

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

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hokamp

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

Ethics Committee – 3 year term – Laura Clark

Veterans Service Commission – 3 year term – Bev Ghiloni

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.

SPECIAL ORDER OF BUSINESS

Sheriff Becker, et. al. – Jail Project Update

SET DATE FOR NEXT COUNTY BOARD MEETING – December 21, 2021

ADJOURN

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2499 413 1307

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m35ad449aad99ea829da18f794ec5a9cf>

Meeting number (access code): 2499 413 1307

Meeting password: CB110921

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

October 19, 2021 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on October 19, 2021.

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

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

Excused was Valenstein.

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

Due to technical difficulties with the voting system, Chairman Pliml moved up the first Special Order of Business.

SPECIAL ORDER OF BUSINESS

United Way Presentation

Tari Jahns, Executive Director of the United Way of South Wood and Adams Counties discussed with the board the various needs of her organization at this time and how because of the pandemic, donations have been down. She encouraged participation in the fund drive currently ongoing.

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

There were no public comments

Referrals were noted.

Committee minutes presented: Operations.

RESOLUTION 21-10-1

Introduced by: Operations Committee

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

FISCAL NOTE:	Offered Amount	\$118,201.00
	R.E. Taxes	(21,413.46)
	Special Charges	(6,582.06)
	Delinquent Utilities	(145.60)
	Special Assessments	(1,299.97)
	Publication Fees	(271.12)
	<u>Tax Deed Expense</u>	<u>(544.00)</u>
	GAIN	\$87,944.79

Motion by Clendenning/Hamilton to adopt Resolution 21-10-1. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 21-10-2

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution authorizing the issuance and sale of \$58,925,000 General Obligation Refunding Bonds.

Motion by Breu/LaFontaine to adopt Resolution 21-10-2. Motion carried. Voting no was Winch. Excused was Valenstein.

Committee minutes presented: Health & Human Services

RESOLUTION 21-10-3

Introduced by: Health & Human Services Committee

INTENT & SYNOPSIS: To increase budgeted FTEs for the Health Department by creating a (.97 FTE) Public Health Nurse position.

FISCAL NOTE: No cost to Wood County.

Motion by Hamilton/Feirer to adopt Resolution 21-10-3. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Public Safety

RESOLUTION 21-10-4

Introduced by: Public Safety Committee

INTENT & SYNOPSIS: To confirm Wood County's support of SB 507, proposed legislation that will designate and mark the overpass on STH 13 and CTH A over USH 10 in Wood County as the "Deputy LaVonne Zenner Memorial Bridge".

FISCAL NOTE: None. The funds required as part of SB 507 for signage will be donated.

Motion by Feirer/Breu to adopt Resolution 21-10-4. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 21-10-5

Introduced by: Public Safety Committee

INTENT & SYNOPSIS: To authorize Wood County to enter into an agreement and seek funding under \$165.90 for Law Enforcement Services on Restricted Tribal Lands.

FISCAL NOTE: \$32,730.00

Motion by Hamilton/Breu to adopt Resolution 21-10-5. Motion carried unanimously. Excused was Valenstein.

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

RESOLUTION 21-10-6

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: To support SB 346 which is AN ACT to create 20.370 (1) (fq), 20.370 (6) (dd) and 23.22 (2) (g) of the statutes; relating to: grants to map, control, eradicate, monitor, and minimize the spread of wild parsnip; funding for the Bureau of Natural Heritage Conservation; granting rule-making authority; and making an appropriation.

FISCAL NOTE: None

Motion by Feirer/Hamilton to adopt Resolution 21-10-6. Motion carried unanimously. Excused was Valenstein.

ORDINANCE 21-10-7

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Adoption of Wood County Ordinance #708 Private Well – Water Systems. This ordinance will establish the Wood County Private Well – Water Systems Program and allow for local administration pertaining to Wisconsin Administrative Code - Chapters NR 812 and NR 845 – Well Location, and Well/Drillhole Filling and Sealing.

FISCAL NOTE: Cost of program administration to be covered under current Planning and Zoning budget along with anticipated permit revenues.

Motion by Breu/Fischer to adopt Resolution 21-10-7. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 21-10-8

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Approve a zoning amendment to the Town of Grand Rapids Official Zoning Map.

FISCAL NOTE: No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated with administering their town zoning ordinance.

Motion by Feirer/Wagner to adopt Resolution 21-10-8. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Judicial & Legislative Committee

RESOLUTION 21-10-9

Introduced by: Judicial & Legislative and Health & Human Services Committees

INTENT & SYNOPSIS: To encourage the state legislature to fix the BadgerCare Plus benefits cliff.

FISCAL NOTE: There is no direct fiscal impact on the county by means of adoption of this resolution. The intent of the resolution is to save all state taxpayers money by better designing the benefits eligibility component of the BadgerCare Plus program.

Motion by Clendenning/Hamilton to adopt Resolution 21-10-9. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Highway Infrastructure & Recreation, Property & Information Technology, McMillan Memorial Library Board of Trustees, South Central Library Board of Trustees, Wood County Library Board.

SPECIAL ORDER OF BUSINESS

Jail Update

Sheriff Shawn Becker introduced the construction manager of the jail project, Kurt Bernier. He presented a PowerPoint that is being shown to the City of Wisconsin Rapids, highlighting where we are currently in the building process and different schematics of the proposed building. Questions and answers followed.

Without objection, Chairman Pliml adjourned the meeting at 10:26 a.m. Next scheduled county board meeting is November 9, 2021.

Trent Miner
County Clerk

REFERRALS FOR NOVEMBER 9, 2021 – COUNTY BOARD

- Resolution from Kenosha County requesting clarification and modifications to Wis. Stats. Chapter 980, Sexually Violent Person Commitments. Referred to Judicial & Legislative Committee and Corporation Counsel Kastenzholz.

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, October 19, 2021
TIME: 9:00 AM
LOCATION: Courthouse – Safety Conference Room 105

Members Present: Ed Wagner, Donna Rozar, Adam Fischer, Lance Pliml, Mike Feirer

Other Present: Bill Clendenning, Ken Curry, Dennis Polach, Sue Kunferman, Justin Fischer, Ed Newton, Bill Leichtnam, Trent Miner

Chair Wagner called the meeting to order at 9:00 AM.

There was no public comment.

The committee reviewed the resolution on awarding of the general obligation refunding notes. Justin Fischer from Baird provided the sale information to the committee. The true interest cost came in at 2.04% (lower than projected), our bond rating ticked down one notch to AA2 because of the new debt amount, and that because of the premiums paid on the notes, the actual borrow amount went down over \$2 million. Motion by Fischer, seconded by Rozar, to approve the resolution and forward to the county board for their approval. Motion carried unanimously.

The chair declared the meeting adjourned at 9:08 AM.

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

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Tuesday, November 2, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Adam Fischer, Mike Feirer, Lance Pliml

EXCUSED: Donna Rozar

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Bill Clendenning, Kim McGrath, Kelli Francis, Ed Newton, Adam Fandre, Mary Schlagenhaft, Trent Miner, Sue Kunferman, Amy Kaup, Jason DeMarco, Marissa Kornack, Reuben Van Tassel, Brandon Vruwink, Mary Solheim, Nick Flugaur, Ray Bossert

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

There were no public comments.

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

Pliml stated that no new information has been received in regards to ARPA.

Wellness Coordinator Fandre provided a summary of the Wellness Program Aggregate Report to the Committee. Pliml commended Fandre on an excellent report.

Finance Director Newton provided a brief update on Finance Department activities.

Newton stated that there is no action needed today on the Tax Levy Resolution or the Budget Resolution. Newton stated that they will be presented at the public hearing on November 9th.

Newton explained that he and Deputy Finance Director Yang compiled the proposed CIP based upon the \$3.5 million that was authorized and the use of ARPA funds. Brief discussion ensued.

Motion (Pliml/Feirer) to accept the recommendations put forth by the Finance Department in regards to the CIP and ARPA funding. Motion carried unanimously.

Newton explained that Edgewater Haven is requesting to write-off bad debt in an amount exceeding \$50,000 which requires the approval of this Committee. Administrative Services Division Administrator, Mary Schlagenhaft, provided information to the Committee on the debts. Wagner stated that Rozar asked him to share that the Health & Human Services Committee was in strong agreement with the debt write-off.

Motion (Fischer/Pliml) to approve the write-off of bad debt for Edgewater Haven. Motion carried unanimously.

Human Resources Director McGrath provided a reminder about the performance evaluation process, including the due date of December 13th. The consensus of the Committee was to add the evaluations of the Finance and HR Directors to the end of the agenda at the regular December meeting and that self-evaluations are optional.

Agenda items for next meeting: Department Head Performance Evaluations

Pliml stated that he was going to be meeting with HR Director McGrath and IT Director Kaup in regards to cyber risk and security. He further stated that information will be going out to all employees in the near future regarding this.

Pliml asked McGrath to provide a brief overview of the Department Head Retreat scheduled for November 10th. McGrath shared that 36 Department Heads and managers are confirmed as attending and that 40 attendees are expected. Pliml shared with the Committee that Mark O'Connell, Andy Phillips, and Kyle Christianson are presenting at the retreat on various topics.

The next regular meeting is scheduled for Tuesday, December 7, 2021 at 9:00 a.m.

Wagner declared the meeting adjourned at 9:34 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

Letter of Comments – November 2021

- The deadline for submitting recall petitions to the Wisconsin Rapids School District came and went without any petitions being filed. Therefore, there will be no recall election for that school district yet this year. The Stevens Point School District still has petitions being circulated, with a deadline of November 2nd at 5:00 PM to file those in the school district office.
- As you are all well aware, and as mentioned at the October county board meeting, the one elevator in the courthouse will be down for 3 months for a rebuild after over 60 years of service. During that time, I have made arrangements for the county board to have their monthly meetings in the council chambers at the Wisconsin Rapids City Hall. Committee meetings will still be in the courthouse, but depending on the needs of the courts, they may end up in the Safety Conference Room. We will keep you all updated as the project progresses. My thanks to the IT Department for helping out in testing our voting system over at City Hall to make sure we have network connection back to the Courthouse servers! It is not as easy as just bringing my laptop to City Hall unfortunately.
- December 1st starts the spring election cycle. We are making sure all of our forms are updated and ready for candidates. I will have packets for the incumbents at the November county board meeting. Included in that packet will be maps for the new supervisory districts.
- Redistricting is coming to a quick close. Planning & Zoning Director Grueneberg and Land Information Officer Bernard carried the biggest part of the load to ensure municipalities had the maps they needed while I worked on getting them resolutions for their respective boards to pass. We gave them an October 27th due date for return of those resolutions. All but one municipality met that timeline.
- As a member of the Wisconsin County Clerks Association, I was elected Chair of the County Clerk Duties Committee, I serve on the Elections Committee and I was elected Vice Chair of the Mentor/Manual Committee in addition to being district chair. Currently we are working on getting all the new clerks elected in 2020 and appointed in the previous term together for a day-long training session. It is looking like we will be in Wausau on December 10th. Of the 72 county clerks, 29 are either new this term or were appointed last term, including me.
- On October 27th, I completed the Wisconsin Elections Commission training to become a trainer for the Municipal Clerk Core training. I am already certified to do the Chief Election Inspector training. This core training is required prior to clerks administering an election. While it is available as an online training, a lot of folks like the in-person training better. I'll be setting up a couple of dates for this training soon.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

October 31, 2021

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

Human Resources Activity

	October 2021	2021 Year-to-Date
Applications Received	104	1,139
Positions Filled	16	166
Promotions/Transfers	5	64
New Hire Orientations	9	91
Terminations, Voluntary	10	118
Terminations, Involuntary	0	10
Retirements	0	15
Exit Interviews	3	40

Human Resources Narrative

General Highlights

1. Began the Open Enrollment process for 2022 benefit elections. Again this year we are pleased to offer an electronic Benefit Election process through Employee Self Service (ESS). We continue to be extremely thankful to IT for building/creating the forms and processes within the ESS platform, as well as continuing to be available to quickly troubleshoot any issues that may arise. Open enrollment meetings were held on-site and virtually this month. Employees may earn wellness points for their attendance by logging into ManageWell and completing the required information. Enrollment forms are being processed as they come in. All benefit eligible employees must complete a form by November 12, 2021.
2. With regards to the Annual Performance Evaluation Process, all departments were notified of the evaluations that are due before the end of the year. The 2021 Step Increase Procedure was updated and provided to Department Heads. The Department Head Annual Performance Evaluation packets were created and distributed to their committee chairs at the October County Board meeting. The deadline to return completed performance evaluations is December 13, 2021.
3. Continued preparations for the 2021 Department Head Retreat to be held at the Nepco Shelter Building on November 10th. Mark O'Connell, Andy Phillips, and Kyle Christianson, all of WCA, will be presenting a variety of leadership and county government topics. We are looking forward to an exciting educational event!

Meetings & Trainings

1. Attended the Operations Committee Meeting on October 5th.
2. Attended County Board on October 19th.
3. Held the monthly conference call with The Horton Group on October 6th to discuss various benefit topics.
4. Conducted in-person and virtual Open Enrollment presentation meetings on October 18th, 19th, 20th, and 28th.
5. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2021 goals.
6. Staff attended various meetings including:
 - a. SPAHRA Board Meeting on October 5th
 - b. Bi-weekly calls with EBC regarding the implementation of the FSA plan for 2022
 - c. COBRA Open Enrollment discussion with EBC on October 27th

Benefits

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, TASC admin fees, quarterly EAP fees, stop loss admin fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Updated the Health Reserve Spreadsheet and Health Fund Balance document for September.
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. Processed new/updated premiums for Boston Mutual enrollments.
8. Ran an hours report in TimeStar to determine eligibility for health insurance under the ACA. Notification and enrollment forms sent to impacted employees.
9. Worked with IT to update Open Enrollment documents, video, and presentations along with compliance information on the HR Intranet.
10. Sent mailings to retirees and COBRA participants on open enrollment and compliance information requirements.
11. Sent notification and request for payment to the participants on the Retiree Life Insurance plan.
12. Processed the transfer of Sick hours to the Catastrophic Sick Leave Account for employees over the 100 day maximum.
13. Submitted the termination letter to TASC to end services effective December 31st, 2021.

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. Sent notification to affected departments regarding DOT Random testing for Quarter 4.
6. Continuing to work on updating all job descriptions based off of recently completed JDQs.
7. Worked with Marshfield Clinic to establish a back-up testing location for post-offer, pre-employment testing with potential new hires.

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Child Support	Case Worker	Position posted, interviews conducted, offer accepted, filled internally.
Replacement	Criminal Justice	Criminal Justice Coordinator	Position posted, deadline 10/17/21. Applications being reviewed by Committee.
Replacement – Eligibility List	Dispatch	Dispatchers (3)	Two positions filled, inquiring interest on list for third vacancy. Eligibility list established.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/5/2021.
Replacement	Emergency Management	Work Relief Shop Coordinator	Position posted, deadline 10/31/21.
COVID Relief	Health	COVID Vaccine Coordinators (4)	Position posted, all positions filled.
COVID Relief	Health	COVID Nurse (LTE)	Position filled.
New position	Health	Public Health Nurse (Emergency Preparedness)	Position approved on 10/19/21 per resolution. Position posted, deadline 11/8/21.
Replacement	Highway	Truck Operator	Position posted, deadline 11/2/2021.
New position	Humane Officer	Humane Officer	Position posted, deadline 11/9/2021.
Replacements	Human Services	Crisis Interventionists (Casual)	Position posted, deadline 10/25/2021. Two positions filled. Will continue recruitment in order to establish eligibility list for future vacancies.
Replacement	Human Services	Crisis Interventionist – Full-time (Days)	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 10/4/2021.
Replacement	Human Services	Economic Support Specialist (2)	Positions posted, interviews conducted, offers accepted, positions filled.
Replacement	Human Services	Economic Support Specialist	Position posted, deadline 10/18/21.
Replacement	Human Services	Family Interaction Workers (2)	Position posted, one position filled, deadline 10/24/2021.
*Replacement	Human Services	Crisis/Mental Health Therapist	*Position posted, deadline 10/31/2021. May be filled as licensed or unlicensed.
*Replacement	Human Services	Crisis/Mental Health Therapist-Unlicensed	*Position posted, deadline 10/31/2021. May be filled as licensed or unlicensed.
Replacements	Human Services	Social Workers-Ongoing	Position posted, deadline 11/7/21.
Replacement	Human Services	Discharge Case Manager/Planner	Position posted, interviews conducted, offer accepted, filled 10/25/2021.
Replacement	Human Services	Mental Health/AODA Therapist	Position posted, deadline 10/31/2021.
Replacement	Human Services	Intake Coordinator	Position posted, deadline 10/31/2021.

Replacement	Human Services	Accounts Payable/Accounts Receivable Specialist	Position posted, deadline 11/7/2021.
New/Replacement	Norwood	COTA, Occupational Therapist, Therapy Asst., Dietary Aide, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood.
Replacement	Norwood	Psychiatrist	Position posted, deadline 12/12/2021.
Replacement	Norwood	Social Worker-Inpatient	Position posted, filled internally.
Replacement	Norwood	Inpatient Social Services Coordinator	Position posted, filled internally.
Replacement	Sheriff	Maintenance Program Supervisor	Position posted, deadline 10/17/2021.
Replacements	Sheriff	Part-time Deputies (Reserves)-Eligibility List	Position posted, deadline 10/31/2021.
Establish Eligibility List	Sheriff	Corrections Officer – Eligibility List	Position posted, deadline 11/28/2021.
Replacement	Sheriff	Investigator Sergeant	Position filled internally.
Replacement	Treasurer	Treasurer Coordinator	Position posted, deadline 10/26/2021.

Safety/Risk Management

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis throughout the month.
3. Attended Edgewater and Norwood Safety Committee meetings.

OPEN Workers' Compensation Claims (3)

1. 7/29/21 – Sheriff's (Corrections) – Employee had bloodborne pathogen exposure when performing intake on inmate (late report)
2. 8/24/21 – Sheriff's – Employee strained R leg while at Honor Guard training (initially reported as First Aid only)
3. 8/30/21 – IT – Employee injured L wrist, both knees, and R elbow slipping on water in hallway

CLOSED Workers' Compensation Claims (2)

1. 11/16/19 – Sheriff's – Employee was assisting with uncooperative inmate, fractured R ankle (additional surgery required) – REOPENED
2. 4/20/21 – Highway – Employee strained R elbow shoveling asphalt on roadway

REPORTABLE Workers' Compensation Cases (4)

1. 9/13/21 – Highway – Employee contracted COVID-19 at work
2. 9/16/21 – Highway – Employee contracted COVID-19 at work
3. 9/20/21 – Highway – Employee contracted COVID-19 at work
4. 9/24/21 – Highway – Employee contracted COVID-19 at work

First Aid Injuries (3)

1. 10/4/21 – Highway – Employee rolled R ankle walking on uneven ground at asphalt plant
2. 10/6/21 – Sheriff's – Employee strained L side neck and shoulder taking resistive subject to the ground
3. 10/14/21 – Norwood – Resident expelled blood into employee's face and eyes during seizure event

Property/Vehicle Damage Claims (2)

1. 8/13/21 – Highway – Claimant alleges windshield damage while following dump truck (est. claim \$500.00 (insurance deductible))
2. 9/19/21 – EM – Work Relief van slid into tree at Power's Bluff (est. damage \$1,523.28)

OPEN EEOC/ERD Claims (1)

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.

Other

1. Worked through several requests for a reasonable accommodation under the Americans With Disabilities Act (ADA) with the department and requesting employee.
2. Researched Coroner and Deputy Coroner per diems and audited per diems dating back to October 2019 to determine any back pay owed or overpayments made.
3. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
4. Reconciled and processed the September Unemployment Insurance payment.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Updated the COVID-19 Return to Work Scenarios and distributed to all employees.
7. Responded to various requests for employees/employee representatives to obtain a copy of their personnel files.
8. Facilitated New Hire Orientation on October 4th, 11th, 18th, and 25th.
9. Conducted exit interviews on October 18th and 19th.
10. Responded to various verifications of employment.
11. Replied to multiple requests from surrounding counties with varied information.
12. 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

LETTER OF COMMENTS—NOVEMBER 2021

1. Made yearly interest and principal payment for bonding on October 1. The company still didn't have the correct numbers from back in April when I notified them. Contacted Baird and they worked with the company to make sure all payments were applied correctly.
2. Attended Wisconsin Counties Association zoom meetings on Mondays in October.
3. Attended Operation Committee meeting on October 5.
4. Attended Wisconsin County Treasurer Association District Meeting on October 7 in Eau Claire and was elected Chair of the District.
5. Participated in zoom meeting for bond rating on October 8.
6. Participated in insurance benefits webex by Human Resources on October 18.
7. Attended County Board meeting on October 19.
8. Attended fall Wisconsin County Treasurer Association Conference in Fond du Lac October 19-21.
9. Participated in a conference call with Finance and Baird to discuss the repayment of NAN for the Jail/CIP project on October 25.
10. Participated in phone calls/e-mails with PMA regarding placement of the jail funds for investing this month. I moved the funds on October 26 and I am waiting to hear back from the local banks on what they have for rates or if they want our funds.
11. Participated in a webex meeting with our tax system software company regarding the new program platform that we will have to switch to in 2023 on October 27.
12. Attended the Wisconsin Counties Association Personnel, Finance, and County Organization Steering Committee in Stevens Point on October 28.
13. The Treasurer Coordinator position is now vacant as the employee took another position within the County as of October 29. I posted the position and have selected some applicants to interview in November.
14. The City of Marshfield cannot get the tax bill forms that they used to do themselves for taxes from their printer and our tax program can't produce the newer style bill the printer gave them, so our office will now be printing and folding all the tax bills for the city starting this year and going forward.



Wood County

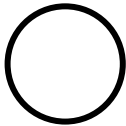
WISCONSIN

Employee Wellness

Adam Fandre

Letter of Comments – November 2021

- Feedback received from those who have attended the flu shot clinics has been very positive so far. Human Services nursing staff continue to do a wonderful job administering the vaccines and the Health Department has been equally as helpful preparing the vaccines before each clinic. Two additional clinics are scheduled for November 3 and November 10 at Steinle Plaza and River Block and were created due to half the order of influenza vaccines being delayed when shipping.
- The quarter 3 wellness challenge, *Nutritious and Delicious*, kicked off its sixth and final week on October 26. Additional feedback received has continued to be very positive. Successful completion numbers will be available Friday, November 5th.
- Follow-up health coaching appointments have begun and are going well. Participants continue to work hard and do well working towards their goals and navigating challenges as they arise. These appointments will continue to be held through the end of the year with most of them taking place telephonically.
- Preparation for quarter 4 activities continues with the primary focus on the quarter 4 wellness challenge. *Healthy Bingo* is an activity that has been offered in the past and is well received and easy to complete both working from home or in the office which makes it a viable option.
- Planning, programming, and implementation for 2022 has begun to pick up with a primary focus on getting dates/times reserved for biometric screenings set to take place between January and March. Additionally, an employee feedback survey is being created to get a better idea of what participants would like the Wellness Program to focus on and how it can be tailored to meet these interests. This will be a heavy focus of the next Wellness Committee meeting.
- The October Lunch & Learn quiz and recording were created and made available to employees with the help of Human Resources. This presentation focuses on 2022 open enrollment.



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

ITEM# 1-1
DATE November 9, 2021
Effective Date Upon passage and publication

Motion:

Adopted:

1st

Lost:

2nd

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	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: To establish Wood County’s Tax Levy for 2021 collectable in 2022. EN

FISCAL NOTE: This resolution establishes the tax levy for the 2022 Wood County Budget. The total levy is \$30,721,658, the components of which are the following:

Operating	\$22,849,174
Debt service	6,761,400
Aid to libraries*	1,111,085
Total Levy	<u>\$30,721,658</u>

*not 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 2021 apportionment at \$5,769,025,700 (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 \$30,721,658 is needed with associated levy rates per \$1,000 of: general operating: \$3.9607, debt service: \$1.1720, library aid: \$0.3990; 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 2.029% 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 Saturday, October 23, 2021 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 \$30,721,658 is hereby authorized in support of the 2022 budget.

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ED WAGNER (CHAIR)

ADAM FISCHER

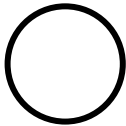
DONNA ROZAR

MIKE FERIER

LANCE PLIML

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

County ClerkCounty Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

ITEM# 1-2
DATE November 9, 2021
Effective Date Upon passage and publication

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

INTENT & SYNOPSIS: ADOPTION OF THE 2022 WOOD COUNTY BUDGET. EN

FISCAL NOTE: This resolution adopts the 2022 Wood County Budget of \$180,488,671 including the appropriations, revenues and use of fund balances proposed by the Operations Committee as outlined in the 2022 Wood County Proposed Budget document.

WHEREAS, the Operations Committee has conducted various budget meetings in formulating the 2022 County budget; and

WHEREAS, the Chair of the Operations Committee has presented a detailed budget to the County Board of Supervisor 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 Saturday, October 23, 2021 in the Wisconsin Rapids Daily Tribune and Marshfield News Herald; and

WHEREAS, a public hearing on the proposed 2022 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 2022 budget of \$180,488,671 is adopted for the fiscal period beginning January 1, 2022.

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

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ED WAGNER(CHAIR)
ADAM FISCHER
DONNA ROZAR
MIKE FEIRER
LANCE PLIML

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

County Clerk County Board Chairman

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: October 19, 2021

PLACE: Courthouse – Safety Conference Room 105 – Wisconsin Rapids (meeting also accessible via WebEx)

TIME: 8:30 AM

PRESENT (in-person): Adam Fischer; John Hokamp; Lee Thao; Lori Nordman (**via WebEx**) Donna Rozar, Tom Buttke, Heather Wellach, RN

EXCUSED/ABSENT: Kristen Iniguez, DO; Laura Valenstein

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink (Human Services); Sue Kunferman (Health Department); Bill Clendenning, Dennis Polach, Ken Curry (County Board Supervisors), Marissa Kornack (Norwood) Peter Kastenholz (Corp Counsel), Trent Miner (County Clerk) [*Some attendees were in the room and others joined by WebEx*]

1) Call to Order

Meeting called to order at 8:30 a.m. by the Chair.

2) Quorum

Rozar declared a quorum.

3) Public Comments

- n/a

4) Resolution to support fixing the BadgerCare Plus Benefits Cliff

Brandon Vruwink provided a brief explanation for the resolution. Motion (Fischer/Thao) to support the Resolution as presented and forward to the County Board for approval. All ayes. Motion carried.

5) Norwood Pay Practice Policy – Kornack provided a copy of a plan that due to significant staffing shortages, would incentivize current employees for picking up empty shifts. Within the past few weeks, they have lost 3 RN positions and have a number of vacant positions they cannot fill. This program would only be through the end of 2021. Discussion ensued. Motion (Fischer/Hokamp) to approve the proposed policy and have further discussion in regards to this subject at future regular meetings. Motion carried unanimously.

6) Health Department Resolution to add 1 FTE Public Health Nurse Position

Sue Kunferman provided a brief explanation for the resolution and grant funding that will support the FTE request. Motion (Hokamp/Fischer) to support the Resolution as presented and forward to the County Board for approval. All ayes. Motion carried.

7) Adjourn

Rozar declared the meeting adjourned at 8:49 AM.

Minutes taken by County Clerk Trent Miner, and subject to Committee approval.

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: October 28, 2021

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

PRESENT: (in-person) Donna Rozar, Adam Fischer, Tom Buttke, Lee Thao, John Hokamp, Kristen Iniguez, DO, Lori Nordman, **(via WebEx)** n/a

EXCUSED: Laura Valenstein, Heather Wellach, RN

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Mary Solheim, Marissa Kornack, Kyle Theiler, Mary Schlagenhaft (Human Services); Rock Larson (Veterans Service); Sue Kunferman, Kathy Alft (Health Department); Reuben Van Tassel (Maintenance); Bill Clendenning (County Board Supervisor)

1) Call to Order

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

2) Quorum

Rozar declared a quorum.

3) Public Comments

- n/a

4) Discussion of Vacant RN Appointment

Chair Rozar read letter of resignation from Heather Wellach. Motion (Thao/Buttke) to regretfully accept Heather Wellach's letter of resignation. All ayes. Motion carried. Chair Rozar asked the Committee to reach out to her or Sue Kunferman if they know of a registered nurse to consider for appointment.

5) Consent Agenda

Page 23 pulled for discussion.

6) Discussion and consideration of items removed from consent agenda

- Congratulations extended to Rock Larson for his election as President of the County Veterans Service Officer Association.

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

7) 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.

8) Human Services Request to Conduct Annual Write-off of Uncollectable Edgewater Accounts Receivable Balances

Mary Schlagenhaft explained process for write-off approvals and funding available to write off \$69,056.92 in 2021. Motion (Thao/Iniguez) to approve writing off \$69,056.92 of bad debt. All ayes. Motion carried.

9) Health Department WIC Exam Room Remodel using Grant Funds

Information was shared in the Committee packet. Sue Kunferman provided additional description of work. Motion (Iniguez/Hokamp) to approve the remodel using WIC grant funds. All ayes. Motion carried.

10) Edgewater Haven Request for Employee T-shirts

Kyle Theiler described intent of t-shirt purchase using budgeted dollars. Motion (Buttke/Fischer) to support the request as presented. All ayes. Motion carried.

11) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

12) Future Agenda Items

The Chair noted items for future agendas.

13) Next Meeting(s)

- November 18, 2021, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option

NOTE: meeting moved to 3rd Thursday due to holiday

14) Closed Session

Motion (Buttke/Thao) to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) Wis. Stats. to discuss annual evaluations of Health Department Director, Human Services Director, and Veterans Service Officer.

Rozar: Aye, Fischer: Aye, Hokamp: Aye, Thao: Aye, Buttke: Aye, Iniguez: Aye, Nordman: Aye. Motion carried.

The Committee went into closed session at 5:32 p.m.

15) Return to Open Session

Motion (Buttke/Iniguez) to return to open session at 6:22 p.m. All ayes. Motion carried.

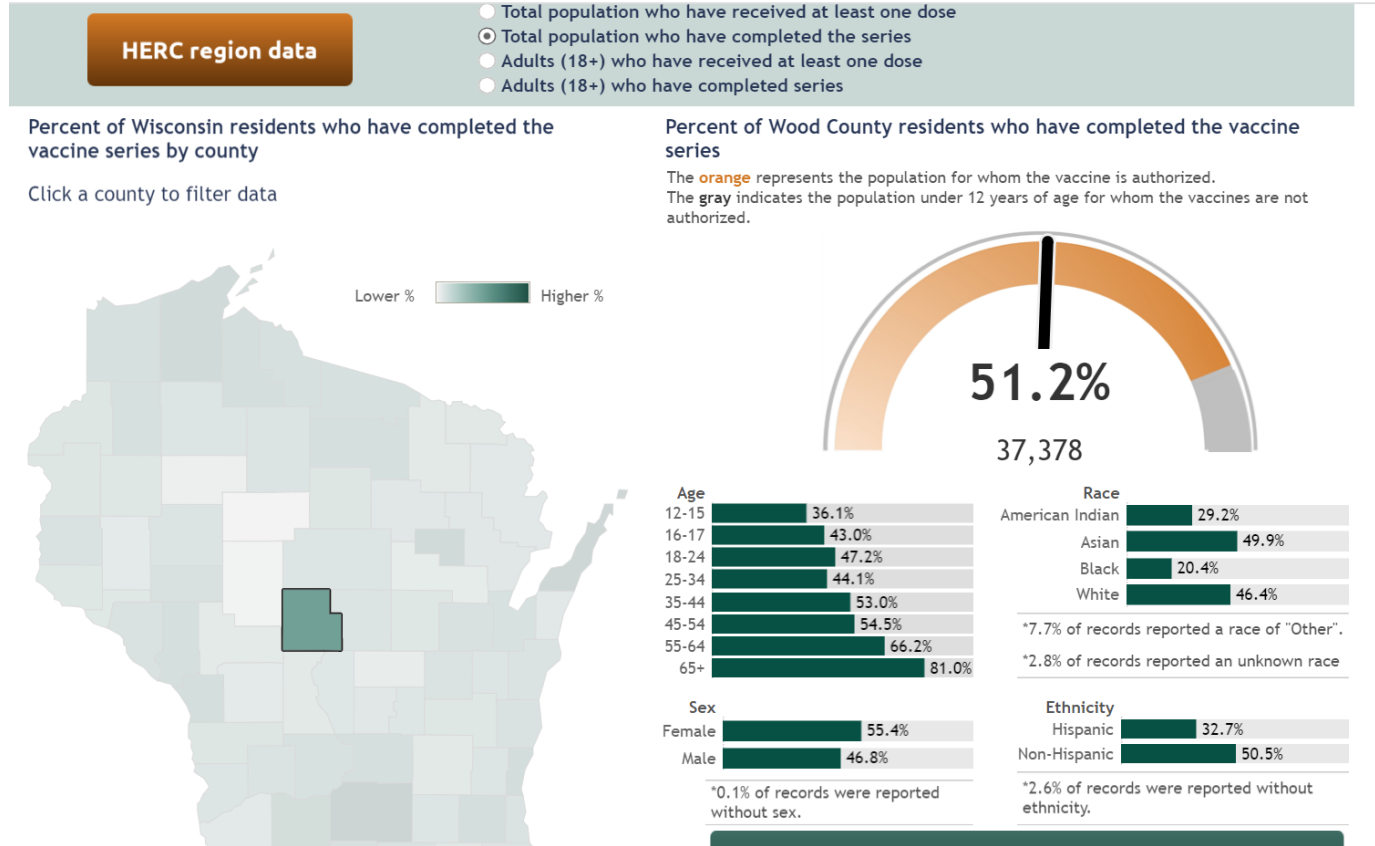
16) Adjourn

Rozar declared the meeting adjourned at 6:22 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN



We have 363 active cases as of the writing of this report (Oct 13). For a current case count, please see:

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

- **COVID-19 Testing** We continue to offer testing in both Wisconsin Rapids and Marshfield as access to testing with health care providers has been challenging. We hope to discontinue offering testing when COVID activity begins to decline. It has been very difficult to staff testing sites, vaccination clinics and continue to do disease investigations and contact tracing at the same time. Marshfield testing has moved to the fire department. For current testing information, visit: <https://www.co.wood.wi.us/Departments/Health/CovidTesting.aspx>
- **COVID-19 Vaccination Clinics** We continue to offer pop-up COVID-19 vaccination clinics in various locations throughout Wood County (see <https://www.co.wood.wi.us/Departments/Health/CovidVaccination.aspx>). People with moderately to severely compromised immune systems are especially vulnerable to COVID-19, and may not build the same level of immunity to 2-dose vaccine series compared to people who are not immunocompromised. CDC recommends that people with moderately to severely compromised immune systems receive an additional dose of mRNA COVID-19 vaccine at least 28 days after a second dose of [Pfizer-BioNTech COVID-19 vaccine](#) or [Moderna COVID-19 Vaccine](#). This additional dose is intended to improve immunocompromised people's response to their initial vaccine series. In addition, Pfizer recommends a booster dose 6 months after the primary series for those who are:
 - 65 years and older
 - Age 18+ who live in [long-term care settings](#)
 - Age 18+ who have [underlying medical conditions](#)
 - Age 18+ who work in [high-risk settings](#)
 - Age 18+ who live in [high-risk settings](#)
- **Access to Dental Care** Dentists who practice in Wood County have been invited to a meeting on October 22 at Nepco Park Shelter to discuss issues with availability of dental care for some populations in Wood County. A representative

from the WI Dental Association will be in attendance. A representative from the Marshfield Clinic Health System Federally Qualified Health Center (FQHC) will also be there to discuss the dental clinics they have opened in many areas in northern Wisconsin.

- **Consolidated Contract Negotiations Began** We have begun negotiations with WI Department of Health Services on our 2022 consolidated contract scope of work. Funding is level for all programs, which include radon, childhood lead poisoning prevention, immunization, maternal and child health, and WIC.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy People Wood County

Staff worked on further development of the Performance Measures of Healthy People Wood County. Performance Management, which contains Performance Measures and Quality Improvement initiatives, is a key element of Public Health and Accreditation. With an essential aspect of Performance Management being Performance Measures, it is important for each program area to flesh out their measurements to show their program area's breadth of work and annual successes.

Communications

WCHD increased capacity to conduct communications work by being a host site for two AmeriCorps members and looping in the UW-Population Health Fellow to help with communications. These positions are helping to develop and schedule social media content, disseminate COVID testing and vaccine events and information, update media contact and distribution lists and more.

Incarceration

Staff met with Sheriff Becker to go over incarceration work that has stemmed from the Wood County Jail Workgroup. A Wood County Jail Workgroup meeting was held. Staff went over the updated Community Health Improvement Plan incarceration work objectives and activities at the meeting. Attendees were in favor of the plan. Short Term Action Teams will be formed to focus on accomplishing the goals and objectives of the updated plan. Work continues on planning the Health Impact Assessment of the new jail construction. The process has been outlined and the beginning screening steps are taking place.

Policy

Staff worked with the Nicotine Prevention Alliance of Central Wisconsin to develop a public opinion survey regarding tobacco, alcohol and other drug use in Wood County. This information will help guide drug prevention strategies including local nicotine policy work.

Safe Kids

The coordinators for Safe Kids Wood & Clark County attended the quarterly Safe Kids Wisconsin Coordinator meeting. At this meeting the coordinators provided updates, provided feedback on the updated Safe Kids Annual report template, and discussed the strategic plan.

Child Passenger Safety Week was September 19-25. No events were held due to COVID; instead Facebook posts were scheduled to post that week regarding child passenger safety.

From the "Ready to Roll Grant" we delivered a DVD and "I'm Safe on Wheels" presenters guide to teachers in Pre-K through 3rd grade for the teachers to incorporate into their curriculum regarding bicycle safety since we aren't allowed in the schools to do education on this due to COVID. The schools also each received 2 bicycle helmets and 2 bicycle bells to give away. Each public elementary school in Marshfield and Wisconsin Rapids and 10 public schools in Clark County received these items. This is made possible through a grant obtained from Safe Kids Worldwide and Bell Helmets.

Alcohol and Other Drug Prevention Partnership

The AOD Prevention Partnership met on September 1 with 14 people in attendance. The coalition has decided to meet bi-monthly for one hour, and helped determine which Northwoods Coalition projects the partnership would take part in. The Northwood Coalitions Projects that the AOD Prevention Partnership have applied for are the Coalition Funding project and the Youth Engagement Bootcamp. The Coalition Funding project is a \$1,000 grant reward to help with individuals' time and materials to assist with the continued sustainability of the coalition. As the Drug Free Communities Grant (DFC) is a 5-year grant with an opportunity to apply for another 5 years (10 years total), it is important that the coalition find other ways to sustain efforts. The partnership will be working on these projects from now until April 1, 2022. The Youth Engagement Bootcamp is a training available for 4 members of the coalition to attend. The training will take place over several weeks in November and December, and will focus on teaching coalition members how to effectively engage, educate, and empower youth in the community.

- **State Opioid Responses (SOR) 2.0** – AOD Prevention Partnership applied for the SOR grant to address opioid-related disparities in our community. The grant will cover the cost of prescription drug deactivation kits and prescription drug lock

boxes. The partnership has identified strategic ways to distribute these resources to the residents with the greatest need through collaboration with community agencies and organizations.

- **PATCH** – The Providers and Teens Communicating for Health (PATCH) program has begun enrichment trainings. Two of these teen trainings took place in September on the 13th and 27th from 5:30pm -7:30pm. The trainings covered confidentiality, body positivity, and goal setting skills. The PATCH advisory meeting took place at the end of September to map out future plans for the PATCH program, and work on finding funding and partners to provide meals for the teens at upcoming enrichment trainings. Volunteers were identified to participate in the trainings for enrichment nights.
- **Branding Committee** – The Branding Committee is a subcommittee of the AOD Prevention Partnership that met two times in the month of September. The committee has been working on revising the partnership's title, logo, mission, and vision statements. The coalition feels that this process is important for the re-engagement of existing members, and for engaging new members.
- **Alcohol Workgroup** – The Alcohol workgroup is another subcommittee of the AOD Prevention Partnership that focuses on addressing underage drinking and unhealthy adult alcohol consumption. The alcohol work group met in September to discuss putting on an alcohol prevention virtual fair for Wood County. The virtual fair will consist of a webpage with information and resources for alcohol prevention in the community. The page will include Small Talks campaign materials, local data on underage drinking, and resources from SAMSHA (Substance Abuse and Mental Health Services Administration) and the CDC (Center for Disease Control and Prevention) about the harms associated with alcohol consumption.

The workgroup will be conducting interviews with local youth that will highlight the importance of addressing underage drinking in our local communities. The interviews will be part of a presentation on the virtual fair webpage. Additionally, the *In Plain Sight* mock teen bedroom presentation focused on alcohol materials put on by our new AmeriCorps member, Emily Erwin. The *In Plain Sight* presentation is a staged bedroom setup that is used to educate parents/guardians, educators, and other youth-serving adults on various substance use indicators a parent should be aware of, especially if they suspect someone they care for may be using substances. The bedroom also offers examples of stash compartments, hiding places, and other ways youth may try to conceal substance use.

- **The RX Committee** – The RX Committee formed in September as a subcommittee of the AOD Prevention Partnership to focus on reducing prescription drug misuse in the community. The committee's current focus is on the upcoming national drug take back event taking place October 23, 2021. All seven Wood County law enforcement agencies plan to participate in the event, so the Rx Committee will support promotion and advertisement of these events. Grand Rapids will be hosting a community event the week of the national take back event in an effort to further educate community residents on the importance of securing, monitoring, and properly disposing of their medications. The event will take place Tuesday, October 19 from 5:30-6:30 p.m. at the Grand Rapids Fire Department.

This committee will also support harm-reduction strategies, such as increasing access to overdose prevention trainings, distribution of Narcan (a medication that reverses an opioid overdose), increase awareness of sharps disposal sites in south Wood County, and explore the feasibility of installing more permanent sharps disposal locations in areas that are accessible to those who cannot access appropriate disposal for syringes.

- **Nicotine Prevention Alliance of Central Wisconsin and WI Wins** – The Nicotine Prevention Alliance of Central Wisconsin is a multi-jurisdictional coalition (MJC) that covers Marathon, Portage, and Wood counties. The Alliance will be focusing efforts in the Wisconsin Rapids community to address tobacco/nicotine policy at the municipal level. Recent conversations with Wisconsin Rapids School Resource Officers indicate that there are still alarming rates of student nicotine use, particularly in the form of vaping devices. There are opportunities to address municipal policy that would include electronic nicotine delivery devices in the clean indoor air policies, as well as looking at smoke and e-cigarette free parks. Meetings were held in September with Mayor Shane Blaser and Representative John Spiros to provide education and awareness around these programs and the issues our local communities face.

The Wisconsin Wins program addresses youth retail access to tobacco and nicotine products. The program encourages education/awareness/training for local tobacco retailers to ensure we are following state law for tobacco/nicotine sales. The program has put tobacco age compliance checks on hold due to high levels of COVID-19, and will re-evaluate conditions in January.

Local law enforcement and public health met in September to discuss the WI Wins program and ways the agencies can work together to promote appropriate selling practices that utilize public health approaches.

Mental Health Matters

The Trauma Informed Culture (TIC) Toolkit was revisited during the month of September. The two AmeriCorps members reviewed the toolkit to provide suggestions for edits and ways to incorporate the aspects of Moral Injury and information on Micro-Aggressions into the body of the toolkit. Additionally, the AmeriCorps members started researching updated and

new resources to add to the toolkit. The toolkit will be revised and prepared to be presented to Wood County organizations in 2022.

In addition to revising the TIC Toolkit, there was continued work on the Jail Booking data throughout September. One of the AmeriCorps members started to help clean the booking data for 2015 and 2016. Once the entire Wood County Jail Booking dataset is cleaned, it will be prepared for further analysis and will be presented to the Jail Data Workgroup.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

Covid-19 Response

Staff are continuing to answer questions from concerned members of the public and working with licensed facilities to operate in a safe manner. COVID-related concerns have been occurring more frequently as cases are rising. Staff have created a rotating schedule to ensure there is office support for COVID questions while continuing inspections as necessary. Staff are also aiding in COVID testing efforts during the week.

Staff Training

Staff attended the Wisconsin Environmental Health Association (WEHA) conference in late September. The conference was two and a half days of training on current topics in environmental health. Sessions were led by numerous state and federal agencies. The conference allowed staff to learn more about topics like food safety, nitrate contamination, and skills in communication as well as complete continuing education requirements to maintain the Registered Environmental Health Specialist Sanitarian credential. Logan Manthe has been working as a member on the statewide Pool Committee as they work to improve upon the current state pool code. Some of this work was presented by DATCP at the WEHA conference as well.

Lead Safe Homes Program

Staff are continuing to work with DHS under the Lead Safe Homes Program through June of 2022. The program will allow our team to continue facilitation of lead abatement in qualifying homes in the area. During the month of September, we have received multiple interest forms in the three-county area (Adams, Juneau and Wood) and will be sending out applications for homeowners to gain enrollment in the program.

Central Sands Groundwater County Collaborative (CSGCC)

The CSGCC has received funding to conduct a gap analysis of nitrate data within the participating counties (Adams, Juneau, Marquette, Portage, Waushara, and Wood). The mission of the CSGCC is “To work together to meet the present and future needs for safe, high quality, reliable and sustainable drinking water.” With the funding, the CSGCC has hired a researcher to collect groundwater data, analyze and evaluate the data, and develop a website including “Good Groundwater Guidance” with presentations on these findings aimed for fall of 2022. The project aims to improve the understanding needed in advancement of the CSGCC’s mission. The Wood County Water Lab is working with Wood County Land and Water Conservation to provide nitrate data to the hired researcher. The data provided will consist of nitrate results collected during water sampling efforts environmental health staff have completed in Wood, Juneau, and Adams Counties, as well as the sampling efforts and data on record that the Land and Water Conservation Dept. have collected.

New Business and Consultation

Staff conducted a Pre-licensing inspection for a retail food business expanding its operations in Wisconsin Rapids. Staff conducted a pre-licensing inspection for a new coffee shop in Wood County as well.

Complaints

Seventeen complaint investigations were received in the month of September.

- A complaint was received regarding bugs in an apartment. Staff spoke with the landlord and will be following up after treatment.
- A caller reported raw garbage thrown into yard. Staff conducted an onsite investigation and did not observe any garbage outside of the trash cans in the front of the house with lids closed. No health hazard was observed and the case has been closed.
- A caller reported a roof leak as well as landlord and tenant issues going on with the rental unit. The caller was given DATCP Consumer Protection hotline for landlord/tenant disputes.
- A complaint regarding bed bugs were received. Staff scheduled an onsite inspection and this investigation is ongoing.
- A complaint was received in regards to living conditions inside a home. Staff have been unable to gain entry for an inspection but the landlord has been contacted. This investigation is ongoing.
- A caller reported a possible flea issue in a home. Staff discussed the concern with the landlord and the landlord hadn't noticed any issues. This case is ongoing.
- A homeowner called for information regarding bed bug removal. Staff provided information on bedbugs as well as recommended hiring a professional.
- A caller reported mice in an apartment complex and other maintenance issues. This investigation is ongoing.
- A complaint was received on a clogged dryer vent causing poor indoor air quality in an apartment complex. The issue has been resolved and the case has been closed.

- A complaint was received in regards to an apartment complex having a cockroach infestation. Professional treatment has been ongoing. Staff were onsite and conducted an inspection. No health hazards were observed at the time of inspection.
- A complaint was received on bugs in a rental unit. No bugs were seen at the time of inspection. Information was provided for bugs of concern as well as possible support agencies available to help.
- A caller reported possible mold in a rental unit. Staff worked with the tenant and provided information for mold remediation as well as contact information for DATCP consumer protection and resolving tenant/landlord issues.
- A caller reported expired over the counter medication and some food items being sold at a licensed facility. Staff notified the licensed facility and they did recheck stock for any expired goods on the floor. This case has been resolved.
- Bedbugs were reported in a licensed lodging facility. Staff notified the facility and professional treatment was completed.
- A complaint was received regarding bug bites while staying in a room at a licensed lodging facility. Staff were onsite and could not find any evidence of bedbugs during inspection. No treatment was necessary.
- A caller reported a tenant that was not receiving proper care. Staff provided contact information for other agencies that would be able to provide assistance.
- A caller reported poor sanitary conditions at a licensed food establishment. Staff conducted a complaint investigation and reviewed findings with the owner of the restaurant.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program – Erin Fandre, RDH

Healthy Smiles staff virtually attended the Wisconsin Seal-A-Smile Kick Off Meeting in September. Initial screenings and fluoride varnishes are in progress for all Head Start Centers. Sealant visits are in progress for the schools with the highest free and reduced meal plans.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HAESSIG, RD, CD, CLC

- WIC continues to complete all appointments over the phone during this time. The physical presence waiver to allow appointments over the phone currently goes through January 15th. The waiver is tied to the public health emergency declaration and will allow phone appointments to continue 90 days past the expiration of the public health emergency declaration.
- We welcome Jenny Froeba, RN as our new 0.8FTE WIC Nutritionist!

Caseload for 2021 (Contracted caseload 1477)

	Dec 2020	Jan 2021	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1450	1446	1419	1403	1324	1400	1377	1377	1367	1377			
Active (final)	1458	1447	1449	1431	1367	1422	1393	1385	1371				
Participating	1457	1447	1445	1430	1355	1400	1378	1378	1368	1383			

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT October 2021

Director's Report by Brandon Vruwink

I attended the Wisconsin Counties Association conference held in La Crosse. The conference was an excellent opportunity to learn from experts from across the state. While there were several sessions related to Human Services issues, I also had a chance to attend sessions outside the scope of Human Services. The entire WCA Team did an excellent job of coordinating the conference.

Wood County Human Services had the pleasure of hosting Rick Miller from Arizona State University on October 6 and 7. Rick is the found and CEO of Kids at Hope. The organization is rooted in one simple concept "All Kids are capable of success, no exceptions." Rick facilitated several meetings with our local school districts over his two-day stay in Wood County. I want to thank our Youth Justice Supervisor, Stephanie Wanserski, and the entire Kids at Hope planning committee for bringing Rick to Wood County.

I am pleased to share that we have identified a final candidate for the Jail Discharge Case Manager position. Our final candidate brings seven years of case management working in discharge programming in another county. We are excited that he will be able to hit the ground running and continue building our program. His first day with Wood County will be Monday, October 25.

Over the past few weeks, we have seen an improvement to the River Block building. The maintenance department, in conjunction with a local contractor, has been replacing windows at River Block. The project has gone very smoothly, with staff only needing to be displaced the day their window is being replaced. Thank you to the entire Maintenance Team for keeping us updated on the process and minimizing the disruptions. The new windows look great!

You will find an update on Out of Home Care expenses included within the financial statements. I am pleased to share expenses continue to trend down in comparison to last year. This is the case even though the cost per day increased an average of 5% from the previous year. We will continue to provide quarterly updates to keep you informed.

Deputy Director Update by Mary Solheim

Community and Wood County Departmental Connections: Human Services continues to partner with the Marshfield Child Advocacy Center along with the District Attorney's Office, local law enforcement agencies, the Marshfield Clinic Health System, Inc., Family Center, Inc., Personal Development Center, and members of the community with the goal of working together to minimize the further trauma of a child victim or witness of abuse, while conducting necessary investigations. We are currently working to finalize our annual Memorandum of Understanding, which details our respective roles and responsibilities as partnering organizations. Further, we in Human Services have more recently connected with the Family Center and the Professional Development Center to gain a better understanding of the roles of these respective entities and how we can educate our respective teams to best serve our dual customers. We look forward to the opportunity to provide some on-sight training early next year.

I am once again working closely with the Clerk of Circuit Court's Office to submit an application for Title IV-E Pass-Through Funding. The pass-through funds, by design, come through Human Services to the Clerk of Circuit Court's Office. The funds cover a percentage of the legal fees connected with the legal representation for attorneys appointed by the Court to represent parents and children in matters where children are alleged to be in need of protection or services, guardianship, and termination of parental rights under Chapter 48. The appointment of a Guardian ad Litem is a statutory requirement for matters under Chapter 48, so expenses are guaranteed to occur within the County's budget. The work on this

application involves providing a detailed process and tracking of dollars spent as well as drafting a Letter of Agreement. We were pleased to be able to assist in putting together the application in late 2020 and received all requested funds for 2021. We hope to announce the same for 2022 which would result in a positive impact to the Clerk of Circuit Court's budget.

Director Vruwink and I continue to be actively engaged in communication with each of the school districts within our County. We met most recently on September 20 and covered topics relating to continuing to enhance communication and training. We also held our quarterly meeting with the District Attorney's Office this month.

Staff Training and Support: This year, the Children's Court Improvement Program (CCIP) and the Department of Children and Families (DCF) extended an invitation for our staff to attend the 2021 Conference on Child Welfare and the Courts: A New Way Forward. This is an excellent conference which brings speakers from across the United States with a focus on policy initiatives, legislative changes, and promising strategies in child welfare and youth justice. We strongly encouraged as many of our child welfare and youth justice staff to attend this virtual, no-cost conference which spanned from September 22-24. In the coming months, the planning committee for the conference will begin putting together an agenda for the 2023 conference and we hope to once again receive an invite.

The Wisconsin Juvenile Court Intake Association (WJCIA) also held their annual conference from September 22-24. Similar to the Conference on Child Welfare and the Courts, this is an excellent conference which brings some great speakers to present on topics such as the following How Mental Health Issues Impact Intake Decisions, Youth Justice Comprehensive Programs The LEO (Learn and Empower Oneself) Program/Take in the Good MBSR-T (Mindfulness Based Stress Reduction-Teens), Drug Trends, Intelligent De-Escalation & Defense, Youth Justice Diversion Programs and Therapy-Dog Impacts, How We Learn Bias Stereotypes and Micro aggressions, among many others. A few of our Youth Justice Social Workers were able to attend the fee-based conference which was in-person at the Kalahari Resort & Convention Center in Wisconsin Dells. We look forward to sending alternate staff members next year.

I was also fortunate to be able to attend the Wisconsin Counties Association Conference this year in La Crosse. This was my first year of attendance at the conference and I found it to be a well put together conference with many informative and engaging sessions which will benefit me in my work.

Administrative Services Update by Mary Schlagenhaft

Team members attended various meetings specific to their job duties during the month. These included, but not limited to: Health & Human Service, Operations, County Board, Team Building, Budget, Division Specific Management, Process and Individual Progress Meetings.

Claims and A/R team:

Insurance Claims created and Submitted for current reporting

- Norwood: 312 total Claims, \$1,113,869
- Edgewater: 64 total Claims, \$340,488
- Community: 1,839 total Claims, \$494,917, Prior Period payments received and processed: \$156,827.18
 - Prior Authorizations requested and processed: 20

Service Admission Intakes - by Location

- Admissions: 27
- Bridgeway: 7
- Community: 23 scheduled, 13 Walks ins

TRIP Monies received YTD:

- Norwood: \$33,953

- Community: \$33,373

Accounting and A/P Team:

- Worked with team members to ensure crossover training
- Worked with team members on updating Reports for Divisional Manager use
- Prepared 2022 Northern Income Maintenance Budget
- Met with Team members for scheduled one on one progress update meeting
- Worked with team members to updated processes at all locations
- Accounts Payable team at all locations processed 908 payment vouchers in September
- Monthly State Aid cost report, public revenue charges and adjustments prepared/submitted/recorded timely
- One team member on FMLA during the month of September
- Completed the outstanding check list review from the Treasurer office for voiding or reissue of outstanding checks

Support Services Team:

- Update on Clinic service note transcribing: currently doing dictation on August Services Provided
- Fully Staffed upon hire of two Administrative Assistant II (Transcription & CW/YA Court Support)
- One Staff continues on intermittent FMLA
- Coordination of support caused by 2021 support services vacancies utilizing current staff at two locations working additional hours has continued to reduce the backlog on transcribing.
- Continued cross training on supporting team for various reception coverage needs
- Monitored Administration Budget and budget projections for 2021
- Manager met with Deputy Director and Family Support staff to streamline processes between DA/Judge and our department for mailing/email and electronic filing needs.
- No HIPPA/Confidentiality breaches for current reporting
- Attend weekly internal planning meetings, and workflows for SmartCare, coordinate implementation team and Super-users;
- Meet with 13 support services staff for scheduled one on one progress update; by phone and/or in person

Behavioral Health Division Update by Stephanie Gudmunson

Personnel Updates: A new full time Crisis interventionist and one new casual Crisis Interventionist have been hired. With this, all of the regular Crisis Interventionist positions are filled and the four Emergency Mental Health Coordinator positions are also filled. Recruitment continues for the Crisis/Mental Health Therapist position. Another Outpatient Clinic Therapist position has been posted due to the resignation of a therapist. The Outpatient Clinic has seen an increase in person's seeking out intake appointments for mental health and alcohol and drug treatment. At this point the demand is exceeding our capacity, so we have no choice but to start a waiting list for services again. We will be posting the vacant AODA Counselor position as well. This position has been vacant for a year, we did not seek to fill it previously as referrals had been down for a period of time.

Bridgeway: The Bridgeway Crisis Stabilization program continues to operate at a reduced capacity of five due to COVID. Usage of this program has been trending up. The average daily census during the month of September was 3.8. (Aug= 3, July= 2.8).

Community Resources Update by Steve Budnik

Child Care Certification: Wood County Human Services Department currently has 19 certified in-home daycare providers. Each provider must be CPR certified. Alysia Dunn, Child Care Certifier, presently provides CPR training and certification courses to each provider. This allows all current and future providers with immediate service for their required and continual education.

Transportation: In September, we provided 885 rides, a slight increase from August. Out of these rides, 271 were for employment. Our routes continue to offer rides for employment and medical rides within the city limits.

WHEAP: The 2020-2021 heating season ended September 30, 2021. We provided heat, electric, and utility assistance to 2462 households. The 2021-2022 heating season started October 1. A new element to the program is that households eligible for energy assistance can also receive potential water assistance. This is processed through a third party, Energy Services Inc. There are two main components for eligibility: the individual must be eligible for WHEAP services and own their home. Once the LIHWAP (low-income housing water assistance program) funding is out, this service will no longer be available for the 2021-2022 heating season.

Edgewater Haven Update by Kyle Theiler

In the month of September, we had one admissions and two readmission. Current memory care census is 18 residents. Our admission capability was significantly hindered due to our first COVID-19 outbreak among staff members since April of 2021.

Census comparison to last year:

September 2020 – 44.97 average census with 4.53 rehab

September 2021 – 50.93 average census with 3.5 rehab

Admissions/Discharges Comparison:

September 2020 – Admissions 5/Discharges 9/Readmissions 5/Deaths 0

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

Personnel Updates: Open position as of writing this: Nursing – 2 .97 FTE RN, .97 FTE LPN, 2 .97 FTE CNA, & .8 FTE LPN. The dietary department had a successful month from a staffing standpoint. The department hired three full time dietary aides. One of the new employees worked at Edgewater in the past. It is great to bring someone on board with experience already at our building. Another new employee has several years' experience in the dietary field at other long term care buildings. The last new employee joins us with some experience in the dietary field and several years of work experience in customer service. On top of the full-time staff hiring our dietary manager also successfully recruited another casual high school student to join the team. We are excited about all these employees joining the team!

The nursing department has continues to have vacant positions. We have hired two full-time certified nursing assistants for the PM shift. One aide started on September 27th and the other started on October 11th. We are excited to have these two nurse aides start at our building as they bring several years of experience. We also hired another casual certified nursing assistant who is currently in high school. This aide was referred to our building by another casual aide that started recently. It is great to see new employees are happy with their new workplace and spreading the word.

We continue to try and come up with creative ways to reach out to potential candidates. These creative ideas include Facebook postings, hiring flyers to past applicants and advertisements centered on open positions. We will also continue to collaborate with human resources on this group effort to attract more candidates.

COVID-19 Updates: As of typing this, Edgewater Haven had two additional employees test positive after the first positive on 9/7/2021. One positive employee had been off from work due to close contact in the community. Therefore, this employee was not working at our building during their infectious period. This employee is able to return to work once given approval by the local health department. The other employee that tested positive was a direct care staff member. The employee worked closely with

residents during their infectious period. Therefore, the building in collaboration with local and state health departments took advanced precautions to try and mitigate a potential facility wide outbreak. All residents exposed to the staff member were immediately put on droplet precautions pending a full round of facility wide negative COVID-19 tests. Additionally, all visitation and admissions were suspended pending a full round of facility wide negative COVID-19 tests.

The facility conducted outbreak testing through October 5th. The facility went through five rounds of negative testing for both residents and staff. Therefore, we are currently not in outbreak status. We continue to test unvaccinated staff members twice weekly due to the County transmission level.

Capital Projects: Work continues by complete control on the call light and wander guard system. The team at Complete Control is onsite daily working hard to get this project complete. At this time, I have no concerns over this project. I appreciate the hard work the contractors from complete control are conducting to finish this project.

As of typing this, we still have not come to a solution for the ongoing issue with the emergency generator quick connect project. Ron has reached out several times via email since the meeting on 8/25/2021 and still has not had a response regarding a solution. The project is beginning to become a frustration as we are now into the month of October. We have looped in Reuben Van Tassel to assist our building with this ongoing issue. I have a call scheduled with Total Energy Systems Director of Sales Operations on 10/22/2021.

Martin Brothers Vendor Change: The transition to Martin Brothers is in full swing. The first delivery from our new food vendor took place on 9/9/2021. I have been impressed with the communication and collaboration the Martin Bros. Representatives have shown.

The equipment installation for the dish machine and other equipment will took place on 9/14/2021. This equipment will replace the equipment we leased from our prior food vendor.

Lastly, one of the other food vendors we were utilizing gave notice in late August that they would not be able to service our area due to staffing shortages. This would have been tough news to take if we had not already been transitioning to Martin Brothers. It will be a great opportunity for savings to order products from one vendor who offers several discounts and rebates.

Provider Relief Fund: On September 16th, we participated in a call with Wipfli to go over the Provider Relief Fund. During the call, we touched base on the announcement regarding new provider relief funding available. At this time, I have no concerns on our end from a reporting or use of funds standpoint. I appreciate the continued collaboration between our facility accountant and the administrative services division of health and human services.

Health Care Services Group: Health Care Services Group has brought on a new site manager. This new site manager has worked for Health Care Services Group for several years. This manager is transitioning from a different facility as they live near the Port Edwards area. Additionally, another Health Care Services Group employee has transitioned to the building along with the site manager. It is evident in the first few weeks of their time here that they are both strong workers in the environmental services area.

Aegis Therapy: Aegis has offered a part-time position to a physical therapist for our current vacancy. This applicant has accepted the position and is slated to start October 25th. The new physical therapist brings several years' experience in both inpatient and outpatient therapy. We are excited to have them join our building.

The full-time occupational therapist will be taking maternity leave around the middle of October. Coverage for this position will come from other Aegis occupational therapists and telehealth.

Overall, it continues to be a struggle for Aegis to find us adequate coverage for our building due to the vacancies and staff vacation. I continue to share my concerns with Aegis in hopes that they come to a resolution. We will continue to take appropriate action to ensure our residents are receiving exceptional care from the therapy department.

Norwood Administration Update by Marissa Kornack

We were expecting the official memorandum from CMS detailing the emergency rule on the all staff COVID-19 vaccination mandate to be released by the end of September, but we are now being told to expect it at the end of October. We are still anxiously awaiting the details of the mandate and what impact it will have on our facility and staff.

In the meantime, we have seen COVID-19 positive case activity rise very quickly among our staff. We have been in outbreak status since the second week of September. Since then, we have had eight staff members test positive through community transmission, but have been successful in preventing it from spreading to residents and patients. Prior to this, we had not had a positive case in a staff member since March.

Due to our outbreak status and the level of community transmission, we have been testing all staff and residents for COVID-19 (both vaccinated and unvaccinated) twice a week with both a rapid antigen test and PCR test. Conducting testing is extremely time consuming and taxing on both staff and resources.

Since the beginning of the pandemic and as of writing this, we have:

- 0 active resident cases
- 3 recovered resident cases
- 3 active employee cases
- 14 recovered employee cases

Both COVID-19 outbreaks/spread in the community and the current employment landscape has been extremely tough on recruiting and staffing. We have been experiencing significant staffing issues in both the nursing and dietary departments. We have received very few, if any, applications for nurses, CNAs, and dietary aides in the last couple of months. The applications/interest we do receive through Indeed and Facebook do not call/email/text us back after we have left many messages to get in contact with them. We have had three nurses leave in the last month due to high sign on bonuses/wages offered at other hospitals/providers.

This is leading to significant overtime for our staff, as we are also unable to secure agency staff at this point. This is due to the extremely high bill rates (at least triple what rates were a year ago) and fierce competition in the market with large health systems/for-profit providers to attract the agency staff to our facility.

Norwood Nursing Department by Liz Masanz

Admissions Unit: Dr. Reimers remains the acting treatment director and provides weekday psychiatrist coverage. Dr. Burger, Dr. Fernandez, and Dr. Hoenecke are providing the weekend psychiatrist coverage through a locum staffing company. Marissa is working on gathering proposals from multiple professional recruitment agencies that will be able to assist in recruiting a permanent treatment direction/psychiatrist.

Census remains strong with average daily census between eight and ten for the past couple of months, as well as for the first part of October. There were 27 admissions and 30 discharges in September.

Long Term Care Unit: The long- term care unit continues taking referrals and admissions to both units, which is leading to strong census there as well. Outpatient clinic counselors have been providing counseling services weekly to residents that are in need of it. We are coordinating continued care and discharge planning with the out-of-county staffing teams.

We have been having discussions with the outpatient clinic on how to serve patients with substance use disorders on the LTC units.

Marissa, Liz, Amanda (head nurse), Dr. Winemiller (psychologist) and the LTC social workers are looking into some education for the staff on sexual expression in LTC, as it is a very widely discussed topic in LTC at this time.

Health Information Department by Jerin Turner

We were able to hire an individual for one of the open casual receptionist positions. Their first day was September 20th. We continue to recruit to fill the other opening for that position.

Jerin, along with our medical assistant and nurse scheduler, have taken over coordination of COVID-19 testing from our contracted infection control nurse who is reaching the end of her contract. This has been very time intensive for them during our outbreak status

Norwood Dietary Department by Larry Burt

The congregate meal program continues to operate on a very slim income margin due to the increased cost of food supplies and fuel for the delivery trucks. Year-to-date the program revenue has been able to adequately cover expenses, but that may not continue to be the case if those expenses continue to rise.

- Congregate meals for the month of September were 9,426 with revenue of \$43,359.60.
- Congregate meals for the year are 81,519 with revenue year to date of \$374,982.80.

We have transitioned our fall/winter menu to the “low labor” menu our vendor offers, due to extreme staffing challenges (staff off due to COVID-19 and vacancies for which we have received no applications). These menus offer the same nutritional values, but offer less variety and are much simpler for our cooks to make.

Norwood Maintenance Department by Lee Ackerman

Update on 2021 Capital Improvement Projects: The only remaining Capital equipment project is replacement of a kitchen cooler compressor. Ron’s Refrigeration offered the lowest quote; they have done replacements and repairs for us for some time now and we have a good working relationship with them. The compressor is on order and new racking was installed by Maintenance staff to accommodate for the installation.

Other News: Norwood experienced temperature control issues this month, mostly in the Crossroads/Bridgeway portion of the building. It was determined that a lack of air pressure to the heating valves was causing them to heat more than we wanted; this was due to air leaks within the system and some faulty components. The components were replaced and various leaks were discovered and repaired, however, it is apparent that significant air leakage is still occurring throughout the facility, which we will continue to troubleshoot. On an encouraging note, we began replacing these failing components with digital versions in 2018 as part of our multi-phased HVAC Renovation, and will

continue to work on that project as budgets allows with an end goal of eventually eliminating all air-controlled devices.

Concrete slabs were installed this month in various locations around the facility grounds for the placement of benches. Many of these benches were placed along the walkway that surrounds the building, offering our Residents rest stops as they seek fresh air and exercise. Also, permanent benches were installed in concrete in the Admissions outdoor area that provide comfortable and safe seating for our patients.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: October 28, 2021

September Activity:

Caseload activity for September 2021 – 14 new veterans served. During the month of September, we completed/submitted 332 federal forms to include:

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

Activities:

1. Completed as of October 19:
 - a. September 21 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
 - b. September 27 – CVSO Association of Wisconsin information booth at Wisconsin Counties Association Convention.
 - c. October 11-15 CVSO Association Fall Training Conference in Fond Du Lac WI
 - d. October 18 CVSO Association Leadership virtual meeting with Wisconsin Department of Veterans Affairs Secretary and key leadership.
 - e. October 19 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
2. Near Future:
 - a. October 20- Outreach Activity/Veterans VA Clinic in Wisconsin Rapids (with Tomah VAMC)
 - b. October 26 – Virtual meet and Greet with UW Extension
 - c. October 27 – Virtual Homeless Coalition/ North Central Continuum of Care meeting.
 - d. November 2 – Midstate Technical College Veteran Showcase.
 - e. November 10 – Department Head Retreat.
 - f. November 11 – Veterans Day, Guest speaker at Wood County Veterans Memorial Ceremony.
 - g. November 16 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
 - h. November 18 – Wisconsin Department of Veterans Affairs Board meeting (most likely virtual).

Office updates:

1. Office continues to review and reach out to Blue Water Vietnam Navy and Marine personnel. Many veterans have responded and we have submitted claims for compensation. To date Wood County Veterans under this effort have received \$505,445.53 in retroactive payments. Monthly increases totaling \$52,156.24 or additional \$625,874.88 every year.

Since last month's report, we have had no new ratings due to this review. We have many pending but due to the nature of all Agent Orange claims they are only processed by two VA regional offices. The increase in both Blue Water Navy/Marine claims and the new presumptive conditions the time to completion has dragged out.

Note these are just ratings we initiated by reviewing our records on file and contacting the veteran. It does not include claims brought in to our office by the veteran or the normal benefit maintenance activity we do. To date the retroactive payments and the annual ongoing compensation for this initiative have exceed the annual budget for the department.

2. The Tomah VA Medical Center's public affairs office contacted use to assist them in a Veterans Outreach Event. The event will be outdoors in the parking lot of the Veterans outpatient clinic on October 20th. The clinic is located between Centraila and the Boys and Girls Club. We will attend this event prior to the scheduled meeting and the forecast is for rain.
3. At the County Veterans Service Officer Association training conference, Rock Larson the Wood County Veteran Service Office was elected as the President of the association. Term of service is from the Fall Conference 2021 to the Fall conference of 2022.

Minutes of the Wood County Public Safety Committee

DATE: October 11, 2021

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

EXCUSED:

NOT

PRESENT:

OTHERS

PRESENT: David Patton, Kelli Trzinski, Quentin Ellis, Ted Ashbeck, Charlie Hoogesteger, Lori Heideman, Sarah Christensen, Nanci Olson, Alexa Acker

LOCATION: Wood County Courthouse

1. Call to Order:

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

2. Review minutes of September 13, 2021:

Motion by Zurfluh, second by Winch to approve the minutes of the September 13, 2021 meeting as presented. Motion carried unanimously.

3. Public Comments:

No Public Comments.

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

November 8, 2021

9:00 a.m.

Wood County Courthouse Room 114

5. Communications Department:

a. Communications September 2021 Claims:

The Committee reviewed the Communications September 2021 claims. Clarification was given on the capital improvement charge.

b. Communications Report:

The Committee reviewed the report.

6. Emergency Management Department:

a. Emergency Management September 2021 Claims:

The Committee reviewed the Emergency Management September 2021 claims. Clarified that US Bank charge was for a training in Madison to get certification.

b. Emergency Management Activity Report:

The Committee reviewed the Emergency Management report. Talked about wastewater spill and the cleanup involved.

c. Request to hire vacant position:

Sarah Christensen requested permission to hire the vacant shop coordinator position. The Committee granted permission to hire for the vacant position.

7. Dispatch Department:

a. Dispatch September 2021 Claims:

The Committee reviewed the Dispatch September 2021 claims.

b. Dispatch Activity Report:

The September Dispatch Activity Report was not in on time, will be presented next month instead.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report. Discussion was held regarding adding additional categories/classifications of deaths on the monthly report.

b. September 2021 Claims:

The Committee reviewed the Coroner September 2021 claims.

9. Humane Officer

a. Humane Officer Report:

The Committee reviewed the Humane Officer Report.

10. Sheriff's Department:

a. Correspondences:

Chief Deputy Quentin Ellis told the Committee that Sgt. Adam Berry took second place at the annual ALERT competition held in Portage County.

b. Tribal Lands Resolution:

Motion by Zurfluh, second by Hamilton to authorize Wood County to enter into an agreement and seek funding under § 165.90 for Law Enforcement Services on Restricted Tribal Lands. Motion carried unanimously.

c. Zenner Resolution:

Motion by Hamilton, second by Polach to confirm Wood County's support of SB507, proposed legislation that will designate and mark the overpass on STH 13 and CTH A over USH 10 in Wood County as the "Deputy LaVonne Zenner Memorial Bridge." Motion carried unanimously.

Supervisor Zurfluh asked that Deputy Sara McCormick be recognized for her work regarding the remembrance of Deputy LaVonne Zenner.

d. Wood County Rescue:

The Committee reviewed the Wood County Rescue report.

e. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

f. K-9 Project:

The Committee reviewed the K-9 report.

g. September 2021 Claims:

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

h. Hiring Process:

Chief Deputy Ellis stated the department currently has one opening and an offer will be made this week or next.

i. Boat/ATV/UTV/Snowmobile Patrol:

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

j. Overtime:

The Committee reviewed the overtime reports.

k. Courthouse Security:

The Committee reviewed the Courthouse Security report.

l. 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: ADHOC Committee will have a presentation brought to the full County Board.

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

Motion by Hamilton, second by Polach to approve the September 2021 claims of all Public Safety Committee Departments. Motion carried unanimously.

12. Agenda Items for Next Meeting:

Human Resource report pertaining to Humane Officer

13. Adjourn

Meeting adjourned at 9:35 a.m. by Chairman Feirer.

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

**WOOD COUNTY
TRAFFIC SAFETY COMMISSION MEETING**

Date: Wednesday, September 8, 2021

Time: 10:30 AM

Place: Conference Room

Wood County Highway Department

555 17th Avenue North

Wisconsin Rapids, WI 54495

WebEx Info:

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m7eb6b3684d8e346c7a7c7c1345b57df8>

Agenda

Present – Roland Hawk Wood County Highway Commissioner, Ben Nikolai BOTS, Rhae Stertz Wisconsin State Patrol, Charlie Hoogesteger Wood County Sheriff's Department, Dan Kontos DOT BOTS, Melvin Pedersen Grand Rapids Police Department, Anna Schenk WisDOT, Joseph Zurfluh Wood County Board Supervisor, Scott Dewitt Wisconsin Rapids Police Department, Arne Nystrom Town of Grand Rapids Chairman, Alexa Acker Wood County Emergency Management

1. Minutes of the June 2021 Traffic Safety Commission Meeting

Motion by Dan Kontos to accept the minutes, second by Mel Pedersen. Motion carried unanimously.

2. Review 2 crash reports

Town of Saratoga, August 6, 2021. Semi versus car on Hwy 73.

Town of Saratoga, August 21, 2021. Motorcycle versus deer on Hwy 73. Died on transport. Some investigation still in process.

Both crashes have been closed out.

3. Report from the Department of Transportation Engineer – No DOT report.
4. Local Program Specialist report –

Dan gave a summary of crashes as of 9/7/2021. See attached PowerPoint. Dan then went through the reports and other features of how to navigate the portal site.

5. WisDOT Predictive Analytics Project

- a. Review Project Proposal – See attached proposal. Question was brought up whether there could be a request for additional funding if available for overtime and/or increased patrol. Dan reinstated that this was the previous equipment grant and money will be used along with the reallocation of any leftover funds.

Another subcommittee meeting will take place to discuss materials, areas of focus and costs of the project. It will be outlined how the project will be run in order to identify resources. The next meeting date for the subcommittee is November 10th, 2021 at 10:30 a.m. in the Highway Department Conference Room.

- b. Submit for Approval

Motion by Roland Hawk to approve the Predictive Analytics Project, second by Mel Pedersen. Motion carried unanimously.

6. Any other business brought properly before the Commission

Anna Schenk gave a report for the Predictive Analytics Project about the time of day and different seasons of when crashes appear to be taking place. In both Wisconsin Rapids and Marshfield the main areas of concern are between 10:00 a.m. and 6:00 p.m. on weekdays in the summer and fall. In Grand Rapids the main areas of concern are between 2:00 p.m. and 6:00 p.m. Tuesday through Saturday in the summer and fall. In the rest of the county the main areas of concern are between 10:00 a.m. and 6:00 p.m. any day of the week in the summer and fall.

Ben Nikolai touched base on some public outreach including, seatbelt safety, distracted driving simulations and a motorcycle safety program. The motorcycle safety program will be up and running September 12, 2021 at the Grand Affair event. If there is a need for these programs, the bureau would be the main contact. These programs are not stand alone events but can be a supplement for bigger events.

The next regular Traffic Safety meeting will take place on December 8, 2021 at 10:30 a.m. in the Wood County Highway Conference Room.

7. Public Comments - No public comments

8. Adjournment – Motion to adjourn by Roland Hawk, second by Mel Pedersen at 11:22 a.m.

Minutes taken by: Alexa Acker – Wood County Emergency Management

Department Head / Humane Officer
Nanci Olson
September 5th - 18th 2021

9-5; Reports

9-6,8; WC11775 Mistreatment of a horse @ 1990 block of Evergreen Ave. town of Saratoga. I had a veterinarian come out on September 10 to look at the emaciated horse, the vet took a fecal sample and recommended Senior feed, soaked hay cubes and supplements. Follow up will be needed to see if the horse puts on weight, the condition she is in now she may not survive winter. The other horse on the property is in good health. 10,10

9-6; WC11689 Mistreatment/welfare follow up. 32

9-7; WC13776 A postal worker was bit by a Australian Shepherd – Red Healer mix dog @ 7770 block of Grant Road, Town of Wood. The postal worker delivered a package and the dog owner waited a bit before letting her dog out thinking the postal worker had left. But the victim was in the back of his truck arranging packages so he was still in the driveway. The owner let the dog out and the dog went to the victim and bit him on the back of his leg. The victim was bit on September 4th and did not report the bite until September 7th. 0

9-7; WC13806 Open case of mistreatment. 0

9-7,8; WC13820 A child was bit by the neighbor's Border Collie mix dog @ 8600 block of County Road N, in the township of Richfield. The dog went to the neighbor's to chase the chickens, the child became scared, ran and dived under a tree. The dog had chased the child and bit the child on the hand. 64.64

9-8; GR2907 Follow up on a quarantine for a dog bite @ the 3500 block of Valley Court. 10

9-9; WR15298 The victim of a dog bite was walking to work when a Pug dog that was outside of an apartment building approached the victim and bit him on the ankle @ 1015 28th Street North WR. 16

9-10; WR15322 A three year old child was jumping on the couch when she landed on the family's Labradoodle type dog @ the 400 block of 9th Ave. South, WR. The dog reacted by biting the child in the face, one puncture wound by the eye, the other on her cheek. 18

9-11; WR15429 The owner of a cat @ the 1300 block of McKinley Street, WR was bit on both hands, both arms and on her face. The cat got outside and when she grabbed the cat, the cat became scared and bit her. 18

9-12,14; WC14125 A nurse was at a residence interviewing a client. While there she was petting a German Shepherd dog. When she was leaving the dog bit her in the butt as she walked out the door @ 8600 block of County Road K, Arpin. The owners of the dog were not home at the time. 48,48

9-13; Public Safety Meeting.14

9-13; WR15523 The neighbor's dog, a Cane Corso, got loose off his chain and ran to the neighbor's and bit the neighbor in the butt and left leg @ 100 block of 16th Ave. N. WR 16

9-15; WR15668 A Home Health Care worker was visiting her client @ 1500 block of 28th St. N. WR. When the victim stood up to leave the dog bit her on the back of her leg. 16

9-16,18; WC14294 Animal hoarder, mistreatment, Open Case. 10.10

9-16; WC14386 A child was bit by the family dog @ 6500 block of Old Hwy 10, Auburndale. The Great Dane had just got a new bone and the child was too close to the bone and the dog bit her. 70

9-18; WR14061 Officer attacked by a dog, the dog was shot. I spent 2 hours on the phone and/or waiting for call backs. The veterinarian's in WR were all closed as it is after 12pm on a Saturday. I tried to find a refrigerator to keep the dog until Monday when a veterinarian could send the head to Madison for Rabies testing. The Humane Society had room in their freezer, but the dog can not be frozen prior to testing. I called Paw Health and they were busy but did answer some of my concerns and questions, they also wanted \$200 to \$300 up front before accepting the dog. I had Dispatch put me thru to the on-call person for the Health Dept. She then had the Environmental Health Director contact me and he advised that either the owner keeps the dog on ice or that I or an Officer drives the dog up to the Emergency Veterinarian's at Paw Health in Mosinee, as they could refrigerate the dog and send the head in on Monday. I kept contact with the Officer at the scene and later the Captain on duty. The Captain said that they'd get the dog up there. 0

9-18; WC14442 Victim was bit on the right ankle by a Corgi mix type dog @ 6700 block of 5th Ave. Rudolph. 32

TIME CARD

COUNTY OF WOOD

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

9/5/2021

THROUGH

9/18/2021

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
09/05/21		\$50.00	0	5p	9p	4.00	Reports
09/06/21	WC11689	\$50.00	32	7a	10a	3.00	Mistreatment
09/06/21	WC11775	\$50.00	10	2p	5p	3.00	Mistreatment
09/08/21	WC11775	\$50.00	10	1p	4p	3.00	Mistreatment
09/07/21	WC13776	\$50.00	0	9a	12p	3.00	Dog Bite
09/07/21	WC13806	\$50.00	0	2p	5p	3.00	Mistreatment
09/07/21	WC13820	\$50.00	64	5p	8p	3.00	Dog Bite
09/08/21	WC13820	\$50.00	64	7a	10a	3.00	Dog Bite
09/08/21	GR2907	\$50.00	10	5p	8p	3.00	Quarantine Check
09/09/21	WR15298	\$50.00	15	11a	2p	3.00	Dog Bite
09/10/21	WR15322	\$50.00	18	8a	11a	3.00	Dog Bite
09/11/21	WR15429	\$50.00	18	2p	5p	3.00	Cat Bite
09/12/21	WC14125	\$50.00	48	11a	2p	3.00	Dog Bite
09/14/21	WC14125	\$50.00	48	1p	4p	3.00	Dog Bite
09/13/21		\$50.00	14	10:30a	1p	2.50	Public Safety Meeting
09/13/21	WR15523	\$50.00	16	2p	5p	3.00	Dog Bite
09/15/21	WR15668	\$50.00	16	4p	7p	3.00	Dog Bite
09/16/21	WC14294	\$50.00	10	11a	1p	2.00	Hoarder/Mistreatment
09/18/21	WC14294	\$50.00	10	9a	11a	2.00	Hoarder/Mistreatment
09/16/21	WC14386	\$50.00	70	5p	8p	3.00	Dog Bite
09/18/21	WR14061	\$50.00	0	12:30p	3p	2.50	Attacking dog/shot
09/18/21	WC14442	\$50.00	32	3p	6p	3.00	Dog Bite
TOTAL		\$1,100.00	505			64.00	\$282.80

(Mileage Check)

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

Mileage: 101-3901-54129-000-331

Department Head / Humane Officer
Nanci Olson
September 19th – October 2nd 2021

9-19; Reports

9-19; WC14569 A victim was bit in the nose by a dog in the Arpin area. 0

9-20; WR15668 Follow up on Quarantine of a dog that bite a Home Health Care worker @ 1500 block of 28th St. N. WR. 16

9-20; WC14560 A victim of a cat bite @ 6000 of Ginger Trail was bit when she was rounding up stray kittens in her yard. 6

9-21; WR14061 Working to answer question from Wood County Department of Environmental Health regarding the dog, Phoenix, that was brought up to Paw Health a few days ago and looking to find out if the head was sent on Monday to the State Lab for Rabies testing. Paw Health was unsure. 0

9-22; WR16035 Victim was bit by a Boston Terrier @ 400 block of Grove Ave when the dog got off it's cable tie-out. 12

9-23,29; WC14294 Animal hoarder, mistreatment. On-going, several issues, Open Case. 10, 10

9-24; Operations Committee 14

9-24,25; WR16113 Welfare Check on the 600 block of Saratoga St. 14,14

9-25; PE1220 An owner was holding his cat near the new puppy when the cat may have become frightened and while trying to get away had bit the owner's hand. 0

9-26,27; WC14990 A dog was loose and went to the neighbor's and killed some chickens. We are working on proper confinement of the dog so it doesn't happened again, considering fencing at this time. Open Case. 20,20

9-27; WC11689 Welfare check on a dog in the town of Sigel. 32

9-28; PE996 Follow up on sanitation and licensing on several pit bull type dogs. 22

9-29; WC11775 Open case of mistreatment of a horse @ Evergreen Ave., working with a veterinarian on proper diet for weight gain. 10

9-30,10-1; WR7896 Working with an owner of a dog deemed dangerous regarding proper fencing and signage. 16 16

10-2; WC11440 Typed Reports for the victim of a dog attack. 0

COUNTY OF WOOD

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

9/19/2021 THROUGH 10/2/2021

APPROVED BY: Public Safety Committee

[illegible]

(Mileage Check)

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

Mileage: 101-3901-54129-000-331



September Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

September Training Descriptions

Date	Type	Description
7-Sep	Business Meeting	September Business Meeting
14-Sep	Extrication	Stabilization of vehicle on its side in groups of 3. Used stabilization bars and cribbing.
21-Sep	Extrication	Scene management and basic extrication. Ran scenario where members arrived on scene at different intervals simulating real life call response.
28-Sep	ATV/Snowmobile	Rescuing a downed hunter with the ATV and stokes basket.

Call #	75	WCSD 202100014048	76	77	78
Date	9/1/2021	9/11/2021	9/12/2021	9/21/2021	9/27/2021
Time	18:58	11:21	8:03	14:48	14:29
Day of Week	Wednesday	Saturday	Sunday	Tuesday	Monday
Township	Port Edwards	Grant	Saratoga	Grand Rapids	Port Edwards
Location	CTH Z & NEPKO LAKE RD	9031 CTH WW	CTH U & STH 73 S	RICHLAND HILLS DR & WHITROCK AVE	STH 54 & STH 73
Call Type	10-50 w/ Injuries	Other	10-50 w/ Unknown Injuries	10-50 w/ Injuries	
Medical/ Extrication	No	No	No	Medical	
Ambulance				UEMR	
EMR				Grand Rapids	
Fire				Grand Rapids	
Tools/ Equipment Used					
Notes	10-22ed prior to arrival		10-22ed prior to arrival	Spirit Air also on scene.	

Date	9/11/2021				
Day of Week	Saturday				
Event	Thomas Strong Benefit				
Host	Double Down Pub				
Location	Double Down Pub				
Vehicle Used	R3, R4, R5				
Tools/ Equipment Used					
Event Description	Show and tell at benefit. Community engagement with other local departments.				



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

October 4, 2021

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – September 2021

For the month of September, the Crime Stoppers program received 28 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The monthly board meeting was held on September 21, 2021. The next regularly scheduled meeting will be on October 19, 2021 at 6:30 P.M.

Respectfully Submitted

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



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

September K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	8	0	1
K9 Ace	15	6	0
K9 Timo	10.75	7	1
K9 Rosco	17	7	2

TRAINING (MONTHLY) –

Sgt. Christianson/ K9 Ace, Deputy Pidgeon/ K9 Sig, Deputy Arendt/ K9 Timo and Deputy Beathard/ K9 Rosco took part in a multi-agency training day. During this training day they focused on tracking with apprehension, narcotic detection, open area apprehension, mock traffic stops, and obedience. WAOW Channel 9 News as well as Amy Zondlo attended the training.

TRAINING (INDIVIDUAL) –

Deputy Beathard and K9 Rosco completed five hours of on duty training to include tracking and narcotics work.

Deputy Arendt and K9 Timo completed 2.75 hours of training while on duty. During these hours they trained in the area of narcotic detection (vehicles, buildings, and open area searches), Mock Traffic stops – narcotics, and obedience.

Deputy Christianson and K9 Ace completed 3 hours of training while on duty. During these hours they trained in narcotic detection, tracking, and building clearing.

USAGE –

Deputy Beathard and K9 Rosco were deployed 7 times in the month of September. One was for a track and the rest for narcotic detection. Meth and cocaine arrests were made in correlation with the deployments.

Deputy Arendt and K9 Timo were deployed 7 times in the month of September. Four of these deployments were for narcotic detection on traffic stops. Located on these deployments was approximately 593g/1.3lbs of marijuana, numerous drug paraphernalia, and \$4,598 cash. K9 Timo was



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

deployed for an open area search for narcotics after subject fled from a traffic stop and requested to assist NKPD for a school sniff at the Nekoosa High School. Nothing located during those deployments. K9 Timo was also deployed for handler protection during a domestic violence incident. Suspect was arrested and K9 Timo was not sent for apprehension.

Sgt. Christianson and K9 Ace were deployed six times in the month of September. Four deployments were on traffic stops for narcotic detection. Another deployment was to track a suspect that had fled from a residence after a disturbance. K9 Ace was also used to assist NKPD for a school sniff at the Nekoosa High School.

DEMO/COMMUNITY –

K. Beathard and K9 Rosco participated in two events in Wisconsin Rapids, a cancer benefit in Kellner and Fall fest on west grand.

Deputy Pidgeon with K9 Sig and Deputy Arendt with K9 Timo attended the Back the Badge LHS football game/ K9 Fundraiser.

ADDITIONAL INFORMATION –

Respectfully,

Nathan Dean

Nathan Dean
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

SEPTEMBER 2021

ATV

- 6 hours were dedicated to the ATV patrol in September.

BOAT

- 26.25 hours were dedicated to patrol on the water in September.

SNOWMOBILE

- No activity.

Submitted by

Lt. Nathan Dean

OVERTIME BREAKDOWN 2021 (HRS.)							2021
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL	COVID Sick Replacement
January	0.00	0.00	0.00	124.00	120.00	244.00	
February	0.00	12.00	0.00	82.00	168.00	262.00	
March	24.00	8.00	0.00	154.00	360.00	546.00	
April	72.00	20.00	24.00	150.00	0.00	266.00	
May	36.00	96.00	156.00	84.00	0.00	372.00	
June	0.00	8.00	267.00	87.00	201.00	563.00	
July	36.00	60.00	0.00	122.00	0.00	218.00	
August	0.00	0.00	0.00	85.50	0.00	85.50	
September	0.00	48.00	48.00	85.50	252.00	433.50	
October	0.00	0.00	0.00	0.00	0.00	0.00	
November	0.00	0.00	0.00	0.00	0.00	0.00	
December	0.00	0.00	0.00	0.00	0.00	0.00	
TOTALS	168.00	252.00	495.00	974.00	1101.00	2990.00	0



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

September 2021 (September 5 to October 2)

Patrol

Overtime hours: 104.3

Comp time hours: 241.365

Holiday Pay hours: 0

Holiday Comp hours: 0

Investigations

Overtime hours: 13

Comp time hours: 65.1

Call Out: 0

Security Services

Overtime hours: 2

Comp time hours: 15.875

TOTAL CALL OUT: 0

Submitted By: Charles Hoogesteger – Operations Captain



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Shawn Becker
SHERIFF

Public Safety Committee Meeting

Security Services September 2021 Report

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

Guns -	0
Knives -	99
O.C. -	15
Misc. Items -	6

The miscellaneous items that were located for the month were a Taser, (2) pairs of scissors, a Life Hammer, a corkscrew and a screwdriver.

Security Services screened 8,977 people entering the courthouse for the month. Security Services had 37 security requests from different departments within the Courthouse for the month of September.

There were four jury trials and handed out 13 masks to individuals that requested them.

On September 13th there was a false fire alarm at the courthouse. Security Services helped everyone exit the building and maintained communication with the employees until it was determined that it was a false alarm.

During the Month of September, I did utilize part-time employees for 34 hours to fill employee shortage hours.

Report submitted by: Lieutenant Bryan D. Peterson

WOOD COUNTY JAIL

January - June 2021

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	191	94	37	181	87	38	195	92	36	203	92	42	200	89	52	218	93	61
2	190	93	36	179	87	39	198	92	37	206	90	44	199	89	52	221	93	61
3	192	93	36	179	86	38	196	92	37	206	90	44	198	89	52	218	93	61
4	187	93	36	176	90	38	198	89	38	203	89	42	196	89	53	210	88	60
5	186	93	34	173	90	37	193	86	37	205	89	43	200	88	50	218	90	60
6	186	92	38	174	88	37	194	88	39	206	89	44	197	88	51	217	90	59
7	189	95	40	176	88	38	194	88	37	204	86	45	197	85	49	220	90	59
8	189	95	40	178	88	37	193	88	36	206	89	47	197	89	51	215	88	58
9	188	94	42	176	87	34	192	88	36	204	88	46	199	89	51	223	87	60
10	187	94	41	180	86	33	192	86	36	207	88	51	198	88	51	221	86	62
11	189	94	41	180	90	33	197	85	37	207	88	51	198	88	51	221	90	61
12	189	93	44	182	88	37	199	90	40	209	88	51	197	88	52	221	90	62
13	194	92	45	184	87	37	202	89	39	209	87	52	189	84	51	226	90	61
14	192	91	45	182	87	37	201	89	38	207	85	52	191	89	53	232	90	60
15	194	91	45	182	87	37	200	89	38	204	84	49	197	89	54	225	90	61
16	192	99	45	186	86	36	194	83	39	208	84	49	201	89	54	223	89	61
17	190	99	45	189	88	35	193	82	40	212	89	53	200	89	53	225	88	62
18	189	98	45	180	86	34	193	82	41	214	89	52	198	88	53	223	87	61
19	189	92	45	182	85	34	197	89	42	216	89	52	202	87	55	224	84	62
20	192	91	45	182	89	34	198	87	42	204	88	53	204	90	59	222	84	62
21	190	91	42	183	89	34	202	87	42	202	88	52	206	89	59	220	84	60
22	188	89	41	182	89	34	204	87	41	207	88	52	205	87	60	221	84	60
23	189	89	41	184	88	34	201	86	42	209	92	53	207	87	60	228	82	64
24	188	89	40	188	88	34	203	86	45	210	91	53	208	87	59	224	79	62
25	188	89	39	189	93	34	201	90	45	209	91	52	214	87	61	220	80	62
26	184	85	38	190	93	32	205	93	45	211	91	52	212	87	61	224	80	61
27	184	85	40	194	92	36	206	93	45	208	90	54	207	89	62	221	80	60
28	184	90	39	194	92	36	204	93	45	211	88	55	204	93	62	222	77	60
29	183	87	40				204	93	44	210	93	56	210	93	63	217	70	60
30	182	87	40				203	93	42	202	85	56	212	93	61	217	70	59
31	181	87	39				208	93	42				215	93	61			
WCJail	188.26			182.32			198.71			207.30			201.87			221.23		
Shipped	91.74			88.36			88.65			88.60			88.68			85.53		
EMP	40.77			35.61			40.10			49.90			55.35			60.73		
Avg Length of Stay (Days)	29.00			0.00			0.00			58.00			34.30			0.00		

WOOD COUNTY JAIL

July - December 2021

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP

1	219	70	61	222	87	62	210	86	57	229	94	63	0	0	0	0	0	0
2	219	69	63	221	87	62	214	88	58	228	94	67						
3	219	69	63	216	87	62	208	90	57	234	94	67						
4	224	69	62	216	83	65	216	90	58	235	95	65						
5	228	69	62	215	86	66	218	90	57	232	94	65						
6	230	69	62	213	90	65	219	90	55	233	91	64						
7	227	77	60	216	87	65	226	88	55									
8	219	79	62	215	87	64	215	86	55									
9	224	79	65	216	87	64	218	84	56									
10	223	85	63	211	86	63	215	78	56									
11	222	85	62	206	84	62	217	86	57									
12	225	85	61	206	81	62	216	86	57									
13	218	84	60	205	84	61	221	86	57									
14	214	81	62	206	90	61	219	84	58									
15	208	83	62	205	90	59	219	84	59									
16	209	87	63	205	90	59	223	88	59									
17	215	87	66	201	89	58	217	88	59									
18	216	87	66	205	89	56	217	89	58									
19	225	87	65	206	89	58	221	89	58									
20	222	87	65	205	88	57	224	89	57									
21	220	85	65	208	87	57	218	88	55									
22	222	85	65	211	87	57	220	84	58									
23	219	89	64	215	87	57	217	88	59									
24	216	92	64	208	87	58	220	93	61									
25	217	92	63	212	87	60	225	93	64									
26	217	91	62	208	87	60	226	93	64									
27	213	88	62	213	87	60	226	93	62									
28	215	88	62	207	89	60	222	92	63									
29	215	85	63	212	89	58	224	91	63									
30	221	83	65	212	88	58	227	94	64									
31	222	87	64	209	86	59												
WCJail	219.45			210.52			219.27			231.83			0.00			0.00		
Shipped	82.35			87.16			88.27			93.67			0.00			0.00		
EMP	63.03			60.48			58.53			65.17			0.00			0.00		
Avg Length of Stay (Days)	32.00			33.30			29.60			0.00			0.00			0.00		

2021 Yearly Averages

Total	208.08
Safekeeper	88.30
EMP	52.97
LENGTH of STAY	36.03

SK Total
WP 75
AD 15
SK 90

Color indicates low population	173	02/05/21
Color indicates high population	232	06/14/21

SAFE KEEPER DIFFERENCE 2021

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY Including Wages/mileage \$44.08/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2020 TOTAL AMOUNT
January	2844	\$88,533.72	\$125,363.52	\$36,829.80	\$36,829.80	\$39,549.30
February	2474	\$77,015.62	\$109,053.92	\$32,038.30	\$68,868.10	\$36,544.90
March	2748	\$85,545.24	\$121,131.84	\$35,586.60	\$104,454.70	\$37,270.10
April	2658	\$82,743.54	\$117,164.64	\$34,421.10	\$138,875.80	\$28,269.85
May	2749	\$85,576.37	\$121,175.92	\$35,599.55	\$174,475.35	\$26,340.30
June	2566	\$79,879.58	\$113,109.28	\$33,229.70	\$207,705.05	\$26,340.30
July	2553	\$79,474.89	\$112,536.24	\$33,061.35	\$240,766.40	\$29,526.00
August	2702	\$84,113.26	\$119,104.16	\$34,990.90	\$275,757.30	\$27,790.70
September	2648	\$82,432.24	\$116,723.84	\$34,291.60	\$310,048.90	\$33,216.75
October	562	\$17,495.06	\$24,772.96	\$7,277.90	\$317,326.80	\$0.00
November	0	\$0.00	\$0.00	\$0.00	\$317,326.80	\$0.00
December	0	\$0.00	\$0.00	\$0.00	\$317,326.80	\$0.00
TOTAL	24504	\$762,809.52	\$1,080,136.32	\$317,326.80		\$284,848.20

\$31.13
\$44.08

WOOD COUNTY JAIL & SAFE KEEPER

January - June 2021

DAILY POPULATION BREAK DOWN BY LOCATION

Day	January			February			March			April			May			June		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	60	79	15	56	72	15	67	77	15	69	77	15	59	74	15	63	78	15
2	61	78	15	53	72	15	69	77	15	72	75	15	58	74	15	66	78	15
3	63	78	15	55	71	15	67	77	15	72	75	15	57	74	15	63	78	15
4	58	78	15	48	75	15	70	74	15	72	75	14	54	74	15	62	73	15
5	59	78	15	46	75	15	70	71	15	73	75	14	62	73	15	67	75	15
6	56	77	15	49	73	15	67	73	15	73	74	15	58	73	15	67	75	15
7	54	80	15	50	73	15	69	73	15	73	71	15	62	70	15	70	75	15
8	54	80	15	53	73	15	69	73	15	70	74	15	56	74	15	68	73	15
9	52	79	15	55	72	15	68	73	15	70	73	15	58	74	15	75	72	15
10	52	79	15	61	71	15	70	71	15	68	73	15	58	73	15	72	71	15
11	54	79	15	57	75	15	75	70	15	68	73	15	58	73	15	69	75	15
12	52	78	15	57	73	15	69	75	15	70	73	15	56	71	17	68	75	15
13	57	77	15	60	72	15	74	74	15	70	72	15	53	69	15	74	75	15
14	56	76	15	58	72	15	74	74	15	70	70	15	48	74	15	81	75	15
15	58	76	15	58	72	15	73	74	15	71	69	15	53	74	15	73	75	15
16	48	84	15	64	71	15	72	68	15	75	69	15	57	74	15	72	74	15
17	46	84	15	66	73	15	71	68	14	70	74	15	57	74	15	75	73	15
18	46	83	15	60	71	15	70	68	14	73	74	15	56	73	15	75	72	15
19	52	77	15	63	70	15	66	74	15	75	74	15	59	72	15	78	69	15
20	56	76	15	60	74	15	69	72	15	67	74	14	54	75	15	76	69	15
21	57	76	15	60	74	15	73	72	15	62	73	15	57	74	15	76	69	15
22	58	74	15	59	74	15	76	72	15	67	73	15	57	72	15	77	69	15
23	59	74	15	62	73	15	73	71	15	64	77	15	59	72	15	82	67	15
24	59	74	15	66	73	15	72	71	15	66	76	15	61	72	15	83	67	12
25	60	74	15	62	78	15	66	75	15	66	76	15	65	72	15	78	65	15
26	61	70	15	65	78	15	67	78	15	68	76	15	63	72	15	83	65	15
27	59	70	15	66	77	15	68	78	15	64	75	15	55	74	15	81	65	15
28	55	75	15	66	77	15	66	78	15	68	73	15	48	78	15	85	62	15
29	56	72	15				67	78	15	61	78	15	53	78	15	87	56	14
30	55	72	15				68	78	15	61	70	15	57	78	15	88	55	15
31	55	72	15				73	78	15				60	78	15			
WOOD	55.74			58.39			69.94			68.93			57.03			74.47		
WPSO	76.74			73.36			73.71			73.70			73.61			70.67		
ADSO	15.00			15.00			14.94			14.90			15.06			14.87		
TOTAL	188.26			182.32			198.71			207.30			201.87			221.23		

MONTH	High	Low
January	63	46
February	66	46
March	76	66
April	75	61
May	65	48
June	88	62

WOOD COUNTY JAIL & SAFE KEEPER

July - December 2021

DAILY POPULATION BREAK DOWN BY LOCATION

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	88	55	15	72	72	15	66	71	15	71	79	15	0	0	0	0	0	0
2	87	54	15	71	72	15	67	73	15	66	79	15						
3	87	54	15	66	72	15	60	75	15	72	79	15						
4	93	54	15	67	68	15	67	75	15	74	80	15						
5	97	54	15	62	71	15	70	75	15	72	79	15						
6	99	54	15	57	75	15	73	75	15	76	76	15						
7	90	62	15	61	72	15	82	73	15									
8	78	62	15	63	72	15	73	71	15									
9	80	64	15	64	72	15	77	69	15									
10	75	70	15	61	71	15	80	62	16									
11	75	70	15	58	69	15	73	71	15									
12	79	70	15	61	66	15	72	71	15									
13	74	69	15	58	69	15	77	71	15									
14	71	66	15	53	75	15	76	69	15									
15	63	68	15	55	75	15	75	69	15									
16	59	72	15	55	75	15	75	73	15									
17	61	72	15	53	74	15	69	73	15									
18	62	72	15	59	74	15	69	74	15									
19	72	72	15	58	74	15	73	74	15									
20	69	72	15	59	73	15	77	74	15									
21	69	70	15	63	72	15	74	73	15									
22	71	70	15	66	72	15	77	69	15									
23	65	75	14	70	72	15	69	73	15									
24	59	77	15	62	72	15	65	78	15									
25	61	77	15	64	72	15	67	78	15									
26	63	76	15	60	72	15	68	78	15									
27	62	73	15	65	72	15	70	78	15									
28	64	73	15	57	74	15	66	77	15									
29	66	70	15	64	74	15	69	76	15									
30	72	68	15	65	73	15	67	79	15									
31	70	72	15	63	71	15												
WOOD	73.58			61.68			71.43			71.83			0.00			0.00		
WPSO	67.32			72.16			73.23			78.67			0.00			0.00		
ADSO	14.97			15.00			15.03			15.00			0.00			0.00		
TOTAL	219.45			210.52			219.27			231.83			0.00			0.00		

2021 Safe Keeper Averages		
WOOD Co Jail	66.30	108
WAUPACA Co	73.32	75
ADAMS Co	14.98	15
Total Population	208.08	198

MONTH	High	Low
July	99	59
August	72	53
September	82	60
October	0	0
November	0	0
December	0	0

Electronic Monitoring 2021

Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2021 Total Amount	2020 Total Amount
January	40.77	\$37,031.39	\$37,031.39	\$39,293.06
February	35.61	\$29,214.44	\$66,245.84	\$70,295.97
March	40.10	\$36,422.83	\$102,668.67	\$115,447.57
April	49.90	\$43,862.10	\$146,530.77	\$175,773.34
May	55.35	\$50,274.41	\$196,805.17	\$237,328.83
June	60.73	\$53,381.67	\$250,186.84	\$287,256.03
July	63.03	\$57,250.15	\$307,436.99	\$335,014.44
August	60.48	\$54,933.98	\$362,370.97	\$384,970.94
September	58.53	\$51,447.87	\$413,818.84	\$384,970.94
October	0	\$0.00	\$413,818.84	\$384,970.94
November	0	\$0.00	\$413,818.84	\$384,970.94
December	0	\$0.00	\$413,818.84	\$384,970.94
TOTAL	38.71	\$413,818.84	\$413,818.84	\$384,970.94

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

Bed Days x \$29.30 = Monthly Savings



SAFE KEEPER HOUSING

2021

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2021 YTD TOTAL	2020 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$109,250.00
FEBRUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$196,800.00	\$218,500.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$295,200.00	\$327,750.00
APRIL	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$393,600.00	\$437,000.00
MAY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$492,000.00	\$546,250.00
JUNE	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$590,400.00	\$655,500.00
JULY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$688,800.00	\$753,900.00
AUGUST	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$787,200.00	\$852,300.00
SEPTEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$885,600.00	\$950,700.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$885,600.00	\$1,049,100.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$885,600.00	\$1,147,500.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$885,600.00	\$1,245,900.00
TOTALS	\$0.00	\$0.00	\$146,475.00	\$739,125.00	\$885,600.00		\$1,245,900.00

2021 is a 90 average

Waupaca \$36.00 per bed day (75)

Adams \$35.00 per bed day (15)

Wood County Sheriff's Department Kitchen Report 2021						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2336	2178	2191	0	6705	\$22,180.15
February	1868	1781	1770	0	5419	\$17,883.04
March	2244	2133	2164	0	6541	\$19,084.32
April	2763	2620	2667	0	8050	\$24,182.19
May	1888	1780	1802	0	5470	\$18,455.79
June	2200	2133	2146	0	6479	\$18,996.06
July	3013	2901	2878	0	8792	\$23,947.73
August	2031	1944	1927	0	5902	\$18,223.93
September	2225	2135	2169	0	6529	\$19,675.93
October	547	523	532	0	1602	\$4,812.41
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
TOTAL	21115	20128	20246	0	61489	\$187,441.55

Cost per meal **\$3.05**

Cost per day **\$9.15**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$187,441.55	\$0.00
Number of Meals	122,668	111,439	81,970	61,489	0
Cost per Meal	\$2.14	\$2.36	\$2.85	\$3.05	#DIV/0!
Cost per Day	\$6.41	\$7.08	\$8.54	\$9.15	#DIV/0!
	2023	2024	2025	2026	2027
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

TEK84 INTERCEPT BODY SCANNER

[illegible]

43

9/30/2021

Census Review & Redistricting Committee
Tuesday November 2, 2021
Room 114, Wood County Courthouse

Members Present: Ken Curry-District 11 Supervisor; Michael Feirer-District 3 Supervisor; Ed Wagner-District 4 Supervisor; Jake Hahn-District 8 Supervisor (Via Webex); Dave LaFontaine-District 1 Supervisor

Others Present: (In Person) Jason Grueneberg-Planning & Zoning Director; Trent Miner-County Clerk; Paul Bernard-Land Information Officer; Victoria Wilson-Program Assistant; Ray Bossert-Village of Port Edwards Administrator (Via Webex)

1. Call meeting to order
Chairman Ken Curry called the meeting to order at 12:00 pm.

2. Public Comment
None

3. Approve minutes of previous meeting

Mike Feirer made a motion to approve the minutes from the last meeting. Dave LaFontaine seconded the motion. Motion carried unanimously.

4. Review any adjustments to tentative plan

Jason Grueneberg gave an overview of the Census Review and Redistricting process thus far. All of the municipalities did their jobs well and established their wards. Jason wished to thank all of the municipality clerks for their hard work during this process. One minor adjustment was made to the tentative plan in one ward in the southern part of Marshfield. Our deviation rate is at 3%.

5. Resolution – Adopt Final Supervisory District Plan

Dave LaFontaine made a motion to adopt the Final Supervisory District Plan. Ed Wagner seconded the motion. Motion carried unanimously.

6. Adjourn
Chairman Ken Curry adjourned the meeting at 12:12 pm.

Minutes recorded and prepared by Victoria Wilson. Minutes in draft form until approved at the next meeting.



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

- An afternoon gathering for all Wood County 4-H members at the Auburndale School Forest Corn Maze in which members built connection to the county 4-H program and other member families in order to increase their sense of belonging in 4-H.
- Planning for Fall Forum 2021, where youth members, adult volunteers, and Extension staff will learn new skills to help improve their 4-H experience and their local 4-H program through a virtual conference. The purposes of Fall Forum include: Inspire youth and adults to try new ideas, provide an educational opportunity for youth and adult volunteers, develop youth-adult partnerships, create an engaging and welcoming environment, and to encourage diversity of thought, perspective, interests, and people.
- A radio interview for South Wood County, and surrounding area residents, about the Synder 4-H Club Fire, October 2021.

Agriculture

Matt Lippert, Agriculture Educator

- A newsletter for farmers and agribusiness professionals where they learned about topics including soil sampling, pregnancy detection in cattle, beef quality assurance program, dust and mold safety, African Swine Fever, sweat equity, and the Dairy Margin Coverage Program. The purpose of this effort is to work collaboratively to provide timely education for improving agricultural production with multiple county farmers and stakeholders.
- An article was written for farmers reading the local Extension newsletter and a state wide agricultural newspaper about the value for dairy producers of participating in the Dairy Margin Coverage Program from USDA-Farm Service Agency. The goal is to encourage producers to participate in this risk management program by helping them see the value for them in participation.
- 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.
- Sample collection and survey information is being carried out for a Sustainable Agriculture Grant to evaluate the ability to utilize cover crops as high quality feed for lactating dairy cattle.
- Planning and development for a Badger Dairy Insights webinar focusing on animal well-being for farmers, managers, workers, nutritionists, veterinarians, consultants and other agribusiness professionals. The goal of this effort is to share with participants the latest, unbiased, university based research related to animal welfare so they can improve animal husbandry, thus improving farm profitability, productivity, and efficiency.
- Planning for and development of bi-annual animal well-being conference for dairy-farmers, -managers, and -workers; agribusiness professionals; and service providers in collaboration with UW Madison Department of Animal and Dairy Sciences. The goal of this effort is to teach



individuals the latest, unbiased, university-based research regarding animal husbandry so that individuals can increase animal well-being on the farm.

- Development/revisions of the bilingual Dairy Workers Training Skills modules for dairy employees where they will learn principles of and how to do each task on the farm. This effort is designed to support them in doing their daily tasks more confidently and efficiently while maintaining employee safety and animal welfare.
- A newsletter for farmers and agribusiness professionals where they learned about topics including soil sampling, pregnancy detection in cattle, beef quality assurance program, dust and mold safety, African Swine Fever, sweat equity, and the Dairy Margin Coverage Program. The purpose of this effort is to work collaboratively to provide timely education for improving agricultural production with multiple county farmers and stakeholders.

Community Development

Nancy Turyk, Community Development Educator

- A collection of information and resources for County board and staff where they receive up to date information and available resources about energy efficiency and renewable energy to ensure they are aware of programs and funding opportunities.
- A collection of information and resources for economic development partners where they receive up to date information and available resources to ensure local business learn about economic development programs and funding opportunities.
- A proposal for the Central Sands Groundwater County Collaborative was funded by DATCP to compile and evaluate existing groundwater information to guide management and policy decisions.
- Developing a climate resilience menu for communities and Extension Educators to identify and guide strategies to enhance community resilience and mitigation.

Cranberry Outreach

Allison Jonjak, Cranberry Outreach Specialist

- An every-three-weeks crop management journal was published, where Extension provided information on soil and tissue testing, sun scald and disease pressure, the discontinuation of Lorsban, and grower updates. The aim of this journal is to support industry professionals in safely and economically producing cranberries.
- A Research Round Table is being planned that will allow cranberry growers and cranberry researchers to discuss needs and plans for applied research and strategy for the cranberry research program at the University of Wisconsin.

FoodWise

Hannah Wendels, FoodWise Nutrition Educator

Kelly Hammond, FoodWise Coordinator (Wood and Portage Counties)

- A 4-week nutrition education after-school series for youth and teens at the Boys and Girls Club in Wisconsin Rapids, where students learn about making healthy food and beverage choices, being physically active, and how to prepare a healthy and low-cost snack to be healthier when they are at school, in after-school programs, and at home.



- A 5-week nutrition education series for fifth grade classrooms at Howe Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, and about being physically active to help them to be healthier in school and at home.
- A 5-week virtual nutrition education series for fifth grade classrooms at Mead Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, and about being physically active to help them to be healthier in school and at home.
- A monthly meeting of a 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 ten-week series of strength training sessions (StrongBodies) in Wood County, for where older adults learn best practices and learn nutrition and health education. Participants engage in regular strength training exercises to improve strength, balance, and flexibility so they can stay healthy and socially connected.
- Partnership with Hunger Relief Federation where significant planning towards establishing a stockbox food program for seniors for where 30 pound boxes of commodity foods and local vegetables to are distributed to eligible community members. This program aims to increase local food distribution and improve food security.

Horticulture

Janell Wehr, Horticulture Educator

- A meeting with the Wood County Master Gardeners to develop a strategic plan for 2022. This effort is designed to increase local horticultural outreach in Wood County communities.
- An online course for consumer audiences (home gardeners) where participants learned fundamental knowledge of Wisconsin horticulture with an emphasis in Integrated Pest Management to increase decision-making and problem-solving skills, improve the productivity and health of gardens and landscapes and implement gardening practices that have a positive impact on the environment.
- Five sections of an online Lab component for the 2021 Foundation in Horticulture (FIH) course participants were held where participants applied what they learned from the FIH course through interactive activities. This effort is designed to encourage best horticultural practices in Wisconsin for better environmental outcomes.
- A therapeutic gardening program where Veterans developed IPM skills while increasing indicators of wellbeing to reduce depression in Marathon County Veterans.
- Planning for a science demonstration booth for the general public and families in collaboration with Wisconsin Science Festival where participants will learn about pH and chemistry using common household ingredients. The goal of this effort is to cultivate science literacy.



Inspector Cabbage appears at the Science by the River festival. Together, Inspector Cabbage and Janell Wehr shared how red cabbage can be used as a natural pH indicator.



Human Development and Relationships

Jackie Carattini, Human Development and Relationships Educator

- A series of meetings with local financial coalition partners to learn about current community needs that will lead to the development of future financial programs in the Wisconsin Rapids area.
- A 10 session virtual series (Aging Mastery Program) for seniors in Wood, Sheboygan and Central WI counties, where participants develop sustainable behaviors across many dimensions that lead to improved health, stronger economic security, enhanced well-being, and increased societal participation. The program, developed by the National Council of Aging is designed to help older adults learn to age well by focusing on key aspects of health, finances, relationships, personal growth, and community involvement.
- An event, (Adult Mental Health First Aid Training) for community members, where participants became better equipped to help those in their community who may be experiencing a mental health crisis or substance use disorder and earned a Mental Health First Aid certification. The purpose of this program is to train participants on how to identify, understand and respond to signs of mental illness and substance use disorders. The program gives participants the skills and confidence to provide initial support to those who are experiencing a mental health crisis in their community.
- A local Rent Smart series was held at St. Vincent de Paul in Marshfield for renters where participants gain knowledge and skills essential for a successful renting experience. This effort is designed to encourage housing stability and financial security.

Natural Resources

Rachael Whitehair, Regional Natural Resource Educator

- Planning for a conference-type event for Central Wisconsin row crop, forage, and dairy farmers in collaboration with Mid-State College. The goal of this effort is to develop a partnership with Mid-State for the Central Wisconsin Farm Profitability Expo, so the event will grow and evolve to include additional programming highlighting farmer education and next generation farmers and agriculture professionals.
- A radio presentation for WFHR radio, where listeners learned about research and regulatory aspects of hunting. The purpose of this effort is to broaden perspectives around hunting rules and how regulatory and research institutions play a vital role in managing the resources.
- Mentorship and technical assistance for UWSP-Wausau engineering students who developed a professional survey about land use and conservation awareness within the Fenwood Creek Watershed. This effort is designed to include college students in a career-level activity while accomplishing social research that will inform local community planning.
- A field day event for Waushara County fifth graders, where students learned about groundwater science through hand-on activities. The purpose of this program is to impart basic understanding of the water cycle and aspects of our human relationship with water resources.
- A Producer-Led watershed protection project for Mill Creek Watershed farmers, students, and local residents where they learn about and adopt soil and water conservation practices to reduce the environmental impact of agriculture.



Upcoming Programs

- [Extension Wellness Series | November 2021](#)
- [Mental Health First Aid Trainings | November 8 – 9am-3pm](#)
- [Rent Smart | St. Vincent de Paul Fellowship Hall \(Marshfield\) | November-April](#)
- [Rent Smart | Virtual Zoom Sessions | January - June 2022](#)
- [Aging Mastery Program | Tuesdays & Thursdays, January 11-February 10 - 10-11:15am](#)

Staff Report for October

Caleb Armstrong

- Attending a grazing tour at the Marshfield Ag Research Center in Stratford.
 - This tour focused on the practice of stock pile grazing
 - Which is where you leave out pastures to graze in the summer and save them for the cold fall and winter months for the animals to graze.
 - This tour also presented a runoff simulator with multiple different covers to show the effects runoff can have on different farming landscapes.
- Finished up all of the crop appraisals for the year with Rod and Klayton for the deer damage program.
- Worked with Barry Richardson on establishing a cover crop on some ground that will become soybeans in the spring of 2022.
 - Cover crop check on 10-13-21 noticed the winter wheat was just starting to emerge.
 - Did another follow up check on 10-23-21 and the winter wheat was has established itself well.
- Attended our yearly Nutrient Management Planning meeting where we determined dates, locations, and who's all going to be able to help run the meetings for the class.
 - The class here will be in March at the Riverblock building auditorium.
- Working with Roth's Golden Acres on establishing cover crops onto all their soybean and corn crop acres.
 - Planted Italian Rye grass around the 10th of October on around 500 acres of previous cropped land.
 - Cover crop check on 10-22-21 most of the fields had great germination success.
 - Fields that will be soybeans in spring of 2022 will be roller crimp the rye for termination of grass.
 - Other fields will be harvest rye for cattle feed.
- Worked with Glen Peplinski on establishing cover crops on after harvested soybeans.
 - Drilled in about 100 acres of rye grass into cut beans in early October.
 - Cover crop checked on 10-23-21 noticed the rye had great germination success especially since it was drilled into the bean stubble.
- Proceeded with our last of the year Mill Creek Water testing.
- Located and mapped another 2 phragmites sites in the Wood County.
 - One is located on private property in owners backyard.
- Delivered no-till drill to Tom Winder for a fall pollinator planting.

Activities Report for Emily Salvinski

-October 2021-

- **Thursday, October 7.** Attended staff meeting. Met to discuss well shapefiles. Updated cover crop contracts.
- **Friday, October 8.** Worked on organizing well result data. Worked on contracts.
- **Wednesday, October 13.** Worked on well testing shapefiles.
- **Thursday, October 14.** Attended BITS training. Looked into BITS shapefiles.
- **Friday, October 15.** Attended NMFE Meeting. Edited MDV shapefiles to match BITS shapefile template.
- **Tuesday, October 19.** Sampled stream surface water for phosphorus testing throughout the Mill Creek Watershed.
- **Wednesday, October 20.** Worked with farmer to update his nutrient management plan for 2022 using snapplus software.
- **Thursday, October 21.** Worked on entering nitrate results and associated information into the shapefile in the well database.
- **Wednesday, October 27.** Worked on well water testing shapefile. Gathered info from manure spreading complaint.

Staff Report for Klayton Kree

September 2021

- MDV Bits Trainings with office staff
- Met with Cashen to get a permit application for zoning signed and collect the check for payment.
- Office Staff meeting to talk about updates for the month and such.
- Met with Barry Richardson to talk about his site that he wants/needs a waste transfer/pushoff into his manure pit. I will begin working on a rough design to get a quantities and cost estimate.
- Met with Behrend and Kolo to talk about the stream crossing construction project. Kolo said they would be good to start the week after this meeting.
- Shane and I went out to the Behrend site to meet with Kolo. We set a benchmark and used their laser level to set the correct elevations. I flagged off the property boundary on the west side as well as marking out where the road starts, ends, and where the culverts shall be placed. This week they should be finishing this project.
- Caleb and I dropped off the no-till drill at Tom Winder.
- Well decommissions have picked up this month. I have been working on talking with the landowners, getting signatures for the Cost share contracts. Also, have started making designs for the well decommissioning for multiple landowners.
- Created a design for a pasture fence for Luke Keuffer. Russ Biebl from NRCS was able to come and approve the design. Fence should be good to be built this year.

***Activities Report for Lori Ruess
October 2021***

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed September sales tax report and forwarded to Finance.
- Typed resolution for SB346 – Wild Parsnip Grant and requested review and approval from Peter Kastenholz and Ed Newton.
- Attended October 7th staff meeting and completed minutes.
- Completed LWCD payroll percentages and forwarded to Finance prior to the October 7th & October 21st payrolls.
- Attended Best Management Implementation Tracking System (BITS) webinar (3rd and final)
- Tele-conference (2) with Dan Brandl and Rod Mayer on the new Nonmetallic Mining database.
- Assisted Rod Mayer with the 3rd quarter Wildlife Damage reimbursement request.
- Completed cost-share contract for well decommissioning.
- Organized County Board packet and electronically submitted to the County Clerk's office.
- Assisted over 30 Town of Grand Rapids residents who came in to pick up or drop off well water samples. Logged pickup/drop off and took samples to the Health Department.
- Attended the Open Enrollment WebEx meeting on October 20th.
- Completed 2022 tree, shrub and wildflower order forms.
- Completed newsletter layout and prepared to send to printer.
- Completed the 2021 Social Engineering Red Flags Knowbe4 training and Quiz.
- Completed a cost-share contract for prescribed grazing.
- Started entering existing non-metallic mines in the new non-metallic mine database.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.

Activities Report for Rod Mayer – October 2021

- Correspondence for Wolosek new mine site – research – emails – etc.
- Inspected Laidlaw and Gabel mine sites for reclamation occurring in past year – completed survey – mine map with current active acres – sent letters – updated database.
- Completed soybean appraisals on 4 farms – 290 acres – completed damaged acres maps – calculated loss – updated database.
- Completed corn appraisals on 3 farms – 490 acres – completed damaged acres maps – calculated loss – updated database.
- Completed additional alfalfa appraisal – 103 acres.
- Correspondence with five landowners for pond build interest – sent exemption application and info packets.
- Reviewed two pond exemption – sent both back with review comments for corrections.
- CEED meeting bid opening for BudznBudz – accepted low bid – sent letters to contractors and landowner for low bid acceptance. Multiple calls to contractors and landowner setting up the build.
- Complete and submit DNR budget amendment for BudznBudz fence at the low bid cost – was accepted by DNR.
- Completed 2021 crop price spreadsheet for average crop prices local and state wide – researched various on-line sources – made calls to several mills, UW, and APHIS and recorded on averaging spread sheet.
- Began 3rd ¼ wildlife reimbursement report – waiting on records for costs from other departments (phone, copies, etc.) to finish.
- Called all mining operators for status on mine sites (55 mine sites) – took notes to use with field inspections.
- Missed 6 days of work due to being positive for COVID.
- First week of mine field inspections – walk mine sites – take photos and document on map – organize and save in digital file – GPS all changes found. This will go into November.



Activities Report for Shane Wucherpennig – October, 2021

- **October 1** – Funeral
- **October 4** – Field visits.
- **October 5** – Contracts for No till and cover crops.
- **October 6** – CEED meeting, Database updates.
- **October 7** – Staff meeting, skype meeting on BITS.
- **October 11** – Project. TMDL Tracking, worked on data bases.
- **October 12** – Landowner visits. Glen Peplinski cover crop contracts.
- **October 13** – Met with Roth Farms to discuss no-till and cover cropping.
- **October 14** – MDV training in BITS, Barry Richardson Site Meeting/Visit
- **October 15** – Pre-Construction meeting with Kolo and Berand. NCTC NM Meeting in Spencer.
- **October 16** – Attended RC&D meetings at Jordan park.
- **October 18** – Database tracking of projects.
- **October 19** – Golden Sands RC&D 50th anniversary planning meeting.
- **October 20** – Database updates, field visits.
- **October 21** – CSGCC Communications Mtg.
- **October 22** – Met with Kolo and Berand to start Access road and crossing.
- **October 25** – CSGCC monthly meeting, emails and correspondence.
- **October 26** – Field visits.
- **October 27** – CWWP Advisory Committee meeting at Portage County Annex.
- **October 28** – Project folders and Database updates.
- **October 29** – Outdoor community conversation on water quality with Secretary Preston at Menzel Pavilion at Schmeeckle Reserve



FOR IMMEDIATE RELEASE: October 19, 2021

CONTACT: Stacy Harbaugh, River Alliance of Wisconsin Communications Director,
608-257-2424 ext. 119, sharbaugh@wisconsinrivers.org

Imagine a Wisconsin Without Nitrate Contamination **State leaders have the power to help families with polluted wells**

Wisconsin — On Thursday, municipal water utilities, businesses, and environmental organizations will observe “Imagine A Day Without Water” to highlight the value of clean water to families, communities, and our economy.

River Alliance imagines a Wisconsin that isn’t facing our own water crisis. One facet of Wisconsin’s water challenges that state leaders should treat as an emergency is nitrate contamination of drinking water wells in rural communities. Agricultural pollution is the source of nitrates in families’ drinking water.

According to the 2020 Wisconsin Groundwater Coordinating Council Report to the Legislature, more than 42,000 private wells in the state exceed safe levels of nitrates. Tens of thousands of people in the state do not have reliable access to safe drinking water in their homes. Chronic nitrate consumption is linked to thyroid disease and cancer, and pregnant women and infants are particularly at risk of nitrate poisoning.

“Whether we protect clean water and public health is a choice,” says River Alliance’s Clear Water Farms Director Michael Tiboris. “It’s something that everyone in the state wants, but our state’s leadership has failed to deliver.”

We know voters want state leaders to make policy and budget decisions that protect human health, the environment and the diverse cultural and natural heritage of Wisconsin. On Election Day in April 2021, Marquette County (73%), Portage County (77%) and Wood County (76%) approved referendums on the value of water.

Farmers value clean water as well. “Soil health and clean water is our wealth,” says Kevin Mahalko who operates an organic grazing dairy in Gilman, Wisconsin, “if people will support it we can make a living and protect water at the same time.”

“It’s a good start if state leaders choose to fund compensation for families who need well water testing and replacement,” said River Alliance Executive Director Allison Werner. “But we need a comprehensive approach that includes stronger policies to prevent agricultural pollution and supports the farmers who are leading on water stewardship.”

###

River Alliance of Wisconsin empowers people to protect and restore water.

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, October 18, 2021
TIME: 2:00 p.m.
LOCATION: In-Person (Wood County Courthouse, Room #114) & Teleconference via WebEx

Present: Scott Bordeau, Sandy Cain, Colette Camerano, Rhonda Carrell, Catherine Christenson, Bill Clendenning, Bruce Dimick, Russ Groves, Tamas Houlihan, Grafton Hull, Keith Iverson, Ben Jeffrey, Kim Keech, Karen Knotek, Bill Leichtnam, Matt Lippert, Robert Sorenson, Carla Romano, Ken Winters and Tim Wuebben.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:02 p.m.
2. **Public Comment:** None.
3. **Speaker – Catherine Christenson, “UW-Madison Progress Report: Nitrate Testing in Wood & Juneau Counties”**
Catherine Christenson is a UW-Madison Grad Student in the Department of Geoscience in Hydrogeology.

Highlights of “UW-Madison Progress Report: Nitrate Testing in Wood & Juneau Counties”:

- Water Security in Armenia, WI: Modeling for informed decision-making in a Nitrate-impacted watershed.
- Funded by Wisconsin Department of Natural Resources (DNR) Groundwater Research and Monitoring Program in cooperation with the Armenia Grower’s Coalition (AGC).
- Project Goals: Establish groundwater level and multi-level Nitrate data collection network. Build a 3-dimensional groundwater model to understand depth of Nitrate contamination and flow path directions called MODFLOW. Create a geospatial database that allows well-owners in a nitrate-impacted watershed to view recommendations that are customized to the location of their well.
- Recommendations made to the Wisconsin Department of Natural Resources (DNR) who are the funding and regulatory agency. Final project completion report targeted for completion in late summer 2022.
- Test wells installed in fall 2020. Sampled in late spring 2021 and will continue quarterly. Data is on each well. Well depth taken at shallow, intermediate and deep.
- Early Data Collection: Geoprobe water-sample collection and analysis at various depths. Geoprobe drilling at two locations: ML1 (Armenia Town Hall) and ML3 (North). ML1 found low-level nitrates all the way down to 80’ depths. ML3 found nitrates up to 35 ppm all the way down to 80’ deep.
- Monitoring Infrastructure (collection network): Eight (8) water table (WT) wells (8’-40’ deep). Water table wells are located just below the surface of groundwater. Five (5) multilevel (ML) wells (20’-120’ deep). Multi-level wells are 2 or 3 wells in that location drilled at various depths (shallow, intermediate & deep) collecting nitrate samples. The standing wells give you the highest quality of data if you have separate wells screened at these different levels.
- Nitrate Measurement Trends: Nitrates consistent at each multilevel well so far. Higher nitrate level in eastern portion versus western wells. Trends match those seen during drilling.
- Other field data collection (Campaign: June 7-11): Interaction with surface water: stream elevations and flows. Interaction with pumping, precipitation: Long-term well pressure measurements. Speed of flow: Aquifer property determination via slug tests.
- Water Table Measurements: General regional decreases in water table elevation the South and East. Locally flow appears affected by Petenwell shoreline. Caution: Water table elevation contours are for visualization purposes only and not from a hydraulic model.
- Groundwater Flow Model (in progress): Software called MODFLOW is the U.S. Geological Survey modular finite-difference flow model, which is a computer code that solves the groundwater flow equation. Hydrogeologists to simulate the flow of groundwater through aquifers use the MODFLOW program incorporating groundwater levels and aquifer information. Boundary conditions: Wisconsin River, Yellow River and Hemlock Creek. Recharge model (soil-water-balance) include precipitation, land use, soil type and temperature.

Discussion comments:

- Groundwater flows downhill. Nitrates elevated more downhill.
- High capacity wells impact flow direction temporarily.
- Pesticides not part of research.
- Nitrate levels generally higher in the fall versus the spring.

4. **Correspondence/Updates/Handouts/Reports:**

Bill Clendenning shared that nitrate levels found as high as 24 ppm in parts of the Town of Grand Rapids. Town of Grand Rapids is the 3rd largest community in Wood County and 11th largest town in Wisconsin. All municipalities in Wood County received funding from the American Rescue Plan Act (ARPA). Bill Clendenning feels that American Rescue Plan (ARPA) funding used for Clean Water in Wood County. "Clean Water" referendum passed in Wood County in the April 6, 2021 election.

Motion by Bruce Dimick to request Wood County Health Department and Wood County Land & Water Conservation Department investigate the extent in Grand Rapids of nitrate pollution of rural wells. Second by Rhonda Carrell. Motion carried unanimously.

A suggestion made that Bill Clendenning and Bill Leichtnam talk to Wood County Corporation Counsel and the Wood County Board Chair to tap into the American Rescue Plan Act (ARPA) funding for water testing in Wood County.

Motion by Rhonda Carrell to direct Bill Clendenning and Bill Leichtnam to talk to Wood County Corporation Counsel and Wood County Board Chair to request American Rescue Plan Act (ARPA) funding be allotted for purpose of water testing in all of Wood County. Second by Bruce Dimick. Motion carried unanimously.

Bruce Dimick shared that the Wisconsin Manufacturers and Commerce lobbying group has initiated a lawsuit to undermine the Wisconsin Spills Law. The Spills Law states, "Requires anyone who causes, possesses or controls hazardous substance that was discharged into the environment to take action to restore the affected air, land and waters. Immediate reporting the DNR is required, and the law applies equally to a recent spill or to old contamination newly discovered". The law has been in place since 1978. The Spills Law helps protect the environment.

Bill Leichtnam shared the following:

- River Alliance of Wisconsin membership dues expired 8/25/2021. The new director is Allison Werner. 2021-2022 membership dues is \$250.
- Article "Fertilizer Research Council Funds Over \$100,000 for UW Projects" – Researchers use funding to study soil management, soil fertility, plant nutrition, surface and groundwater quality that promote the correct use of fertilizer.

Website link: https://datcp.wi.gov/Pages/News_Media/20211011FertilizerResearchCouncil.aspx

5. **Action Items proposed by Citizens (Wood County) Groundwater Group**

Actions proposed by citizens that would go to the Conservation, Education and Economic Development Committee of the Wood County Board. Citizens have access to their board.

6. **Roundtable**

Ken Winters – Has a pesticide water issue. Installer suggested a carbon block filter that replaced a sediment filter for his whole house filtration system.

7. **Announcements of members / visitors (upcoming parallel events / meetings)**

Portage County Groundwater Citizen Advisory Committee – The next meeting is scheduled for Thursday, October 21st, 7:00-9:00 p.m. at Portage County Courthouse Annex in Conference Rooms 1 and 2. The

committee is comprised of one primary representative and/or one alternate from each of the municipalities in Portage County.

8. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with any suggestions for speakers.

November – Open

December – Dennis Hancock, USDA Researcher

9. **Agenda Items for next meeting**

- a. River Alliance of Wisconsin membership dues
- b. Wisconsin Spills Law

Agenda items should be submitted to Bill Leichtnam or Kim Keech 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 15th at 2:00 p.m. at Wood County Courthouse in Conference Room #114. A virtual WebEx option will also be available for this meeting.

11. **Adjourn Groundwater Group Meeting**

<i>Motion by Bill Clendenning to adjourn at 4:01 p.m. Second by Rhonda Carrell. Motion carried unanimously.</i>

Notes by Kim Keech, 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
Kim Keech, Program Assistant
Victoria Wilson, Program Assistant

RE: Staff Report for November 3, 2021

1. Economic Development (Jason Grueneberg)

- a. Wood County Jail Project – I have been attending weekly jail project meetings to help with site preparation including rezoning, Avon St. vacation, and parking inventory/study. I attended the Wisconsin Rapids Public Works Committee meeting on October 5th, for the consideration of the Avon St. vacation. On October 19th, I attended the WR Plan Commission and City Council meetings for the rezoning request and Comprehensive Plan amendment, and both were approved. On November 1st, I attended the WR Plan Commission meeting for consideration of the Avon St. Vacation.
- b. North Central Wisconsin Regional Plan Commission (NCWRPC) Regional Recovery – On October 25th, I participated in the NCWRPC Regional Recovery Plan meeting. A complete draft of the plan was approved and will be subject to peer review, editing, reformatting and cleanup over the course of the next couple of months.
- c. Census Review and Redistricting – In the past month we have been working with municipalities on creating municipal wards, and adoption of the ward maps. On November 2nd, the Census Review and Redistricting Committee will meet to review and recommend approval of the final County supervisory district map. The final County supervisory district map will be presented to the Board on November 9th for approval.
- d. Regional Planning & Zoning Director Meeting – On October 21st, I participated in a quarterly meeting of Planning & Zoning Directors in central Wisconsin.

2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (7) CSMs were reviewed/approved/recorded. (8) CSMs are pending approval. (1) Preliminary Subdivision Plat submitted for review.

Deer Road Acres Subdivision – Town of Grand Rapids: Preliminary plat submitted for review and conditional approval. Plat has been reviewed and a staff report is included in this packet for CEED review and action.

- b. Wood County Private Well – Water Systems Program – Ordinance #708 Wood County Private Well/Water Systems was adopted by CB in October. This ordinance establishes the Wood County Private Well – Water Systems Program and provides the opportunity to protect public health and the environment as well as provide for the protection and safety of county citizens by inspecting new well installations, discovering old wells that should be filled and sealed, and learning more about groundwater and soil conditions within the county. Ordinance and additional program information is available [HERE](#).
- c. Zoning Amendments - Town of Grand Rapids –
 ZA-2021-004: Approved by CB in October. Official zoning map has been updated.

 ZA-2021-005: Town submitted several zoning map amendments/rezones for approval on 10/21/21. Included in this packet is a staff memo detailing the request. CEED and CB action is required.
- d. Wood County ATV/UTV Survey and Economic Impact Project – The County is partnering with the North Central Wisconsin Regional Planning Commission (NCWRPC) on this planning effort. NCWRPC is currently preparing the final report.
- e. Wood County Bike and Pedestrian Plan Update – This plan is intended to guide the development of bicycle and pedestrian infrastructure, recommendations, and policy that will create a safe and accessible network across Wood County's various communities. The County is partnering with the North Central Wisconsin Regional Planning Commission (NCWRPC) on this planning effort. Survey and interactive mapping exercise closed in October. NCWRPC is compiling survey results into a summary report. The survey results will guide updates to the plan. Additional info: <https://www.ncwrpc.org/wood/bike-ped/>
- f. Central Housing Region CDBG Meeting – Attended meeting and public hearing. Helped identify local housing and community development needs. Reviewed CDBG program activities and use of funds. Since 2014, Wood County residents have received a total of almost \$1.4 million in loaned funds to rehabilitate and improve housing in the county.
- g. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and several town officials.

3. Land Records (Paul Bernard)

- a. Working towards the completion of two major projects:
 - Indexing Town Road Right of Way
 - Digitizing Hydrography Polygons and Lines off of the 2020 Air Photo
- b. Compiled three separate contracts for building footprint deliverables. We now have countywide building footprints for the first time.

- c. Getting help from municipal address coordinators and fire departments to reconcile addressing discrepancies.
- d. Developing/extending existing tools on our land records viewer to gain access to scanned and indexed plats.
- e. Parcel Mapping and Addressing updates
- f. Custom Map Requests.

4. Code Administrator (Jeff Brewbaker)

09-29-2021 – Soils Evaluation, Plan Review & Issued Replacement Mound >24” TN: 17; Soils Evaluation New Conventional C: 30

09-30-2021 – Floodplain Ordinance Review RE: Streambank Protection Project TN: 17; Plumber Dispute TN: 16

10-01-2021 – Inspection Reconnect HT RE: 22; Soils Onsite New Mound A+0 TN: 04

10-04-2021 – Soils Evaluation New Mound A+0 TN: 03; Soils Evaluation, Hydrograph, Plan Review & Issued New Conventional TN: 18; Inspection Replacement Mound <24” TN: 11; Soils Evaluation & Hydrograph Replacement Conventional TN: 18; Issued New HT TN: 10; Issued Replacement Mound >”24 TN: 01

10-05-2021 –Determine Base Flood Elevation for Nepco Lake for Surveyor TN: 18; (3) Soils Evaluation & Hydrograph New Conventional TN: 07

10-06-2021 – Soils Onsite Replacement Mound A+0 TN: 02; Issued Shoreland Permit (New Home with Mitigation Requirement) TN: 18; Soils Evaluation New Mound A+0 TN: 12

10-07-2021 – Inspection Replacement Mound <24” Plow & ABS Cell TN: 16; Complaint Investigation RE: Camper Living TN: 18; HT Violation Investigation TN: 21

10-08-2021 – Soils Onsite Meeting with Wis State Wastewater Specialist & Soil Tester TN: 02

10-11-2021 – Floodplain Stream Bank Stabilization TN: 18; Soils Evaluation Replacement Mound >24” TN: 19; Soils Evaluation & Hydrograph New Conventional TN: 07; Soils Evaluation, Hydrograph, Plan Review & Issued Replacement conventional TN: 18

10-12-2021 –Follow-up on Former Employee Variety of Projects; Soils Evaluation New Mound >24” TN: 05; Soils Evaluation Replacement Mound >24” TN: 06; Soils Evaluation, Plan Review & Issued Replacement Mound A+0 TN: 02

10-13-2021 – Plan Review & Issued Replacement Mound A+0 TN: 12, Soils Evaluation New Mound <24” TN: 02; Soils Evaluation New Conventional TN: 07; Soils Evaluation New Mound <24” TN: 09

10-14-2021 – Soils Evaluation & Hydrograph New Conventional TN: 07; Soils Evaluation &

Hydrograph Replacement Conventional TN: 18; Soils Evaluation New Mound A+0 TN: 01

10-15-2021 – Inspection Replacement Mound <24” Plow TN: 02; Shoreland & Floodplain Onsite TN: 12; Onsite for Cranberry Certification Complaint Investigation by Neighbor TN: 13

10-18-2021 – Inspection Replacement Mound <24” ABS Cell TN: 12; Inspection Replacement Mound <24” Plow TN: 21; Soils Evaluation, Plan Review & Issued New Mound <24” TN: 21

10-19-2021 – Inspection Replacement Mound A+0 Tank & ABS Cell TN: 12; Inspection Replacement Mound <24” Tank & ABS Cell TN: 21; Inspection Replacement Mound <24” Plow & Tank TN: 21

10-20-2021 – Plan Review & Issued New Mound A+0 TN: 21; Soils Evaluation & Hydrograph Conventional TN: 18; Inspection Replacement Mound <24” TN: 21; Soils Evaluation & Hydrograph Replacement Conventional TN: 18

10-21-2021 – Vacation

10-22-2021 – Vacation

10-25-2021 – Vacation

10-26-2021 – Soils Evaluation New Mound <24” TN: 01; Soils Evaluation Replacement A+0 TN: 21; Shoreland Meeting RE: Beach Construction TN: 07

5. Code Technician (Scott Custer)

9-30-2021 – Mound tanks inspection TN-10. Inspection report X 2.

10-1-2021 – Out

10-4-2021 – Mound plow inspection TN-14. Shoreland application review TN-07.

10-5-2021 – Mound inspection and re-inspection X 2 TN-07. Mound re-inspection TN-14. Inspection reports X 2. Conventional application approvals X 3 TN-07.

10-6-2021 – Mound plow inspection TN-12. Mound tanks re-inspection TN-14. Mound re-inspection TN-12. Issued shoreland permit TN-07.

10-7-2021 – Mound re-inspection TN-12. Conventional inspection TN-18. Inspection reports X 1.

10-8-2021 – Holding tank inspection TN-11. Inspection report X 3.

10-11-2021 – Mound plan review X 2, TN-05 and TN-19. Conventional application approval TN-07.

10-12-2021 – Mound inspection and re-inspection TN-21. Mound re-inspection TN-10. Inspection reports X 2.

10-13-2021 – Mound plan review TN-09. Conventional application approval TN-07. Conventional site inspection TN-07. Inspection report X 1.

10-14-2021 – Conventional application approval X 2 TN-07 and TN-18. Inspection report X 1. Conventional inspection TN-18. Re-connect permit approval TN-16.

10-15-2021 – Conventional inspection X 2, TN-18 and C-30. Inspection reports X 2. Reconnect permit approval. Shoreland/floodplain site inspection TN-13.

10-18-2021 – Mound inspection X 2 TN-05. Mound plow inspection TN-11.

10-19-2021 – CST Exam - Madison

10-20-2021 – Conventional inspection X 2 TN-07 and TN-18. Conventional plan revision approval TN-18. Conventional application approval TN-18. Inspection Reports X 5.

10-21-2021 – Re-connect permit approval TN-10. Holding tank plan approval TN-01. Mound plan approval TN-21. Conventional inspection TN-18. Inspection report X 1.

10-22-2021 – Mound plow inspection and re-inspection TN-19. Inspection report X 1.

10-25-2021 – Mound plow inspection TN-08.

10-26-2021 – Mound re-inspection TN-08. Mound plow and re-inspection TN-22. Conventional inspection X 2 TN-18.

10-27-2021 – Mound Plow inspection TN-21. Mound Re-inspections TN-21 and TN-11 X 2.

*Training purposes with Code Administrator.

6. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 29 sanitary permits issued in September 2021 (6 New, 21 Replacements, 1 Reconnects and 1 Non-Plumbing) with revenues totaling \$13,875. There were 20 sanitary permits issued in September 2020 (9 New, 10 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$12,200.

There were 151 sanitary permits issued through September 2021. For comparison purposes, the following are through the same period for the previous five years: 2020 – 150, 2019 – 138, 2018 – 135, 2017 – 142 and 2016 – 127.

- b. 2021 Tax Refund Intercept Program (TRIP) – As of October 26th, Wood County received an additional \$724.50 for one (1) payment for a total of \$6,263.79 on ten (10) outstanding cases for 2021.
- c. 2021 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, Holding Tank

(Farmer Exempt) and Holding Tank Maintenance Notices were mailed Friday, April 23rd with a due date of Friday, August 13th. There are approximately 3,207 to be mailed between the five notices. As of September 10th, 690 septic systems and 50 holding tanks have not had maintenance completed for 2021. Second reminders were mailed Friday, September 24th. Wood County Corporation Counsel letters are scheduled to be mailed Friday, November 12th.

As of October 26th, 187 septic systems and 30 holding tanks have not had maintenance completed for 2021.

- d. 2021 Triennial Program Fee – There were 3,002 program fee notices mailed on Monday, October 18th with a payment due date of Friday, November 19th. The \$25 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. Cash or check can also pay the \$25 program fee.
- e. Enforcement Activities Update (Small Claims) – None
- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.
- g. ArcGIS Pro Software Project – Continue to work on various addressing projects to provide the most accurate addresses for Land Records.
- h. Wisconsin Fund Grant Program - 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. 2021 Senate Bill 84 delays the elimination of the Wisconsin Fund Grant program to sunset on June 30, 2023. The 2021 Senate Bill 84 has been passed by the Senate and Assembly. The governor signed the bill on July 8, 2021 as 2021 Wisconsin Act 67. On September 22nd, Department of Safety and Professional Services request under s.16.515 for increase expenditure authority to make grants under the Wisconsin Fund program in the amount of \$1,680,000. On October 6th, Joint Committee on Finance approved \$1,680,000 for the Wisconsin Fund program.

Office Staff continues to promote and take applications for the grant program. Wisconsin Fund Grant program brochure and application form can be found on the Wood County Planning & Zoning website. As of October 26th, Wood County has 10 applicants that have applied for Wisconsin Fund Grant.

- i. Kim attended the following meetings/trainings:
 - i. CEED Committee on October 6th.
 - ii. Citizens (Wood County) Groundwater Group on October 18th.



DEPARTMENT OF PLANNING AND ZONING

DATE: November 3, 2021 Meeting
TO: Conservation, Education & Economic Development Committee (CEED)
FROM: Adam DeKleyn, County Planner
RE: Preliminary Plat - Deer Road Acres Subdivision

STAFF REPORT

REQUEST: Conditional approval of a preliminary subdivision plat.

SUBDIVISION NAME: Deer Road Acres (*Exhibit 1*)

LOCATION: SW corner of Deer Road and 48th St. South, Town of Grand Rapids. (*Exhibit 2*)

LEGAL: BEING PART OF THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 34, TOWNSHIP 22 NORTH, RANGE 6 EAST, TOWN OF GRAND RAPIDS, WOOD COUNTY, WISCONSIN.

SUBDIVIDER: Ruesch Land Development, LLC

SURVEYOR: Badger-Land Survey, LLC.

INTRODUCTION:

The Wood County Land Subdivision Ordinance #701 is administered countywide within the unincorporated areas of the county. This ordinance regulates procedures and standards for dividing a parcel of land into smaller parcels. The purpose of this ordinance is to promote the public health, safety and general welfare; and to encourage orderly subdivision layouts. The Preliminary Plat of Deer Road Acres Subdivision shall be in conformance with all provisions of this ordinance and Wis. Stats.

BACKGROUND:

The preliminary plat for Deer Road Acres Subdivision was submitted to the Department of Planning and Zoning (DPZ) on September 24, 2021. The preliminary plat was sent to the Town of Grand Rapids for comment/review. Additionally, copies of the preliminary plat were sent to the following review agencies for comment/review: County Treasurer's Office, County Surveyor, Emergency Management, Sheriff's Department, Village of Port Edwards (extraterritorial plat review), and applicable utilities. Preliminary plats require CEED review and conditional approval prior to final plat approval.

ANALYSIS:

Site is wooded, relatively flat and consists of a little over 19 acres total. The preliminary plat proposes 4 lots ranging from 4.2 to 4.8 acres in size. Subdivider is proposing to sell the lots off for residential development. Size of the lots provide adequate area for development and provision of Private Onsite Wastewater Treatment Systems (POWTS). Soils appear to be consistent with the installation of conventional septic systems. Private wells will provide water service. No new roads are proposed. All lots will have adequate access to Deer Road or 48th Street South depending on the lot. Additionally, no WI-DNR mapped wetlands or FEMA flood hazard areas are located on the site. County Zoning on the site is Unrestricted. Land use/zoning onsite is regulated by the Town of Grand Rapids Zoning Ordinance. The Town recently approved a rezone for this site to Residential (R2).



DEPARTMENT OF PLANNING AND ZONING

REVIEW AND DECISION:

Review and decision concerning approval or disapproval of preliminary subdivision plats shall be based on compliance with all Wood County and Town of Grand Rapids ordinances and comprehensive plans. Objections by any review agencies shall also be considered. DPZ has reviewed the preliminary plat for conformance with all applicable ordinances and plans.

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

Findings of Fact:

Preliminary plat is consistent with:

- Wood County Comprehensive Plan and Future Land Use Map (*Exhibit 3*)
- Wood County Land Subdivision Ordinance and Zoning Ordinance
- Town of Grand Rapids Comprehensive Plan and Future Land Use Map (*Exhibit 4*)
- Town of Grand Rapids Land Subdivision Ordinance and Zoning Ordinance.

The Town of Grand Rapids Plan Commission reviewed the preliminary plat on October 11, 2021. The plan commission recommended approval with the condition that several additional items need to be addressed in the final plat. Subsequently, the Town Board conditionally approved the preliminary plat on October 12, 2021. All agencies having the authority to review the preliminary plat have approved.

Conclusions of Law:

The actions being taken and followed in this report are in accordance with the provisions of Chapter 701.04(2) of the Wood County Land Subdivision Ordinance #701.

RECOMMENDATION:

Based on DPZ review and the aforementioned Findings of Fact and Conclusions of Law, I forward a recommendation to **conditionally approve** the Preliminary Plat of Deer Road Acres Subdivision.

CEED COMMITTEE OPTIONS:

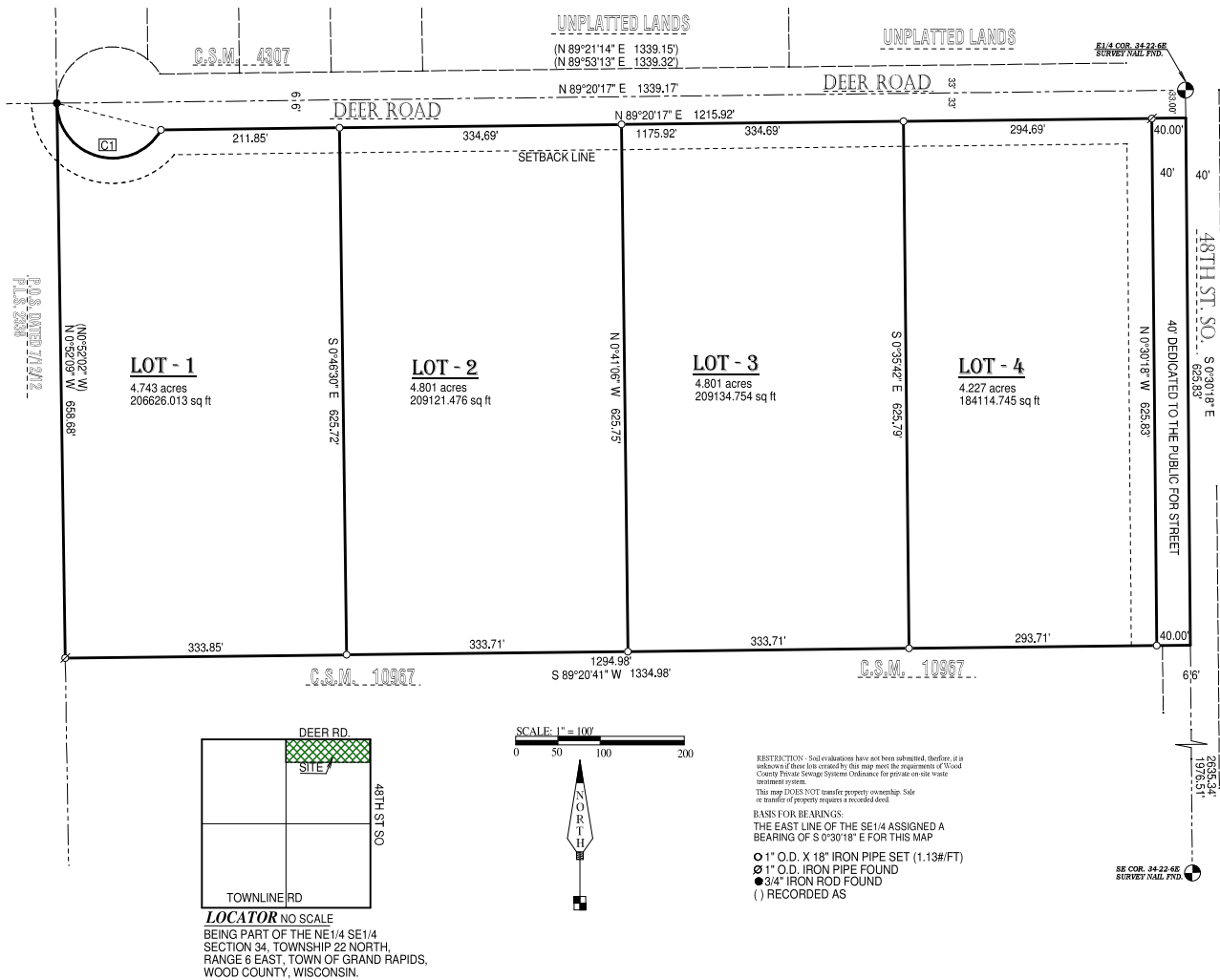
- Motion to conditionally approve preliminary plat.
- Motion to reject the preliminary plat.
- Table the item to later date with just cause.

EXHIBITS:

1. Preliminary Plat of Deer Road Acres Subdivision
2. Location Map
3. Wood County Future Land Use Map
4. Town of Grand Rapids Future Land Use Map

DEER ROAD ACRES

BEING PART OF THE NE1/4 SE1/4 OF SECTION 34, TOWNSHIP 22 NORTH,
RANGE 6 EAST, TOWN OF GRAND RAPIDS, WOOD COUNTY, WISCONSIN.



SURVEYOR'S CERTIFICATE

I, KEVIN M. WHIPPLE, PROFESSIONAL LAND SURVEYOR, hereby certify:

That I have surveyed, divided and mapped County Plat of "Deer Road Acres" located in part of the NE1/4 SE1/4 of Section 34, Township 22 North, Range 6 East, Town of Grand Rapids, Wood County, Wisconsin, by the direction of RUESCH LAND DEVELOPMENT I, LLC, who professed to me to be the owner of said lands described as follows;

Commencing at the E 1/4 COR. 34-22-6E:

Thence along the East Line of the SE1/4 on a bearing of S 0°30'18" E, a distance of 33.00' being the POINT OF BEGINNING;

Thence continue along the East Line of the SE1/4 on a bearing of S 0°30'18" E, a distance of 626.03';

Thence along the North Line of Wood County Certified Survey Map No. 10967 on a bearing of S 69°20'41" W, a distance of 1334.98' to an iron monument;

Thence along the West Line of the NE1/4 SE1/4 on a bearing of N 0°52'09" W, a distance of 658.68' to an iron monument;

Thence along a curve to the left, whose chord bears S 75°39'43" E, for a distance of 127.50' to a iron monument, having a radius of 66.00' a central angle of 150°00'00";

Thence parallel to the North Line of the NE1/4 SE1/4 on a bearing of N 89°20'17" E, a distance of 1215.92' being the POINT OF BEGINNING; subject to right-of-ways, easements, restrictions and reservations of record, IF ANY.

That I have made such land subdivision and plat at the direction of the owners of said land. That this plat is a true and correct representation of all of the exterior boundaries of the land surveyed and the subdivision thereof made; That I have complied fully with the provisions of Chapter 236 Wisconsin Statutes and the WOOD County Subdivision Ordinance to the best of my knowledge and belief.

KEVIN M. WHIPPLE P.L.S. 2444

Drafted by: KEVIN WHIPPLE

Field work completed on 6/11/21.

OWNER'S CERTIFICATE OF DEDICATION:

RUESCH LAND DEVELOPMENT I, LLC, as owner, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this CERTIFIED SURVEY MAP. I also certify that this plat is required by s. 236.10 or s.236.12 to be submitted to the following for approval or objection.

TOWN OF GRAND RAPIDS
WOOD COUNTY PLANNING AND ZONING
VILLAGE OF PORT EDWARDS

Witness the hand and seal of said owner's this _____ day of _____, 20____.

RUESCH LAND DEVELOPMENT I, LLC (REPRESENTATIVE)

WITNESS

STATE OF WISCONSIN)
WOOD COUNTY)

Personally came before me this _____ day of _____, 20____, the above named owners, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

NOTARY PUBLIC
My commission expires _____

TOWN BOARD RESOLUTION

Resolved, that this County Plat of "Deer Road Acres" located in the TOWN OF GRAND RAPIDS is hereby approved by the Town Board.

DATE _____ SIGNED _____ TOWN CHAIRMAN

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the TOWN OF GRAND RAPIDS, Wood County, Wisconsin.

DATE _____ SIGNED _____ TOWN CLERK

CERTIFICATE OF TOWN TREASURER

I, _____, being the duly elected, qualified and acting treasurer of the Town of Grand Rapids, Wood County, Wisconsin, do hereby certify that in accordance with the records in my office show no unpaid taxes or no unpaid special assessments as of this _____ day of _____, 20____, on any of the land included on the County Plat of "Deer Road Acres".

DATE _____ SIGNED _____ TOWN TREASURER

CERTIFICATE OF COUNTY TREASURER

I, _____, being duly elected qualified and acting treasurer of WOOD County, Wisconsin; do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or unpaid special assessments as of this _____ day of _____, 20____, affecting the land included in this County Plat of "Deer Road Acres".

DATE _____ SIGNED _____ COUNTY TREASURER

VILAGE OF PORT EDWARDS APPROVAL

Resolved, that this County Plat of "Deer Road Acres", located in the Town of Grand Rapids, Wood County, Wisconsin is hereby Approved by the VILLAGE BOARD.

DATE _____ SIGNED _____ VILLAGE PRESIDENT

I hereby certify that the foregoing is a copy of a resolution adopted by the VILLAGE BOARD, of the VILLAGE OF PORT EDWARDS, WOOD COUNTY, WISCONSIN.

DATE _____ SIGNED _____ VILLAGE CLERK

STATE OF WISCONSIN
COUNTY OF WOOD
This map is approved in accordance with the Wood County Land Subdivision Ordinance.
Approved this _____ day of _____, 20____
WOOD COUNTY PLANNING AGENCY
PLAT REVIEW OFFICER

**BADGER - LAND
SURVEY, LLC**

2610 WEST GRAND AVE.
WISCONSIN RAPIDS, WI 54495

PHONE: (715) 424 - 5900
FAX: (715) 424 - 5901
E-MAIL: blsurvey@wcte.net
www.badgerlandsurvey.com

© 2021, BADGER - LAND SURVEY, LLC

JOB # 58121A
DATE: 9/20/21
SCALE: 1" = 100'
PAGE: 1
REVISIONS:

COUNTY PLAT OF "DEER ROAD ACRES"

BEING PART OF THE NE1/4 SE1/4 OF SECTION 34, TOWNSHIP 22 NORTH,
RANGE 6 EAST, TOWN OF GRAND RAPIDS, WOOD COUNTY, WISCONSIN.

PREPARED FOR:






RUESCH LAND DEVELOPMENT I, LLC
2221 OAK ST
WISCONSIN RAPIDS WI 54494

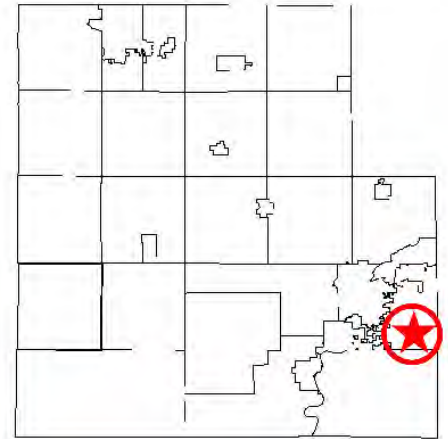
Location Map

Deer Road Acres Subdivision - Preliminary Plat

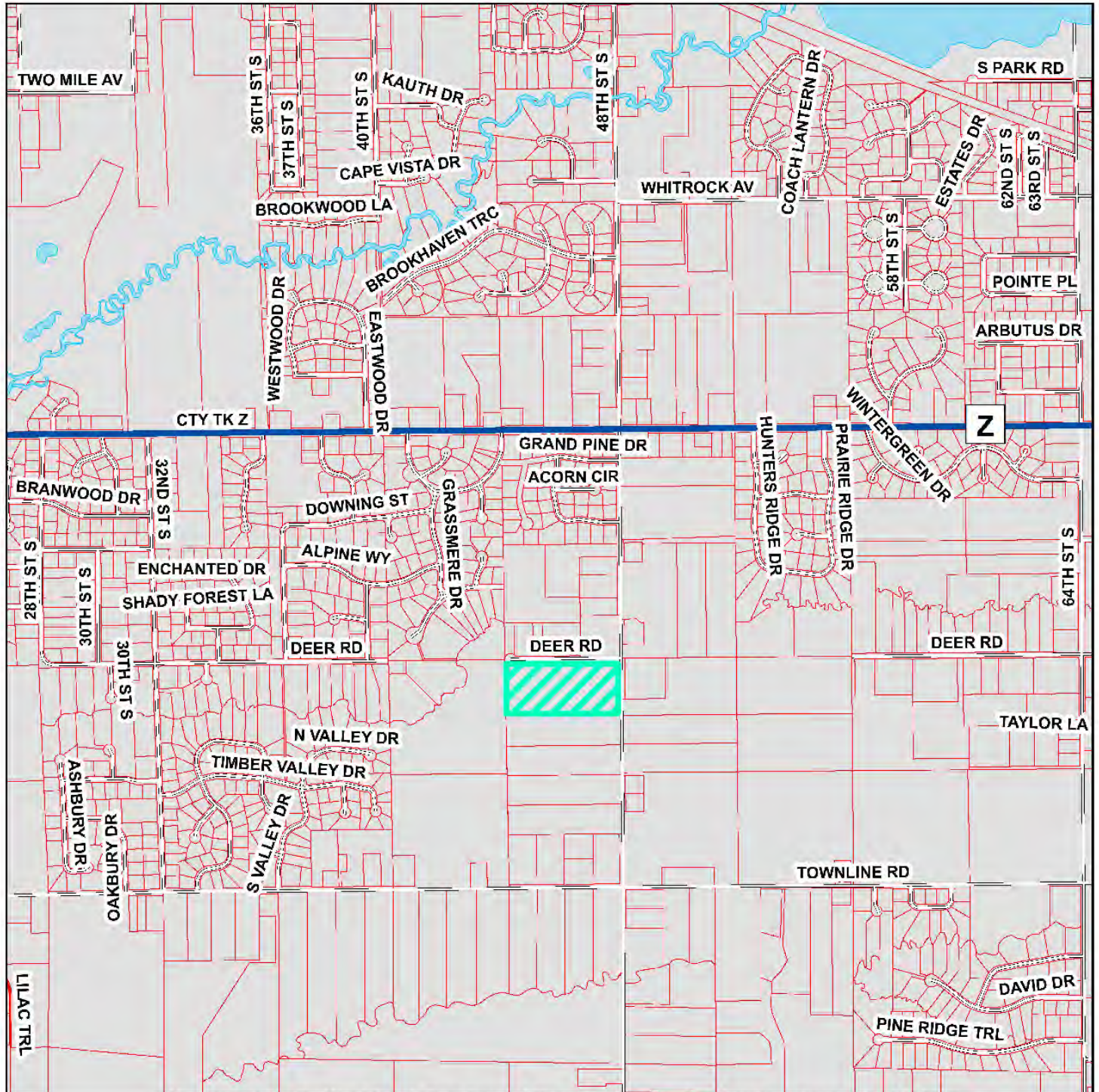
Town of Grand Rapids, Wood County, WI

Legend

-  Preliminary Plat Area
-  County Highway
-  Water
-  Town Road
-  Parcels



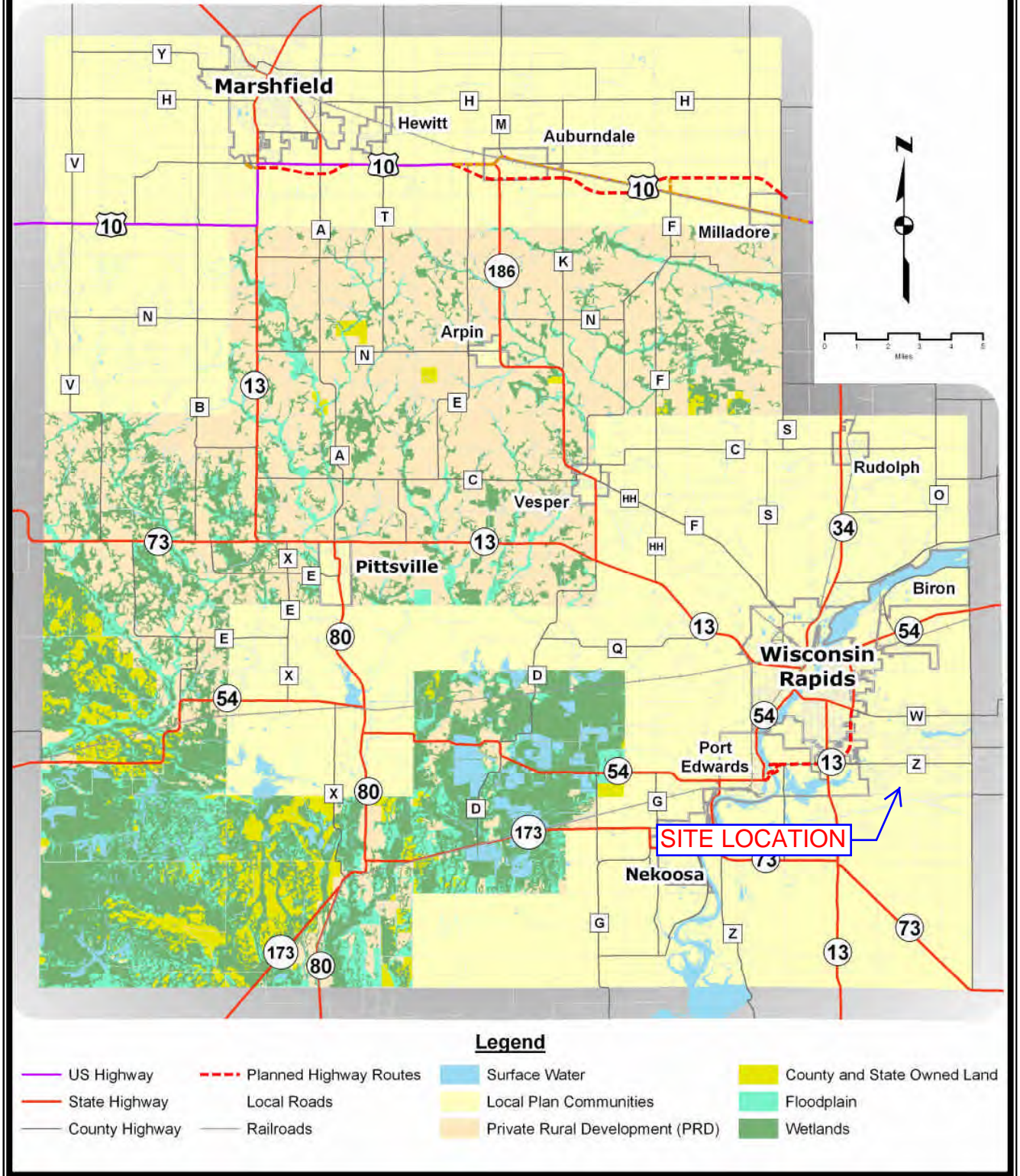
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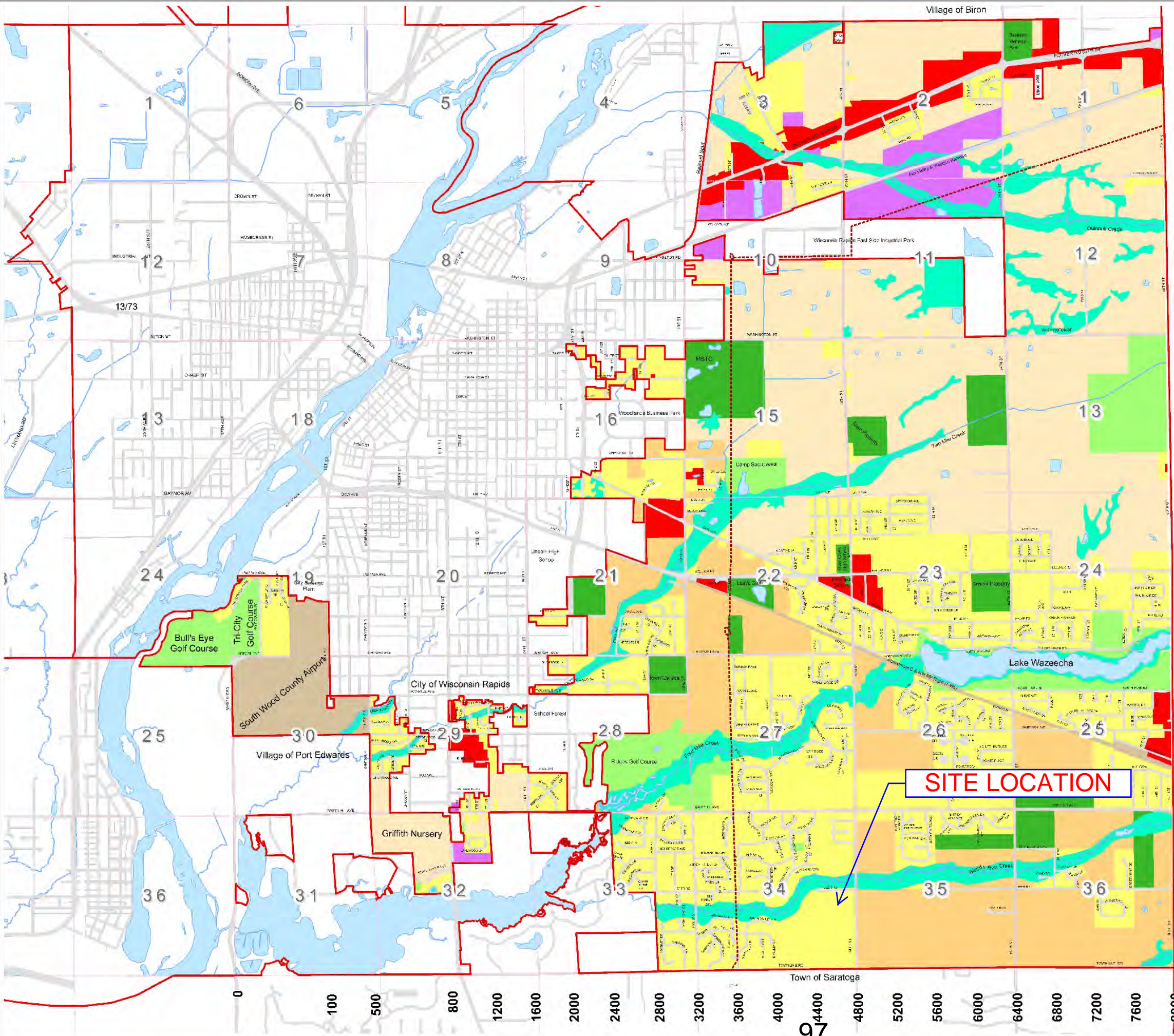


Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2021)

FUTURE LAND USE

Wood County, Wisconsin



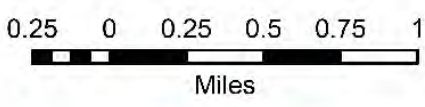
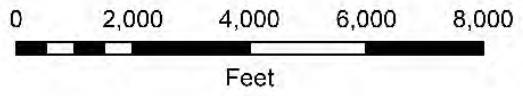
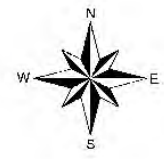


Future Land Use

Town of Grand Rapids

Legend

- Powerline
- Section Lines
- Right-of-Way
- Surface Water
- Other Public or Quasi-Public Use
- Agricultural
- Commercial
- Floodplain and Wetlands
- Lower Density Residential
- Manufacturing
- Higher Density Residential
- Recreation & Open Space
- Transportation



Prepared by Wood County Planning and Zoning Office
Map Updated: 03/24/2021 Printed: 3/24/2021



DEPARTMENT OF PLANNING AND ZONING

DATE: November 3, 2021 Meeting
TO: Conservation, Education & Economic Development Committee (CEED)
County Board of Supervisors
FROM: Adam DeKleyn, County Planner
RE: Request to approve several zoning map amendments/rezones - Town of Grand Rapids

STAFF MEMORANDUM

Introduction:

The Town of Grand Rapids adopted and administers their own town zoning ordinance. On October 21, 2021 the town submitted several zoning map amendments/rezones to the Wood County Department of Planning and Zoning (DPZ) for review and approval. Request is further discussed herein.

Background:

Wood County adopted the Wood County Zoning Ordinance #700. This ordinance is in effect in all 22 towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors Wis. Stat. §60.62(3)(a). This rule also applies to town zoning map amendments, also known as rezones.

Analysis:

1. Lot 9 and 10 of CSM: 10970, (S34 T22N R6E) Parcel #: 0701006D and 0701006E
2. Lot 11 of CSM: 10960, (S34 T22N R6E) Parcel #: 0701006C
3. Part of the NE1/4 SE1/4 of (S34 T22N R6E) Parcel #: 0701003

The rezone request consists of the four parcels referenced above. Existing zoning on all of the parcels is Agricultural (AG) (*Attachment 1*). The request is to rezone all four parcels to Residential (R-2) (*Attachment 2*). The purpose of the amendment is to allow for a residential subdivision on Parcel #: 0701003 and additional residential development on the other three parcels in discussion.

The Town Plan Commission recommended approval of the zoning amendments on October 11, 2021. Subsequently, the Town Board held a public hearing and approved the zoning amendments on October 12, 2021. The final step in the process is approval or disapproval by County Board.

Conclusions & Recommendations:

County review and decision concerning approval or disapproval of a town rezone is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to the DPZ, the Town of Grand Rapids adhered to the process for zoning amendments as outlined in the Wis. Stats. Additionally, I find no conflict with any county planning and zoning programs or ordinances.

DPZ has reviewed the request and recommends forwarding the attached resolution (*Attachment 3*) to the County Board of Supervisors, approving several zoning amendments to the Town of Grand Rapids Official Zoning Map, with a favorable recommendation.

Attachments:

1. Existing Zoning Map
2. Proposed Zoning Map
3. Resolution

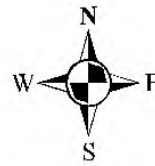
(ZA-2021-005)

Attachment 1: Existing Zoning

Town of Grand Rapids, Wood County, WI
(ZA-2021-005)

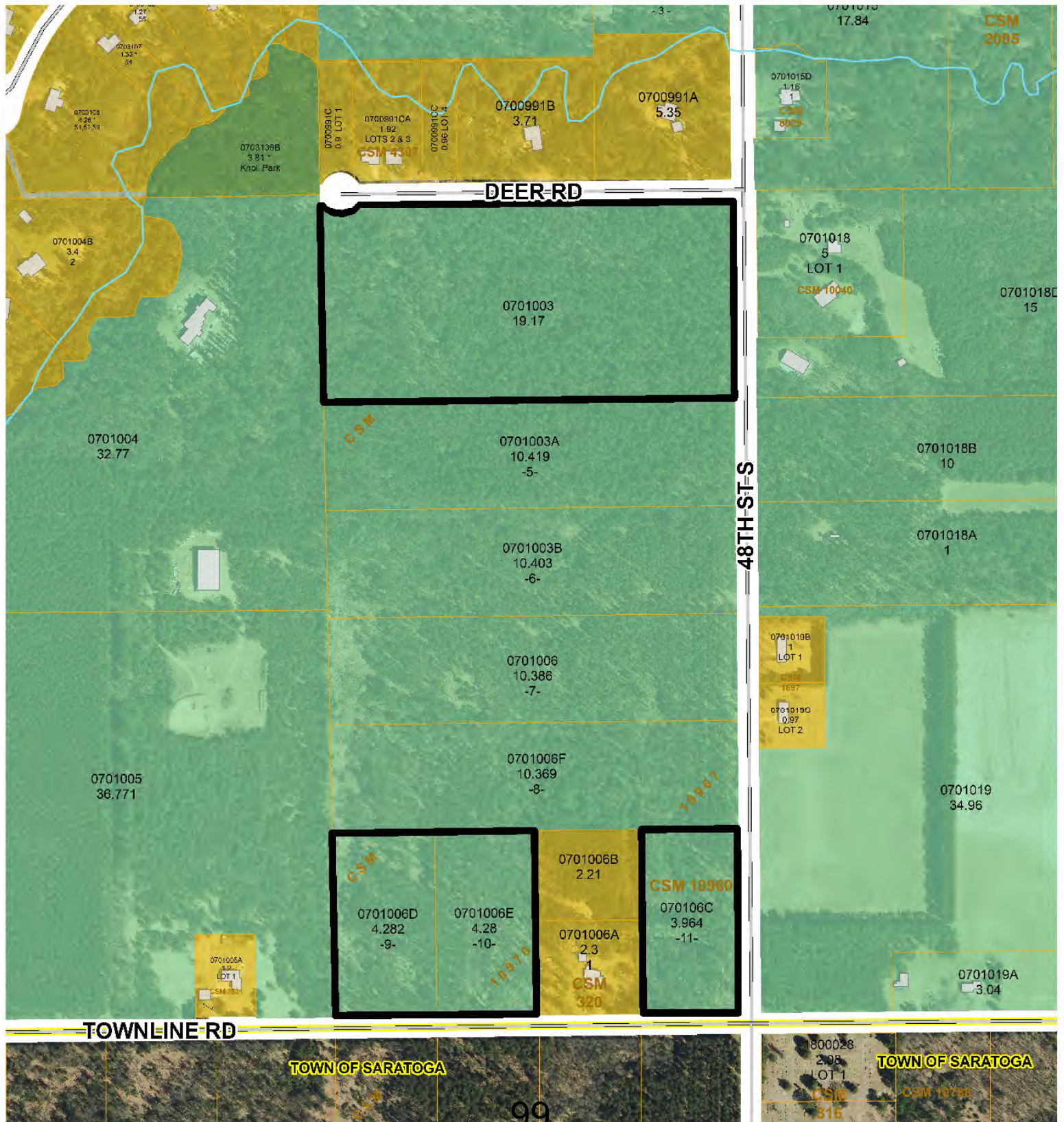
Legend

- Agriculture (A)
- Recreational (P-1)
- Residential (R-2)
- Rezone Area



0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2021)

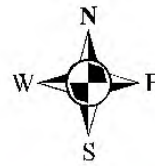


Attachment 2: Proposed Zoning

Town of Grand Rapids, Wood County, WI
(ZA-2021-005)

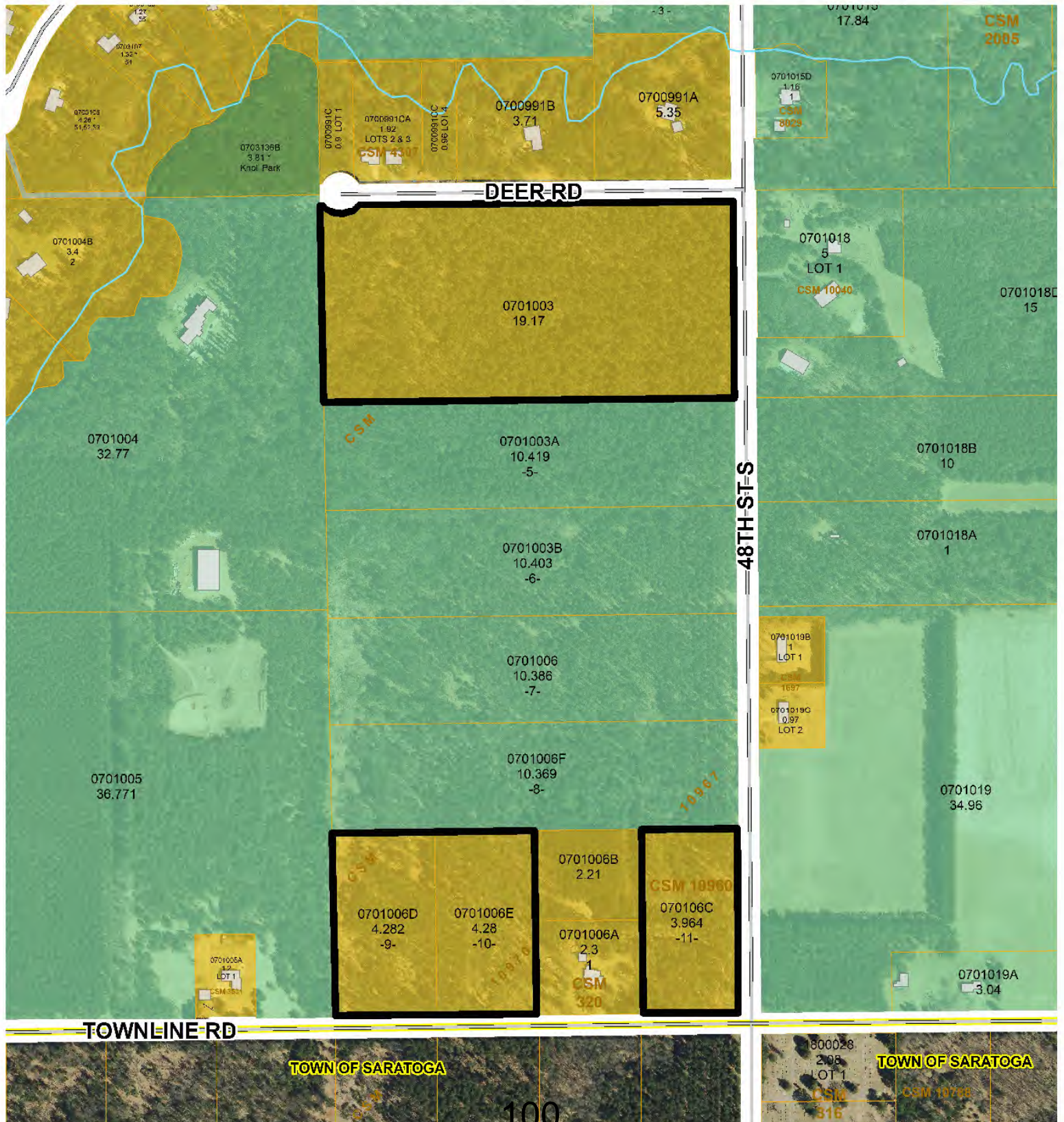
Legend

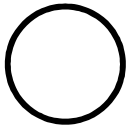
- Agriculture (A)
- Residential (R-2)
- Recreational (P-1)
- Rezone Area



0 250 500 1,000 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2021)





RESOLUTION#

Introduced by
Page 1 of 1

CEED Committee

ITEM# 4-1
DATE November 9, 2021
Effective Date November 9, 2021

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

ARD

INTENT & SYNOPSIS: Approve several zoning amendments to the Town of Grand Rapids Official Zoning Map.

FISCAL NOTE: No cost to Wood County.

WHEREAS, the Town of Grand Rapids adopted and administers a zoning ordinance to promote the health, safety, aesthetics, comfort, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on October 21, 2021 the Town of Grand Rapids submitted a zoning map amendment/rezone to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Grand Rapids and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on November 3, 2021 the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following Town of Grand Rapids zoning map amendments/rezones:

- (1) Lot 9 and 10 of CSM: 10970, (S34 T22N R6E) Parcel #: 0701006D and 0701006E
Rezone from Agricultural (AG) to Residential (R-2)
- (2) Lot 11 of CSM: 10960, (S34 T22N R6E) Parcel #: 0701006C
Rezone from Agricultural (AG) to Residential (R-2)
- (3) Part of the NE1/4 SE1/4 of (S34 T22N R6E) Parcel #: 0701003
Rezone from Agricultural (AG) to Residential (R-2)

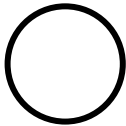
BE IT FURTHER RESOLVED, that the Wood County Department of Planning and Zoning forward a certified copy of this resolution to the Clerk of the Town of Grand Rapids for inclusion in their records.

()

KENNETH CURRY, (Chair)
BILL LEICHTNAM
JAKE HAHN
ROBERT ASHBECK
DAVE LAFONTAINE

Adopted by the County Board of Wood County, this 9th day of November 20 21 .

County Clerk County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Census Review & Redistricting Committee

ITEM# 4-2
DATE November 9, 2021
Effective Date November 9, 2021

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

TDM

INTENT & SYNOPSIS: To approve the Final County Board Supervisory District Boundary Plan

FISCAL NOTE: None

WHEREAS, the redistricting of County Board Supervisory Districts to reflect population changes found in the 2020 Census is required by Wisconsin Statutes 59.10, and

WHEREAS, a Wood County Supervisory District Plan must be approved by the Wood County Board before the publication of the Spring Election Notice, Type A, on November 23, 2021 and

WHEREAS, because of the lateness of receiving the census data from the federal government, and the absense of any legislative reprieve, the timeline for the development of the supervisory plan was greatly shortened, and

WHEREAS, the Wood County Census and Redistricting Committee developed the supervisory district plan, which addresses the goals of one-person, one-vote, compactness, community of interest, recognizable boundaries, and whole contiguous municipalities, and

WHEREAS, the County Board adopted a tentative supervisory district plan, which was sent to all municipalities, and

WHEREAS, Wood County municipalities have adjusted ward boundaries to comply with the county plan,

WHEREAS, the Wood County Census and Redistricting Committee held a public hearing for input on the final plan, and

NOW THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does adopt the attached County Supervisory District Plan Setting forth 19 supervisory districts and boundaries, and

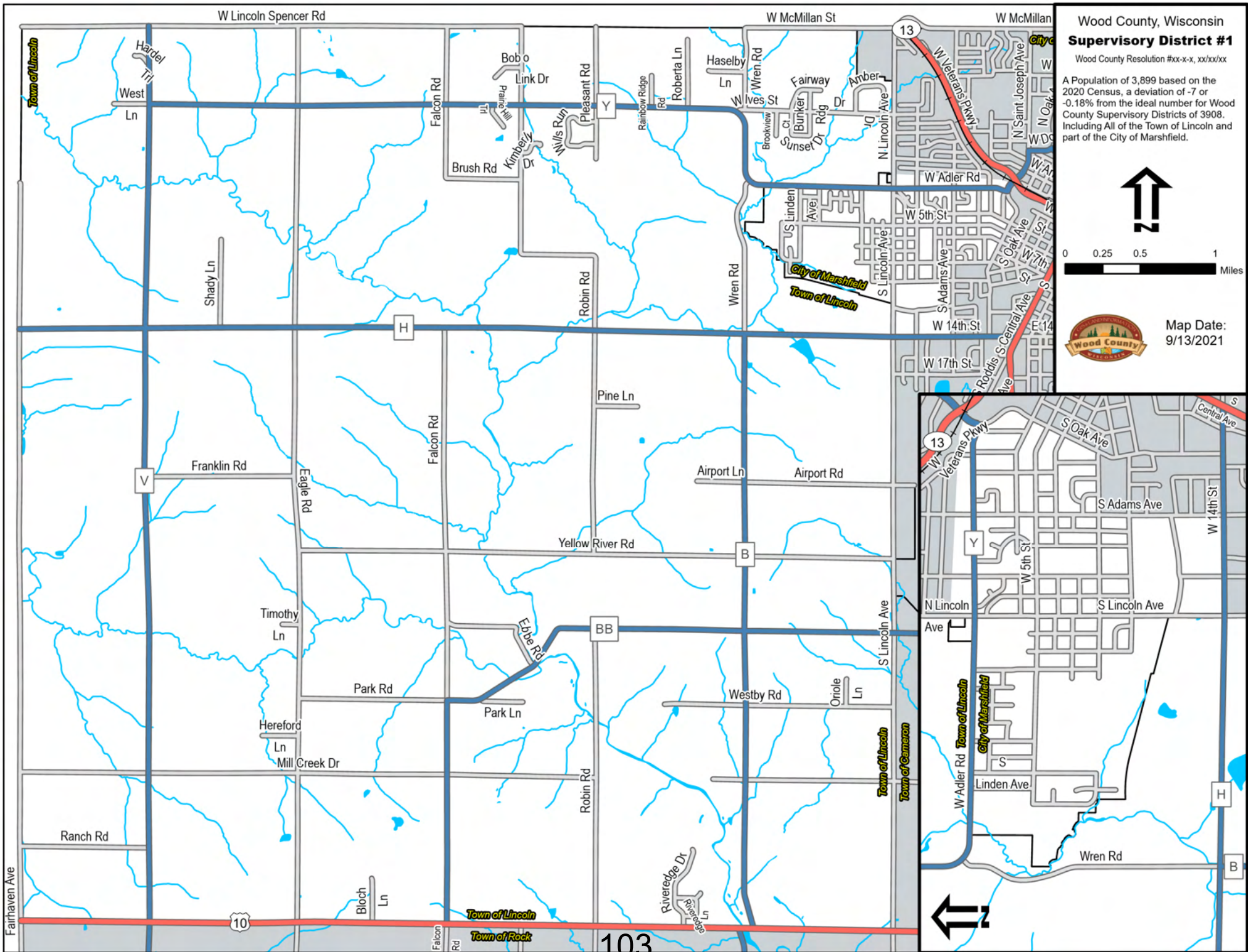
BE IT FURTHER RESOLVED that the Wood County Board Chair shall file a copy of the plan with the Secretary of State.

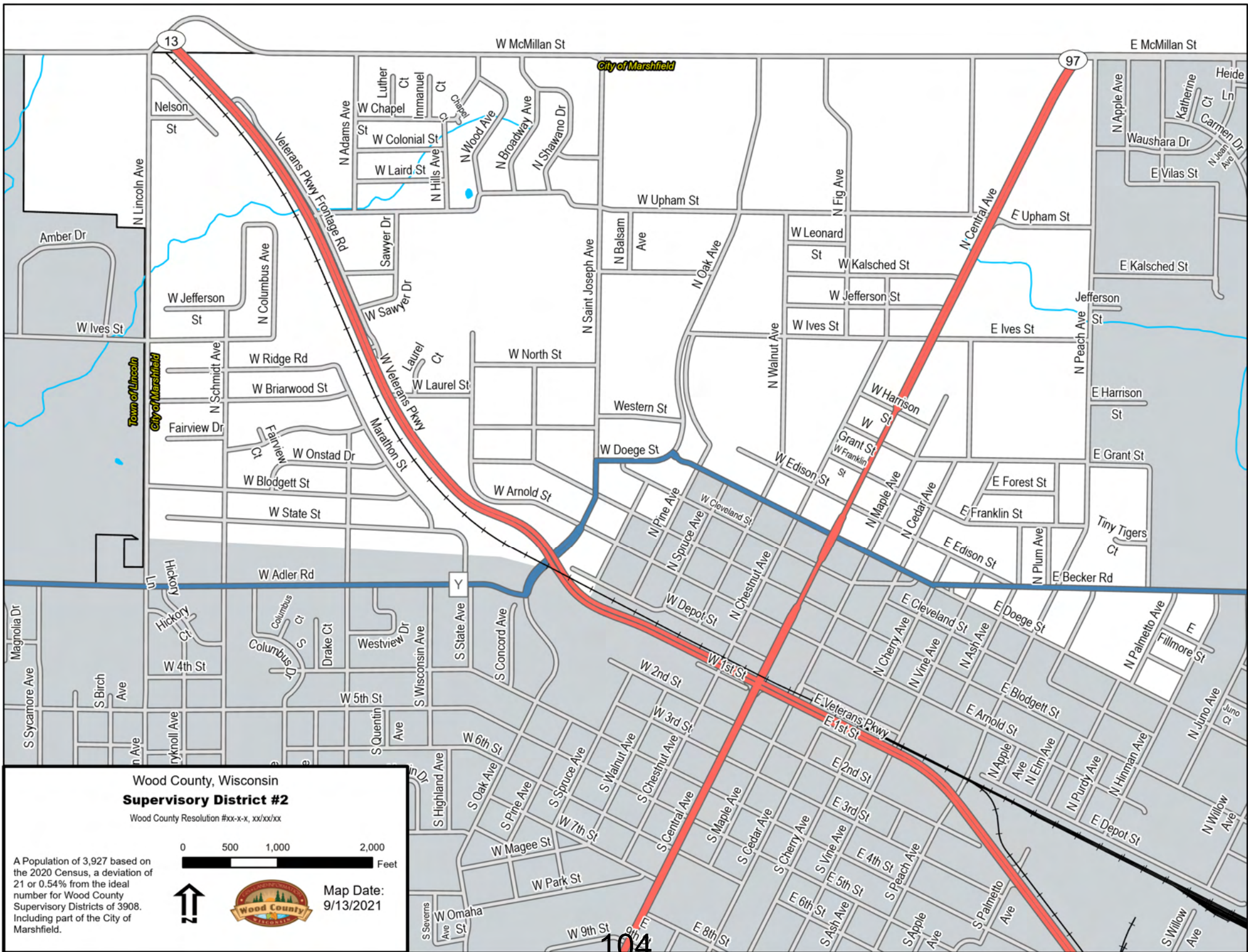
{ }

Kenneth Curry, Chair
Michael Feirer
Jake Hahn
Dave LaFontaine
Ed Wagner

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

County Clerk County Board Chairman





Wood County, Wisconsin
Supervisory District #2

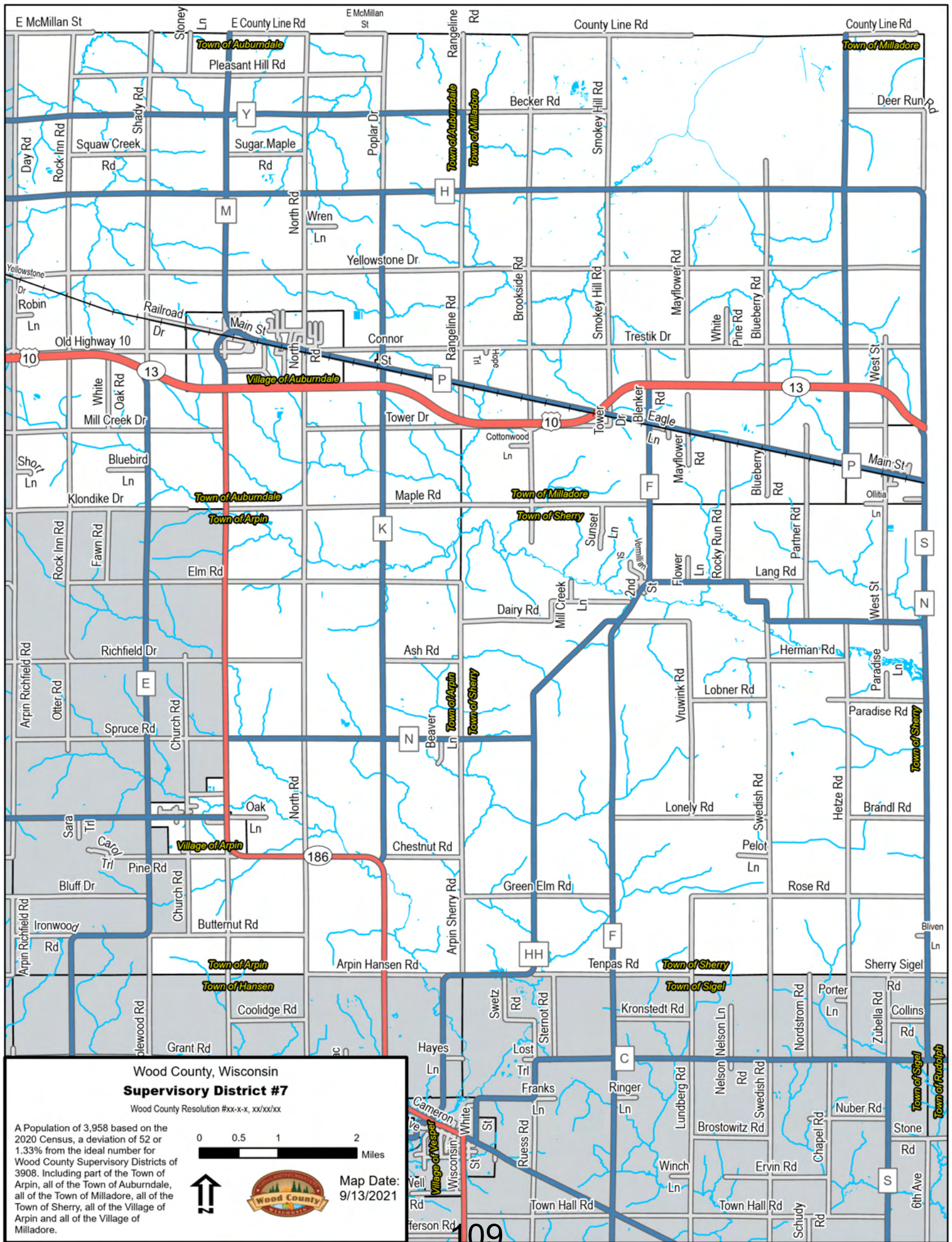
Wood County Resolution #xx-x-x, xx/xx/xx

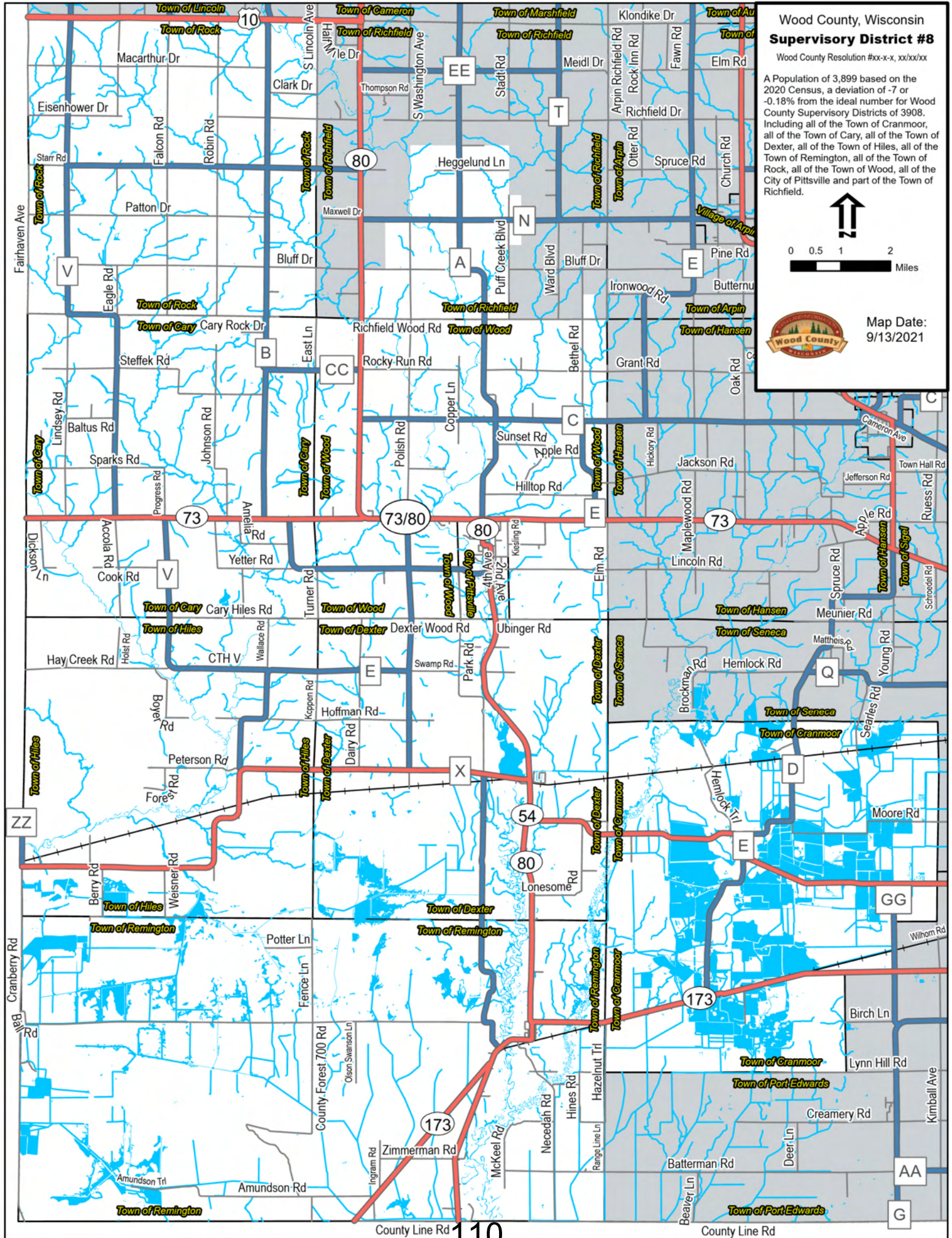
A Population of 3,927 based on the 2020 Census, a deviation of 21 or 0.54% from the ideal number for Wood County Supervisory Districts of 3908. Including part of the City of Marshfield.

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Feet



Map Date:
9/13/2021



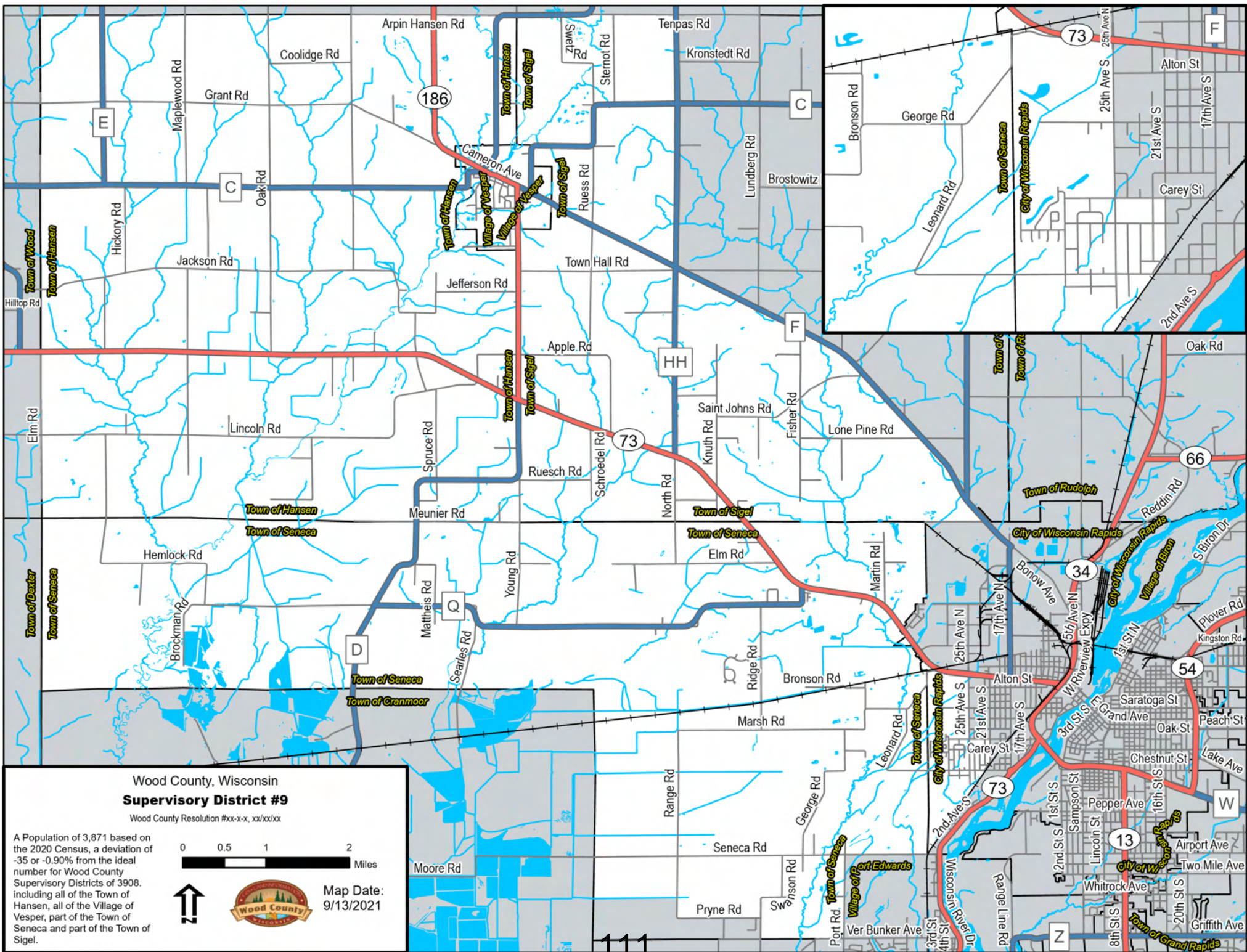


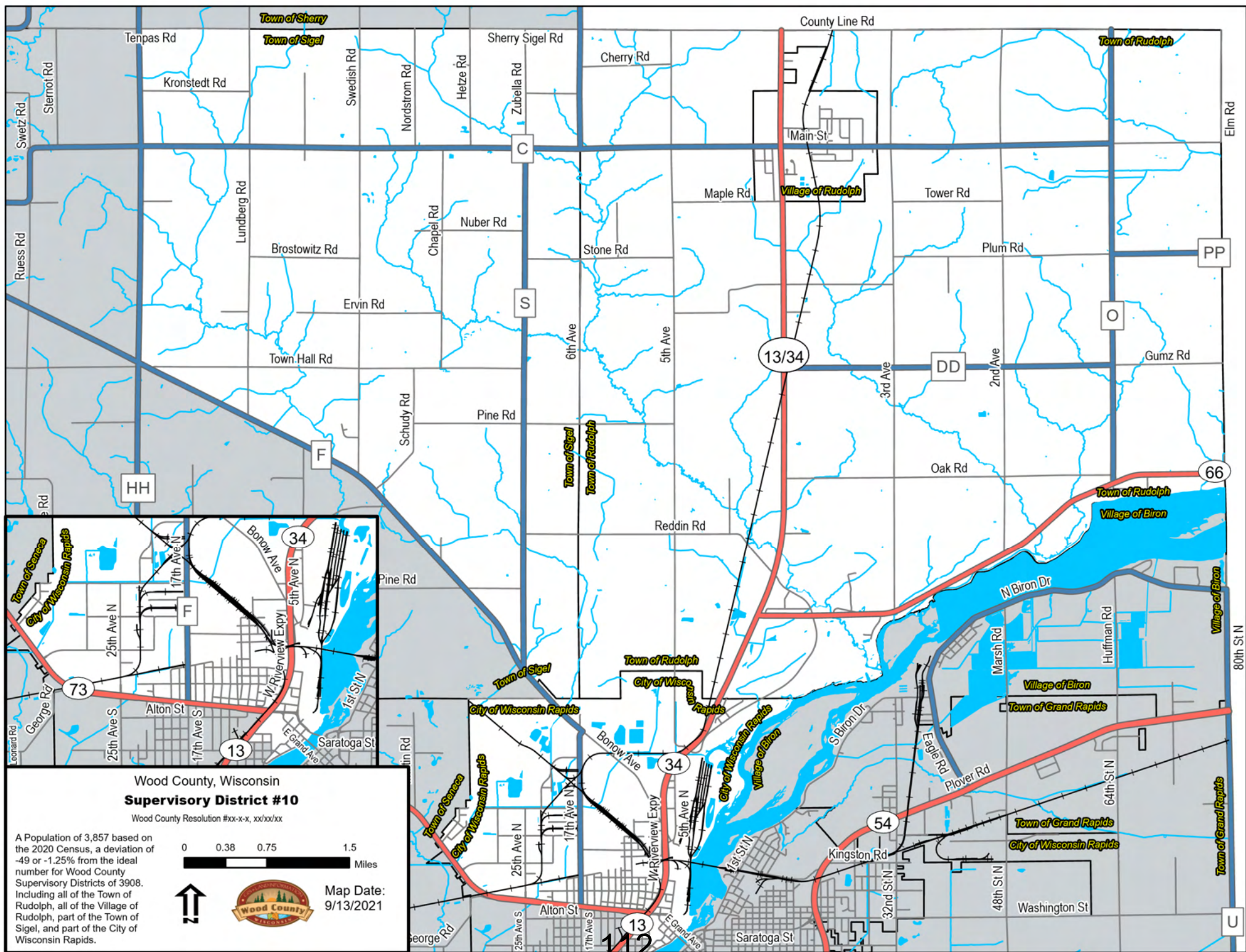
Wood County, Wisconsin
Supervisory District #8
Wood County Resolution #xx-x-x, xx/xx/xx

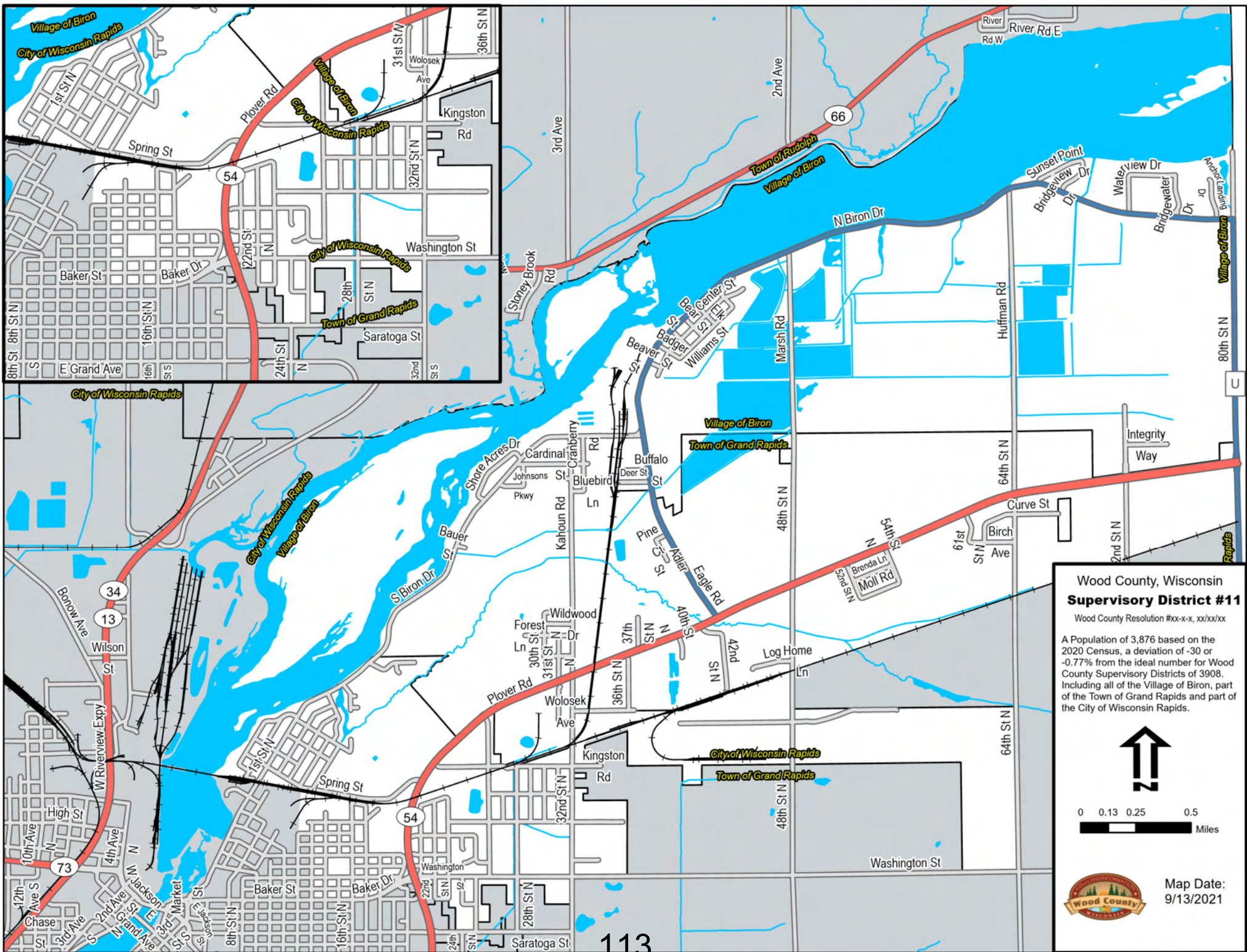
A Population of 3,899 based on the 2020 Census, a deviation of -7 or -0.18% from the ideal number for Wood County Supervisory Districts of 3908. Including all of the Town of Cranmoor, all of the Town of Cary, all of the Town of Dexter, all of the Town of Hiles, all of the Town of Remington, all of the Town of Rock, all of the Town of Wood, all of the City of Pittsville and part of the Town of Richfield.

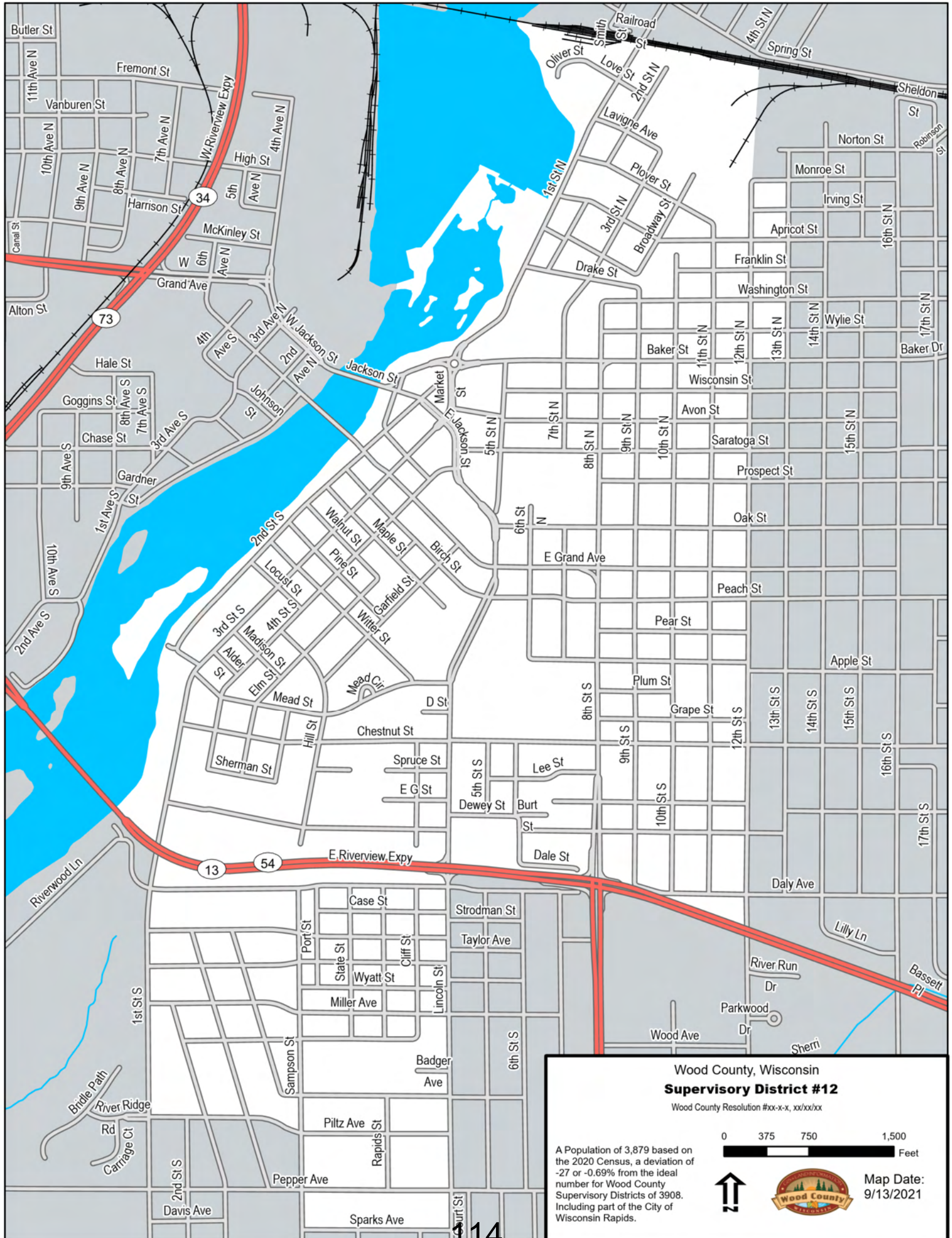
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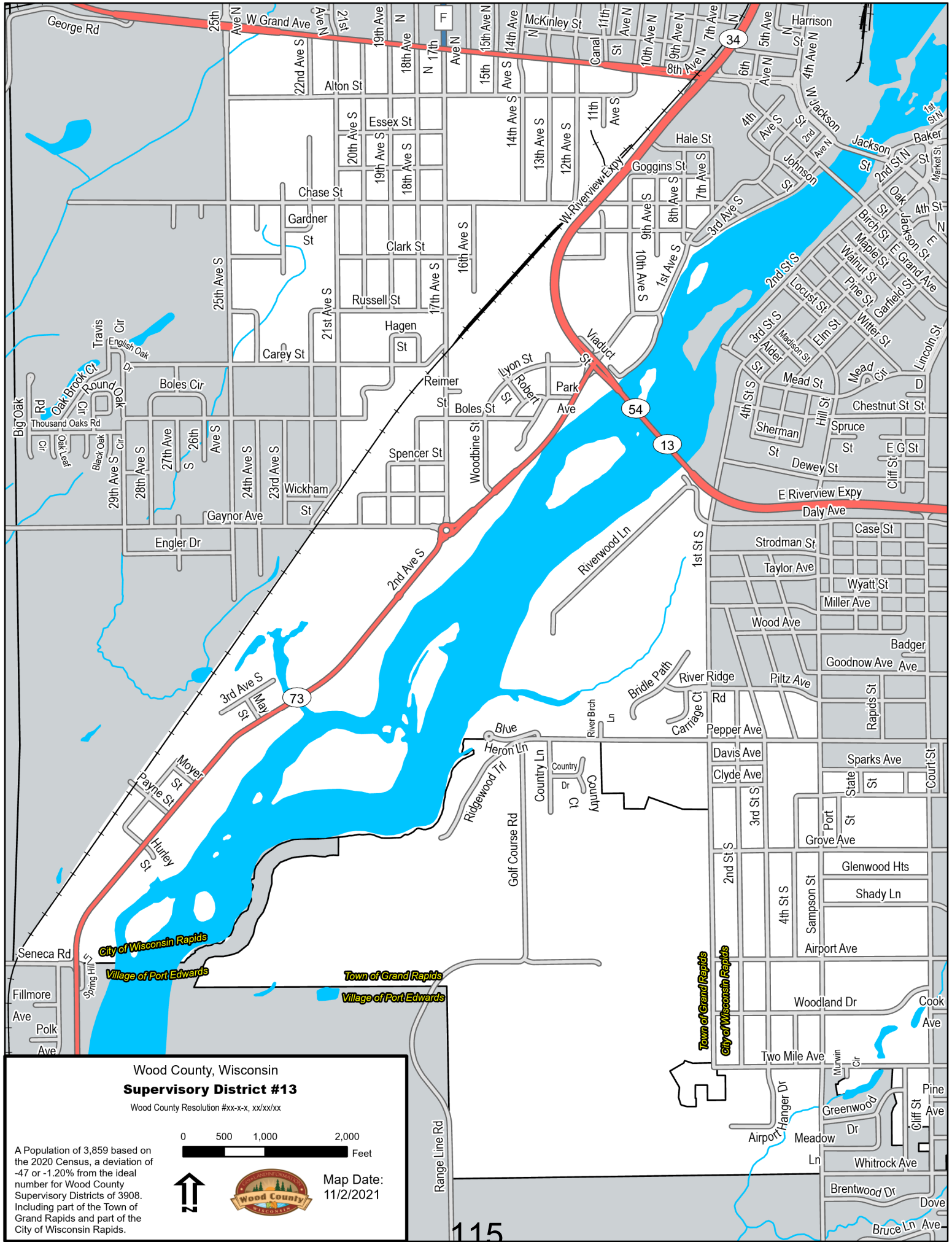
Map Date: 9/13/2021











Wood County, Wisconsin
Supervisory District #13

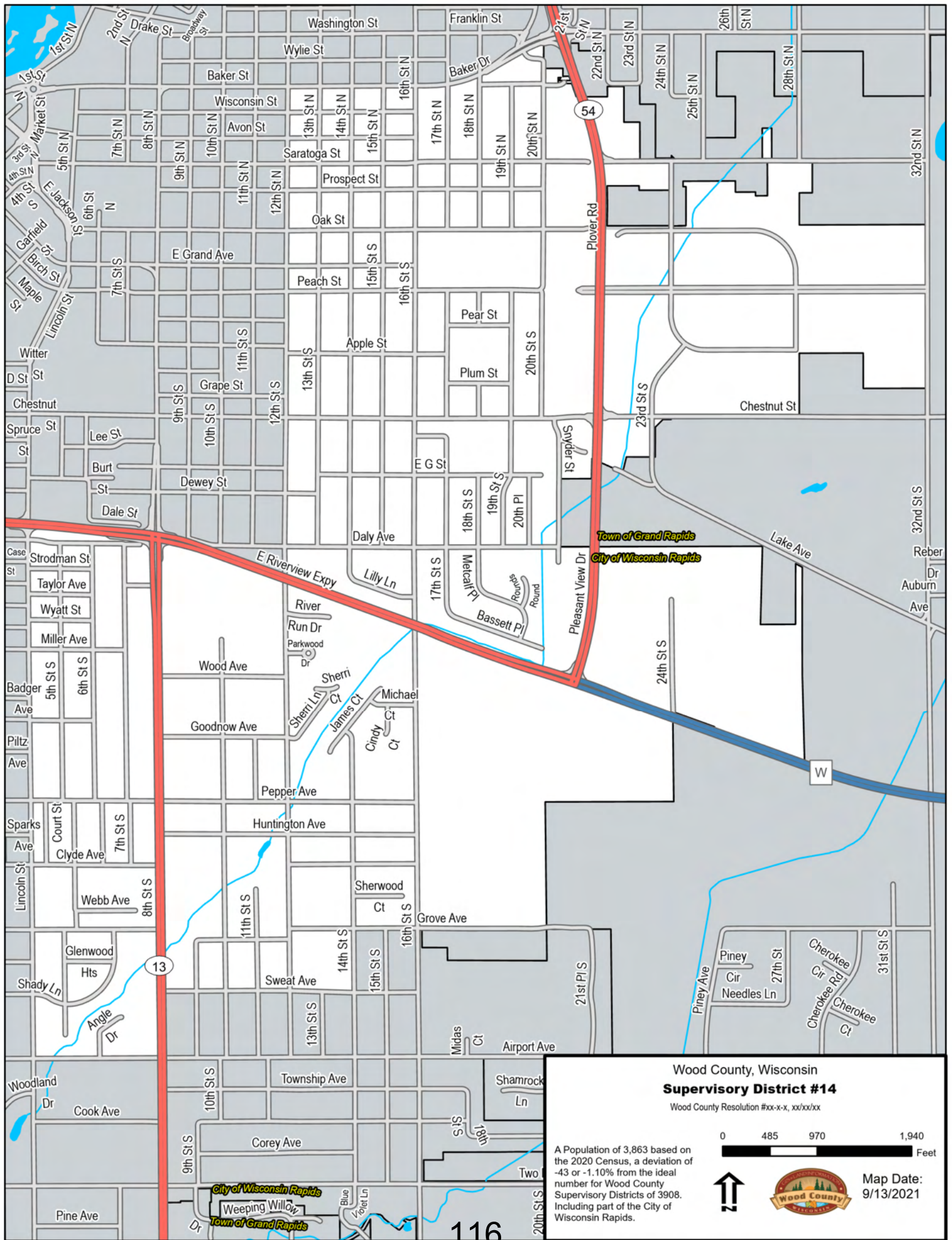
Wood County Resolution #xx-x-x, xx/xx/xx

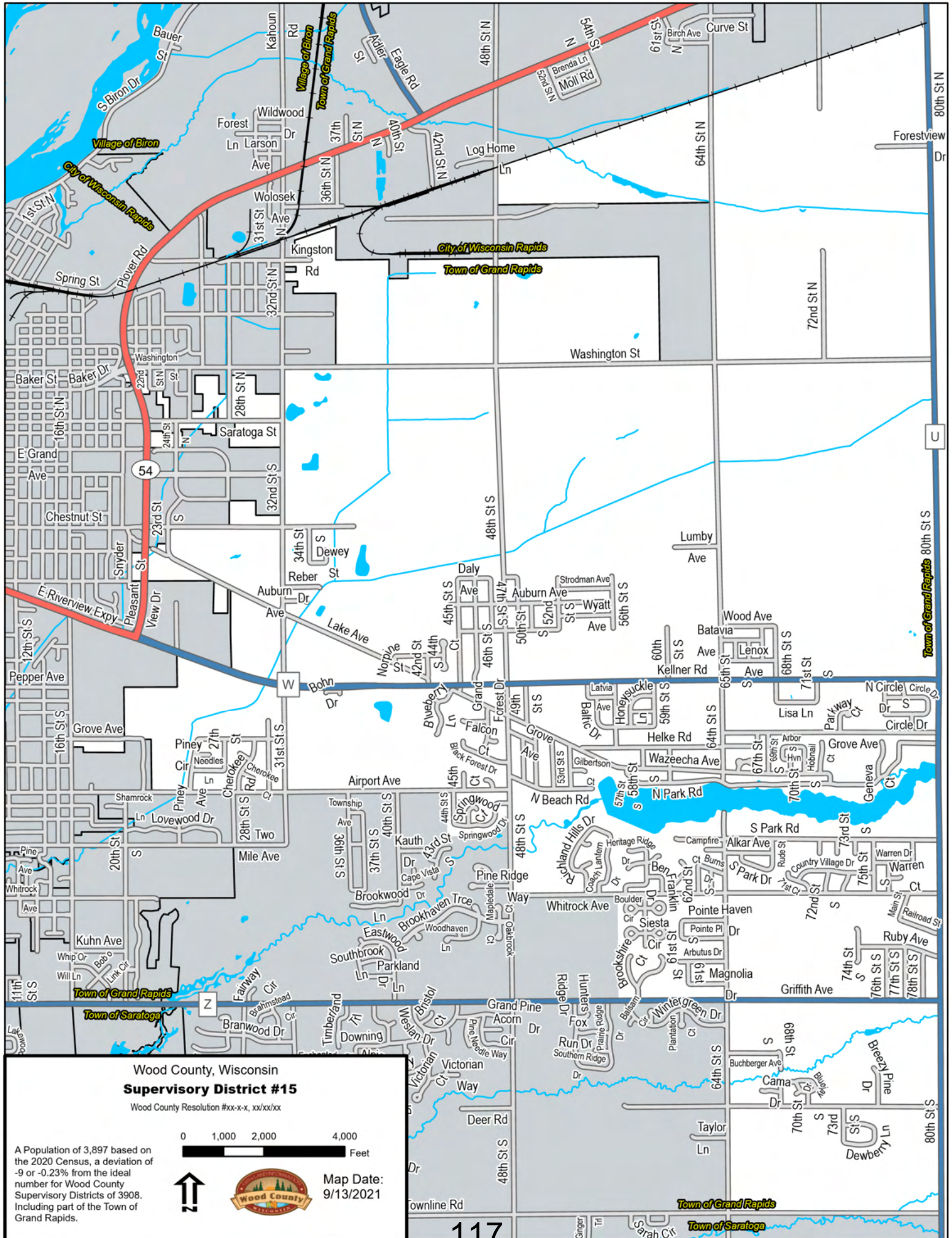
A Population of 3,859 based on the 2020 Census, a deviation of -47 or -1.20% from the ideal number for Wood County Supervisory Districts of 3908. Including part of the Town of Grand Rapids and part of the City of Wisconsin Rapids.

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Map Date:
11/2/2021





Wood County, Wisconsin
Supervisory District #15

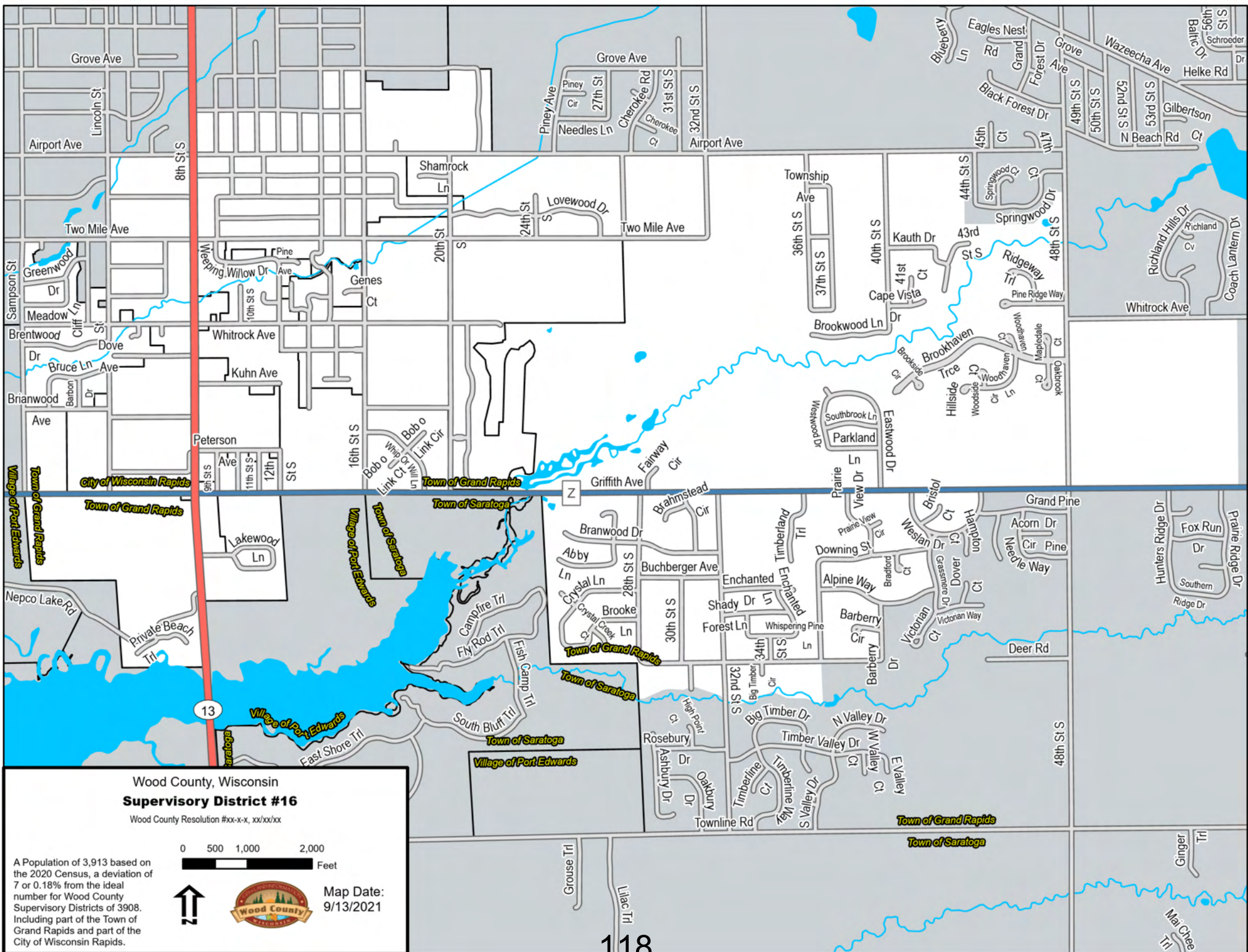
Wood County Resolution #xx-x-x, xx/xx/xx

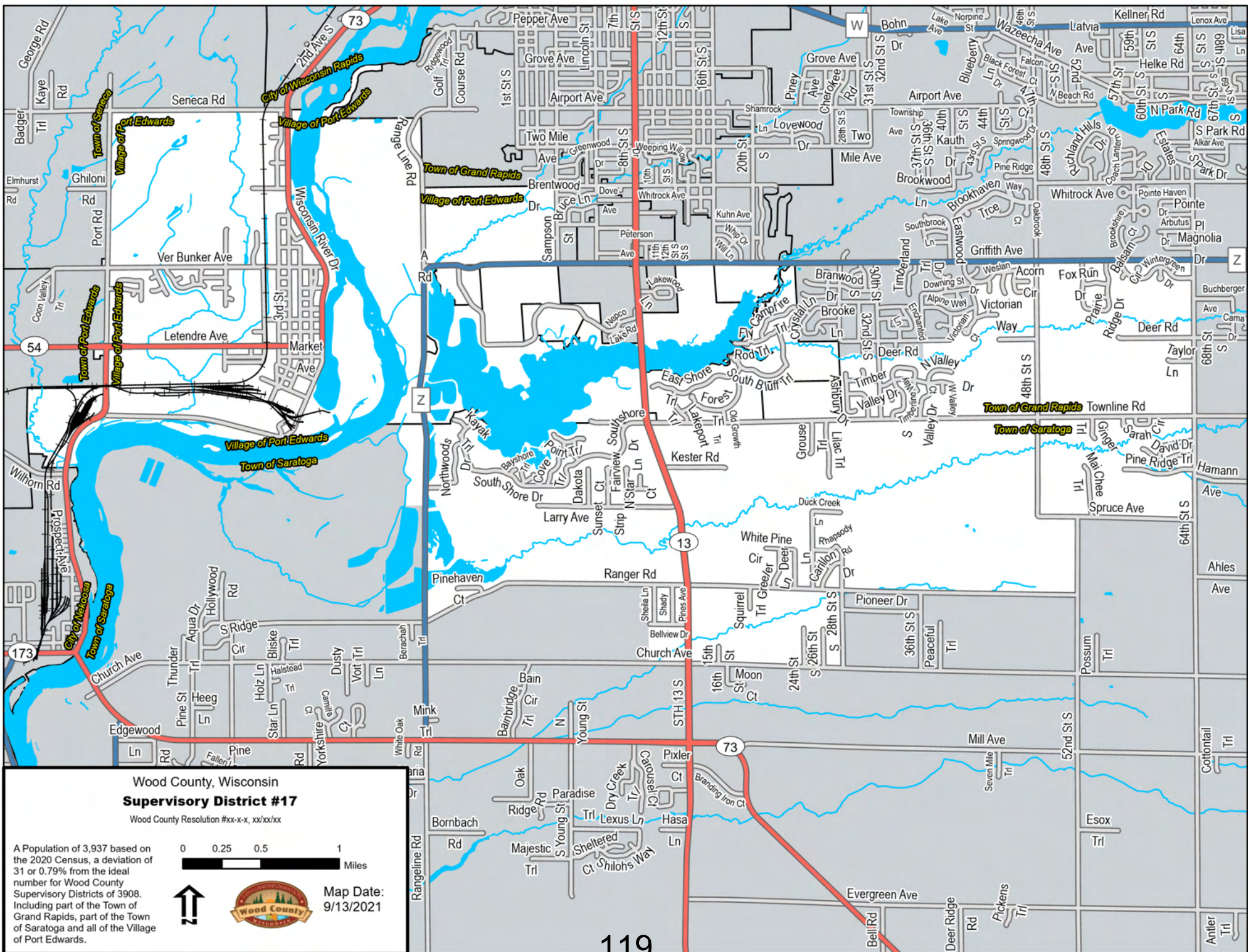
A Population of 3,897 based on the 2020 Census, a deviation of -9 or -0.23% from the ideal number for Wood County Supervisory Districts of 3908. Including part of the Town of Grand Rapids.

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Map Date:
9/13/2021





Wood County, Wisconsin
Supervisory District #18

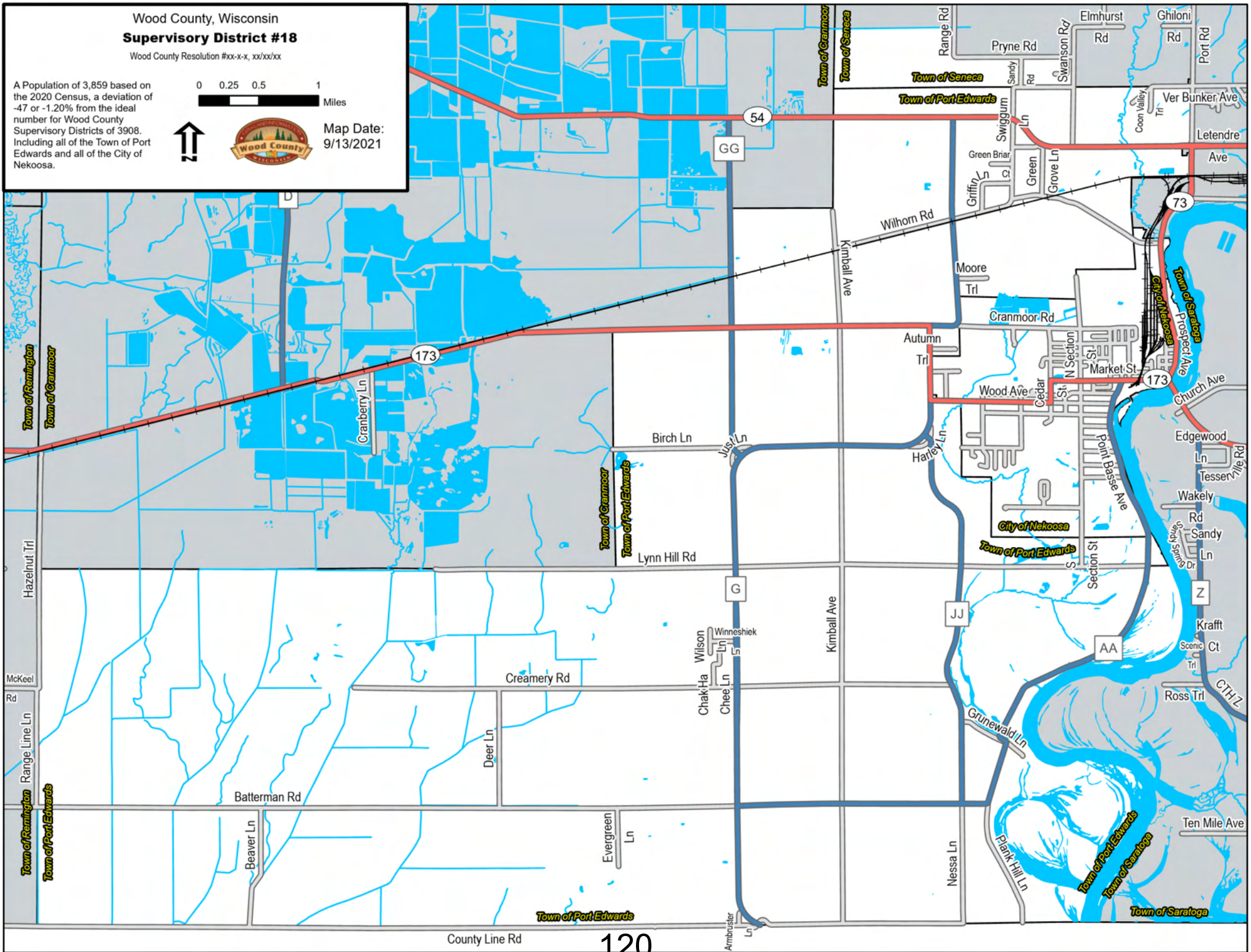
Wood County Resolution #xx-x-x, xx/xx/xx

A Population of 3,859 based on the 2020 Census, a deviation of -47 or -1.20% from the ideal number for Wood County Supervisory Districts of 3908. Including all of the Town of Port Edwards and all of the City of Nekoosa.

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Map Date:
9/13/2021



Wood County, Wisconsin
Supervisory District #19

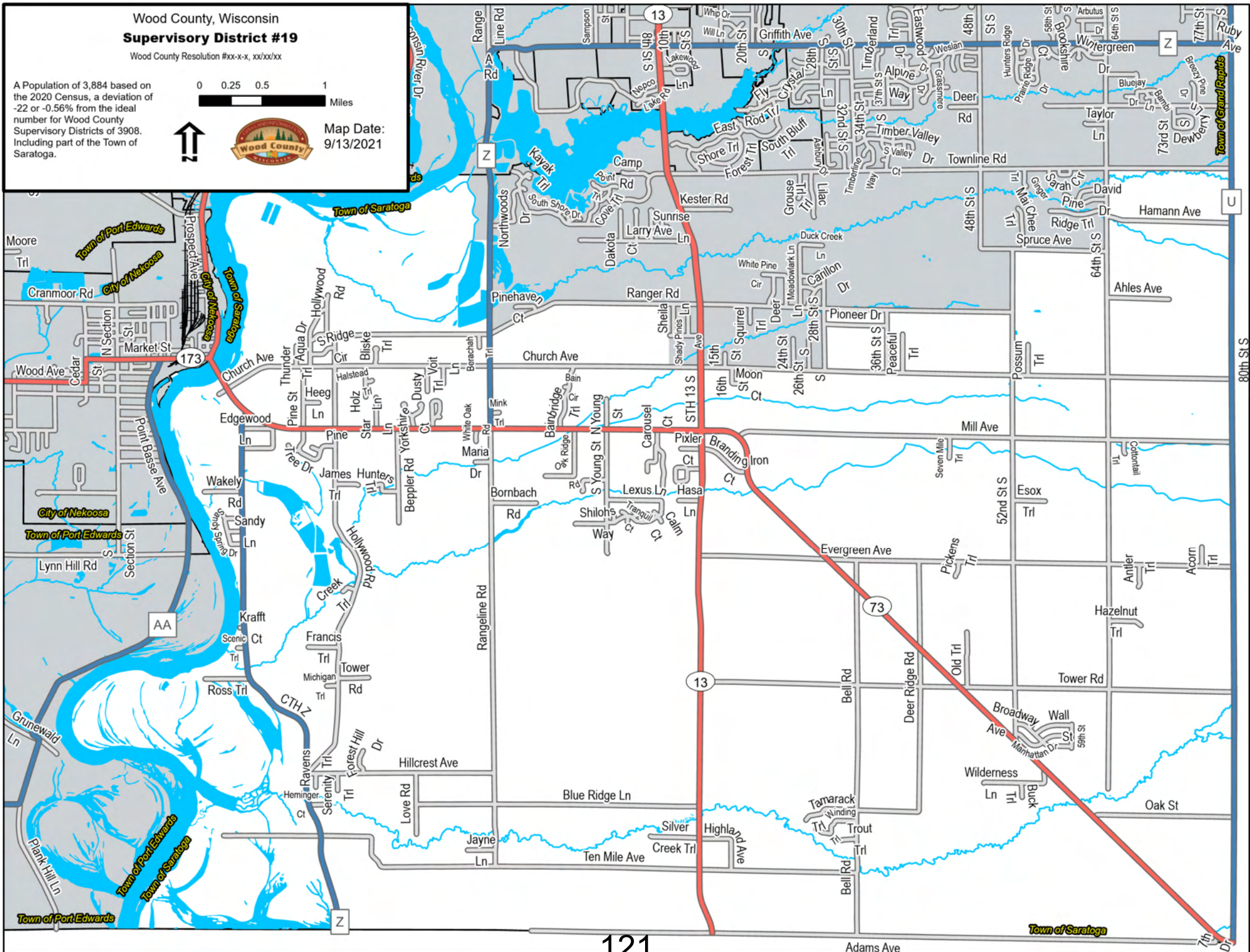
Wood County Resolution #xx-x-x, xx/xx/xx

A Population of 3,884 based on the 2020 Census, a deviation of -22 or -0.56% from the ideal number for Wood County Supervisory Districts of 3908. Including part of the Town of Saratoga.

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Map Date:
9/13/2021



MINUTES JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Tuesday, October 19, 2021
TIME: 9:15 AM
LOCATION: Courthouse – Safety Conference Room 105

Members Present: William Clendenning, Ed Wagner, Ken Curry, Bill Leichtnam, Joseph Zurfluh

Other Present: Peter Kastenholz, Dennis Polach, Trent Miner

Chair Clendenning called the meeting to order at 9:15 AM.

There was no public comment.

The committee reviewed the resolution on the BadgerCare Eligibility Cliff. Motion by Wagner, seconded by Leichtnam, to approve the resolution and forward to the county board for their approval. Motion carried unanimously.

The chair 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.



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

NOVEMBER 2021

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.
- I attended the WCA Judicial and Public Safety Steering Committee meeting in Stevens Point on October 14th.
- I attended the WCSEA Board meeting on October 19th.
- Five staff members and I attended the WCSEA Fall Conference in La Crosse on October 20th and 21st.
- We filled the Vacant Case Worker Position in the office. Chelsey Brandl will be starting with the agency on November 1, 2021.
- I will be attending the WCA Health and Human Services Steering Committee meeting on November 12th.
- The Federal Fiscal Year has concluded and the agency met three of the four Federal Performance measures. We missed the mark on current support collections for the first time since 2015.
- The current IV-D case count is 3,509.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
October 2021

4-H Litigation. This office is working with the county's 4-H Administrator, Laura Huber, to obtain real property from a defunct 4-H club. In 1962 the Meadow Brook 4-H Club (Meadow Brook) was deeded an old schoolhouse and a half acre or so of property the schoolhouse was sitting on to use for 4-H purposes. In around 2014, Meadow Brook stopped meeting and functioning as a 4-H club. Meadow Brook's constitution provided that the club's real property would go to the county 4-H program if the club ever disbanded, but it never formally did so. Pursuant to Meadow Brook's by-laws, it cannot reconvene to properly disband and thereby convey the real property to the county for 4-H purposes. Consequently, the old schoolhouse has just been sitting there with no one using or maintaining it. It is tax exempt, so no unpaid taxes have accrued so as to allow the county to take the property by tax deed. Laura wanted to know how the county's 4-H program could get a clean title to the schoolhouse property to either use it for 4-H purposes or to sell it and use the revenues for 4-H programming. I advised that we should be able to get a court order to implement the provisions of the Meadow Brook constitution despite the club not having disbanded properly. To do so, the county is now suing the defunct Meadow Brook 4-H Club to make that happen. In summary, this office is using litigation to help the county's 4-H program acquire the assets of a defunct 4-H club.

The new jail. This office is providing a bit of assistance to some other departments in having the groundwork laid for constructing the new jail. The process is moving along as planned. It is worth noting that I have been impressed with the construction manager, the Maintenance Supervisor, the Sheriff and his staff, and the Planning & Zoning Director in working through the planning process. It is comforting to know that not only the contractors selected by the county, but our own staff as well, are highly competent in tackling such a major project.

COVID-19. It is with some regularity that the Health Department seeks assistance from this office in having members of the public or local businesses comply with Health Department directives, primarily on quarantining. Every story is different. Most of the time there is a reluctant compliance. You should be aware that some folks aren't very happy about how hard they are pushed to comply with the law and it wouldn't be surprising if complaints make it to you.

General matters. Often at this time of year, when the committee asks me to do a self-evaluation for performance review purposes, I ponder if the committee knows what occupies my time. The committee chair is my liaison and will periodically watch me in court or stop by and I'll tell him what is up, but I feel I should give some broad overview to the committee and now seems like a logical time to do so. About a third of my time is spent on court related matters, either preparing for court or being in court. The majority of the court matters relate to mental commitments, guardianship and protective placements, and child support issues. There are other oddball issues that arise, like the 4-H matter discussed above and litigation that I loosely monitor that our insurance carriers are involved in. Then there are the transactional matters, that being contracts of

various sorts. I don't review every contract that the county enters into, nor is that needed. Mostly we are talking about contracts that are presented by the various vendors who provide services to the county. The county also has quite a number of form contracts that are presented to others when we are the vendor and those get reviewed either generally or in a particular application at times. I don't control the language that is used in any of the contracts, rather I give advice as to the consequences of the provisions therein. I suppose about 20 -25% of my time is spent on transactional matters. Next would be the general legal advice that is sought from this office. The primary areas of which are confidentiality, liability, open meetings and public records laws. There are all sorts of interesting questions that get presented and I research the answers in the statutes, administrative code, and case law. Maybe 20 – 25 percent of my time is spent working on these matters. Up to 10% of my time is spent on county board, committee, and administrative matters. This would include drafting and reviewing resolutions and ordinances, attending committee and county board meetings, and communicating with supervisors. Surprisingly, to me at least, around 5% of my time is spent on developing and applying policies and procedures with departments. This includes communicating with the public and assisting departments in doing so to explain matters. Another 5% of my time goes toward keeping up to speed on case law and statutory developments via reading and then attending an annual conference. The above percentages don't add up to 100 but I think you get the picture. As always, please ask any questions that you have.



Wood County WISCONSIN

CORPORATION COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MEMORANDUM

TO: Wood County Board Supervisors
FROM: Corporation Counsel
DATE: October 19, 2021
RE: Contracts: Insurance

Insurance provisions are a messy proposition in contracting. Multiple issues exist. Whether or not the contractor is indemnifying the county, holding us harmless, or the standard rules of liability contained in the common law apply, it is important for the contractor to have adequate levels of insurance that cover the actions of the contractor and its agents. The insurance needs to cover the work performed under the contract, including after the contract has been fully performed (an occurrence-based coverage), and not end after the contract has been completed (a claims-made coverage). If the contractor is indemnifying the county in the agreement, then the insurance policy should be naming the county as an additional named insured and evidence of that should be provided to the county. Another concern with respect to insurance has to do with knowing what coverage is actually present, which the contractor may not even know. In other words, the insurance policy may have exclusions, limitations, and exceptions that make it worthless but one would only be able to ascertain this if the insurance policy was fully reviewed as opposed to just a title page. The greater the likelihood that a contract may lead to liability, the greater the attention that should be given to liability allocation and insurance provisions. What follows are some examples of insurance language that would pertain to a contract where a high level of concern exists with respect to liability. Other, less comprehensive, provisions may be appropriate in other situations. See, for instance, the insurance provision in the standard simple contract this office keeps on its intranet site.

During the full term of this Agreement the Contractor shall, at its sole cost and expense, maintain a policy or policies of insurance issued by a company authorized to do business in the state of Wisconsin and licensed by the State of Wisconsin Office of the Commissioner of Insurance as follows:

- a. *Comprehensive General Liability*: One million dollars (\$1,000,000) combined single limit per occurrence for bodily injury and property damage arising out of a single loss, with no sub-limits. This coverage must be written on an "occurrence" basis and shall cover all risks incident to all activity of the Contractor under this Agreement.
- b. *Motor Vehicle Liability (Including Uninsured and Underinsured Motorist Coverage)*: Two hundred and fifty thousand dollars (\$250,000) each person, five hundred thousand dollars (\$500,000) each accident, and fifty thousand (\$50,000) property damage each accident.
- c. *Workers Compensation*: If and as required by the State of Wisconsin.

- d. *Other Insurance:* If and as required by the State of Wisconsin.
- e. Cancellation: the insurance policies set forth above shall each include an endorsement which shall provide that Wood County will be given a thirty day advance written notice of any cancellation, modification or other material change in the policy. No such cancellation or modification shall impact the Contractor's obligations to maintain insurance under this Agreement.
- f. All liability coverage must be on an "occurrence" basis as opposed to a "claims made" basis.
- g. In the event of any action, suit or proceeding against the County upon any matter indemnified herein, Contractor shall, within five working days, cause notice thereof to be given to the County by certified mail.
- h. The County shall be an additional named insured or loss payee. The Contractor shall provide the County certificates of insurance evidencing such insurance coverage and any additional insured and loss payee endorsements under the policies.
- i. The Contractor recognizes that its indemnification liability to County is not limited by the limits of any insurance coverage.

There are numerous types of specialty liability insurance coverages for all sorts of work the county may be contracting for that should be specially addressed. For instance, excavation, trenching, well digging, utility work and the like should all have a minimum liability limit of \$2 million. For structural contractors, steel erection, and precast erection, you should contact the risk manager such that they may ascertain from our liability insurer what appropriate liability limits are.

Much of this information and more can be found on the intranet under Corporation Counsel, Contracts, Optional Contract Provisions. I bring this updated snippet of that document to the board's attention for educational purposes.

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Wood County WISCONSIN

CORPORATION COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MEMORANDUM

TO: Wood County Board Supervisors and Employees

FROM: Peter A. Kastenholz, Corporation Counsel

DATE: October 19, 2021

RE: County Liability for Employee's Property Damage

A manager recently inquired how their department should proceed in regards to an incident where an employee sustained damage to their vehicle through no apparent fault of their own while in the course of their employment. I provided a legal analysis of the situation and thought it would be worthwhile to not only memorialize the essence of that communication such that it could be referenced in the future by others but also to share it with the County Board itself so that they are cognizant of an issue that periodically arises with county employees.

Wisconsin Statute Ch. 102 provides for worker's compensation benefits and mandates that employers pay for injuries to employees but there is no obligation under that law for an employer to pay for damage incurred to the personal property of an employee. There is no other provision in Wisconsin law or under general Wood County policies that obligates the county to pay for damages to the personal property of its employees even when that damage is incurred while the employee was acting within the scope of employment.

There are a few statutes that obligate the county to intercede on an employee's behalf, such as Wis. Stat. s. 895.35, which requires the county to represent an employee in defense of litigation against the employee for actions taken during the scope of employment and s. 895.46, which requires a county to pay for judgments against employees for actions taken during their scope of employment, but that is as far as it goes. An employee basically has no specific process applicable to them to recover their damages, and absent negligence by the county, no cause of action against the county.

There are some departments that have policies or past practices that have them reimbursing employees for damages sustained to certain personal property (the Sheriff's Department and possibly Highway come to mind) but it is not the norm for that to happen. Any department having such policies or practices should attempt to make sure they are very clear. Meanwhile, employees should understand that such policies and practices can be rescinded or modified at any time and that the existence of such a policy in another department does not mean that equity requires it be applied to them as well.

When it comes to personal vehicles being damaged, the expectation is that an employee will have adequate insurance to cover damages. There are always the issues of deductibles and exactly what the IRS mileage rate is intended to cover but I would suggest avoiding a discussion of these subjects and just rely on there being no legal basis or county policy that an employee may rely upon for recovery from the county.

It is possible for an employee, like any third party, to bring a legal action against the county for property damage due to negligence on the county's part. Even if the county is negligent, unless the damages to property are significant, there is no substance to this remedy as there is no procedure for collection outside filing the requisite notices of injury and claim and then pursuing litigation.

If a perpetrator's actions demonstrate that the damage to property was intentional, then this constitutes criminal damage to property under Wis. Stat. s. 943.01. Wis. Stat. s. 895.446 provides civil liability for a victim of intentional damage to property. I am setting that statute forth below inasmuch as it not only allows the victim to recover actual damages but also costs and exemplary damages up to three times the actual damages. If the person causing the damages is employed, irrespective if they are charged criminally, the employee may end up doing well by hiring counsel to bring a civil action. Likely any insurance the defendant has is going to have some sort of exemption for criminal activity but if the defendant has income or assets, litigation may be a worthwhile venture. If the victim were one of my family members, I would counsel them to try to retain an attorney who would agree that they only recover their fees upon collection from the defendant such that the victim is not out of pocket any costs for litigation. I would also negotiate in the retainer agreement in what order any recovery is allocated. This might result in a higher attorney fee of \$350/hr. or more but a judge is likely to accept that as the attorney is taking on more risk and it really doesn't matter to the victim since they aren't paying it anyway. Obviously, the employee will need to notify their manager if they do decide to pursue litigation as this will create a clear conflict in their continuing to deal with the offender if such a conflict isn't already present.

As always, feel free to let me know if you have any questions or concerns about the application of the law as set forth herein.

895.446. Property damage or loss caused by crime; action for

(1) Any person who suffers damage or loss by reason of intentional conduct that occurs on or after November 1, 1995, and that is prohibited under s. 943.01, 943.20, 943.21, 943.24, 943.26, 943.34, 943.395, 943.41, 943.50, 943.61, 943.74, or 943.76, or by reason of intentional conduct that occurs on or after April 28, 1998, and that is prohibited under s. 943.201 or 943.203, or by reason of intentional conduct that occurs on or after July 1, 2004, and that is prohibited under s. 943.011, 943.012, or 943.017, has a cause of action against the person who caused the damage or loss.

(2) The burden of proof in a civil action under sub. (1) is with the person who suffers damage or loss to prove a violation of s. 943.01, 943.011, 943.012, 943.017, 943.20, 943.201, 943.203, 943.21, 943.24, 943.26, 943.34, 943.395, 943.41, 943.50, 943.61, 943.74, or 943.76 by a preponderance of the credible evidence. A conviction under s. 943.01, 943.011, 943.012, 943.017, 943.20, 943.201, 943.203, 943.21, 943.24, 943.26, 943.34, 943.395, 943.41, 943.50, 943.61, 943.74, or 943.76 is not required to bring an action, obtain a judgment, or collect on that judgment under this section.

(3) If the plaintiff prevails in a civil action under sub. (1), he or she may recover all of the following:

(a) Actual damages, including the retail or replacement value of damaged, used, or lost property, whichever is greater, for a violation of s. 943.01, 943.011, 943.012, 943.017, 943.20, 943.201, 943.203, 943.21, 943.24, 943.26, 943.34, 943.395, 943.41, 943.50, 943.61, 943.74, or 943.76.

(b) All costs of investigation and litigation that were reasonably incurred, including the value of the time spent by any employee or agent of the victim.

(c) Exemplary damages of not more than 3 times the amount awarded under par. (a). No additional proof is required under this section for an award of exemplary damages under this paragraph.

(3m)(a) In this subsection, "plant" includes the material taken, extracted, or harvested from a plant, or a seed or other plant material that is being used or that will be used to grow or develop a plant.

(b) If the violation of s. 943.01(1) involves the circumstances under s. 943.01(2d), the court may award a prevailing plaintiff the reasonable attorney fees incurred in litigating the action and, when determining the damages recoverable under sub. (3), shall include the market value of the plant before the damage or destruction, and the costs of production, research, testing, replacement, and plant development directly related to the plant that has been damaged or destroyed.

(4) Any recovery under this section shall be reduced by the amount recovered as restitution under ss. 800.093 and 973.20 and ch. 938 for the same act or as recompense under s. 969.13(5)(a) for the same act.

(5) No person may bring a cause of action under both this section and s. 95.195, 895.449, 943.212, 943.245 or 943.51 regarding the same incident or occurrence. If the plaintiff has a cause of action under both this section and s. 895.449, 943.212, 943.245 or 943.51 regarding the same incident or occurrence, the plaintiff may choose which action to bring. If the plaintiff has a cause of action under both this section and s. 95.195, the plaintiff must bring the action under s. 95.195.

(6) A person is not criminally liable under s. 943.30 for any action brought in good faith under this section.



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

November 4, 2021

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for November 4, 2021 HIRC meeting

Department Activities

Personnel

Commissioner received one resignation from a truck operator October 15. HR has posted the position for hire. Position is expected to be filled by early December.

Crews will be assigned to report and work in small groups starting mid-November to help prevent disruption to services if future CORONA Virus out-breaks occur. These groups will remain in effect through winter.

The Highway Department hosted a safety day training October 28 at the Wisconsin Rapids shop.

Commissioner attended the North Central Region Legislative Breakfast October 29 in Stevens Point.

Highway/Facility Projects

All 2021 county highway improvement projects have been completed. Engineering and administration staff are still working on wrapping up costs to date and will be submitting requests for reimbursements to various state programs.

Completed projects include:

- Construction of two (2) CTH N bridges and reconstruction of the roadway (CTH F – CTH S).
- Placing a new surface on CTH N (CTH K – CTH F)
- Reconstruction of CTH BB (US 10 [Nasonville] – CTH B)
- Polymer overlay on three bridges: CTH E, CTH B, & CTH H
- (County) Salt Storage Building at Marshfield facility
- Safety improvement project on CTH A (Pittsville – Marshfield) (DOT 90/10 cost share project)
- CTH GG bridge replacement (DOT 80/20 cost share project)

Crews have also completed the work on the State Funded Salt Storage Building at the Marshfield facility.

Design & Engineering have been completed for 2022 projects. CTH X is currently being reviewed by Bureau of Indian Affairs and Ho-Chunk Roads Division, CTH K & P intersection plans are complete and will be sent out for bids in November, CTH F Cold-in-place recycling will be sent out for bids in late-November.

Plans for CTH U (Village of Biron) are in the early stages of Design. This project has been submitted to WDOT for an Urban Transportation Grant.

CTH W & 48th Street Round About design is in the later design stage and engineering staff will be working with utilities over the winter to identify facilities that are in conflict and need to be relocated. R/W needs will be identified in the coming months and commissioner will be acquiring R/W and easements in 2022.

The Architect working on the shared campus study for the Marshfield facility has submitted a draft Space Needs Conceptual Design report to Highway, WC Sheriff, and City of Marshfield Public Works. A joint meeting will be scheduled with the HIRC, WC Public Safety Committee, and Marshfield Public Works & Common Council to present the findings. The date has not been set but is anticipated in early December.

Highway Maintenance

Crews have been making repairs to numerous beam guard hits, patching and repairing shoulders on both State & County Highways.

Snow fencing installation is expected to start in the coming weeks. Brushing and tree removal for 2022 & 2023 projects will begin in early December.

Marquette County has hired Wood County to crush recycled asphalt at their pit. Crews will be moving the portable crusher to Marquette County to make two products for their highway department to use. Approximately 4,000 Tons of asphalt chips will be produced for chip seal projects, and approximately 30,000 Tons of asphalt millings will be turned into crushed recycled asphalt for various shoulder material.

ATV Plan/Development

Crews have ordered new ATV signs and posts to begin installation in early 2022.

WCHA

Wisconsin County Highway Association has scheduled the Winter Road School Conference for January 17 – 19 at the Chula Vista in Wisconsin Dells.

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
 Sunday, October 31, 2021

	Actual	2021 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43531 State Aid-Transportation	\$2,508,082.26	\$2,194,425.00	\$313,657.26	14.29%
43534 State Aid-LRIP	198,952.75	975,000.00	(776,047.25)	(79.59%)
Total Intergovernmental	2,707,035.01	3,169,425.00	(462,389.99)	(14.59%)
Licenses and Permits				
44101 Utility Permits	32,025.00	16,000.00	16,025.00	100.16%
Total Licenses and Permits	32,025.00	16,000.00	16,025.00	100.16%
Intergovernmental Charges for Services				
47230 State Charges	1,062,377.43	1,114,354.00	(51,976.57)	(4.66%)
47231 State Charges-Highway	191,310.74	579,812.00	(388,501.26)	(67.00%)
47232 State Charges-Machinery	9,236.21		9,236.21	0.00%
47233 State Charges-Performance Based Maintenance	80,038.28		80,038.28	0.00%
47300 Local Gov Chgs	285,957.03	520,712.00	(234,754.97)	(45.08%)
47330 Local Gov Chgs-Transp	790,432.03	1,151,102.00	(360,669.97)	(31.33%)
47332 Local Gov Chgs-Roads	100,681.26	417,440.00	(316,758.74)	(75.88%)
47333 Local Gov Chgs-Bridges	698.80	74,917.00	(74,218.20)	(99.07%)
Total Charges to Other Governments	2,520,731.78	3,858,337.00	(1,337,605.22)	(34.67%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	1,547,317.94	2,092,213.00	(544,895.06)	(26.04%)
Total Interdepartmental Charges	1,547,317.94	2,092,213.00	(544,895.06)	(26.04%)
Total Intergovernmental Charges for Services	4,068,049.72	5,950,550.00	(1,882,500.28)	(31.64%)
Miscellaneous				
48100 Interest	2,510.00		2,510.00	0.00%
48340 Gain/Loss-Sale of Salvage and Waste	10,395.16	6,700.00	3,695.16	55.15%
Total Miscellaneous	12,905.16	6,700.00	6,205.16	92.61%
Other Financing Sources				
49110 Proceeds from Long-Term Debt	2,350,000.00	2,350,000.00		0.00%
Total Other Financing Sources	2,350,000.00	2,350,000.00		0.00%
TOTAL REVENUES	9,170,014.89	11,492,675.00	(2,322,660.11)	(20.21%)
EXPENDITURES				
Public Works-Highway				
53110 Hwy-Administration	249,499.31	338,277.73	88,778.42	26.24%
53120 Hwy-Engineer	135,184.87	252,201.85	117,016.98	46.40%
53191 Hwy-Other Administration	274,793.62	333,809.28	59,015.66	17.68%
53210 Hwy-Employee Taxes & Benefits	(667,099.82)	1,612,034.11	2,279,133.93	141.38%
53220 Hwy-Field Tools	32,182.14	(832.98)	(33,015.12)	3,963.49%
53230 Hwy-Shop Operations	209,179.50	256,841.04	47,661.54	18.56%
53232 Hwy-Fuel Handling	(18,083.82)	(23,105.00)	(5,021.18)	21.73%
53240 Hwy-Machinery Operations	(835,215.65)	343,319.63	1,178,535.28	343.28%
53260 Hwy-Bituminous Ops	133,276.37	229,437.92	96,161.55	41.91%
53262 Hwy-Bituminous Ops	124,510.08		(124,510.08)	0.00%
53266 Hwy-Bituminous Ops	1,390,541.24	1,874,692.32	484,151.08	25.83%
53270 Hwy-Buildings & Grounds	135,679.87	183,568.29	47,888.42	26.09%
53290 Hwy-Salt Brine Operations	(35,050.96)		35,050.96	0.00%
53291 Hwy-Salt Brine Operations	9,091.32	150.00	(8,941.32)	(5,960.88%)
53281 Hwy-Acquisition of Capital Assets	91,683.97		(91,683.97)	0.00%
53310 Hwy-Maintenance CTHS		21,351.82	21,351.82	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	1,867,572.65	1,887,686.10	20,113.45	1.07%
53312 Hwy-Snow Remov	484,556.18	890,438.04	405,881.86	45.58%
53313 Hwy-Maintenance Gang	180,452.16	103,303.39	(77,148.77)	(74.68%)
53314 Hwy-Maint Gang-Materials	3,327.81	2,900.00	(427.81)	(14.75%)
53320 Hwy-Maint STHS	1,117,977.95	1,109,246.76	(8,731.19)	(0.79%)
53323 Hwy-Maint STHS PBM	56,417.45		(56,417.45)	0.00%
53330 Hwy-Local Roads	1,062,956.45	1,126,479.33	63,522.88	5.64%
53340 Hwy-County-Aid Road Construction	245,758.65	475,418.61	229,659.96	48.31%
53341 Hwy-County-Aid Bridge Construction	67,496.52	129,393.16	61,896.64	47.84%
53490 Hwy-State & Local Other Services	357,215.21	517,068.91	159,853.70	30.92%
Total Public Works-Highway	6,673,903.07	11,663,680.31	4,989,777.24	42.78%
Capital Outlay				
57310 Highway Capital Projects	2,253,190.71	2,294,738.29	41,547.58	1.81%
Total Capital Outlay	2,253,190.71	2,294,738.29	41,547.58	1.81%

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
Highway Departmentwide
Sunday, October 31, 2021

	Actual	2021 Budget	Variance	Variance %
TOTAL EXPENDITURES	8,927,093.78	13,958,418.60	5,031,324.82	36.05%
NET INCOME (LOSS) *	242,921.11	(2,465,743.60)	2,708,664.71	(109.85%)



Parks & Forestry Department Reports

Thursday, November 4 2021

Director Report, by Chad Schooley

- Completed updating the job description, recruitment, interviewing, and hiring, for the Parks Maintenance Program Supervisor. We have selected an internal candidate. Dan Vollert, current Parks Maintenance Worker at North Park/Powers Bluff, will be starting his new role on Monday, November 8th. Dennis Quinnell's last day will be Friday, November 5th. We will recognize both of these employees at our meeting.
- Representatives from the Aqua Skiers have inquired about making improvements at the Red Sands Beach location. Their first update would be to replace 2 docks at the site. Additionally, they would like to apply for a Legacy Grant for other site improvements. Representatives will be attending the meeting to discuss further.
- Reviewing an updating all department job descriptions.
- Continue working with RCS and E-Con with compiling estimates for updating the Dexter Dam software program. Also looking at adding an additional feature that will allow operators to view a numerical value of gate positions, and enter the number of inches desired for opening and closing the gates.
- Will be having our DNR- required dam inspection for the Lake Wazeecha Dam, on October 29th. Due the this dam's High Hazard designation, this is required every 2 years.
- **Special Use Permits**
None at this time

Construction Supervisor Report, by Dennis Quinnell

Construction Projects

- The concrete portion of the Dexter wood fence is completed, the rest of the building will be completed in the spring.
- The lower level remodel of the PB shelter is 95% complete. Just a few add ons and details left.

Maintenance Operations

- Summer maintenance operations are closing and winter operations will begin soon.
- All parks are closed for the season. All employees will be preparing for the winter season. Plowing snow, repairing, cutting dead trees and other building needs.

Employee Matters

- I am retiring November 5, 2021.
- Field employees will come into the Courthouse IT room to complete their safety training and insurance enrollment, in early November.

Office Supervisor Report, by Sandra Green

Snowmobile / ATV

- Attended the AWSC Snowmobile meeting on October 4th in Milladore at the Sherryland Ballroom.

Office

- Sent out a news release, posted on Facebook and our website information regarding the closing of the beaches that we manage.
- Updated website, Travel Wisconsin, Facebook and Instagram with pertinent news.
- Posted Wellness information on the bulletin board.
- Continued working on fee and informational camping and shelter updates for 2022 and/or when our new reservation system goes live. A lot of things need to be done, updating each picture of each site at each campground, shelter flyers and handouts, policies, etc.
- Put together a Timber Sale Bid Opening Prospectus. Placed it on website and was sent out to an extensive mailing list.
- Preparing for Denny's retirement, wrapping loose ends up.
- Participated in interview process for the Parks Maintenance Program Supervisor position.

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Currently 3 active timber sales: scaled wood, job site inspections, routine timber sale administration. Met with logger to discuss temporary closure of ATV intensive use area for two days (October 26 & 27) to facilitate safe logging operations, sale #786.
- Planning timber bid for November 10, 2021: Completed final paperwork, contacted adjacent landowners as needed, timber bid will consist of seven tracts totaling 281 acres.
- Participated in interview process for Parks Maintenance Supervisor position.
- Forestry Tech. has been working on project to construct/improve Powers Bluff multi-use trail.
- Forestry Tech. mowed selected forest roads and trails as equipment availability and weather permitted. Also graded portions of forest road/ATV trail with parks and forestry dozer.
- Mowed and cleaned up public shooting range.
- Meetings: attended WDNR public meeting pertaining to Sandhill Wildlife Area and proposed future deer herd and fence management changes.

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, November 1, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Bill Winch, Dennis Polach, Brad Hamilton via WebEx

EXCUSED: Laura Valenstein

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

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

Motion (Hamilton/Polach) to approve the minutes from the previous meeting. Motion carried unanimously.

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

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

Item #6 was moved up in the agenda. Van Tassel and Brian Young from Maintenance demonstrated the Evacuation Chair that will be stored in the maintenance shop for potential use while the elevator is down.

(b) Kaup provided information pertaining to projects in her department.

5. (a) Supervisors Winch and Polach asked for clarification on items within the Maintenance vouchers. Reuben 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) There were no questions regarding Maintenance's Monthly Letter of Comments

6. Item was moved up in the agenda.
7. Van Tassel shared he was contacted from the elevator vendor and they have experienced delays and are now shooting for a mid to late December date for starting repairs on the Courthouse elevator.
8. Van Tassel shared information for the upcoming third floor projects and layout. Discussion ensued.

9. Van Tassel shared updates regarding the jail project. Discussion ensued.

10. Agenda items for the next meeting:

- Elevator Update
- Jail Project Update

11. The next regular Committee meeting will be Monday, December 6, 2021 at 9:00 a.m.

12. Department Head reviews will be moved to the December meeting.

Hamilton was excused at 9:55 a.m.

13. Chair Breu declared the meeting adjourned at 10:00 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 1, 2021**

[illegible]



Wood County WISCONSIN

INFORMATION TECHNOLOGY

October 2021

1. Wood County internet and intranet website updates, especially those concerning COVID-19, are being posted continually as we work to keep employees and citizens informed.
2. Continued work on moving applications from the old Citrix environment to the new environment. Recruited some users to test out the new applications and report back with any errors/issues. Substantial time has been spent preparing and moving to the latest version of Citrix. This will provide enhancements and stability for the applications used through Citrix. This transition also allows Server Operating Systems to be updated to current versions.
3. Worked with the County Clerk to ensure County Board meetings can be held at the Wisconsin Rapids City Hall while the Courthouse elevator is out of service. Staff went onsite to test the connection and applications. A time for work to begin on the elevators has not been confirmed. The latest update stated that work would begin in December.
4. Deployed updates and fixes for ESS (Employee Self Service) to handle and support the benefit election for 2022.
5. The current SPAM email filter is end of life the end of November. A new appliance has been purchased and will be configured and put into production prior to the deadline.
6. Completed process to upgrade the Sheriff's Department Citation System (TraCS) to the latest version.
7. Purchased and configured Cisco Teleworker Access Points. These devices provide access to the County network from anywhere that has an internet connection. These devices will be used to connect the County Board iPads during the County Board meetings that will be held at Wisconsin Rapids City Hall. The Coroner and IT staff also use Teleworkers to access County resources remotely.
8. Installed a Video Conferencing unit in the Jail Library. This unit was purchased with Sheriff Department grant funds.
9. Continued working with Konect Parks to implement a new Park Reservations system starting in fall 2021. Transition activities will continue through the 2022 camping season.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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10. Worked with the Human Services department to improve reporting to the State detailing our Subsidized Guardianship payments. This change has been requested by DHS to allow them to capture more federal funds available for these programs.
 11. Met with the Dispatch Manager, Edgewater Administrator and Norwood Administrator to discuss rollout of Duo, two factor authentication, in those Departments. Once Duo is implemented in these last three departments, two factor will be used Countywide to provide additional security of the County network and resources.
 12. Continued work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. Updates are needed to the management software and server. New gate level hardware will be added at the Dexter site.
 13. Continued setup and testing of Laserfiche document management in the Human Services department. Non-clinical documents for Human Services, Norwood, and Edgewater will be migrated into the Laserfiche system over the coming months. All related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
 14. RtVision OneGov permit system for additional permit types for the Highway Department continues. This permit system is available for public applications and payment processing on the Wood County website.
 15. Support for GCS property tax systems is ongoing. Migration and upgrade to the new property tax application server is complete. Migration is in preparation of decommission of end-of-life Citrix application server. A demo to introduce the replacement property tax software is scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
 16. Network staff continue to work on multiple projects that include updating all PCs to the latest version of virus scan software, automating security patching of desktops and servers, moving network drives onto new servers with improved security features, and installing better network infrastructure monitoring.
 17. The IT Security Team continues the Security Awareness Program. This month a 2021 Social Engineering Red Flag training was assigned to all staff. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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18. Applied numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible. Multifactor authentication and improved virus scanning is also being added to servers to help limit potential exposure and protect County infrastructure and data.
 19. Development for adding new well water permits into the Planning & Zoning Department system is pending.
 20. Discovery phase is scheduled for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
 21. The TimeStar, electronic time card and time tracking software is under new ownership. IT, HR and Finance staff should attend a demo with the new vendor scheduled in November to discuss financial and support impact. The TimeStar system configuration changes is ongoing. IT works to adjust settings as change requests occur. Additions this month include adding COVID testing units, a new pay group and procedures for contracted staff clock punch time tracking only, coroner pay type procedure updates, additional units and procedures for Norwood shift premiums, and PBJ CMS export file adjustments. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
 22. Legacy data migration from TCM to SmartCare continues.
 23. Providing continual support of Webex Meetings Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
 24. For the month of September, 563 helpdesk requests were created, with staff completing 538 tickets and leaving 131 open requests. These numbers represent service requests from departments throughout the County. There are currently 345 project requests from departments.
 25. Nearing completion of migration of countywide antivirus to a new platform that will provide better insight into possible compromises and improved safeguards on devices. This month included migrating all workstations and servers to the new platform.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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26. Continue to migrate to the new Mobile Device Management (MDM) platform. This has been implemented for all new cellular devices, Health Contact Tracers, and devices like iPads. Effort continues to move all cellular phones and tablets to the new platform.
 27. Staff continued to roll out more security to the IT infrastructure. This includes installing our advanced threat detections software, dual factor authentication, and the Desktop Central agent.
 28. Due to substantial delays in receiving hardware, final PC replacement orders for 2021 have now been placed. In effort to receive equipment when needed, IT staff has also sent out surveys to departments for 2022 replacements.
 29. Provided onsite training on how to use the video conferencing units that are used throughout Wood County facilities. Continue to prepare a recorded series of trainings for Video Conferencing. This will provide all staff with a quick reference on how to use video conferencing units or WebEx.
 30. Work to encrypt storage on Workstations continues. This will help ensure that data will not be exposed in the event of a lost or stolen hard drives.
 31. Terminated network drops at Edgewater and a new office was created for staff.
 32. In preparation for moves that will occur in the Courtroom on the 3rd floor, IT has begun moving network hardware to a new location. During this move, IT is also working with State CCAP IT staff to relocate their network equipment as well.
 33. Continue work on setting up the County's Password Management solution. This will allow IT staff to virtually escort vendors while they are working on Wood County assets. It will also allow us to quickly change Service Account passwords when needed.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments October 2021

Ongoing Projects and Planning

Jail – Continuing to participate in regular meetings with County staff, our Construction Manager, Architect and others related to the jail project. During the month of October, the project team presented County Board with an updated site plan that offers an opportunity to construct a new shared entrance that would provide a single point of entry for all visitors of the Courthouse, Sheriff's Department, and Jail. The proposed site plan also offers a separation of service activity and public foot traffic, as the loading dock and sally-port would remain along 5th Street, while the new shared entrance would face Market Street.

The City of Wisconsin Rapids Planning Commission, as well as the Common Council, have approved the County's request to rezone our parcels where the new jail is proposed to be located; the rezoning also required an amendment to the City's Comprehensive Plan, which was approved at the same meeting. There will be ongoing meetings with the city of Wisconsin Rapids in the coming weeks and months as we continue to make progress on the Avon Street discontinuance and other approvals that will be needed for the project.

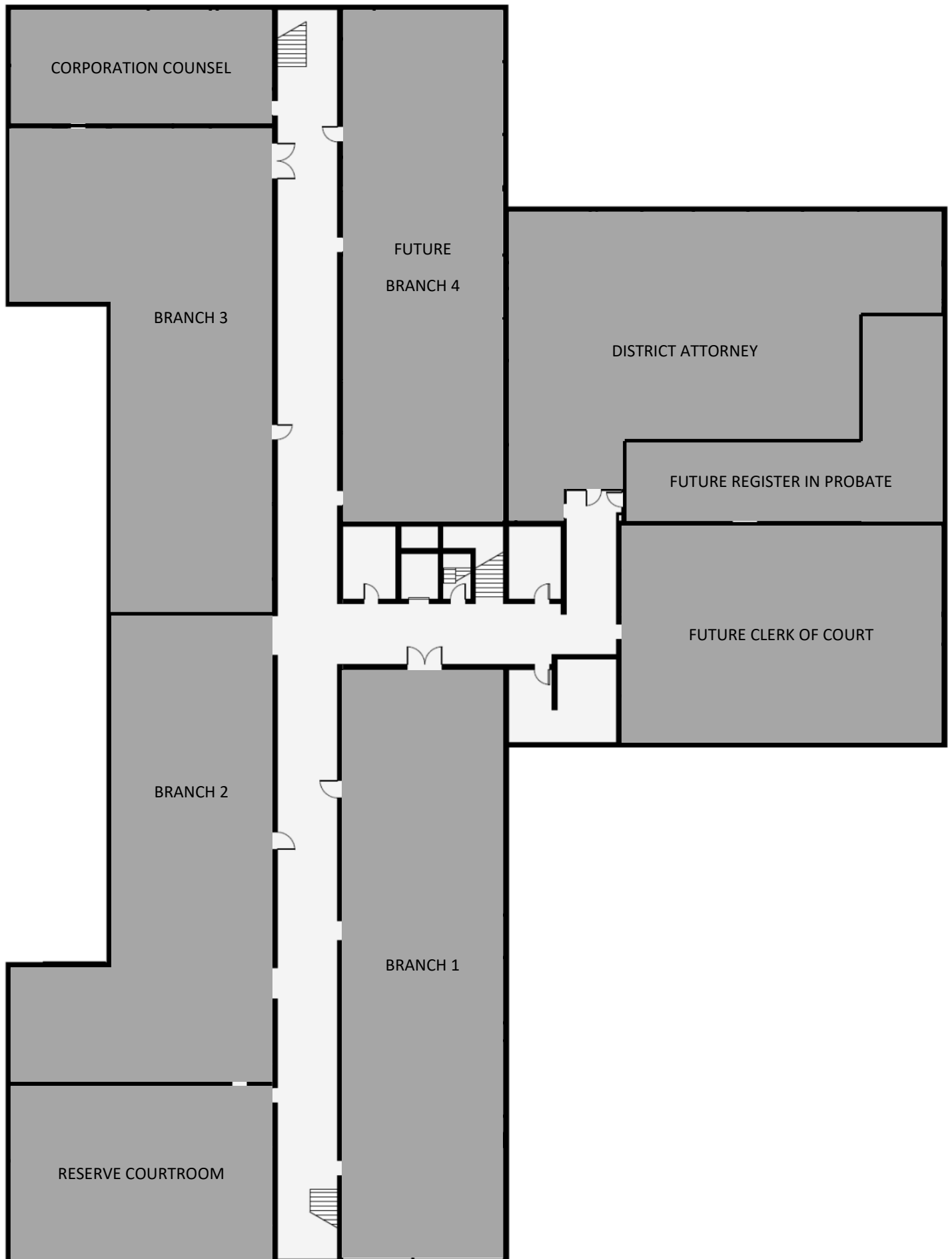
Courthouse – We are finalizing the Clerk of Courts office layout and should have documents ready for bidding the project before the end of the year.

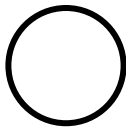
The contractor performing our elevator upgrade has informed us that they are experiencing some delays on a couple current projects and will not be starting our Courthouse elevator upgrade in November as hoped; their new estimate is mid to late December.

River Block – Window replacement continues. The windows along the river side of the building have been completed and the windows along Second Avenue are scheduled to be completed in the next couple weeks.

Miscellaneous

Attended PIT, Operations, County Board, Jail Construction AdHoc, HHS, WR Public Works, WR Planning Commission, and WR Council meetings.





RESOLUTION#

Introduced by
Page 1 of 1

Property & Information Technology

ITEM# 7- 1
DATE November 9, 2021
Effective Date November 9, 2021

Motion:
1st
2nd
No: Yes: Absent:

Adopted:
Lost:
Tabled:
Absent:

Number of votes required:
☒ Majority ☐ Two-thirds

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

LAD

INTENT & SYNOPSIS: To authorize staff to negotiate for the acquisition of real property adjacent to property already owned by the County, which property would improve the functioning of the new jail. Final approval of any negotiations would require a resolution passed by the county board.

FISCAL NOTE: None; the authority being conveyed by the resolution is limited to negotiations.

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

WHEREAS, the access to the Avon Street parking lot from the south is on Saratoga Street and this ingress and egress point is very close to East Jackson Street, and since there will be continued need for using a small portion of the parking lot in that area with sole ingress and egress coming off of Saratoga Street, it would be preferable to acquire the rental property to the east of the access point, and

WHEREAS, it would benefit the public to have parking closer to the front of the courthouse and new jail and there may be an interest by the City of Wisconsin Rapids in selling what is known as the “triangle development” to the west of the courthouse so the County could improve it for parking purposes and that the city would be able to utilize during non-business hours, and

WHEREAS, none of the above possible property acquisitions are necessary for the jail project; they would simply make a better end product and now is the best time to ascertain if these properties should be

incorporated into the overall project or not, and

WHEREAS, Wood County Board Rule #42 requires permission from the county board to negotiate the acquisition of real property.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Facilities Manager and other County staff under his direction, to negotiate for the acquisition of the following properties: 441 Saratoga Street and the “Triangle Development” property.

BE IT FURTHER RESOLVED that the authority conveyed here is only to negotiate and that any acquisition would have to be pre-approved by resolution of the Wood County Board.

{ }

AL BREU, (Chair)

DENNIS POLACH

BRAD HAMILTON

LAURA VALENSTEIN

WILLIAM WINCH

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

County Clerk

County Board Chairman

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

**Thursday, July 8, 2021
9:30 A.M.**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

Due to the COVID-19 pandemic and associated public health directives, this meeting was held with limited in-person presence along with video and teleconference options.

1. Call to Order: Meeting was called at 9:33 am by Chairman, Tim Buttke.
2. Roll Call Attendance: Board attendance taken by Kim Isakson
 - a. Board attendance: Jim Hampton, Sandi Cihlar, Norbert Ashbeck, Dora Gorski, Mike Feirer, Bill Clendenning, Will Hascall, Doug Curler, Dona Schwichtenberg, Carol Feller-Gottard, Tim Buttke, Kathy Meyer, Tony Omernik, Danielle Yuska,
 - b. Excused absence: Doug Machon
 - c. Staff in attendance: Jonette Arms, Ronda James, Steve Prell, Jennifer Cummings, Angela Hansen, Erin Wells, Kim Isakson
 - d. Guests: Judy Nagel, Langlade County Clerk; Emily Gilbertson, Regional Quality Specialist, Office for Resource Center Development, Wisconsin Department of Health Services; and Katherine Cullinan, Health Equity Consultant, Bureau of Aging and Disability Resources, Division of Public Health, Wisconsin Department of Health Service
3. Public Comments
 - a. Jonette Arms welcomed Tony Omernik and Kathy Meyer as new board members.
4. Approval of Minutes – 06/10/2021
 - a. Jim Hampton states a correction to be made for the motion of Vice Chair Commission to say first by Norbert Ashbeck, second by Sandy Cihlar.
 - b. Motion to approve the 6/10/2021 minutes by _____, second by _____
 - c. Motion carried, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Steve Prell gives review of leases and contracts moving forward in the next couple of months.
 - b. Norbert Ashbeck asks that the policies vs. contracts wording match and if not to have them updated.

- c. Motion to approve Finance Committee report by Mike Feirer, seconded by Sandi Cihlar.
 - d. Motion carried, report approved.
- 6. Discussion/possible action – 2021 Budget Adjustments: Nutrition Program Capital Items
 - a. Steve Prell states capitol items to be approved by the board.
 - b. Monies not used at congregate nutrition will be requested to be used for a hot water heater and dishwashing machine for the Wisconsin Rapids site.
 - c. Motion to approve the request for transferring of congregate grant dollars to the nutrition MOW grant by Bill Clendenning, seconded by Norbert Ashbeck.
- 7. Discussion/possible action – Acknowledgment of Sharon Rybacki–Retirement from ADRC-CW Board
 - a. Sharon Rybacki is not in attendance. Dora Gorski suggests removing the item from future agendas and announcing Sharon Rybacki’s retirement in the public comments once she is in attendance at a meeting.
- 8. Discussion/possible action – Aging and Disability Resource Centers 101 Presentation
 - a. Jonette Arms gives an overview on what the ADRC-CW does and how people are helped and federal and state funding streams that support aging and ADRC programs/services.
 - b. Spouses of 60+ year old people are eligible for caregiver options.
 - c. Healthy Living class fees can be adjusted or waived if people cannot afford the fee.
 - d. Veterans that come to the ADRC-CW are referred to ADRC-CW and Veteran services.
 - e. ADRC-CW does not solicit funds but does make requests to foundations and requests contributions from the general public through the monthly Choices newsletter.
- 9. Discussion/possible action – Health Equity: A Board’s Role in Building a Future We’re Proud of Presented by Katherine Cullinan, Health Equity Consultant, Bureau of Aging and Disability Resources, Division of Public Health, Wisconsin Department of Health Service
 - a. Katherine Cullinan shared information on how to build a foundation to start a relationship group to group, board to board with strategic planning.
 - b. Katherine Cullinan states that health equity allows everyone to have the right to have their needs met. Having information in plain language is a huge part of health equity.
- 10. Director’s Report by Jonette Arms

- a. Discussion was held about the farmers market and having the incorrect phone number and how it was handled to get the correct information out to the public.
 - b. Limelight award nomination and procedure was discussed.
 - c. The agenda for the annual All Staff meeting on September 14, 2021 was shared.
 - d. Discussion was held on the leaking issues in the ADRC-CW Wausau office and what the next steps should be. Board requested that the conversation go through the Executive Committee and that a meeting be requested with Ghidorzi.
 - e. Highlights for the Senior Center of Langlade County opening were given.
 - f. Discussion about Langlade County and their Senior Center Board's desire to relocate from the Health Services Center to the empty space next door to the new senior center. The board gave approval to have more conversations and do research.
 - g. Discussion was held on updates and repairs needed at the Wisconsin Rapids offices.
11. Future Agenda Items: Review on existing leases.
12. Adjournment: Meeting adjourned at 11:34 by Norbert Ashbeck. Second by Mike Feirer.

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

**Thursday, August 12, 2021
9:30 A.M.**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

Due to the COVID-19 pandemic and associated public health directives, this meeting was held with limited in-person presence along with video and teleconference options.

1. Call to Order: Meeting was called at 9:30 am by Chairman, Tim Buttke.
2. Roll Call Attendance: Board attendance taken by Kim Isakson
 - a. Board attendance: Jim Hampton, Sandi Cihlar, Norbert Ashbeck, Dora Gorski, Mike Feirer, Bill Clendenning, Will Hascall, Doug Curler, Dona Schwichtenberg, Tim Buttke, Kathy Meyer, Tony Omernik, Danielle Yuska
 - b. Excused absence: Doug Machon, Carol Feller-Gottard
 - c. Staff in attendance: Jonette Arms, Ronda James, Steve Prell, Jennifer Cummings, Angela Hansen, Mike Rhea, Kit Ruesch, Erin Wells, Kim Isakson
 - d. Other attendees: Barb Lehrer, Senior Center of Langlade County board member; Penny Hurlbert, Senior Center of Langlade County board member; Judy Turney, Senior Center of Langlade County board member; Sue Tews, Senior Center of Langlade County board member; Judy Nagel, Langlade County Clerk; John Rader, Baker Tilly US LLP; Kacey Spoerl, Baker Tilly US LLP; Char Seetan, Krista Mischo
3. Public Comments
 - a. Judy Turney, Senior Center of Langlade County board member states the members have attended to learn about the interest in the Antigo property.
 - b. On behalf of the board and staff, Jonette Arms shares condolences to Tim Buttke for the loss of his mother.
4. Approval of Minutes - 07/08/2021
 - a. Motion to approve the 07/08/2021 minutes by Dora Gorski, seconded by Doug Curler.
 - b. Motion carried, minutes approved.
5. Discussion/possible action – Draft 2020 Audit Report: John Rader and Kacey Spoerl, Baker Tilly US, LLP

- a. John Rader gives insights on the 2020 audit report.
 - b. Kacey Spoerl reviews the financial statements with comparison between 2019 and 2020.
 - c. Kacey Spoerl states COVID funds were to be used versus other funds.
6. Discussion/possible action - Finance Committee Report by Steve Prell
- a. Highlights were given on the monthly finance statements.
 - b. Manager contracts and lease agreements will be looked at next month.
 - c. Motion to approve Finance Committee report by Sandi Cihlar, second by Kathy Meyer.
7. Discussion/possible action – Request for the ADRC-CW Board to review the enclosed applications and recommend of the following Advisory Committee candidates to their member counties for appointment:
- a. Donna Marsh, Langlade - withdrew her application.
 - b. Krista Mischo, Marathon - gave overview of her background and interest
 - c. Charlene(Char) Seetan, Lincoln - gave overview of her background and interest
 - d. Motion to accept applications from Advisory Committee candidates by Sandi Cihlar, second by Will Hascall.
8. Discussion/possible action – Presentation: ADRC Long Term Care and Options Counseling Education by Mike Rhea
- a. Information was presented on how the resource specialist provides information and guidance on long term care and options counseling education with the community.
9. Director's Report - Jonette Arms
- a. Reopening plans were given along with Department of Health Services and public health recommendations.
 - b. Plans are moving forward for the Hmong American Senior Dining Site.
 - c. A reminder was given to spread the word about the senior farmers market vouchers that are still available.
 - d. Regional office updates were given.
 - i. Leaking issues at Wausau office.
 - ii. Discussion about employee safety at the Wausau office due to building quality.
 - iii. Highlights on the Antigo office space were discussed.
 - e. Reminder was given about the Annual All-Staff Meeting on Tuesday, September 14, 2021.
 - f. Information was shared about the Vaccine Resource Team accomplishments.

10. Future Agenda Items

- a. To be brought forward to Tim Buttke or Jonette Arms.

11. Adjournment: Meeting adjourned at 11:08 by Norbert Ashbeck, seconded by Mike Feirer.



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

**Thursday, September 9, 2021
9:30 A.M.**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

1. Call to Order - Meeting called to order at 9:30 am by Chairman, Tim Buttke
2. Roll Call Attendance - Roll call attendance by Angela Hansen
 - a. Board attendance: Tim Buttke, Jim Hampton, Dr. Kathy Meyer, Dora Gorski, Bill Clendenning, Mike Feirer, Norbert Ashbeck, Doug Machon, Will Hascall, Dona Dona Schwichtenberg, Tony Omernik, Danielle Yuska, Carol Feller-Gottard, Doug Curler
 - b. Staff in attendance: Jonette Arms, Steve Prell, Mike Rhea, Jennifer Cummings, Erin Wells, Kit Ruesch, Wendy Mergendahl, and Angela Hansen
 - c. Other attendees: Krista Mischo, Brec Ohrmundt, Judy Nagel
 - d. Board members excused: Sandi Cihlar
3. Public Comments
 - a. Introduction of Krista Mischo, new advisory committee member.
 - b. Former Marathon county board member, Bill Miller passed away.
4. Approval of Minutes – 08/12/2021
 - a. Motion to approve 8/12/2021 minutes by Doug Machon, second by Mike Feirer.
 - b. Motion passed, minutes approved.

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3 rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: adrc@adrc-cw.org Website: www.adrc-cw.org				
<i>WE PROVIDE WELCOMING, TRUSTWORTHY, RESPECTFUL, COLLABORATIVE, AND EMPOWERING SERVICES, PROGRAMS, AND OPPORTUNITIES.</i>				

5. Discussion/possible action – Brec Ohrmundt, Inspector, Wisconsin Home Inspectors regarding Inspection Report for Property Address: 902 5th Avenue, Antigo WI 54409
 - a. Brec Ohrmundt presents highlights of the report based on his inspection of the property.
 - b. Full report included in the board packet.
 - i. Questions and conversation regarding the benefits of the ADRC-CW having its office located in the building close to the Langlade County Senior Center.
 - ii. Questions and comments regarding the fitness of the building and the cost of making it suitable for the ADRC-CW to have its office located in the building.
 - c. Conversation tabled, to continue at the next meeting.
 - d. No action taken.
6. Discussion/possible action – Finance Committee Report
 - a. Report presented by Steve Prell.
 - i. The Finance Committee reviewing policy *Lease and Major Contracts*
 - b. Full report included in the board packet.
 - c. Motion to approve finance report by Bill Clendenning, seconded by Mike Feirer.
 - d. Motion passed, report approved.
7. Discussion/possible action – 2021 Budget Adjustments
 - a. Budget adjustments explained by Steve Prell.
 - i. As an agency we are required to get approval for transferring funds from one program to another.
 - ii. Requesting fund transfer from Congregate to Meals on Wheels to better support the program.
 - b. Motion to approve budget adjustments by Bill Clendenning, seconded by Doug Machon.
 - c. Motion passed, adjustments approved.
8. Discussion/possible action – Requesting approval of final 2020 Audit Report
 - a. Details of the audit presented in the August meeting.
 - b. Complete copies offered to all board members.
 - c. Motion to approve audit by Norbert Ashbeck, seconded by Mike Feirer.
 - d. Motion passed, audit approved.
9. Discussion/possible action – Presentation: COVID-19 Variant and Vaccines: Successes, challenges, next steps. - Wendy Mergendahl, Vaccine Registration Support Specialist
 - a. Presentation for information only.
 - b. No action taken

10. Director's Report



- a. Jonette Arms presents highlights from the report not already covered in previous agenda items.
 - i. Executive committee met to discuss the Wausau office conditions with the building owner, Ghidorzi.
 - 1. Minutes from the meeting included in the board packet.
 - ii. Thank you to Steve Prell for work on the audit.
- b. Quarterly numbers presented by Kit Ruesch.
- c. Full report included in the board packet.

11. Future Agenda Items

- a. Continued discussion regarding the building in Antigo, agenda item 5.
- b. 2022-2024 Aging Plan

12. Adjournment - Meeting adjourned at 11:12 am

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3 rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: adrc@adrc-cw.org Website: www.adrc-cw.org				
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AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 2600 Stewart Ave, Suite 25, Wausau WI
Video and Teleconference
July 8th, 2021

Finance Committee Members Present: Norbert Ashbeck, Sandi Cihlar, Mike Feirer, Jim Hampton

Excused:

Others Present: Steve Prell, Bill Clendenning, Tim Buttke

1. Call to Order:

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

2. Public Comments:

- a. None

3. Approval of Minutes 5/13/2021:

- a. Motion to amend the minutes from 6/10/2021 to correct the spelling of Norbert Ashbeck by Jim Hampton; second by Mike Feirer. Motion to approve amended minutes approved

4. Discussion/Possible Action – Review Financial Report May 2021:

- a. The committee reviewed the reports. Steve stated that the budget amendments are included on the monthly reports. There were no other questions. Motion to approve by Mike Feirer; second by Norbert Ashbeck. Motion approved

5. Discussion/Possible Action – Review Monthly Disbursements:

- a. Committee reviewed reports. The committee asked about the possibility of making electronic payments. Steve stated that with the current software it is not possible however as our fiscal agent Marathon County upgrades this system that option might be available in the future. Motion to approve by Sandi Cihlar; second by Jim Hampton. Motion approved.

6. Discussion - 2021 Budget Adjustments - Capital Items

- a. Steve informed the committee that he will present a budget adjustment to the Board for capital items, to replace a dish machine and hot water heaters at the nutrition site in Centraillia Center in Wisconsin Rapids.

7. Discussion - 2020 Audit

- a. Steve updated the committee on the audit. The audit was again done remotely on June 28th and 29th. The auditors will attend the August board meeting to discuss the audit and answer questions.

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

- a. Steve provided an updated list of contracts to be reviewed which includes effective dates and renewal options. A suggestion was made to revise either the policy or the timing of RFP's so the Board will have enough time to review the proposal before it needs to be approved. Steve will provide the policy to the committee for discussion at the next meeting.

9. Future Agenda Items -

- a. Contract review
- b. 2020 Audit

10. Adjournment-

- a. Motion to adjourn by Mike Feirer; second by Norbert Ashbeck. Motion approved. Meeting adjourned at 9:27 AM.

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 12th, 2021

Finance Committee Members Present: Norbert Ashbeck, Sandi Cihlar, Mike Feirer, Jim Hampton

Excused:

Others Present: Steve Prell, Bill Clendenning, Tim Buttke, Jonette Arms, John Rader, Kacie Spoerl

1. Call to Order:

- a. Meeting was called to order at 8:46 AM by Norbert Ashbeck

2. Public Comments:

- a. None

3. Approval of Minutes 7/8/2021:

- a. Motion to approve by Mike Feirer; second by Jim Hampton. Motion approved

4. Discussion - DRAFT 2020 Audit

- a. John Rader and Kacie Spoerl reviewed the draft audit with the committee, explaining the process and reviewing the financial information. There were no questions from the committee.

5. Discussion/Possible Action – Review Financial Report June 2021:

- a. The committee reviewed the reports. There were no questions. Motion to approve by Norbert Ashbeck; second by Jim Hampton. Motion approved

6. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the reports. There were no questions. Motion to approve by Norbert Ashbeck; second by Sandi Cihlar. Motion approved

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

- a. Committee had short discussion regarding the policy and current lease agreements. Committee will review this in more detail next month.

8. Future Agenda Items -

- a. Contract review

9. Adjournment-

- a. Motion to adjourn by Norb Ashbeck; second by Mike Feirer. Motion approved.
Meeting adjourned at 9:23 AM.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 2600 Stewart Ave, Suite 25, Wausau WI
Video and Teleconference
September 9th, 2021

Finance Committee Members Present: Norbert Ashbeck, Mike Feirer, Jim Hampton, Sandi Cihlar

Excused:

Others Present: Steve Prell, Jonette Arms

1. Call to Order:

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

2. Public Comments:

- a. None

3. Approval of Minutes 8/12/2021:

- a. Motion to approve by Norb Ashbeck; second by by Jim Hampton. Motion approved

4. Discussion/Possible Action – Review Financial Report June 2021:

- a. The committee reviewed the reports. There were no questions. Motion to approve by Mike Feirer; second by Norb Ashbeck. Motion approved

5. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the reports. There were no questions. Motion to approve by Mike Feirer; second by Norb Ashbeck. Motion approved

6. Discussion - Budget Adjustments

- a. Steve informed the committee that there is a request to transfer funds from Ca (congregate meals) to C2 (meals on wheels) that will come to the full ADRC Board for approval. This is allowed during the national emergency due to COVID.

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

- a. Committee reviewed the Reveiw of Major Contracts and Facility Lease /Rent Agreements policy. During the discussion the committee felt the policy should be reviewed to see if it needs to be updated. The lease agreements in place were made at various times during the initial set-up of the ADRC-CW and have

different terms and conditions in each lease. The committee felt that it would be better to try to standardize the lease agreements as much as possible when they are up for renewal. The committee will continue to work on updating this policy at future meetings.

8. Future Agenda Items -

- a. Contract review
- b. Proposed 2022 Budget

9. Adjournment-

- a. Motion to adjourn by Norb Ashbeck; second by Mike Feirer. Motion approved. Meeting adjourned at 9:23 AM.

South Central Library System Board of Trustees Minutes
9/23/2021, 12:15 p.m.
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held remotely via BlueJeans & in person

Action Items:

Approved the 2022 Organizational Chart
Approved the 2022 Wage Grid
Approved the System Director 2022 Salary
Approved the 2022 Budget and Notes
Approved the 2022 System Plan

Present: B. Clendenning, P. Cox, S. Elwell, S. Feith, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, M. Nelson, R. Nelson, G. Poulson, T. Walske, K. Williams, S. Lee

Absent: N. Brien

Excused: J. Chrisler

Recorder: H. Moe

SCLS Staff Present: M. Van Pelt, K. Goeden

Call to Order: 12: 18 p.m. J. Healy-Plotkin, President

- a. Introduction of guests/visitors: None
- b. Changes/additions to the agenda: None
- c. Requests to address the Board: None

Approval of previous meeting minutes: 8/26/2021

- a. Motion: M. Nelson moved approval of the 8/26/2021 minutes. J. Honl seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Bills for Payments: The payment amount is \$430,445.03

- a. Motion: M. Furgal moved approval of the bills for payment. B. Clendenning seconded.
- b. Discussion: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided an overview of the financial statements.

Presentation: Annual 2022 Budget & 2022 System Plan: M. Van Pelt & K. Goeden:

Committee Reports – Part 1:

- a. Personnel and Budget & Finance – M. Furgal noted the committee reviewed the 2022 budget and notes as well as the system director salary increase of 5% plus any approved wage grid adjustment and staff bonus. The committees recommend approval of all.

Action Items

a. 2022 Organizational Chart

- i. Motion: G Poulson moved approval of the 2022 Organization Chart. N. Long seconded.
- ii. Discussion: Correct Public Library Admin Consultant to LTE
- iii. Vote: Motion carried.

b. 2022 Wage Grid

- i. Motion: M. Nelson moved approval of the 2022 Wage Grid. N. Foth seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

c. System Director 2022 Salary

- i. Motion: G. Poulson moved approval of the System Director 2022 Salary. S. Elwell seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

d. 2022 Budget and Notes

- i. Motion: M. Furgal moved approval of the 2022 Budget and Notes. J. Honl seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

e. 2022 System Plan

- i. Motion: M. Furgal moved approval of the 2022 System Plan. S. Elwell seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

Committee Reports – Part 2:

a. Advocacy

- i. B. Clendenning and M. Furgal shared their advocacy stories.

M. Furgal noted fundraising events for Monroe raised \$1.7 million toward remodeling the library. The events included a \$50,000 matching grant from the Swiss Colony and Klondike Cheese, as well as the “100 women pledge” to donate 100 dollars for 10 years (over 140 women participated).

B. Clendenning is a supervisor for WI Rapids and has been in town government for 34 years. He is advocating for all supervisors in the 71 counties to be contacted about advocacy for their local libraries. He also recommended Susan Feith join the SCLS board, which she did!

K. Williams noted the committee met and are looking at focusing on the next steps. S. Elwell is looking into podcasts, M. Furgal will continue with legislative issues, and K. Williams is working toward building community resilience. She is also going to write an article in a monthly publication and is encouraging town supervisors to tell their neighbors to use their libraries. N. Long suggested sharing the articles that K. Williams will be creating with the WI Municipalities.

b. Bylaws: G. Poulson noted the committee met and discussed several revisions and improved language. Some questions need to be clarified and some items redrafted. The committee will meet prior to the board meeting next month to finalize the document to present to the board and vote on the revisions at a future meeting.

SCLS Foundation Report: M. Van Pelt noted she and Janet Pugh, Mike Furgal and Mary Nelson attended the Cornerstone event on 9/20 at the Bullseye Golf Course in Wisconsin Rapids. 12 members from the libraries were in attendance as well as the Wood County Board chair. M. Van Pelt provided a foundation presentation to the Randolph library board and will be providing another presentation to the Johnson Creek Library. The Prairie du Sac Library joined the foundation.

The next Cornerstone event will be 10/7 at Buck and Honey’s in Monona from 5:30 – 7:30.

System Director's Report: You may view the System Director report online. M. Van Pelt attended the Marathon County Library Board of Trustees meeting and noted they voted to delay the vote whether to leave

WVLS for another year. In the meantime, WVLS will be on probation to resolve outstanding service issues. The Marathon County Library staff and members of the board will create criteria for the 1 year review.

There are director openings at Sauk City, Randolph, Wyocena, and New Glarus. S. Elwell inquired who takes the place of the director until one is hired. SCLS recommends an Interim Director be assigned. We have a list of retired directors that may be able to fill in. Libraries should have a plan in place for when a director leaves, but SCLS does help to ensure things are done correctly and provide guidance to the Interim Director. The member library board is responsible for hiring directors, not SCLS. A recent trustee training week covered this topic. All of the videos are on the archive of Trustee Training Week here:

<https://www.wistrusteetraining.com/archive>

The loan for the new building was approved.

The WLA conference will be held in Green Bay in November. You may register online at wisconsinlibraries.org. Many of the programs will be streamed so you do not have to be on site to view the presentations.

The November board meeting is Friday, November 18th due to the Thanksgiving holiday.

Discussion: None

Administrative Council (AC) Report: Met 9-16-2021. You may view the minutes online.

Other Business:

- a. Appoint Nomination Committee for 2022 Board Officers: K. Williams, T Walske, and S. Elwell volunteered to serve on the nomination committee. The slate of officers will be presented at the December meeting.

Information Sharing: N. Long shared her concern of the stress the directors of small libraries are experiencing in Columbia County and inquired how SCLS may be able to help them. Some of the things SCLS is providing now is: training on COVID anxiety and management on a personal level, ARPA grant funds (a survey is being sent to the libraries inquiring what they would like the funds to go toward), and SCLS is providing an additional \$100,000 to the member libraries in 2022.

Adjournment: 1:16 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt

BOT/Minutes/9-23-2021

Minutes of the Jail Construction ADHOC Committee

DATE: October 14, 2021

PRESENT: Lee Thao, David LaFontaine, Adam Fischer, Jake Hahn, Al Breu, John Hokamp

EXCUSED: Laura Valenstein

NOT

PRESENT:

OTHERS

PRESENT: Quentin Ellis, Shawn Becker, Reuben VanTassel, Ted Ashbeck, Kelli Trzinski, Kurt Berner, Laura Gainer, John Cain

LOCATION: Wood County Courthouse

1. Call to Order:

Supervisor Hahn called the meeting to order at 10:02 a.m.

2. Public Comments:

No Public Comments.

3. Review minutes of September 9, 2021:

Motion by Fischer, second by Hokamp to approve the minutes of the September 9, 2021 meeting as presented. Discussion was held regarding a typographical error in the attendee portion of the minutes. Motion carried unanimously.

4. City Approval Updates:

a. Avon Street Vacation

City has approved the initial resolution to rezone Avon Street. Public Works Committee is recommending approving the vacation of Avon Street.

b. Rezoning and Conditional Use

Kurt Berner from Samuels Group spoke about ordinances the project is not going to be able to comply with and continuing dialogue with the Wisconsin Rapids Common Council.

c. Upcoming Presentation to Wisconsin Rapids Common Council on October 19, 2021

Kurt Berner reviewed the PowerPoint he is going to show the council.

5. Review Exterior Design Options:

The Committee reviewed the plans and talked about some of the new design ideas. Kurt Berner stated he would have budget updates throughout the project.

John Cain from Venture Architects discussed Department of Corrections 350 pertaining to natural lighting in the new jail.

Motion by Hokamp, second by Thao to approve option one of the exterior design options presented. Motion carried unanimously.

6. Review Schematic Design:

John Cain went over the plans and the progression of new design ideas.
Kurt Berner talked about the utilities under Avon Street.

7. Set Next Meeting Date:

**November 11, 2021
10:00 a.m.
Wood County Courthouse Room 114**

8. Adjourn:

Meeting adjourned at 10:52 a.m. by Supervisor Hahn.

Minutes taken by Wood County Sheriff's Department