced risk lawn care to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- An in person horticulture course where Wood County Master Gardener Trainees learn the fundamental principles of IPM based gardening to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- Planning for a multi county educational program series for community gardeners. The goal of this effort is to increase gardeners' knowledge, promote best gardening practices and provide university based resources to community gardeners, which improves the health and productivity of their garden plots.

## Human Development and Relationships

*Jackie Carattini, Human Development and Relationships Educator*

- A 9 session monthly workshop series for high school youth where participants learned to be more financially capable, nutrition and healthy living and other life skills. The goal of the effort is to empower youth to live independently to have more skills that lead to fulfilling live.
- An in-person program (Money Matters) for participants who want to improve their financial knowledge, where they completed a series of 6 sessions on different financial topics. The goal of the Money Matters modules is to increase participants' knowledge on topics such as credit scores and reports, making a spending plan, what to do when you can't pay your bills, and identifying financial strengths so that participants can apply these skills in the future.
- An online program (Money Matters) for participants who want to improve their financial knowledge, where they complete 1-12 modules on different financial topics. The goal of the Money Matters modules is to increase participants' knowledge on topics such as credit scores and reports, making a spending plan, what to do when you can't pay your bills, and identifying financial strengths so that participants can apply these skills in the future.
- A series of monthly, in-person workshops (Rent Smart) for renters where participants gain knowledge and skills essential for a successful renting experience. This effort is to encourage safe and sober housing stability.
- Financial coaching sessions with residents where we support them in setting and developing financial goals, designed to assist clients in developing the skills to meet basic needs.



- Two online workshops ("Rent Smart" in the Wood County Jail) per month where participants gain knowledge and skills essential for a successful renting experience. This effort is designed to encourage safe and sober housing stability.

## UPCOMING PROGRAMS

- [StrongBodies | Tuesdays & Thursday, October 11-December 15; 9:00-10:15am](#)



## Staff Report for October

Caleb Armstrong

- Helped Rod with crop damage appraisals, on Travis Marti and Ron Knuths fields.
  - We appraised both corn and soybeans crops based on the amount of the damage the deer have done to these crops throughout the growing season.
- Worked on assisting farmers with cost-share contracts for planting fall cover crops following the harvest of their cash crops.
  - George Gilbertson- winter wheat following soybeans.
  - Dustin Albert – winter rye broadcasted over soybeans.
  - Charlie Dorhorst – no-tilled winter wheat.
  - Roth’s Golden Acres – winter rye following both corn/soybeans.
  - Pep Acres – winter rye following both corn/soybeans.
- Working on a cover crop video on Dustin Alberts farm. This is a research based video with testing different ways of putting cover crops on fields pre harvesting the main cash crop.
  - I’ve taken video via drone while the cover crop seed was getting put on the beans.
  - Then I rode in combine and took photo/video of the beans getting harvested and the rye already green underneath.
- Working with Adam Borchert on establishing a Nutrient Management Plan on his acres.
- No-Till drill got some use this fall planting cover crops and is now getting used for frost seeding in a pollinator plot, will likely be put into storage following this planting.
- Meet with the 5 county wide nutrient management training group to organize our yearly training classes for the farmers which will start in January and proceed through March on different days during those months.
- Proceeded with our last and final Mill Creek Sampling for the year.
  - We only do it for 6 months of the year during peak times, non-frozen months.
- Proceeded with the monthly streamflow monitoring of the 6 locations in Wood County.
- Attended the CEED tour where we got to visit various sites throughout Wood County where multiple different projects have been done or are still on going.
- Winterized and stored away the roller crimper for the off-season as it is very unlikely to get use this late into the season.

## Activities Report for Emily Salvinski

*-October 2022-*

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- **Wednesday, October 5.** Took water samples from 4 locations within the Mill Creek Watershed. Started to combine and update well closure shapefiles in gis.
- **Thursday, October 6.** Added attachments in BITS. Worked on cover crop contracts for farmer in Mill Creek Watershed.
- **Friday, October 7.** Finished up cover crop contracts for farmer in Mill Creek Watershed. Started working on the P reduction calculations.
- **Wednesday, October 12.** Received final results from Mill Creek Sampling. Added to spreadsheets and completed report/brochure for the year. Attended 1 hr Badger Crop Connect online.
- **Thursday, October 13.** Gathered info for streambank phosphorus reduction calculation.
- **Monday, October 17.** Made cover crop contracts for farmer in NW side of county.
- **Tuesday, October 18.** Finished contracts, calculated reductions with snapplus. Started NMP/No-till contracts.
- **Wednesday, October 19.** Completed contracts from the day before and completed another. Took streamflow measurements in SE Wood County.

### Activities Report for Kyle Andreae – October, 2022

- October 3 – Borchert Re-design.
- October 4 – Borchert Re-design, Out for bid.
- October 5 – Gust Permitting, Nauman Design.
- October 6 – Gust out for bid, Borchert site visit/ contractor pre-bid walks.
- October 7 – Nauman Design.
- October 10 – Nauman Design, Borchert site visit/ contractor per-bid walks.
- October 11 – Borchert bid opening/ out for re-bid. Karl re-bid.
- October 12 – Nauman Design.
- October 13 – Richardson billing breakdown, as-built finalized. Gust permitting finalized. Strigel site visit/survey/design/completion.
- October 14 – Strigel design verification, Richardson billing, CEED tour.
- October 17 – Richardson Billing, Nauman design.
- October 18 – Richardson Billing/Final, Nauman design.
- October 19 – Nauman Design.
- October 20 – Nauman Design.
- October 21 – Nauman Design.
- October 24 – Nauman Design. Gust contractor communication. Borchert contractor communication.
- October 25 – Gust Stakeout plan, Borchert Stakeout plan. Gust and Borchert Bid opening. Theil contractor meeting. Gust, Borchert contractor coordination.
- October 26 – Borchert contractor coordination/ cost share DNR approval.
- October 27 – Gust/ Borchert contractor coordination
- October 28 – Borchert construction inspections
- October 31 – Borchert construction inspections

***Activities Report for Lori Ruess***  
***October 2022***

- Answered phones and replied to emails.
- Reviewed payroll reports and payroll registers.
- Attended CEED Fall Tour. Full day tour of various sites in Wood County.
- Completed September sales tax report and forwarded to Finance.
- Completed CREP Practice payment reimbursement request for 17.25 acres and forwarded to DATCP for payment.
- Completed change order and cost-share reimbursement for manure storage facility.
- Provided information to OK Sanitary for a request to store industrial wastes in an existing off-site manure structure.
- Completed re-bid letters for a grassed waterway that high bids were previously rejected.
- Completed LWCD payroll percentages and forwarded to Finance prior to the October 6 and October 20 payroll.
- Completed cost-share contract for a manure storage facility in the Mill Creek watershed.
- Worked on the LWCD office procedure manual.
- Worked on finalizing articles for the Fall Conservation Connection newsletter.
- File and binder cleaning.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.
- Attended October 27<sup>th</sup> staff meeting.
- Vacation days – October 3-7.

## ***Activities Report for Rod Mayer – October 2022***

- Competed Marti farm CORN appraisal paperwork – damage acre maps, calculations, forms, document scans, update DNR database, input claims.
- Completed vegetative transects on Bohn Pies and Gable non-metallic mine sites. Approved completion. Documented calculations, pictures, letter, certificate, updates to spreadsheets, update software.
- Updates to WI River fence construction map and edits to contract.
- Additional Ag tags issued to Pavloski.
- Construction inspection of Wisconsin River Cranberry fence build completion.
- Marti farm soybean appraisals. (multiple days)
- Mine info for clay correspondence.
- Correspondence to Billerud company for Verso transfer for financial assurance on mine site.
- Arndt Cranberry Act 82 enrollment for damage. Maps, permits, paperwork signatures, sent to DNR.
- Processed Marti soybean appraisals – maps, calculations, forms, seed size measurements, scans, update claims to DNR database.
- Put area poster contest together – guidelines entry form, email letter, updated email listing, emailed to schools, updated calendars.
- Venison donation for veteran's group correspondence.
- Completed Knuth farm soybean appraisals (multiple days).
- Completed Knuth farm Corn appraisals (multiple days).
- Processed Knuth appraisals – calculations, maps, seed size, forms, scans, update DNR database.
- Review and approve Grimm pond non-metallic exemption – sent letter, updated spreadsheet and file.
- Completed Raikowski corn appraisals. Processed appraisals – calculations, forms, maps, updated DNR database.
- Completed 3<sup>rd</sup> ¼ Wildlife Damage and Abatement reimbursement report to DNR.
- Created and updated Non-metallic mine site spreadsheets for 2022-23 inspections - Contacts, Fees & FA, Route listing, binder maps.
- Correspondence with two individuals for access to public hunting lands through damage program.
- Attended drone presentation in Marshfield.
- Fence contract to register of deeds for recording.
- Called all permit holders for non-metallic mine site inspections.
- Began non-metallic mine site inspections on 10/24/2022 (53 mines to inspect).



*Activities Report for Shane Wucherpennig – October, 2022*

- **October 3** – Landowner visits, contracts
- **October 4** – Projects with Drew Zelle (DATCP Engineer)
- **October 5** – CEED Meeting
- **October 5** – Landowner visits, contracts
- **October 6-10** – Vacation
- **October 11** – Adam Borchart Bid opening
- **October 12** – Data base updates and data entry, Worked on designs and plan sets
- **October 13** – Health & Conservation Mtg, Jeff Wiernik Site
- **October 14** – CEED Tour
- **October 17** – Tracking and Database management, Citizens (Wood County) Groundwater Group
- **October 18** – Jeff Wiernik Feed Leachate project
- **October 19** – Drone Presentation Mfld Legion Hall
- **October 20**– Worked on designs and plan sets.
- **October 19** – Worked on designs and plan sets.
- **October 20**– Worked on designs and plan sets.
- **October 21**– Tire Tech – replace truck tires, PACRS Meeting, NMFE group meeting virtual
- **October 24**– Staff meeting, field visits
- **October 25**– Worked on designs and plan sets.
- **October 26**– Worked on designs and plan sets.
- **October 27**– Staff meeting, Arc Pro presentation, 2023 NMFE Grant Webinar
- **October 28** –Worked on designs and plan sets
- **October 31**– Worked on Wiernik design and plan sets.

## ARPA Funding Considerations - Wood County LWCD

**Total Request:** The total cost to the County ARPA Fund program is **\$264,700** this is based on the four program areas listed below. Item 4 outlines recorded well test results to date. Assumes all eligible participants will install a system. The following programming and budget estimate was ranked in order of importance by the CEED committee at their November 2, 2022 meeting and requested to move to the ARPA committee and County Board.

### I. Drone

#### A. Criteria for drone

1. Cost for purchase, training, insurance and certification for piloting the device – **(\$19,500)**
  - a. Usage would include Wildlife Damage, crops appraisals, Before/After photos of conservation practices, Construction photos, Complaints/Manure spills, field days/ test plots, surveying applications, small site LIDAR applications.

### II. Water Quality Improvement Practices

#### A. Criteria for practices

1. Farm fields must have soil loss & sediment delivery to concentrated flow areas (Phosphorus & total suspended solids calculation will be performed)
2. Practices will be funded for up to three years or until funds are exhausted which ever happens first

#### B. Funding

1. Residue Management
  - a. 1,350 acres (**\$25,000**) - No-till, Vert-till, Roller Crimper & minimal tillage (90% residue) will be funded at \$18.50 per acre
2. Cover Crops
  - a. 1,000 acres (**\$25,000**) - of Fall cover crops & Inter-seeding corn/soybean fields with cover crops will be funded at \$25.00 per acre
3. Harvest-able Buffers
  - a. Up-to 3 yrs of cost sharing - 50 total acres - (**\$40,000**)
    - \* 1 yr contract - \$400 acre per year
    - \* 2 yr contract - \$425 acre per year
    - \* 3 yr contract - \$450

### III. Field Test Plots/Training/Field Days

#### A. Criteria for field days

1. Five field days - \$2,000 per event - **\$(10,000)**
  - a. Cost of meals, facility and planning sites

### IV. Reverse Osmosis Systems

#### A. Criteria for participants

1. Participants in our Private Well Water Testing Program will be given priority.
  - a. 6 participants have measured nitrates from 27 to 66.4ppm. (High)
  - b. 79 participants have measured nitrates from 10 to 27ppm. (Med)
  - c. 66 participants have measured nitrates from 5 to 9.9ppm. (Low)
2. All well tests with 10ppm nitrate and higher are eligible and will be ranked in order from high too low for participation
3. Well tests with 5 to 9.9ppm nitrate will be given next priority if funding allows

4. Both single source and whole house systems are eligible. Exact system will be dependent upon existing water quality within the home

*B. Funding*

5. Participants will be eligible for 80% cost sharing
6. Homes with measured nitrate levels between 27 to 36.5 ppm in need of pre- treatment will be offered a whole house system.
7. Homes with measured nitrate levels between 5 to 27 ppm where pre- treatment is not necessary will be offered a single source system.
8. All payments are made to landowners via reimbursement once well water test confirms reduction in Nitrate.
9. Should a landowner wish to upgrade the system, the additional cost of the upgrade to be paid for by landowner

*C. Costs for participants with well test 10ppm or higher*

10. Whole home systems vary based on additional water chemistry test, but average about \$8,000 per system
11. Single source systems average \$1800 per system
12. Projected cost for 100% participation **(\$145,200)**

*D. Operation & Maintenance*

13. All Reverse Osmosis systems (single source and whole home) to be maintained for 3 years by the provider/installer
14. Maintenance includes all filters and membranes to be change according to manufactures recommendations
15. Annual certification by homeowner required
16. Average maintenance program to cost approximately \$800 per household
17. Maintenance program is also cost shared at 80%.

*E. Additional Eligibility*

If the Land & Water Conservation (LWCD determines surplus dollars become available due to a low initial response from the Private Well Test Participants, the LWCD may announce and make any surplus ARPA funds available for additional reverse osmosis system installation.

18. Criteria
  - a. Landowners must provide a current well test (within 5 years) from a certified lab such as UW-Stevens Point, Madison State lab of Hygiene etc.
  - b. Private well tests results must be above the state drinking water standard of 10ppm
  - c. Private well tests will be prioritized (ranked) from highest to lowest
19. Funding
  - a. Cost share dollars will be allocated until remaining funds are exhausted
  - b. If an “immediate resource protection need” is determined, funds may be redirected to this new need provided; the need ranks as high as or higher than those projects currently approved for costs sharing.



## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, October 17, 2022  
TIME: 2:00 p.m.  
LOCATION: Conference Room 114-Wood County Courthouse & Teleconference via WebEx

**Present (In person or via WebEx):** Bill Leichtnam, Bill Clendenning, Rhonda Carrell, Ken Winters, Ben Jeffrey, Tim Wuebben, Tamas Houlihan, Gordon Gottbeheut, Bruce Dimick, Shane Wucherpfennig, Karoline Whitman

1. **Call Meeting to Order:** Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** Bruce Dimick- DNR performed superficial testing of Emerald Sky Dairy. Nothing has been done, so the issue is back in the court of the citizens to push clean-up.
3. **Speaker - Chair Leichtnam - "WCCGG Possible Structural Changes"**
  - First meeting was 12/15/16 at the Nekoosa Public Library. First speaker was Mark Borchardt (Marshfield USDA office).
  - In April 2017 established a mission statement, worked on bylaws (3<sup>rd</sup> draft done in November 2018).
  - Have met as a group 71 times, with speakers nearly every time
  - Have moved locations several times. Moved to courthouse during Covid, mainly for WebEx support.
  - Took one field trip to Heartland Farms on 10/15/18.
  - Have been addressed by three state lawmakers.
  - As a group, organized one panel discussion in January 2020.
  - In April 2018, attendance sank to three.
  - The purpose of having a structural change discussion is that repeatedly meetings have been down to four people in attendance.
  - What kind of an effect have we had? Most recently Central Sands Groundwater County Collaborative has been a spinoff of Citizens Group. Also, this committee has a voice at CEED, at J&L, and at HHS.
  - **Time:**
    - Tamas Houlihan: 2:00 on Monday works well for him most of the time.
    - Bruce Dimick: No personal issue with meeting at 2:00 on Monday, but an impediment to those who work during the day.
    - Rhonda Carrell: Great with 2:00 on Monday. Important that current members continue to attend.
    - Gordon Gottbeheut: Agrees with Bruce, but also points out that evening meetings would preclude attendance from Wood County employees (as well possibly people with school-aged children due to school events).
    - Ben Jeffrey: It would be tough to attend evening meetings.
    - Bill Leichtnam: Meetings will remain at 2:00 p.m.
  - **Place:**
    - Bruce Dimick: Would prefer Riverblock due to shorter walk.
    - Bill Leichtnam: Would be concerned about IT help.
    - Ben Jeffrey: IT help desk would be available via phone.
    - Tamas Houlihan: Appreciates virtual option.
    - Bill Clendenning: Thinks that in the next three years, with parking, Riverblock is a good idea.
    - Gordon Gottbeheut: A lot of people that used to attend may not realize the virtual option is available.
    - Bill Leichtnam: Will try the next meeting at Riverblock.
  - **Frequency of Meetings:**
    - Bill Clendenning: Would like to keep monthly so as not to lose people.
    - Bruce Dimick: Agrees with Bill, to not lose continuity.
    - Tamas Houlihan: Agrees with Bill also. Would like to keep monthly.

- Ken Winters: Agrees with monthly meetings.
- Rhonda Carrell: Every other month works better for her personally, but she will agree with whatever works best for the group.
- Bill Leichtnam: Outlined the possibility of every other month, skipping December. Hesitant to contact a speaker such as Preston Cole to speak to a room with only four people in attendance.
- Will continue meetings on a monthly basis.
- **Speakers:**
  - Bruce Dimick: Speakers put a fair amount of effort into presentations and then speak to less than a half-dozen people often. Embarrassed by this. Encourages to get organization up to reasonable size or have less frequent speakers and spend more internal time discussing issues among group.
  - Bill Clendenning: Farmers could have speakers as well to hear “other side”.
  - Bill Leichtnam: Requests help with thank-you notes for speakers (Speakers Bureau).
  - Tamas Houlihan: Agrees farmers need to be “at the table” to make conservation work. He declined Bill Leichtnam’s request to find a monthly speaker. He is willing to find three speakers a year.
  - The decision was made to decrease the frequency of speakers, discuss what was heard from the previous month’s speaker, and try to create a more balanced speaking group of speakers.
  - Speakers Bureau: Tamas Houlihan will help find speakers. Bruce Dimick will write thank-you notes. Rhonda Carrell will proofread thank-you notes.
- **Change in Leadership:**
  - Bill Leichtnam posed the question whether or not a change of leadership would benefit this group, either for attendance or because a change of leadership is needed.
  - Rhonda Carrell: Would prefer Bill stay in this position. Inquired whether or not Bill is wishing to give up leadership.
  - Bill Leichtnam: Wonders if he has done something that has discouraged attendance.
  - Bruce Dimick: Covid has diminished all voluntary groups.
  - Tamas Houlihan: Agrees with both Rhonda and Bruce.
  - Ken Winters: Agrees that Bill has done a fantastic job. Thinks that everyone could come together to help ease the burden of finding speakers. Suggested B&D Farms to come speak regarding mustard seed.
  - Bill Leichtnam: Lack of promotion of speaker may be a downfall.
  - Rhonda Carrell: Suggested forwarding agendas to people when speakers are featured. Asked Tamas why more growers do not participate in meetings. Tamas stated he does take information from the meetings to other growers, but the majority of them are too busy to attend meetings. A handful do not attend for fear of being “ripped on”.
  - Consensus is that Bill Leichtnam remains Chair, Bruce Dimick as Vice-Chair.
- Discussion regarding funding options and uses was held.
- **Goals/Direction**
  - Bill Leichtnam: Goal has always been education. Wonders about moving more into the action realm.
  - Bruce Dimick: Without concrete goals to influence policy, he can see why people lose interest.
  - Bill Leichtnam: Suggested that instances where action has been taken may not have been noticed by others.
  - Ken Winters: Feels that not everyone is aware of the pesticide problem.
  - Bill Leichtnam: An action item may be to find who will work together and center efforts around them.
  - Tamas Houlihan: Outlined successes that have come out of the work that has been done.
  - Bill Leichtnam: Action items will be reinstated on the meeting agenda.

- **Self-Evaluation**
  - Bill Leichtnam: We haven't been as action-oriented as we should have been.
  - Bruce Dimick: Why aren't more elected officials showing up? We've not gotten through to people in Wood County who should have interest in protecting the water of their citizens.
  - Rhonda Carrell: Believes that others leave it up to the few who are doing the work to attend. Feels that this group has made a huge difference.
- **Agenda Structure**
  - Bill Leichtnam: Asked for ideas to streamline agenda.
  - Bruce Dimick: #2 could be #2, #4, #5.
  - Bill Leichtnam: Meeting to include: Call to Order, Public Comment, Speaker, Future Speakers, Agenda Items, Adjourn.

4. **Correspondence/Updates/Handouts/Reports on Meetings Attended:**
  - 10/20/22-Imagine a Day Without Water
5. **"Action Items" proposed to CEED Committee by Wood County CGG:** None
6. **Roundtable:** Discussion around possible structural change to CGG meetings.
7. **Announcements by members / visitors (upcoming related events / meetings):** None
8. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with suggestions for future speakers.  
November - None
9. **Agenda Items for next meeting:**  
Agenda items should be submitted to Bill Leichtnam by the second Monday of the month.
10. **Next Meeting:** Meetings will be the third Monday of each month @ 2:00 p.m.

The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, November 21<sup>st</sup> at 2:00 p.m. at the Wood County River Block Building, Room #206 (Auditorium), 111 W. Jackson Street, Wisconsin Rapids. This will be an in-person and virtual WebEx meeting.

11. **Adjourn Groundwater Group Meeting:**

Bill Leichtnam declared the meeting adjourned at 3:45 p.m.
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Notes by Karoline Whitman, Planning & Zoning Office



# Wood County WISCONSIN

## OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Paul Bernard, Land Records Coordinator  
Jeff Brewbaker, Code Administrator  
Scott Custer, Code Technician  
Victoria Wilson, Program Assistant  
Karoline Whitman, Program Assistant

RE: Staff Report for November 2, 2022

### 1. Economic Development (Jason Grueneberg)

- a. **Jail Project** – In the past month I have been working with Point of Beginning Surveying to finalize the Certified Survey Map for the Courthouse campus. As the project moves into the construction phase I have been working with the City of Wisconsin Rapids to finalize an agreement to utilize the “triangle development area” for contractor parking for the duration of the construction project. As more staff and customers use the parking lot north of the Courthouse, we have moved plans forward to install pedestrian crossing lights and signs by the mid-block crossing by Thanksgiving.
- b. **Wisconsin Manufacturers and Commerce (WMC) Business Day** – On October 19<sup>th</sup> I attended the WMC Business Day in Madison at the Monona Terrace. The event featured outlook and updates on the economy, and covered topics such as workforce, inflation, supply chain, and general challenges facing businesses.
- c. **Broadband** – On October 25<sup>th</sup> I attended the *Internet for All – Broadband Kick-Off* in Wausau. The event was organized by the Public Service Commission (PSC) of Wisconsin. Topics that were covered included status of current broadband efforts, mapping and data efforts, digital equity and inclusion, workforce planning needs and strategies, and planning tools for collaboration.
- d. **North Central Wisconsin Regional Planning Commission (NCWRPC)** – On October 27<sup>th</sup> I participated in the NCWRPC quarterly Commission meeting. Some of the agenda items included adoption of the 2023 budget, adoption of the 2023 DOT Work Program, approval of an amendment to the region’s Comprehensive Economic Development Strategy, and a brief presentation by the Wisconsin Economic Development Corporation – Office of Rural Prosperity. Past County Board member and Commission member Jerry Nelson was recognized for his service on the Commission

### 2. Planning & Zoning (Adam DeKleyn)

October 2022, my favorite month of the year. I found out what happens when you drop a pumpkin...squash. The P&Z Dept. fared much better than my daughter's pumpkin. Several community development projects are in the works. I assisted the City of Nekoosa with the development of a Future Land Use Plan and Map. This will be used to guide updates to the city's P&Z programs. I'm also working with the Town of Cameron on updating their comprehensive plan. We are currently developing a community survey. I provided zoning enforcement assistance for several town ZA's. County Plat Review and CSMs have slowed down slightly. I did review another condo addendum along Nepco Lake. I hope everyone enjoyed the CEED Tour. Thank you to all that attended. Next month I will have several zoning map amendments for CEED and CB review and action. Reach out with anything.

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

- a. Using DATAMARK software to improve/correct addressing data and street centerline in preparation for NG911
- b. Working with various departments and coming up with the proper GIS licensing that works for everyone
- c. Working closely with Parks/Forestry Department to GPS campsites, trails and other park assets, this will allow us to update their hard copy maps as well as aid in dispatching efforts as campsites are often dispatched to
- d. Putting together a couple ARPA requests:
  - i. LiDAR additional deliverables related to water/groundwater
  - ii. Building Mapping – pinning floorplans to a spot on the map allowing for quicker emergency service response.

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

09-28-2022- Inspected replacement mound A+0 TN: 01, Floodplain Webinar, Issued combo tank for new shop on residential site TN: 11

10-03-2022- Worked on two shoreland mitigation plans, NEPCO and Wis River, Residential sites TN: 17 & 18

10-04-2022- Plan review and replacement permit holding tank TN: 20, Plan review and rep permit A+0 mound TN: 16, Soils eval, plan, and permit rep conv TN: 07

10-05-2022- Complaint investigation failing unpermitted site TN: 02

10-06-2022- Two mound inspections TN: 11, Complaint investigation TN: 17, Tri-co & Eichorn wells readings

10-07-2022- Vacation

10-10-2022- Complaint investigation TN: 14, Two mound inspections new construction TN: 08, Replacement holding tank TN: 22

10-11-2022- Soils eval, plan review and permit issued TN: 22, Mound inspection replacement A+4, Insp rep conv system TN: 13

10-12-2022- Soils eval, plan review, permit issued A+0 mound TN: 07, Soils, plan, permit issued conv system TN: 07, Complaint investigation rental TN: 11

10-13-2022- Field survey of stream navigability at Cranberry Creek Landfill proposed Expansion, Inspected replacement conventional system TN: 13

10-14-2022- Soils eval, hydrograph, permit issued conventional system TN: 18, Shoreland and floodplain permit issued for Enbridge repair work TN: 03

10-17-2022- Complaint investigation TN: 07, Inspected new holding tank install TN: 22

10-18-2022- Inspected rep A+0 mound install TN: 22, Insp re-connect for A+4 mound TN: 01

10-19, 20, 21-2022- Wisconsin County Code Administrators Fall Conference, LaCrosse

10-24-2022- Issued permit for rep mound TN: 06

10-25-2022- Failing system orders TN: 15

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

9-29-2022– Vacancy checks TN-18 and TN-17. Well permit approval and review TN-02.

9-30-2022 – Mound plan review and approval TN-12.

10-3-2022 – Mound re-inspection TN-12. DNR well contact follow-up. Wisconsin Fund State follow-up. Well permit review and approval X 3. Soil test review and approval TN-08. Mound Plow inspection TN-03.

10-4-2022 – Mound tank inspection TN-21. Shoreland condo addendum review.

10-5-2022 – Reviewed and approved shoreland permit application TN-06. Pumpers reporting in Carmody meeting and HS letter. Tank Inspection TN-10.

10-6-2022 – Reviewed and approved new mound plan TN-12.

10-7-2022 – Mound Plow inspection TN-06. Mound re-inspection TN-06. Conventional inspection TN-07.

10-10-2022 – Out.

10-11-2022 – Out.

10-12-2022 – Well permit approval and well variance review X 2. Onsite POWTS investigation TN-11.\* HS letter for holding tank TN-12. Shoreland permit review and approval TN-18.

10-13-2022 – Mound plow inspection TN-18. Mound re-inspection TN-18. Well permit approval X 1. Conventional permit application review and approval TN-07.

10-14-2022 – CEED Tour.

10-17-2022 – Conventional inspection X 2 TN-07 and TN-18.

10-18-2022 – Mound permit application review and approval X 2 TN-06 and TN-20. Well permit review and approval X 1. Holding tank permit review and approval TN-15.

10-19-2022 – Conventional permit application review and approval TN-07. Mound permit application review and approval TN-14.

10-20-2022 – Mound plow inspection TN-12. Mound re-inspection TN-12. Triennial program fee calls.

10-21-2022 – Conventional inspection TN-07. Triennial program fee calls.

10-24-2022 – Review and approve well permit applications X 2. Triennial program fee calls.

10-25-2022 – Conventional inspection TN-13. Inspection Report X 1. Triennial program fee calls.

10-26-2022 – Mound plow inspection TN-19. Mound re-inspection TN-19.

## **6. Office Activity (Victoria Wilson)**

- a. Monthly Sanitary and Well Permit Activity – There were 15 sanitary permits, 4 shoreland permits and 10 well permits issued in October 2022.
- b. Triennial Program Fee Notices – 4601 notices were mailed on October 17<sup>th</sup>. Due to this mailing, there has been an increase of walk in traffic and phone calls coming in to the office asking about or paying the fee. This fee is due by November 18, 2022.
- c. ArcGIS Pro Software Project – Victoria continues to assist Paul with Point of Interest projects as time permits.
- d. Attended the following meetings/trainings & activities:
  - i. Benefit Presentation 10-4-2022 (VW)
  - ii. CEED Committee Meeting 10-5-2022 (VW)
  - iii. CEED Tour 10-14-2022 (VW)

- iv. Citizen's Groundwater Group 10-17-2022 (KW)
- v. Vacation 10-17 to 10-21-2022 (VW)



## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: November 4, 2022  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 10:35 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam, Ed Wagner, Joseph Zurfluh, William Voight  
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. None at this time.
3. The minutes for the October 7, 2022, meeting were reviewed. **Moved by Zurfluh, seconded by Wagner, to approve the minutes. All ayes.**
4. There were no new claims.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Voight, seconded by Leichtnam, to approve the reports and payment of department vouchers. All ayes.**
7. The Committee reviewed correspondence and legislative issues.
  - a. Report of Citizens Groundwater Group.  
Supervisor Leichtnam gave an update. The focus was on the goals of the committee and its means of operation.
  - b. Waupaca County resolution - Operation Green Light.  
Wood County Veterans Service Officer Rock Larson advised that the Green Light program was not an area that he felt justified use of their limited resources.
  - c. Jackson County and Sawyer County resolutions - Private Funding of Elections. No action taken at this time.
8. Employee safety concerns. Safety Coordinator/Risk Manager Nick Flugaur spoke on developing a policy on limited exemptions to the firearms ban in County buildings. The Wisconsin County Mutual has set out suggested guidelines for such a policy and Human Resources is working on drafting the policy. Questions and concerns were expressed about allowing firearms in County buildings. It was noted that the courthouse cannot be part of any exemptions. Much discussion had. Baker Street crosswalk was also discussed.

9. County Board rules. No discussion.
10. Review Ethics Ordinance. Kastenholz explained some proposed updates to the ordinance, including: membership, method of appointment, the scope of coverage of the ordinance with respect to who constitutes "immediate family," a more detailed hearing process, and the means of appealing a decision of the Ethics Committee. The Committee directed that the matter be included on next month's agenda and a final draft be submitted to the Committee for its review.
11. Attendance at meetings. No requests sought.
12. Agenda items for the December 2022 meeting:
  - Ethics Ordinance
  - Discuss policy on referendum explanations.
13. The next committee meeting will be December 2, 2022, at 9 a.m.
14. At 9:56 a.m., pursuant to Wis. Stat. s. 19.85(1)(c), it was moved by Zurfluh, seconded by Wagner, to go into closed session for department head performance reviews. All ayes.
15. At 10:35 a.m., it was moved by Clendenning, seconded by Zurfluh, to return to open session. All ayes.
16. Meeting adjourned without objection by the Chairperson at 10:35 a.m.

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

Date: Nov 4, 2022

[illegible]

**WOOD COUNTY CRIMINAL JUSTICE TASK FORCE**  
***Minutes***

DATE: June 15, 2021

TIME: 12:00 p.m.

LOCATION: Wood County Courthouse - Room 114

PRESENT: Judge Greg Potter, Circuit Court Branch I; Caitlin Saylor, Criminal Justice Department; Bill Voight, Wood County Board; Adam Stublaski, Department of Corrections; Bill Clendenning, Wood County Board; Danna Hibbard, Department of Corrections, Mike Potocki, Wisconsin Rapids Police Department; Ryan McMillen, Criminal Justice Department; Gavin Grubofski, State Public Defender's Office; Ted Ashbeck, Wood County Sheriff's Department; Tony Bastien, Wood County Sheriff's Department; Susanna Pearson, Wood County Sheriff's Department; Kate Drury, State Public Defender's Office; Cindy Joosten, Clerk of Courts; Craig Lambert, District Attorney's Office; Lance Pliml, Wood County Board; Brandon Vruwink, Human Services; Tammy Kubisiak, Grand Rapids Police Department; Laura Clark, Clerk of Courts; Lori Heideman, Dispatch; Stephanie Parker, Department of Corrections (video attendance)

1. The meeting was called to order by Judge Potter at 12:04 p.m.
2. There was no public comment.
3. Motion by Ashbeck and seconded by Stublaski to approve minutes from the previous meeting as written. Motion carries.
4. There were no additions or changes to the agenda.
5. Wood County Jail Update

Wood County Sheriff's Department representatives Ashbeck, Bastian, and Pearson stated that the jail project is underway. There is a small delay due to permits and they are hoping to start in late August or September. The bid process in begin in July and end in August. The building plans are completed. Jail ad hoc meeting will occur next month. Items that will be the most affected are public parking and the frequency of visitors who can see inmates. The old jail will be torn down and replaced with parking and green space.

6. Clerk of Courts

Their office has been moved near the District Attorney's office temporarily. Branch 4 is being developed with better technology and will be more ADA

friendly for hearing impaired and more audio/video equipment. The project is projected to be done by April 2023. A new judge will be elected and begin in August.

7. Medication Assisted Treatment (MAT) Grant Program

Saylor provided an updated. The Wood County Sheriff's Department received a grant for \$150,000 for a Medication Assisted Treatment program in the jail. Incarcerated individuals and individuals on EMP are eligible to receive financial assistance for MAT and other post-release resources. This program will also support the SMART Recovery Program and individual recovery coaching in the Wood County Jail. The program is slated to begin in July.

8. State Public Defender – Grant for Juvenile Justice:

The Department of Justice grant is aiding with representation for juvenile cases. There is a free training in Wausau on 10/20, with time and location to be determined. Anyone involved in the court system is welcome to come to the training. Collateral consequences for juvenile delinquency will be covered.

9. Drug Court

There are currently 34 participants. The grant cycle was approved for the next five years. There are currently two case managers, Ryan McMillen and Jessica Pech. Drug Court is utilizing a new lab out of Appleton which will provide faster results. The current grant goals is to decrease the amount of time between arrest to the start of the program. As of today's date, there have been 14 graduations and 4 terminations. There is currently a waitlist. Judge Potter questioned successes and recidivism rates. This information is being tracked with the CORE data reporting system and the Criminal Justice Coordinator will be creating a report on recidivism rates at a later date.

10. Opioid Settlement Committee Formation

Pliml provided an update on the Opioid Settlement which was led by Wisconsin and New York. The county is currently deciding if they should take the settlement money as one lump sum or over the course of several years. A workgroup will be forming at a later date on how to best utilize the funds.

11. Agency Updates/Round Table

- Stephanie Parker, Department of Corrections: She is the new supervisor for the local sex offender unit and covers Wood, Portage and Waupaca Counties.
- Cindy Joosten, Clerk of Courts: Reported she is retiring July 1<sup>st</sup> and several staff members are close to retirement age.

- Ted Ashbeck, Wood County Jail: Stated the jail population has increased, but it is a manageable population with 196 inmates and 50 on electronic monitoring. They promoted Stephanie Wiskerchen to an EMP sergeant position and she will be involved in Drug Court and the MAT Program. The jail is currently not granting Huber privileges. Inmates must apply to be on EMP.
- Gavin Grubofski, State Public Defender's Office: They have one new attorney, Laura Frederico. There is a new Wisconsin Rapids office on 8<sup>th</sup> Street. They are hoping to get a management position and administrative staff. Wood and Adams county currently has five attorneys.
- Adam Stublaski, DOC: There are two new agents in Wood County. They are now able to give out narcan to clients who are on Medication Assisted Treatment. There is also a narcan box in lobby. There has been a change to the revocation summaries. They currently do not allow compelled statements to be included. There is also a new format with more factual information which populates from WICS/COMPAS. Please provide feedback to the supervisors on the new form.
- Craig Lambert, District Attorney's Office: Nicole Marshall is a new legal secretary. There will be a new ADA starting 7/5. There is also a temporary ADA from covid relief funds, who is on a two year grant. This person was hired and starting on 6/20.
- Wisconsin Rapids Police Department: They are still searching for a new chief. Scott is currently the interim chief.
- Judge Potter: The Branch 4 Judge election will be in April 2023. Narcan will be available in each courtroom – nasal spray form.

12. No agenda items at this time for next meeting.

NEXT MEETING: To be determined.

Minutes taken by Caitlin Saylor, Criminal Justice Coordinator and are in draft form pending approval of the committee.



# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

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NOVEMBER 2022

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I completed the annual County FTE Survey and sent it into the state. The state will submit it to the Federal Office of Child Support Enforcement.
- On October 20<sup>th</sup> I met with the Department of Children and Families as well as Chelsea Fibert with WCA to discuss the request to increase Child Support Funding in the next State Budget.
- I attended the WCA Health and Human Services Steering Committee meeting on October 21<sup>st</sup>.
- I was re-elected Vice President of the Wisconsin Child Support Enforcement Association. I will continue to work in my role as the Chair of the Legislative Committee as well.
- The Federal Fiscal Year has concluded and the agency met 3 of the 4 Federal Performance measures. We did not meet the current support collection measure. The measure calls for the agency to collect 80% of the current support due in the Federal Fiscal Year. We collected 79.99% of the amount due. To put this in perspective \$9,923,781.52 was due in FFY 2022 and we missed the 80% mark by \$734.16.
- The current IV-D case count is 3,542.



# Wood County WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholtz*  
CORPORATION COUNSEL

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## MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE October 2022

Opioid Litigation Matters. Just prior to the October county board meeting, I and other corporation counsel around the state received the email below from our outside counsel on the opioid litigation matters. Basically, the email was requesting that each of us sign off on an MOU that would distribute opioid recovery funds coming from defendants in bankruptcy proceedings in the same way we did last year with several of the large pharmaceutical companies. Due to the tight time frame for responding and the potential for losing the funds to the State, the fact that the settlement proceeds are being allocated exactly as they were in the resolution previously approved without objection last year, I signed off on the MOU. Although I settle plenty of other cases on behalf of the County, the opioid case is in a different league and my preference would have been to seek county board approval via resolution. Sometimes, though, employees simply have to take action that may stretch the parameters of their position description and then face the consequences if the bosses think the decision or the process for exercising it was not right. So, that is what happened here and it seemed appropriate to advise you of this.

On October 17, 2022, the County did receive \$69,000+ as an opioid payment as part of the first settlement that was entered into with the big three distributors.



As you may recall, your County is eligible to receive funds to be used for abatement purposes from three bankruptcies that stemmed out of the National Opioid Litigation. These include the Mallinckrodt bankruptcy, the Purdue bankruptcy, and (most recently) the Endo bankruptcy. To facilitate payment of these funds, the bankruptcy plans established a National Opioid Abatement Trust (NOAT) and each State has the opportunity to file an intra-state allocation plan for the direct distribution of the funds to the Counties.

In Wisconsin, we are pleased to announce that the AG has agreed to the same allocations for distribution that we agreed upon in the settlement with the Big 3 Distributors and Janssen provided, however, that the NOAT does not provide for any back-stop agreement so there is no attorney fee set aside out of any payments. As your counsel, we will be compensated out of separate funds administered in the bankruptcy estates. To effectuate these payments from the NOAT – We will need your County to sign the attached MOU [\[HERE\]](#) and email the signature page to our office ([kkb@cruegerdickinson.com](mailto:kkb@cruegerdickinson.com)). Once the MOU is signed, then payments are calculated by the NOAT. In other words – the only decision point at this time is whether the County wants the benefit of these additional bankruptcy funds or not. We need this back – **as soon as possible** – to ensure that the 2022 funds are allocated to the Counties and not directly to the State. In the event you cannot return it to us by **October 21, 2022**, please let us know. While we do not believe the ministerial act of signing onto the MOU to receive the funds when available requires county board approval, we leave the decision on process up to each of you.

As always, please let us know if you have any questions.

Thank you,

Krista Baisch

Crueger & Dickinson



**KRISTA BAISCH** Partner  
4532 N Oakland, Whitefish Bay, WI 53211  
Office 414 210 4367 | Cell 414 587 3835



# Wood County WISCONSIN

## CRIMINAL JUSTICE DEPARTMENT

**NOVEMBER 2022**

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

Prepared by Criminal Justice Coordinator, Caitlin Saylor

#### **Department Activities:**

On October 6-7, Drug Court Case Managers Ryan McMillen and Jessica Pech attended the statewide Treatment Court Coordinator Conference in Pewaukee, Wisconsin.

Caitlin Saylor and Ryan McMillen submitted the third quarter fiscal and program reports for the Drug Court Treatment and Diversion (TAD) Grant.

Caitlin Saylor submitted the third fiscal and program reports for the Comprehensive Opioid, Stimulant and Substance Abuse Program (COSSAP) grant.

The Criminal Justice Task Force meeting was held on October 19.

Caitlin Saylor attended the Mental Health and Substance Abuse Conference in the Wisconsin Dells, via scholarship from the HOPE Consortium on October 20 and 21.

The Drug Court Oversight Meeting was held on October 20.

On October 27, all members of the Criminal Justice Department attended a workshop with Us2 Behavioral Health to receive training on Diversity, Equity and Inclusion and professional staff development.

On October 30, Drug Court held a recovery volleyball event for current and past drug court participants. Judge Wolf, members of the Drug Court Team, and clients attended.

#### **Drug Court**

Current participants: 23

Terminations (Year to Date): 12

Graduations (Year to Date): 11

Pending Referrals: 4

The pre-application for the TAD Grant was received. Wood County's recommended award included a baseline increase of \$10,000 and a one year grant expansion for approximately \$50,000. The baseline increase will help support the second case manager position's wages and fringe benefits. The grant expansion will support a professional program evaluation, contractual services for Medication Assisted Treatment and AODA treatment in Marshfield with Family Health Center,

contingency management, and attendance for the National Drug Court Conference.

**Medication Assisted Treatment (MAT) Program**

Current participants: 7

Pending Referrals: 3

**Criminal Justice Coordinator Training:**

During the month of October, I continue to participate in MSW internship with Outagamie County's Criminal Justice Treatment Services Department. This month, my training was more specifically focused on their OWI program for second and third offenders. I have also been asked to be a member of their Equity in the Criminal Legal System committee. I am also participating/observing the process on Outagamie County's development for Family Treatment Court.

I continue to receive training, with sponsorship from the HOPE Consortium, on the Treatment for Individuals with Stimulant Use Disorder (TRUST model), which is specifically geared towards methamphetamine, cocaine, and other stimulant addiction.

## **MINUTES**

### **HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE**

**DATE:** Tuesday, October 18, 2022

**TIME:** 9:15 AM

**LOCATION:** Wood County Courthouse  
Room 114

Members Present: Jake Hahn, Lee Thao, Al Breu, John Hokamp, Dave LaFontaine

Others Present: Trent Miner, Ed Newton, Jason Gruenberg, Chad Schooley, Dennis Polach

1. Chairman Hahn called the meeting to order and declared a quorum present.
2. The funding resolution for the Powers Bluff Multi-Use Trail System was presented. Motion by LaFontaine/Hokamp to approve the resolution and forward to county board for their consideration. Motion carried unanimously.
3. The resolution for acquiring the land south of the current Highway Dept. buildings was presented. Motion by Breu/Thao to approve the resolution and forward to county board for their consideration. Motion carried unanimously.
4. Chair Hahn declared the meeting adjourned at 9:16 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at next meeting.

# MINUTES OF THE HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

**DAY AND DATE:** Thursday, November 3, 2022  
**PLACE:** Wood County Highway Dept., 555 17<sup>th</sup> Ave N., WI Rapids, WI 54495  
**MEETING TIME:** 9:00 a.m.  
**ADJOURNMENT TIME:** 10:14 a.m.  
**MEMBERS PRESENT:** Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp, Supervisor Al Breu

**OTHERS PRESENT:** Roland Hawk, Highway Commissioner; Reuben Van Tassel, Facilities Director; Rachel Krause, Highway Program Assistant; Joan Arnold; Jeff Parkover, District 11; Nathan Check, Portage County Hwy. Dept.; Dennis Polach; Sandra Green, Parks & Forestry Office Supervisor

1. Call meeting to order. Meeting called to order at 9am.
2. Declaration of quorum. Declared.
3. Public comments. None at this time.
4. Correspondence. J. Hahn stated was at CEED meeting recently and T. of Milladore applied for Economic Development funding. Discussion.
5. Approve minutes from previous committee meetings. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
6. ATV Trail/Route system update
  - a. Route Updates. None at this time.
7. **HIGHWAY**
  - a. Highway staff reports. Light mechanic just hired has resigned recently. Another candidate interviewed and waiting on response. The position is reposted. Engineering position has had no candidates. Shop supervisor is resigning. Would like to bring in lead workers to help and rotate nights and weekends for on-call. One lead person has stepped up to help for this year. Would like a step increase for this. He would need to take home a vehicle due to being on call. R. Hawk is requesting to allow the lead worker to perform duties as a superintendent on a year round basis. A. Breu states he is in favor of this and we should move forward. R. Hawk will first discuss with the HR department and then a formal decision will be made at either next HIRC or County Board. Mechanic 1 and Shop Supervisor positions are open as well. Working on night person differential. Currently have no candidates. Will have someone here before end of month. We have a couple of towns in search of full time winter maintenance. Right now, we only have three spare trucks. Other considerations will be brought forward in terms of payments and optional subscriptions for the towns such as how to manage their roads and when. L. Pliml praised R. Hawk and what he has brought to the county over the past few years. Training CDL drivers – potentially could be the replacement for the shop supervisor. This is still being explored.
  - b. Highway revenue report.
  - c. Highway vouchers. **Motion by D. LaFontaine and second by L. Thao. Motion carried.**
  - d. ALBC Quotes. Aluminum Bottom Box Culverts (ALBC). Have three bidders. **Motion to approve the bids to select the bid with most advantageous to the County by D. LaFontaine and second by A Breu. Motion carried.**
  - e. CTH PP Rustic Road. Individuals, Joan Arnold and Nathan Check present. Wood County has about ¾ mile on PP. Wood County has just rebuilt this section of the road. It has a very straight segment. The proposal came if we would consider a rustic road designation. If we go about this designation, it would somewhat limit the County in terms of maintaining the roadway. If Highway would apply for STP funding, would have to meet current standards for that

classification of the road. R. Hawk's states if the locals prefer it be designated a rustic road that there be some ownership jurisdictional transfer to the towns. Joan spoke about reasons to label this as a rustic road designation. She also handed out a document with a full explanation. All six residents in Wood County on PP signed the petitions as well as all Portage County residents on PP. They are trying to preserve the rustic atmosphere. Nathan from Portage County stated this was brought forward to their Hwy. Committee in Feb 2022 where they postponed action. The main push at that time was to preserve vegetation on that side of the road. Discussion. Next Hwy. meeting is scheduled for November 15 at Portage County and this is on the agenda to discuss regarding Township responsibility. There is the opportunity for Portage County to make a separate decision than Wood County in this designation. This is tabled until Portage County makes a decision.

- f. Grand Rapids Roundabouts. Will be doing both next year. R. Hawk does have the CTH W preliminary plans in hand. Discussion. R. Hawk will put together a report of schedules.
- g. Survey Equipment. Discussion purchasing new or additional equipment. Will sell their TopCon unit and reserve a Leica unit at more than half off at approximately \$18k.
- h. Purchase of property, adjacent to the shop. Signed an offer to purchase with Terry Wolfe Realty and closing is scheduled for November 28<sup>th</sup>. Tenants will be out of the houses by then and will be empty.

#### 8. **PARKS AND FORESTRY**

- a. Parks & Forestry staff reports. No questions.
  - b. Special Use permits. Port Edwards Lions Club Fisheree. **Motion by D. LaFontaine and second by J. Hokamp. Motion carried.**
  - c. Parks & Forestry revenue reports. No questions.
  - d. Parks & Forestry vouchers. Pages 43-45. **Motion by D. LaFontaine and second by L. Thao. Motion carried.**
9. Attendance at meetings. **Motion to approve the vouchers that attended the conference on October 28, 2022 by J. Hahn and second by L. Thao. Motion carried.**
10. Future Agenda Items. None.
11. Set next regular meeting date: Department Head evaluations will be a separate meeting to be held on November 16, 2022 at 9am at the Wood County Highway Department. Next regular HIRC meeting to be held on December 1, 2022 at 9:00 am at Wood County Highway Department, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495
12. Adjournment. Meeting adjourned at 10:14 am.

*Minutes are in draft form until approved at the next HIRC meeting.  
Recording Secretary, Sandra Green, Parks & Forestry Office Supervisor*



# Wood County

## WISCONSIN

OFFICE OF  
HIGHWAY COMMISSION

*Roland Hawk*  
COMMISSIONER

October 26, 2022

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for November 3, 2022 HIRC meeting

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### **Department Activities**

#### **Personnel/Administration**

On October 24, Commissioner received resignation letter from the Shop Supervisor, his last day will be December 2. Highway Department will need to appoint a new CDL trainer. Position as been posted. The Engineer position remains vacant.

#### **Highway/Facility Projects**

##### 2022 Construction Projects:

- CTH X from STH 54 to STH 73  
Contractor completed the excavation, grading, ditching, base course and shaping. Highway crews have paved the asphalt surface and constructed the recycled asphalt shoulders. Roadway should be open to traffic by November 1.

Contractor has not submitted an invoice since previous report, cost to date remain approximately \$500K,

Commissioner has received the preliminary plans for roundabout intersection to be constructed in 2023 at CTH W and 48<sup>th</sup> Street in the Town of Grand Rapids. R/W needed for the project will be acquired over the next four – six months.

The design consultant has not forwarded the preliminary plans for the CTH Z and 48<sup>th</sup> Street roundabout, however Commissioner anticipates those plans will be complete by December.

Commissioner has received a request to designate CTH PP in the Town of Rudolph to a Rustic Road.

October 26, Commissioner signed offer to purchase the 14 acres adjacent to the Wisconsin Rapids Highway facility.

## Highway Maintenance

Work in October included:

- Replacing culverts and restoring drainage in roadside ditches
- Paving culvert patches
- Mowing
- Shoulder repair
- Sign replacements

## WCHA

Commissioner attend Wisconsin Tribal Transportation meeting in Wisconsin Dells October 25-26

Commissioner attended TDA Round Table Session in Wausau October 27,

Commissioner attended North Central Region Fall meeting October 28 at Country Aire Restaurant, Stratford, WI.



## **Accounting Supervisor Report**

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

### Revenues

Revenues are as anticipated.

In October, we received the final GTA payment. With county construction projects winding down, State and Local charges are picking up. We have done a number of Road and Bridge Aid projects that bump up revenues as the invoices are approved and sent.

### Expenses

Expenses are as anticipated.

Expenses to local governments are picking up as we have completed our County projects and moved on to municipals. Snow removal expense is an area we will monitor as the next few months pass but the fund appears to be in good shape.

### Expenses

My staff and I attended accounting and CHEMSPRO cost accounting software training this month.

We have conducted both Municipal Street Improvement Program (MSI) and Town Road Improvement Program (TRI) meetings under the State's Local Road Improvement Program (LRIP).

County of Wood  
**DETAILED INCOME STATEMENT W/SUBTOTALS**  
 Highway Departmentwide  
 Monday, October 31, 2022

		2022		
		Actual	Budget	Variance      Variance %
<b>REVENUES</b>				
Intergovernmental Revenues				
43531	State Aid-Transportation	\$2,497,762.05	\$2,497,341.00	\$421.05      0.02%
43534	State Aid-LRIP	218,258.31	995,000.00	(776,741.69)      (78.06%)
	Total Intergovernmental	2,716,020.36	3,492,341.00	(776,320.64)      (22.23%)
Licenses and Permits				
44101	Utility Permits	30,960.00	16,000.00	14,960.00      93.50%
	Total Licenses and Permits	30,960.00	16,000.00	14,960.00      93.50%
Intergovernmental Charges for Services				
47230	State Charges	865,022.35	982,087.00	(117,064.65)      (11.92%)
47231	State Charges-Highway	201,422.76	579,812.00	(378,389.24)      (65.26%)
47232	State Charges-Machinery	13,226.70		13,226.70      0.00%
47233	State Charges-Performance Based Maintenance	133,484.81		133,484.81      0.00%
47300	Local Gov Chgs	754,999.04	510,567.00	244,432.04      47.87%
47330	Local Gov Chgs-Transp	1,544,907.33	1,102,945.00	441,962.33      40.07%
47332	Local Gov Chgs-Roads	153,117.50	416,344.00	(263,226.50)      (63.22%)
47333	Local Gov Chgs-Bridges	87,635.90	80,996.00	6,639.90      8.20%
	Total Charges to Other Governments	3,753,816.39	3,672,751.00	81,065.39      2.21%
Interdepartmental Charges for Services				
47470	Dept Charges-Highway	2,156,395.74	2,231,470.00	(75,074.26)      (3.36%)
	Total Interdepartmental Charges	2,156,395.74	2,231,470.00	(75,074.26)      (3.36%)
	Total Intergovernmental Charges for Services	5,910,212.13	5,904,221.00	5,991.13      0.10%
Miscellaneous				
48340	Gain/Loss-Sale of Salvage and Waste	11,903.77	6,700.00	5,203.77      77.67%
48500	Donations	33,001.15		33,001.15      0.00%
48520	Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)      (100.00%)
	Total Miscellaneous	44,904.92	26,700.00	18,204.92      68.18%
Other Financing Sources				
49110	Proceeds from Long-Term Debt	1,189,403.00	2,500,000.00	(1,310,597.00)      (52.42%)
	Total Other Financing Sources	1,189,403.00	2,500,000.00	(1,310,597.00)      (52.42%)
<b>TOTAL REVENUES</b>		<b>9,891,500.41</b>	<b>11,939,262.00</b>	<b>(2,047,761.59)      (17.15%)</b>
<b>EXPENDITURES</b>				
Public Works-Highway				
53110	Hwy-Administration	274,541.42	370,297.59	95,756.17      25.86%
53120	Hwy-Engineer	121,509.13	262,643.14	141,134.01      53.74%
53191	Hwy-Other Administration	289,793.48	333,997.09	44,203.61      13.23%
53210	Hwy-Employee Taxes & Benefits	(577,412.10)		577,412.10      0.00%
53220	Hwy-Field Tools	(34,889.42)		34,889.42      0.00%
53230	Hwy-Shop Operations	218,837.10	309,473.49	90,636.39      29.29%
53232	Hwy-Fuel Handling	(18,161.71)	(23,105.00)	(4,943.29)      21.39%
53240	Hwy-Machinery Operations	(890,451.35)	(152,968.72)	737,482.63      (482.11%)
53260	Hwy-Bituminous Ops	217,770.80	228,435.29	10,664.49      4.67%
53262	Hwy-Bituminous Ops	114,037.89		(114,037.89)      0.00%
53266	Hwy-Bituminous Ops	1,819,271.65	1,983,034.65	163,763.00      8.26%
53270	Hwy-Buildings & Grounds	148,776.97	273,351.67	124,574.70      45.57%
53290	Hwy-Salt Brine Operations	(2,736.32)		2,736.32      0.00%
53291	Hwy-Salt Brine Operations	(32,062.97)		32,062.97      0.00%
53281	Hwy-Acquisition of Capital Assets	296,650.05		(296,650.05)      0.00%
53310	Hwy-Maintenance CTHS		22,193.52	22,193.52      100.00%
53311	Hwy-Maint CTHS Patrol Sectn	1,412,908.44	2,861,610.77	1,448,702.33      50.63%
53312	Hwy-Snow Remov	596,437.01	907,384.83	310,947.82      34.27%
53313	Hwy-Maintenance Gang	180,937.10	106,422.57	(74,514.53)      (70.02%)
53314	Hwy-Maint Gang-Materials	33,119.77	2,900.00	(30,219.77)      (1,042.06%)
53320	Hwy-Maint STHS	903,928.77	982,087.43	78,158.66      7.96%
53323	Hwy-Maint STHS PBM	72,702.49		(72,702.49)      0.00%
53330	Hwy-Local Roads	1,921,835.90	1,102,944.74	(818,891.16)      (74.25%)
53340	Hwy-County-Aid Road Construction	168,111.51	469,914.74	301,803.23      64.23%
53341	Hwy-County-Aid Bridge Construction	161,585.74	130,995.91	(30,589.83)      (23.35%)
53490	Hwy-State & Local Other Services	715,487.35	550,567.08	(164,920.27)      (29.95%)
53491	Hwy-ATV Route Signage	56,550.08		(56,550.08)      0.00%
	Total Public Works-Highway	8,169,078.78	10,722,180.79	2,553,102.01      23.81%
Capital Outlay				

County of Wood  
DETAILED INCOME STATEMENT W/SUBTOTALS  
Highway Departmentwide  
Monday, October 31, 2022

		2022		
		Actual	Budget	Variance
				Variance %
57310	Highway Capital Projects	1,868,154.92	2,472,164.57	604,009.65
	Total Capital Outlay	1,868,154.92	2,472,164.57	604,009.65
TOTAL EXPENDITURES		10,037,233.70	13,194,345.36	3,157,111.66
NET INCOME (LOSS) *		(145,733.29)	(1,255,083.36)	1,109,350.07



# Parks & Forestry Department Reports

November 3, 2022

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

- Fritz Schubert and I will be out of town for the next HIRC meeting. Sandra Green will be taking minutes and will represent our department at the meeting.
- Assisted Paul Bernard, P&Z, with GPSing Powers Bluff trails and updating the trail map for the park. Also working on updating trail map at Nepco Lake County Park.
- Received all permits for the multi-use trail construction project at Powers Bluff. Continue working on permit applications for the entrance road/parking lot.
- Began content design work for historical signage at Powers Bluff.
- Installed intersection signage and trailhead information at the HWY N trailhead parking lot. Officially opened the single track trails on October 21<sup>st</sup>. We will plan a ribbon cutting next year when all trails are completed.
- Presented at the October 21<sup>st</sup> Towns Association Mtg, giving an update on the Powers Bluff project.
- Working with Pittsville and Arpin FD's on Emergency Action Plan for Powers Bluff trail system.
- Arpin Lions will be providing concessions at Powers Bluff this winter. Working on finalizing agreement.
- **Special Use Permits**
  - Port Edwards Lions Club fisherie at Nepco Lake. January 29, 2023. They rent the shelter building for 2 days (1/28 and 1/29) Event uses the shelter building, parking lot, and ice access.

## **Maintenance Program Supervisor Report, by Dan Vollert**

### **Construction Projects**

- South Park Shop natural gas furnace completed and up and running.
- South Park shower building regrouting of toilets and shower drains. Small shower upgrades as well.
- South Park Shop snow guard to be put on internally.
- Dexter Park's 2nd wood storage building project is started and concrete slab to be poured possibly this fall. Car Port structure to be installed in the spring of 2023.
- Concrete pads poured for Lifejacket Kiosks/signs at Dexter Park.
- Concrete approach upgrade around Group Camping Toilet Building, Loops 2,3, and Hwy 80 boat landing vault toilets at Dexter Park.
- Concrete slabs poured for memorial benches at Dexter and NEPCO Parks. Benches set.
- North Park Disc Golf parking lot completed. Paving, shouldering, striping, etc.

### **Maintenance Operations**

- Camppad upgrades at all three campgrounds. Releveling, recycled blacktop, etc.
- Looking at playground options for replacing outdated structures in the park system.

- General Park upkeep: leaf mulching, litter pickup, bathroom and shelter cleaning at all park locations. Winterizing buildings, sanitary dump and wash stations for the season.
- Docks at boat landings being pulled for the season at Dexter, NEPCO, and South Park.
- Beachs closed for season.
- Dead tree removal and firewood processing, hauling, etc. Wood fences being filled for the winter.
- Completed first Wisconsin Surplus Auction. All items paid for and gone.
- Cross Country ski trail maintenance: mowing, brushing, and signing at NEPCO, Powers Bluff and Richfield 360.
- Tree Planting at North Park and Powers Bluff.
- Powers Bluff Trail Head Parking Lot mowing, brush clearing, grubbing, etc.

### **Employee Matters**

- LTE's (Summer Help) finished up at all three parks for the summer.
- FTE completed annual Safety and Civil Rights Training on October 13.
- New FTE's completed Chainsaw Training October 14 with Highway Department employees.
- Looking at CDL Training options for new FTE's.
- Working on Powers Bluff Winter Operations Work Schedule for FTE's, LTE's, and First Responders.

### **Snowmobile/ATV**

- Updating Wood County ATV Map.
- Attended first AWSC meeting at Sherriland Ballroom on Monday, Oct. 3. Reminded clubs to get easement, insurance, and board update paperwork in to parks office before trails open. New snowmobile trail maps in the process of being updated.
- DQ Farms snowmobile bridge replacement project has been completed by Wood County Highway Dept. Signage and Grant Reimbursement are in progress.
- Auburndale, and Rudolph-Plum Road snowmobile bridge projects-grant applications, permits, etc. All three grant applications were in before April15 deadline. Waiting on Grant Approval.
- DNR Permits were granted for a Clear Span Bridge, Wetland Disturbance and Soil Erosion Control for Hay Creek ATV trail project. H & H Study from Jewell Engineering is completed for project. Working with Planning and Zoning and DNR on getting Floodplain permit for bridge structure.
- Met with Randy Kundinger from Highway Dept. on getting Hay Creek Project estimates for roadbase, trail uplifting, & ditching for trail development.

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

#### **Office:**

- Printed and sent out Wellness materials to the field staff.
- Sent out Parks Closing and Opening of Powers Bluff Trails News Releases. Posted on Facebook, website and Instagram.
- Continue to work on the new camping/shelter reservation system w/updates, revisions, etc.
- Continuing to assist training for Dan Vollert, introducing him to the Snowmobile/ATV reimbursement process for the clubs and processing entries in SNARS.
- Continue work on "HOW TO" for cross training between myself and the Administrative Assistant in case one of us is out on extended leave.
- Began work on revamping the annual brochure for Parks & Forestry / 2023.
- Prepared Timber Sale bid packet for upcoming Timber Bid Opening on 11/16/22.

- Performance evaluations for seasonal Campground Rangers.
- Continued brainstorming on the new Fast Pass addition to our reservation system.

### **Forestry:**

- Weekly timber sale billing and processing of woodcutting permit revenues.

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

- Timber Sales: Currently One active timber sale: scaled wood, job site inspections, routine timber sale administration.
- Timber sale establishment, compartments 45, 47, 77.
- Completed field work and compiled timber bid documents for upcoming timber bid opening set for **November 16, 2022.**
- Continued oversight and work on Hazelnut Trail ditch cleaning project. Worked with logger and cranberry grower on first phase of operations which involve tree removal and dike leveling.
- Worked with DNR personnel and county forestry technician on roller chopper TSI/site prep project.
- Met with Darryl Kauth, a local representative of United Special Sportsmans Alliance (USSA), to work on his request related to improving county management of Handicapped Accessible Hunting Blinds on the county forest. Darryl would like to see the following:
  1. Reservation system for use of the blinds.
  2. Exclusive use of these blinds and a small acreage of surrounding area limited to use only by handicapped hunters and one assistant/mentor, during any Wisconsin deer or turkey season.
  3. Surrounding areas maintained by brush mowing perimeter and appropriate signage installed to alert other hunters and forest users.
  4. Parking improved and signed for handicapped use.
  5. Drive-in access controlled by signs and/or gates.
  6. Fines established and enforced by the county against unauthorized use/individuals.
- Contacted Wisconsin DNR County Forest Specialist about the legality of the proposal above. A formal request for a legal opinion will be submitted to DNR legal staff by the County Forest Specialist. He has indicated that it may take a couple months to receive their response.
- Forestry Technician: Shooting range clean up, mowed shooting range. Improved timber sale access road in compartment 77. Graded East Hazelnut and Hazelnut Trail, and spread road base with P&F dozer. Mowed several forest roads and trails with rented skid steer brush hog attachment. Fueled DNR dozers on site prep projects. Operated DNR heavy dozer/roller-chopper.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2022**

**OCTOBER REVENUE - NOVEMBER HIRC**

BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2022	YTD REVENUE 2021	OCT REV 2022	OCT REV 2021	ACTUAL REV 2021
\$ 522,250.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$20/\$25/\$28/\$35	\$551,820.62	\$ 395,229.07	\$20,964.94	\$13,193.57	\$ 411,461.82
	<b>OLD PAYPAL ACCOUNT TRANSACTIONS</b>		(\$1,368.00)	\$ -	\$0.00	\$ -	\$ -
\$ —	<del>Camping Self Registration, NO SELF REG/2022</del>		\$527.01	\$ 97,944.09	\$0.00	\$ 20,635.63	\$ 99,576.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$42,001.89	\$ 39,582.94	\$3,744.06	\$ 4,628.44	\$ 39,666.35
\$ 9,000.00	Ice	\$4 (7 lbs.) /\$7 (20 lbs.)	\$7,488.14	\$ 9,666.36	\$64.45	\$ 68.25	\$ 9,666.36
\$ 3,000.00	Non-Camper Dump Fee	\$12	\$3,432.24	\$ 4,012.33	\$751.66	\$ 837.91	\$ 4,012.33
\$ 500.00	Camper Storage Fee	\$15/wk - \$60/mo	\$284.36	\$ 454.98	\$142.18	\$ 213.27	\$ 497.63
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$535.55	\$ 788.62	\$104.50	\$ 88.15	\$ 919.43
\$ 56,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	Various Fees based on 4 or 8 hrs or all day.	\$45,508.06	\$ 47,312.46	\$3,459.72	\$ 4,786.73	\$ 55,724.78
\$ 14,000.00	Shelters - Open (DX, SP, RSBP, WSBP)	Various Fees based on location of shelter.	\$10,853.07	\$ 12,630.34	\$0.00	\$ 450.24	\$ 14,118.49
\$ 650.00	General Park User Fees (Use of open areas within parks)	\$50 / \$10 per picnic table	\$2,302.36	\$ 50.00	\$0.00	\$ -	\$ 618.72
\$ 22,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$12/\$20/\$300/\$400/\$500/\$550/\$600	\$27,190.61	\$ 12,884.84	\$0.00	\$ -	\$ 12,884.84
\$ 2,500.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$20/annual; \$50/family	\$2,077.97	\$ 1,854.50	\$0.00	\$ -	\$ 1,975.83
\$ 6,000.00	Disc Golf	\$2 / \$4 / \$20 / \$40	\$3,889.12	\$ 5,543.15	\$235.08	\$ 349.76	\$ 5,611.40
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$22,618.69	\$ 21,455.96	\$250.05	\$ 405.69	\$ 21,740.32
\$ 500.00	<b>45123 - Violations (non-tax)</b>	\$50.00	\$1,247.00	\$ 300.00	\$100.00	\$ -	\$ 300.00
\$ 20,000.00	Miscellaneous*		\$28,644.72	\$ 28,150.34	\$5,486.31	\$ 2,405.00	\$ 28,150.34
\$ 2,300.00	Gift Certificates	Gift Certificates	\$100.00	\$ 183.45	\$0.00	\$ -	\$ 2,528.45
\$ 730,000.00			<b>\$749,153.41</b>	<b>\$678,043.43</b>	<b>\$35,302.95</b>	<b>\$48,062.64</b>	<b>\$709,453.41</b>
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 500.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$0.00	\$ 335.00	\$0.00	\$ 30.00	\$ 1,014.00
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) <b>Monthly totals = NET Revenue</b>	CONTRACTED	\$375,229.67	\$ 345,072.66	\$16,324.84	\$ 19,906.70	\$ 496,932.29
\$ 6,500.00	Auctions - Non-Lapsing	WI Surplus	\$19,104.88	\$ 6,876.00	\$19,104.88	\$ 1,146.40	\$ 6,876.90
		<b>TOTAL REVENUE:</b>	<b>\$1,143,487.96</b>	<b>\$1,030,327.09</b>	<b>\$70,732.67</b>	<b>\$69,145.74</b>	<b>\$1,214,276.60</b>

**WOOD COUNTY, PARKS & FORESTRY - FOREST ADMINISTRATOR  
REVENUE REPORT & TIMBER SALE BALANCES**

**November (October Revenue)**

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/22		\$0.00	\$0.00	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/23		\$31,003.52	\$31,003.52	\$0.00
779	8-19	LAMBERT	15,255.00	06/10/20	06/01/23		\$14,972.11	\$14,972.11	\$0.00
780	2-16	YODER	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER	9,720.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
784	2-20	LAMBERT	12,900.00	06/01/21	12/01/23		\$16,149.21	\$16,149.21	\$0.00
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23		\$146,076.45	\$146,076.45	\$0.00
788	2-21	YODER	35,900.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
789	3-21	KOERNER	10,570.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	15,600.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
792	6-21	YODER	27,870.00	11/24/21	12/03/23		\$24,037.58	\$24,037.58	\$0.00
793	7-21	NW HARDWOODS	163,302.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
794	8-21	SCHREINER	28,965.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
795	1-22	LAMBERT	46,070.00	05/27/22	06/30/24		\$47,241.21	\$47,241.21	\$0.00
796	2-22	KOERNER	110,780.80	05/27/22	06/30/24	\$18,108.71	\$96,421.45	\$92,582.99	-\$3,838.46
797	3-22	SCHREINER	30,770.00	05/27/22	06/30/25		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	194,468.10	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
799	5-22	SCHREINER	20,200.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	16,440.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	11,750.00	08/04/22	07/30/25		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$30.00	\$0.00	\$0.00	

Payments Received This Month:

**\$18,138.71**

AMOUNT BILLED TO DATE

AMOUNT RCVD TO DATE

**(3,838.46)**

		\$ RECEIVED CURRENT MONTH		
<b>2022 Budgeted Total Revenues</b>		<b>\$350,000</b>	Jobs Finished	
<b>2022 Total County Forestry Revenues this month (90%)</b>		<b>\$16,324.84</b>	Jobs Started	
<b>2022 Total Township Revenues this month (10%):</b>		<b>\$1,813.87</b>	Jobs Continuing/Reactivated	
			Jobs Gone Inactive	
<b>2022 TOTAL NET FORESTRY REVENUE TO DATE:</b>		<b>\$375,229.67</b>		



## **MINUTES**

### **PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE:** Tuesday, October 18, 2022

**TIME:** 9:05 AM

**LOCATION:** Wood County Courthouse  
Room 114

Members Present: Al Breu, William Winch, Brad Hamilton, Jeff Penzkover, Dennis Polach

Others Present: Trent Miner, Bill Leichtnam, Ed Newton, Ed Wagner, Jason Grueneberg, Lance Pliml, Bill Clendenning, Jake Hahn, Lee Thao, John Hokamp, Adam Fischer, Dave LaFontaine, Laura Valenstein.

1. Chairman Breu called the meeting to order at 9:05 AM.

The resolution for acquiring the land south of the current Highway Dept. buildings was presented. Motion by Hamilton/Penzkover to approve the resolution and forward to county board for their consideration. Discussion ensued. Motion carried. Voting no was Winch.

2. Chairman Breu declared the meeting adjourned at 9:10 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at next meeting.

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, November 6, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Bill Winch, Jeff Penzkover  
Brad Hamilton (Via WebEx)

**OTHERS PRESENT** (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:01 a.m. by Chair Breu.
2. Public Comments: None
3. Approve minutes from the previous meetings.

**Motion (Hamilton/Penzkover) to approve the minutes from the previous meetings. Motion carried unanimously.**

4. (a) Supervisors Winch, Polach, and Penzkover asked for clarification on items within the Information Technology vouchers. IT Director Kaup answered general questions pertaining to her department's vouchers.

**Motion (Polach/Hamilton) to approve the vouchers for the Information Technology Department. Motion carried unanimously.**

- (b) IT Director Kaup highlighted her monthly report and answered questions.
- (c) Kaup shared information regarding the Wood County website and emails domain name change. Discussion ensued
- (d) Kaup shared information regarding the Information Technology departments search for temporary relocation space. Discussion ensued.
5. (a) Supervisor Winch asked for clarification on items within the Maintenance vouchers. Facilities Manager Van Tassel answered general questions pertaining to his department's vouchers.

**Motion (Polach/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.**

- (b) Facilities Manager Van Tassel answered questions pertaining to his monthly report.
- (c) Van Tassel shared information regarding the retirement of the current vendor for Courthouse cleaning services at the end of November and possible options going forward. Discussion ensued. Van Tassel indicated he is comfortable there will be no lapse in service and he will report back with more information next month.

6. HR Director McGrath, shared information regarding the Workplace Violence Prevention Policy and ongoing discussions pertaining to possible amendments to the policy. Discussion ensued. McGrath will report back next month with developments.
7. Van Tassel indicated no new updates regarding the Twelfth Street property.
8. Van Tassel shared updates regarding the Seventeenth Avenue property. Van Tassel indicated more discussions will follow.
9. Van Tassel indicated the County will take ownership of the Saratoga Street property on January 1<sup>st</sup>, 2023. The property will replace one or both of the Samuels Group's trailers. Long term, further discussion will need to be held to determine if the property will be retained to include in the Jail design or to be sold.

Van Tassel also indicated discussions with the City relating to the triangle lot are ongoing.

10. Agenda items for the next meeting:

- Department Head Evaluations
- Twelfth Street Property
- Seventeenth Avenue Property
- Courthouse Cleaning Services
- Facility Safety Policy Update

11. The next Committee meeting will be Monday, December 5, 2022 at 9:00 a.m. in meeting room 114.

Questions were raised regarding the Courthouse Security Policy. Discussion ensued. Discussions will continue with future agenda items relating to safety and security.

12. Chair Breu declared the meeting adjourned at 10:40 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

**Property & Information Technology Committee Meeting  
November 7, 2022**

[illegible]



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### October 2022

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed. Multiple website updates are being performed by our newly trained programmer analyst intern.
2. Wood County's primary domain name is changing from co.wood.wi.us to woodcountywi.gov. The most notable change will be email and County website addresses. IT staff are currently moving to the .gov email address, other Departments will soon follow. The cutover date for all County staff to move to the .gov domain is January 31<sup>st</sup>, 2023. Information on when County Board email addresses will change is forthcoming.
3. Video conferencing capabilities in Courthouse Conference Room 114 have been upgraded to include a large screen, projector and a new VC unit boasting an additional 3 microphones. The unit that was previously in Room 114 finally reached its intended destination in the Courthouse Safety Training Room replacing a unit that is end of life. A Video conferencing unit was placed in the DC Steinle Plaza also replacing a unit that was end of life.
4. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. New hire Electronic Health Record (E.H.R.) system user accounts are being created by our newly trained programmer analyst intern. System support documentation has been created and improved by our programmer analyst intern. Super user accounts have been refreshed and training documentation updated and resent to Super users in order to provide the best possible E.H.R. system support.
5. RtVision, Highway Department time and material tracking system, has been migrated to RtVision's AWS. The RtVision servers that are currently in the Wood County data center are scheduled for decommission.
6. Support for GCS property tax systems is ongoing. In September, IT and Wood County Treasurer staff attended the GCS LandNav, now Catalis company, second demo to further discuss the upgrade of the property tax software. The current property tax software version end-of-life is set for Fall of 2023. The existing property tax system is on-prem, servers at Wood County, the upgraded version will be cloud based. System migration will be scheduled for late August, September, and early October of 2023.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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7. The TimeStar, electronic time card and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
  8. Development for adding new well water permits into the Planning & Zoning Department system is complete and deployment is scheduled for early November.
  9. The Register of Deeds application server work scheduled with IT staff and the Fidler Technologies vendor is complete. The new configurations improve security. IT staff works to resolve issues with the Fidler remote connection software. This software will allow IT to escort vendor work on our ROD servers.
  10. Staff spent time assisting the Clerk of Courts office in preparations for the high profile trial that occurred. This included training staff on how to join multiple rooms together for video conferencing and ensure that all systems were functioning as expected during the trial.
  11. Preparation for the Printer refresh in 2023 continues. The Sheriff's Department and Child Support will be moving to the County's main Printer management program. Options for devices are being tested to ensure devices selected will work as needed.
  12. Assisted Maintenance with the preparations for installing a new camera and some intercom devices at River Block to enhance building security.
  13. The IT space at Riverblock has been converted to a working office space for IT staff.
  14. Continue to work with the Village of Port Edwards to improve efficiencies and provide additional support.
  15. Squad computers were deployed to the Port Edwards Police Department.
  16. The five new iPads for the Coroner's office have been received and setup. IT continues to work with the Coroner to finalize the new workflow to electronically share information between Coroner Department staff.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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17. Continue to work to clean the IT storage area in the Courthouse and re-arrange to minimize the effects of continued outside water leakage that continues to make the floor wet in that space.
  18. Substantial time is being spent on troubleshooting issues related to dual monitor setups at both remote and County facilities. The manufacturer of the hardware has been engaged to assist in finding a resolution to this ongoing problem.
  19. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
  20. In preparation for 2023 PC Replacement orders, new laptop models were reviewed and selected to ensure we receive the best price for the models selected and that department's needs met.
  21. Network refresh efforts have continued with the replacement of switches at the Rapids Highway tower locations.
  22. Substantial time continues to be spent transitioning to the new Human Services Electronic Health Record System, SmartCare. Started trial runs to migrate legacy service records out of TCM as PDFs to be imported into Smartcare. Go Live to the new system began on March 1. This software replaces their previous Electronic Health Record software, TCM. Access to TCM and IMS have been restricted to read only. IT Staff continue work to create custom reports for SmartCare.
  23. All 2022 PC Replacement equipment has arrived and is configured and awaiting deployment. Deployment of devices continues to be a priority. There were a number of early replacements in 2022 which increased the amount of devices we anticipated being replaced.
  24. Staff continue to work on implementing PortBlocker, a software that will stop unapproved storage devices from being used on County hardware. Portable storage drives, like USB Drives, are a very easy and common method for viruses and other malicious software to infect our network. Implementation includes meeting with managers to understand why USB drives are used and look for alternative ways to securely transport data. Worked with County Clerk on secured drives and the election system and found a solution for elections data transport.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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25. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
  26. Providing continual support of Webex Meetings and Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
  27. For the month of September, 474 helpdesk requests were created, with staff completing 518 tickets and leaving 127 open requests. Staff processed 25 new user or termination requests. In addition, there are currently 366 project requests.
  28. Worked on several projects related to the Laserfiche document management system:
    - a) Continued setup and testing of Laserfiche document management in the Human Services department. Fiscal documents have all been migrated and we are continuing to move over administrative files and train additional staff.
    - b) Completed work with the Treasurer's office on historical tax roll scanning. Our scanning partner has completed scanning and importing all historical Tax Roll books in the Treasurer's vault. Treasurer's office staff will be trained on records retrieval in early November.
    - c) Completed work on replacing PermitScan permit document scanning & storage system in Planning & Zoning with Laserfiche. Cutover and training will occur in early November.
    - d) Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  29. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
  30. Continued work on developing an updated internal employee web portal with a new, easier to update and easier to navigate design.
  31. Conducted three interviews for the IT Internship opportunity.





# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

### Letter of Comments October 2022

#### Ongoing Projects and Planning

**Jail Project** – Demolition of the “Red Owl” building is complete and other site preparation has begun. The coming weeks should be filled with additional evidence of the jail project as more equipment and contractors begin arriving and setting up onsite.

Our project team has been reviewing multiple contracts and other documents, as well as discussing some value engineering options; more details will be shared at upcoming meetings.

We are working with Wisconsin Rapids staff to obtain permission for use of the unimproved triangle lot during construction; primary use of this area would be for contractor parking in order to prevent congestion in the County parking lot and on-street parking in close proximity to the Courthouse during business hours.

**Courthouse Utility Relocation** – Working with County staff, utility providers, and local contractors, we were able to finish vacating all Avon Street service connections prior to the demolition contractor arriving to begin their work. This required a collaborative effort by all parties involved, and I am proud of the success we had despite the challenges faced.

**River Block** – Most of the materials needed for the approved access updates have arrived and we have started installing wiring for the additional electronic locks, intercoms, and cameras. There will be a few more details to finalize in the coming weeks as we make progress on these changes.

#### Miscellaneous

Attended PIT, HIRC, County Board, HHS, Wis. Rapids Finance & Property Committee, WI Towns Association, and numerous project meetings.

Attended Facility Manager’s meeting in Waupaca County; this group is a great resource for many WI Counties that deal with similar challenges.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING  
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Thursday, September 8th, 2022**

**MINUTES**

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:30 am
2. Roll Call Attendance: Roll taken by Angela Hansen
  - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Mike Feirer, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathy Meyer, Tony Omernik, Greta Rusch,
  - b. Board members excused: Dona Schwichtenberg, Danielle Yuska
  - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen, Erin Wells, Ronda James, Pat Kilsdonk, Kathy Schultz, Michele Osterbrink, Renee Quinnell
  - d. Others in attendance: Mike Puerner, Travis Spoehr, Kenneth Kubacki
3. Public Comments:
  - a. Michele Osterbrink discusses the need for paperwork from citizen members if they choose to receive the stipend or mileage reimbursement.
  - b. Mike Rhea announces the All Staff meeting scheduled for September 27, 2022 and all board members are invited to attend.
4. Approval of Minutes – 8/11/22
  - a. Motion to approve minutes by Adam Fischer, seconded by Greta Rusch.
  - b. Motion passed, minutes approved.
5. Discussion: Mike Puerner-Marathon County Corporation Counsel-closed meeting parameters, meeting notices other pertinent questions
  - a. Statute requirements provided by Mike Puerner.
  - b. Open question and answer session from board members regarding closed session rules and guidelines.
  - c. No action taken

6. Discussion/possible action: ADRC-CW board meeting attendance
  - a. Discussion on in-person meetings versus virtual meetings.
  - b. Suggestion of traveling meetings to visit all ADRC-CW sites.
  - c. No action taken
7. Discussion/possible action: Nutrition program update, Norwood rate request
  - a. Ronda James gave an update of all nutrition program sites, open, modified, and closed. The Hmong American Center site is opening soon.
  - b. Norwood has requested a rate increase to continue providing services to Wood County ADRC-CW nutrition program sites.
  - c. Motion to approve an 11% increase retroactive to August 1, 2022 by Bill Clendenning, seconded by Chris Dickinson.
  - d. Adam Fischer abstained from the discussion and vote.
  - e. Motion passed, rate increase approved.
8. Discussion/possible action: Wausau Office
  - a. Mike Rhea provides an update to the Board's request for more information on the opportunity to move the Wausau office to the North Central Health Care campus.
  - b. Mike Rhea states this will be
9. Operations Report
  - a. Mike Rhea and other members of the leadership team highlight portions of the report.
  - b. Full report in the packet.
10. Future Agenda Items
  - a. Finance Committee policy review
  - b. 2023 Proposed budget
  - c. Audit approval
  - d. IT Support RFP review
  - e. Caterer RFP review
11. Adjournment
  - a. Motion to adjourn the meeting by Norbert Ashbeck, seconded by Greta Rusch.
  - b. Motion passed, meeting adjourned at 11:10am.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
ADRC-CW

Finance Committee Minutes  
Location: 2600 Stewart Ave, Suite 25, Wausau WI  
Video and Teleconference  
August 11th, 2022

**Finance Committee Members Present:** Norbert Ashbeck, Jim Hampton, Will Haskal, Bill Clendening

**Excused:**

**Others Present:** Steve Prell, Mike Rhea, Kacey Spoerl, John Rader

**1. Call to Order:**

- a. Meeting was called to order at 8:45 am AM by Norbert Ashbeck

**2. Public Comments:**

- a. None

**3. Approval of Minutes 7/11/2022:**

- a. Motion to approve by Bill Clendening; second by Jim Hampton. Motion approved.

**4. Discussion/Possible Action – 2021 Audit**

- a. Steve introduced Kacey Spoerl and John Rader from Baker Tilly. Kacey and John reviewed various sections of the report with the committee. There were no questions. Kacey and John will be attending the ADRC CW Board meeting and will provide information to the full board.

**5. Discussion/Possible Action – Review Financial Report June 2022:**

- a. The committee reviewed the reports. There were no questions. Motion to accept by Jim Hampton; second by Norb Ashbeck. Report accepted and placed on file.

**6. Discussion/Possible Action – Review Monthly Disbursements:**

- a. The committee reviewed the July 2021 reports. The committee asked about the Good News Project expense on the US Bank report, Mike explained that we partner with them in Wausau for loan closet equipment. Committee also asked about payment to Lincoln County check 772242. Steve explained the invoices, specifically one for the annual I.T. services and the other for replacement computers. Motion to accept by Norb Ashbeck; second by Jim Hampton. Report accepted and placed on file.

**7. Discussion – Compensation Adjustments**

- a. Mike informed the committee that he had a discussion with Molly Adzic from Employee Resources in Marathon County about possible adjustments to compensation for staff or possible one-time bonuses. She suggested we would be able to increase the base pay for certain positions to be competitive with the market but still stay within the current pay scale for those positions. Marathon County awaits the results of the market compensation study that is in progress at this time.

**8. Discussion/Possible Action - Major Contracts and Facility Lease Tent Agreements**

- a. Committee reconvened after the ADRC CW Board meeting. Changes to the draft policy were discussed. Steve will update the draft and will bring it to the next committee meeting with the intent that it be brought to the ADRC Board for approval.

**9. Future Agenda Items -**

- a. Contract policy review
- b. 2023 Proposed Budget

**10. Adjournment-**

- a. Motion to adjourn by Jim Hampton; second by Norb Ashbeck. Motion approved. Meeting adjourned at 11:25 am.

**MARSHFIELD FAIRGROUNDS COMMISSION**  
**Thursday, October 13, 2022 Meeting Minutes**

**1. CALL TO ORDER:**

Meeting was called to order by Chairperson Tom Witzel at 12:05 p.m. at the 2<sup>nd</sup> Street Community Center.

**ROLL CALL:**

Present: Commissioners Tom Witzel, Bill Winch, Natasha Tompkins (arrived at 12:30pm), Jeff Penzkover.

Absent: Peter Hendler, Tom Buttke

Also Present: Justin Casperson, Parks & Recreation Director; Dale Christianson, CWSFA Manager, Lance Pliml, Wood County Board Chairperson, Marilyn Penzkove.

**2. APPROVAL OF MINUTES:** Once a quorum was achieved action was taken: *Motion by Penzkover, seconded by Tompkins to approve the May 19, 2022 Fairgrounds Commission meeting minutes; motion carried 4-0.*

**3. CONFLICT OF INTEREST:** None.

**4. PUBLIC COMMENT:** None.

**5. FAIRGROUNDS COMMISSION:**

- A. Financial Statement: Casperson shared the bank statement from the Wood County Treasury Department. The balance as of September 30, 2022 is \$17,040.44.
- B. Approval of Bills: None.
- C. Round Barn Windows: Casperson notified the windows are in and Woodstock Construction plans to get started with install at the end of October.
- D. 10-Year Loan Update: Casperson told the Commission that the 10-year note ended at the end of 2022. The \$50,000 (\$25,000 from City & \$25,000 from County) will be deposited into their account each year.
- E. Capital Improvement List: Casperson and Christianson Christianson explained the list of potential projects with a focus on a new expo/office building in place of the Jr. Fair Expo and storage buildings to the south. The following projects are being considered: (1) Office & expo building - Replace the Jr. Fair Expo, John Deere Storage, Green Beef and Small Animal building and replace with a 25,000+ SF building that includes an office, kitchen, restrooms, and a large year-round expo area. (2) Electrical repairs – conduct and repair various electrical needs throughout the grounds. (3) Pat's barn wash rack (4) Parking lot paving – Pave the parking lot between the curling club and softball field and various other areas from 14th through to 17th street. (5) Storm water improvements – High volume rain events cause major flooding. (6) Barn – A new barn would be located east of Jer Lang Show Palace. (7) Horse arena roof structure – The roof structure would span the arena area and over the spectator area. This would help attract horse shows thorough out the year. (8) Wenzel Stage Roof – A roof over the stage will increase use of the facility and attached better entertainers.

**6. FAIRGROUNDS MANAGEMENT REPORT:** Christianson told the Commission that some of the Round Barn windows; old existing, not new were smashed. The person was caught and is being requested to pay restitution.

**7. CWSF REPORT:** Christianson reported that the Fair went well, even with rain on Saturday and Sunday. Christianson will provide a report at the December meeting.

**8. PARKS AND RECREATION:** No report.

**9. FUTURE AGENDA ITEMS:** Fair Report

**10. NEXT MEETING:** 12:00noon, Monday, December 12, 2022

**11. ADJOURNMENT:** Motion by Tompkins, second by Penzkover to adjourn the meeting; motion carried.

Meeting adjourned @ 1:15 p.m.

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation

## COUNTY OF WOOD LIBRARY BOARD

### Meeting Minutes for Thursday, April 28, 2022

#### **Members Present:**

Dave Barth  
Betsy Manc  
Joe Zurfluh  
Brad Hamilton  
Linda Schmidt  
Bill Voight  
Susan Feith (Zoom)

#### **Library Directors Present:**

Jill Porter, Everett Roehl Marshfield Public Library  
Darla Allen, Lester Library, Nekoosa  
Stacy Kunder, Lester Library of Arpin (Zoom)  
Andy Barnett, McMillan Memorial Library, WR  
Wendy Wilson, Vesper  
Jean Anderson, SCLS Representative

**Also present:** Bill Clendenning, Wood County Supervisor

**Excused:** Tammy Hardinger, Pittsville Public Library

Chairman Barth called the meeting to order at 7:00 p.m. hosted at McMillan Memorial Library in Wisconsin Rapids.

The minutes of the January 27, 2022, meeting were approved on motion by Mr. Zurfluth, second by Mr. Hamilton.

#### **Old Business:**

Mr. Barth brought attention to a spreadsheet and document showing three options for Board consideration in preparing the request to Wood County for library reimbursement for the 2023 budget. Option 1 was to request the same dollar funding for 2023 as was approved for 2022. Option 2 proposed a funding increase of 3.82%, or \$42,412. Option 3 proposed an increase of 7.63%, or \$84,841, thereby moving reimbursement to full funding of 100%. Discussion followed, which led to a motion by Mr. Hamilton and second by Mr. Voight to ask Corporation Counsel to draw up a resolution requesting reimbursement of 100%, as outlined in Option 3. After review and approval by the Library Board, three members of the Board will sign and forward the resolution to the Board for action. The motion passed unanimously.

It was reported that on April 12, 2022, the City of Marshfield passed Resolution No. 2022-11 requesting exemption from paying "any county library tax as provided in Section 43.64(2)(b) . . .," and that the request is being passed along to the Wood County Board of Supervisors. Ms. Porter explained the action as standard City procedure. A copy of the City of Marshfield resolution was a part of this meeting's packet of information.

#### **New Business/Library Reports:**

Mr. Barth then called for library reports.

Ms. Kunder reported that Arpin has experienced several "good" months, with numbers increasing for circulation and programming. Take and make was a popular activity, particularly suncatchers. The young fiction collection is expanded, and recataloging is happening. Other activities involve genealogy, a tree planting, and special enhancements for story hours.

Ms. Wilson, formerly the director at Arpin, has assumed the director position at Vesper. She is learning the automated systems.

Ms. Allen reported that the Nekoosa library is receiving a bequest. Preschool story time has been successful. They are finishing the RFID tagging project. The participated in the United Way book giveaway. New shelving and

reconfiguration of some elements of the library is underway. The community responded to the library's concern about monitoring of patrons on library property.

Ms. Porter reported that Marshfield's circulation and attendance at programs has increased also. A new book bike and trailer have arrived from the Foundation. It will be used to contact patrons in the park and also as a tool to provide service to assisted living facilities. The library will be participating in the SCLS "Local Hold" program whereby when a participating library gets new books they can restrict them to the local library patrons' use for the first 90 days of circulation. Summer activities will include musical performances, reading programs for youth and adults, and themed weeks.

Ms. Anderson reported on events happening at SCLS. They included: purchasing and distributing grant-funded equipment such as external lockers for some libraries; \$100,000 set aside to be spent by November through which all libraries will get a two-year movie license; there are scholarships available for a May WAPL conference in Pewaukee; various continuing education events and training programs will be offered in coming months; new building construction/groundbreaking slated for July.

There was no correspondence.

There were no comments on agenda items or requests for future items.

Date of the next meeting was set for 6 p.m., Thursday, July 21, 2022, hosted at the Everett Roehl Library in Marshfield and available on Zoom.

There being no further business, the meeting was adjourned, after which Mr. Barnett led a tour of the McMillan Library improvements which were a part of the recent \$2 million Learning Futures Project.

Respectfully submitted,  
Susan Feith, Secretary



## COUNTY OF WOOD LIBRARY BOARD

### Meeting Minutes for Thursday, July 21, 2022

#### **Members Present:**

Brad Hamilton (Zoom)  
Linda Schmidt  
Bill Voight  
Susan Feith  
Betsy Mancl (Zoom)

#### **Library Directors Present:**

Jill Porter, Everett Roehl Marshfield Public Library  
Wendy Wilson, Vesper  
Jean Anderson, SCLS Representative  
Stacy Kunding, Lester Library, Arpin  
Tammy Hardinger, Pittsville Public Library

**Also present:** Bill Clendenning, Wood County Supervisor, Andrea Halbersma (Zoom)

**Absent:** Dave Barth, Joe Zurfluth; Darla Allen, Nekoosa; Andy Barnett, McMillan

Chairman Hamilton called the meeting to order at 7:01 p.m. hosted at Everett Roehl Marshfield Public Library.

The minutes of the April 28, 2022, meeting were presented; however, they were tabled for approval at the next meeting pending insertion of library report information.

Mr. Clendenning commented on discussion which had occurred at the Wood County Board meeting regarding a proposed Library Board resolution which is to be presented to the Wood County Board for adoption at a future meeting.

#### **Old Business:**

There was no old business reported.

#### **Library Reports:**

Mr. Hamilton then called for Library Reports.

Ms. Porter reported work on the Marshfield library budget for the coming year; acquisition of new pc's and a generator, and introduction of a new Book Bike and Trailer for use in delivering books to kids in parks. There were 500+ participants at Dairy Fest and 600 registered for the summer reading challenge. Several virtual author presentations are being supported by the Friends group. Themed weeks are scheduled, with one for Harry Potter Birthday week.

Ms. Hardinger reported that Pittsville's summer reading program is running in tandem with summer school. Between 150-200 people attended an event in Riverside Park. Participants in the Oceans of Possibility summer reading program can earn "sea creatures" for 100 minutes of reading per week. A teen advisory board is helping with library programs. Money was received to acquire a "new arrivals" shelf. August 3 is the fourth annual story stroll at the farmers market.

Ms. Kunding, Arpin, reported they will have a seven-week summer program including take & make projects, popular sun catchers, also an Oceans of Possibility program with participation up 28%. Number of patrons is up, along with circulation. Arpin is participating in the local hold pilot program.

Ms. Wilson, Vesper, reported that about 50 children had registered for summer programs, averaging about 20 per program. More books have been circulated. Knitting, crochet and stamping programs have been popular. Summer reading is going well.

Ms. Anderson reported 23 libraries are participating in the SCLS "local hold" project which extends through December. Trustee Training week is August 20-26. SCLS is conducting library director visits which should be completed by October. The contractor hired to design/build the new proposed SCLS administrative/delivery

facility in Madison failed to bring in a viable, complete bid for the project, with an incomplete estimate being several million dollars over budget. SCLS desires to purchase an existing building on air rights and add a delivery building to it. SCLS is seeking applicants for an IT Services Administrator. Deadline for applications is August 3.

**New Business:**

Mr. Clendenning and Ms. Feith reported on various concerns regarding Wood County representation on the South Central Library System Board and concerns about the SCLS building project currently being advocated by staff. Mr. Clendenning voiced concern about the misrepresentation of his motion made in regard to a former building site which was recently used to endorse a different building project, not a part of his intended original motion. He noted suppression of comments/questions from board members who express concerns during board meetings and a general lack of adherence to basic parliamentary procedure in offering motions for board action. He feels board members are not being listened to if their concerns are not in line with staff decisions.

Ms. Feith concurred with Mr. Clendenning's observations. She expressed particular concern about the lack of SCLS board oversight and authorization for various actions which have led to irreversible, costly decisions regarding the building project. Staff exhibits a lack of respect for the authority of the board to acquire information and formulate action on the building project. Maximum borrowing and use of operating budget contingency funds to supplement the capital project are likely to impact stability of the system's financial condition.

Mr. Clendenning suggested the Wood County Library Board consult with Wood County Corporation Counsel to obtain advice about the situation. It was agreed that the WC Library Board chair, Clendenning and Feith will meeting with Corporation Counsel.

The next meeting of the Wood County Library Board was set for 6 p.m. in Marshfield on Thursday, October 27, 2022.

There being no further business, the meeting was adjourned.

Respectfully submitted,  
Susan Feith, Secretary

**MINUTES**  
**ARPA ADHOC FUNDING COMMITTEE**

**DATE: Monday, October 31, 2022**

**TIME: 10:00 a.m.**

**LOCATION: River Block – Room 206**

Members Present: Lance Pliml, Laura Valenstein, Joseph Zurfluh, Adam Fischer, Bill Leichtnam, Bill Clendenning, Al Breu

Member Excused: Ed Wagner

Others present: Trent Miner, Ed Newton, Jason Grueneberg, Susan Smith, Chris Severson, Brooke Seevers, Kristie Rauter-Egge, Erica Sherman, Ray Bossert, John Nystrom, Alysa Dunn, Kimberly Stimac, Kyle Theiler, Craig Broeren, Ben Eberlein

1. Chairman Pliml called the meeting to order at 10:00 AM
2. There was no public comment
3. The minutes of the September 6, 2022 meeting were presented. Motion by Fischer/Clendenning to approve the minutes as presented. Motion carried.
4. Pliml started the discussion of the child care crisis in Wood County and how it hampers employers ability to retain qualified help, as well as the cost associated with child care. Health Dept. Director Smith, on behalf of the Child Care Task Force, presented a PowerPoint describing the issues with both retention of child care workers and the lack of wages associated with working for a child care center. Where places like Kwik Trip, McDonalds, etc. can raise prices, child care centers are not able to raise their prices to retain qualified help. A six point strategy, with potential costs, was presented to the committee and reviewed at length, with numerous questions being fielded by the Task Force. All agreed this is a multi-tiered problem that will require some sort of public/private partnership to address, and additional study to ensure that any funding geared toward this has long lasting effects.
5. Chair Pliml adjourned the meeting at 11:40 AM.

Minutes taken by Trent Miner, County Clerk and are in draft form until approved at next meeting.

## **MINUTES**

### **JAIL CONSTRUCTION ADHOC COMMITTEE**

**DATE:** Tuesday, October 18, 2022

**TIME:** 9:00 AM

**LOCATION:** Wood County Courthouse  
Room 114

Members Present: Laura Valenstein, Adam Fischer, Dave LaFontaine, Al Breu, Lee Thao, John Hokamp, Jake Hahn

Others Present: Trent Miner, Peter Kastenholz, Jason Grueneberg, Dennis Polach, Lance Pliml, Bill Leichtnam, Ed Wagner, Bill Clendenning, Ed Newton, Jeff Penzkover, William Voight, Brad Hamilton, Kurt Berner, Bill Winch, Joe Zurfluh, Shawn Becker, Reuben Van Tassel

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. The minutes of the previous meeting were presented. Moved by Fischer/LaFontaine to approve them as presented. Motion carried unanimously.
3. The resolution to acquire the Saratoga St. property was presented. Moved by LaFontaine/Breu to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
4. Chair Valenstein adjourned the meeting at 9:00:30.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

RESOLUTION # \_\_\_\_\_

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF DAVID M. GOETZ

**WHEREAS**, it has pleased the Almighty to call from this life former County Board Supervisor David Goetz, and,

**WHEREAS**, Supervisor Goetz was born April 8, 1937, and passed from this world on October 25, 2022, and,

**WHEREAS**, Supervisor Goetz was first employed by Wood County as an Auditor in the County Clerk’s Office for 25 years, serving as Interim County Clerk from 1982-1983, and,

**WHEREAS**, Supervisor Goetz was appointed to the Wood County Board of Supervisors in May of 1998, and served until April of 2008, and,

**WHEREAS**, Supervisor Goetz served with honor and distinction on the Board of Health, Human Resources, Fairgrounds Commission, Public Property, Jail Study, and Finance & Budget Committees, and

**WHEREAS**, Supervisor Goetz’s public service also included service in the U.S. Army from 1960 - 1963, and,

**WHEREAS**, Supervisor Goetz enjoyed the respect of his colleagues and service organizations to which he belonged, including the American Legion, & St. Vincent DePaul Catholic Church, and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Wood County Board of Supervisors commend Supervisor David Goetz’s public service and express their sorrow at his passing, and extend condolences to his family and friends.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent to his daughter, Sandra, and his family.

**BE IT FURTHER RESOLVED**, that we stand in silence for one minute in respect to his passing.

**WOOD COUNTY BOARD OF SUPERVISORS**

_____	_____
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Adopted by the Wood County Board of Supervisors this 15<sup>th</sup> day of November, 2022.

_____	_____
County Clerk	County Board Chairman