

**AGENDA FOR DECEMBER 21, 2021 – 9:30 A.M.**  
**WOOD COUNTY BOARD OF SUPERVISORS**  
**WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Zurfluh

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

Leland Kauth & Randal Dorshorst – Civil Service Commission

APPOINTMENTS/Re-APPOINTMENTS:

Civil Service Commission – 5 year term – Michael Meyers  
Civil Service Commission – Term ending 1/1/2024 – Robert Levendoske  
Civil Service Commission – Term ending 1/1/2025 – Gus Mancuso

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

Recognition of Long Term Employees

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 Construction Update

SET DATE FOR NEXT COUNTY BOARD MEETING – January 18, 2022

ADJOURN

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**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2488 061 7905

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mabdca9dc49be51da3d3038b173f9ffef>  
Meeting number (access code): 2488 061 7905  
Meeting password: 122121

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

November 9, 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 November 9, 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 Hokamp gave the invocation and led the Pledge of Allegiance.

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

Motion by Hamilton/Hokamp to approve the following appointments: Laura Clark to the Ethics Committee and Bev Ghiloni to the Veterans Service Commission.

There were no public comments

Referrals were noted.

Committee minutes presented: Operations. Clendenning questioned the ARPA funding and how the county is moving forward with determination of funding. Chair Pliml & Supervisor Wagner provided updates.

**RESOLUTION 21-11-1**

Introduced by: Operations Committee

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

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	\$30,721,658

Motion by Feirer/Wagner to adopt Resolution 21-11-1. Motion carried. Voting no were Winch & Zurfluh. Excused was Valenstein.

**RESOLUTION 21-11-2**

Introduced by: Operations Committee

INTENT & SYNOPSIS: Adoption of the 2022 Wood County Budget.

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.

Motion by Hamilton/Feirer to adopt Resolution 21-11-2. Motion carried. Voting no was Winch. Excused was Valenstein.

Committee minutes presented: Health & Human Services, Public Safety, Traffic Safety Commission, Census Review & Redistricting.

**RESOLUTION 21-11-3**

Introduced by: Conservation, Education, & Economic Development Committee

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

FISCAL NOTE: No cost to Wood County.

Motion by Breu/Clendenning to adopt Resolution 21-11-3. Motion carried unanimously. Excused was Valenstein.

**RESOLUTION 21-11-4**

Introduced by: Census Review & Redistricting Committee

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

FISCAL NOTE: None

Motion by Clendenning/Feirer to adopt Resolution 21-11-4. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Judicial & Legislative, Property & Information Technology.

**RESOLUTION 21-11-5**

Introduced by: Property & Information Technology Committee

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.

Motion by Clendenning/Breu to adopt Resolution 21-11-5. Motion carried. Voting no were Fischer & Winch. Excused was Valenstein.

Committee minutes presented: Aging & Disability Resource Center of Central Wisconsin Board & Finance Committee, South Central Library Board of Trustees, Jail Construction Adhoc

SPECIAL ORDER OF BUSINESS

Jail Update

Sheriff Shawn Becker & Facilities Manager Reuben Van Tassel presented new artistic renderings of the Courthouse and new jail addition, which would include a new main entrance to the complex. Questions and answers followed.

Without objection, Chairman Pliml adjourned the meeting at 10:12 a.m. Next scheduled county board meeting is December 21, 2021.

Trent Miner  
County Clerk

## **REFERRALS FOR DECEMBER 21, 2021 – COUNTY BOARD**

- Memo from North Central Wisconsin Regional Planning Commission informing the county of a public hearing for the Town of Sigel updated comprehensive plan. Referred to CEED Committee, Planning & Zoning Director Grueneberg, and County Planner Dekleyn.
- Letter and information from Laurie Groskopf requesting county board action during the public comment period during the next planning of the next 10 year DNR Wolf Management Plan update. Referred to Chairman Pliml, HIRC Committee, and County Forest Administrator Schubert.

## **OPERATIONS COMMITTEE/ANNUAL BUDGET HEARING MINUTES**

DATE: Tuesday, November 9, 2021  
TIME: 8:35 AM  
LOCATION Courthouse – County Board Room

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

Others Present: Trent Miner, County Clerk; Ed Newton, Finance Director; PaNya Yang, Deputy Finance Director; Various other County Board Supervisors & Dept. Heads.

Chair Wagner called the meeting to order at 8:35 AM and opened the public hearing for the 2022 Budget.

Chair Wagner, Finance Director Newton, and Deputy Finance Director Yang review the various components of the 2022 budget, including revenues, expenditures, undesignated reserves, and debt service. Also reviewed were the numerous ongoing challenges associated with the yearly budget process.

There being no public comments, Chair Wagner closed the Budget Hearing at 8:53 AM.

Motion by Rozar/Fischer to approve the levy resolution and forward to the county board for their consideration. Motion carried unanimously.

Motion by Feirer/Fischer to approve the budget resolution and forward to the county board for their consideration. Motion carried unanimously.

Chair Wagner declared the meeting adjourned at 8:55 AM.

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

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, December 7, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Ed Wagner, Donna Rozar, Adam Fischer, Mike Feirer, Lance Pliml

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Bill Clendenning, Kim McGrath, Kelli Francis, Ed Newton, Adam Fandre, Jason Grueneberg, Trent Miner, Sue Smith, PaNyaia Yang, Nick Flugaur, Marissa Kornack, Mary Schlagenhaft, Reuben Van Tassel, Mary Solheim, Brandon Vruwink

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

There were no public comments.

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

Pliml introduced a discussion regarding the decision-making process for spending ARPA funds. Discussion ensued at length. It was decided that the Committee will have an extended conversation about this topic at the next regular meeting.

Wellness Coordinator Fandre gave brief update on Wellness Program activities.

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

Health Director Smith presented a resolution to create a FTE Community Health Worker. Smith explained that the position is fully grant funded.

**Motion (Fischer/Feirer) to approve the resolution to create a FTE Community Health Worker. Motion carried unanimously.**

Smith presented two resolutions for additional grant funds received and associated expenses that were not accounted for in 2021.

**Motion (Rozar/Pliml) to approve the resolutions for budget grant revenue/expense. Motion carried unanimously.**

Newton presented a resolution for Edgewater to write-off bad debt.

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

Planning & Zoning Director Grueneberg presented a resolution to amend the 2022 Transportation & Economic Development budget.

**Motion (Fischer/Pliml) to approve the resolution to amend the 2022 Transportation & Economic Development budget. Motion carried unanimously.**

Human Resources Director McGrath presented a resolution for a Worker's Compensation Reserve Fund transfer.

**Motion (Rozar/Feirer) to approve the resolution for Worker's Compensation Reserve Fund transfer. Motion carried unanimously.**

Agenda items for next meeting: Extended conversation about the process for spending ARPA funds

There were no comments from the Chair.

**Motion (Fischer/Feirer) to go into closed session at 9:29 a.m. pursuant to Wis. Stats. 19.85(1)(c) to discuss the extension of temporary increase in duties compensation for an employee.**

**Roll call vote: Feirer: yes; Fischer: yes; Pliml: yes; Rozar: yes; Wagner: yes. Motion carried.**

**Motion (Fischer/Feirer) to return to open session at 9:35 a.m.**

Wagner stated that, in closed session, the Committee approved a request to extend temporary increase in duties compensation until such time that the employee's supervisor returns.

**Motion (Fischer/Rozar) to go into closed session at 9:36 a.m. pursuant to Wis. Stats. 19.85(1)(c) to conduct performance reviews of department heads.**

**Roll call vote: Feirer: yes; Fischer: yes; Pliml: yes; Rozar: yes; Wagner: yes. Motion carried.**

**Motion (Fischer/Rozar) to return to open session at 10:03 a.m.**

The next regular meeting has been moved to Wednesday, January 5, 2021 at 9:00 a.m.

Wagner declared the meeting adjourned at 10:04 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 – December 2021

- 2021 Wisconsin Act 84 was recently passed by both houses of the legislature and signed by the Governor. This act updates the application process for a marriage license. Some of the highlights include:

<i>Current Law</i>	<i>Act 84</i>
Apply in county of residence	Apply in any county
5-day waiting period	3-day waiting period
Must present certified copy of birth certificates	Only has to present a Real ID compliant document (driver's license or passport)
Valid for 30 days	Valid for 60 days
Filed in county of marriage	Filed in any county

There was not unanimity of thought amongst county clerks for this bill. I, for one, was opposed to it and expressed as much to our legislators, all of whom voted in favor of it. This just makes a marriage license application process less than what it is; a binding contract and vital record. By not requiring a birth certificate, we have to take the word of applicants what the spelling of their parents' names are without documentary proof. I cannot tell you how many times we have heard that they did not know their parents' names were spelled a certain way, or do not know their mother's maiden name or spelling. Having different spellings on different vital records creates problems down the road for the applicants, such as when a passport application is filed. While vital record amendments can be done, it does take time, and when these issues are found, it usually is something that is needed sooner rather than later. So, what does this all mean for marriage licenses in Wood County? That is unknown. We may see a significant drop, we may not. I bring this to your attention to give you a heads up and of another case of the legislature "fixing" something that was not broken.

- I attended a County Clerk's district meeting in Waupaca on December 1<sup>st</sup>. Getting together with our small group of clerks is always enlightening and educational, especially going into a busy election year and this meeting was no exception.
- I will be presenting at an orientation session for newly elected and appointed County Clerks on Friday, December 10<sup>th</sup> in Wausau. As I am chair of the County Clerk Duties Committee within our organization, I'll be discussing those types of topics with the newer clerks.
- I will be conducting a 3 hour training for our municipal clerks and chief election inspectors on Thursday, December 16<sup>th</sup> and Saturday, December 18<sup>th</sup> at the Pittsville Community Hall, again, gearing up for a busy election season forthcoming. I love being able to conduct these trainings in person and being able to answer any questions that come up and having these trainings count towards their recertification hours they need.
- You will recall, I mentioned that the cost to keep our current voting system for county board was way too expensive to keep, and as such, I would be looking for a new vendor. I have a demo set up for December 6<sup>th</sup> and if all goes well, I'll be purchasing it shortly thereafter. This new system will not require network capability, and will be a lot more portable than our current system at a fraction of the cost. Stay tuned.



# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

December 21, 2021

To: Wood County Board Supervisors & Department Heads  
From: Trent Miner, County Clerk  
Re: Meeting Notices

Ladies & Gentlemen:

On the agendas of many of the standing committees include an item labeled, "Attendance at other meetings".

This item is to seek oversight committee permission to attend meetings outside regular committee meetings and whereby claim per diem and mileage.

I want to reiterate the need to notify my office of these extra meetings if more than one of you (namely county board supervisors) are attending. In order to comply with the open meetings law, these will need to be posted as a governmental meeting.

I am attaching a memo that Corporation Counsel Kastenzholz did a few years ago explaining the Supreme Court decision that necessitates these types of postings. This memo, along with many others, are available for your review on your iPads, under DOCUMENTS FOR REFERENCE>MEMOS TO COUNTY BOARD>OPEN MEETINGS.

If only one person attends one of these types of meetings, no notice would be required.

If you have any questions, please contact myself or Corporation Counsel Kastenzholz.

Thank you.



# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

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### MEMORANDUM

TO: Wood County Board of Supervisors

FROM: Peter A. Kastenholz, Corporation Counsel

DATE: August 15, 2017

RE: Open Meetings Law – What is a formally constituted subunit?

The Wisconsin Open Meetings Law, Wis. Stat. s. 19.81, et seq., directs that meetings of governmental bodies be noticed and that they be open to the public unless the law allows any portion of them to be closed. The Wisconsin State Supreme Court recently decided the case of Krueger v. Appleton Area School District Board of Education (2017 WI 70), wherein the court gave application to the phrase “formally constituted subunit of a governmental body.” In essence, the court held that if a governmental body creates or directs a group to take some sort of action, then that entity is subject to the open meetings law for the purpose of exercising those assigned responsibilities. The group would not even have to consist of any members of the governmental body.

Wis. Stat. s. 19.82 defines a governmental body for purposes of applying the open meetings law in this way:

- (1) “Governmental body” means a state or local agency, board, commission, committee, council, department or public body corporate and politic created by constitution, statute, ordinance, rule or order; ..... or a formally constituted subunit of any of the foregoing...

In Krueger, the school board by written policy provided that staff to be designated were responsible for reviewing certain educational material and reporting to the board about their recommendations. Mr. Krueger wanted to participate in the review of certain educational materials but when a few teachers were designated to conduct the review, they didn’t allow Mr. Krueger to participate as he wanted to. Krueger contended that the teachers were a formally constituted subunit of the school board and hence were obligated to comply with the open meetings law. The circuit court and court of appeals concluded that the teachers were not subject to the open meetings law when they met to discuss the review of the educational materials but the Supreme Court held otherwise.

The high court held that since the school board itself was clearly a governmental body under the open meetings law, and since the school board delegated to a few teachers the responsibility of making a recommendation to the board about a matter the board was responsible for deciding, the teachers were a “formally constituted subunit” of the governmental body and, therefore, had to notice their meetings and open them up to the public, except to the extent the law allowed them to be closed.

So, how does this relate to other local units of government in general and the operations of Wood County in particular? Well, if the county board or one of its committees delegates a function of the board or the committee to a group of people (two or more), then anytime that group meets to carry out that assigned task, they meet as a governmental body, ergo requiring the notice of the meetings and having the meetings open to the public, except as otherwise allowed by law.

How can we efficiently work within the confines of the law? Well, a single person or position cannot be a governmental body or a formally constituted subunit of one. A person cannot meet with themselves. So, anytime the county board or one of its committees wants to delegate an assignment, it should either: 1) assign the task to one person or position, with the recognition that the person can then seek the assistance of others to complete their task without having to comply with the open meetings law, or 2) the delegation can be made to two or more individuals with the understanding that any meetings by them to perform the assigned function must be noticed as would any other committee meeting.

As always, if there are any questions with respect to the information contained within this memorandum or with respect to the application of the open meetings law overall, please contact me at your earliest convenience.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

November 30, 2021

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

### Human Resources Activity

	November 2021	2021 Year-to-Date
Applications Received	145	1,284
Positions Filled	18	184
Promotions/Transfers	5	69
New Hire Orientations	14	105
Terminations, Voluntary	14	132
Terminations, Involuntary	2	12
Retirements	1	16
Exit Interviews	5	45

### Human Resources Narrative

#### General Highlights

1. Per the Centers for Medicare and Medicaid (CMS) Vaccine Mandate, Human Resources worked with Wood County Health Care Facility administration and legal counsel to draft and present a policy to comply with the mandate. Religious and medical exemption forms were also created and shared with staff. As of the date of this letter, a federal district court in Louisiana issued an order blocking the mandate. We are closely watching and monitoring the legislation as it progresses through federal litigation.
2. The 2021 Department Head Retreat that was held on November 10<sup>th</sup> at Nepco Shelter was a huge success! Mark O'Connell (WCA), Andy Phillips (von Briesen), and Kyle Christianson (WCA) presented a variety of leadership and county government topics. Over 30 managers and leaders attended the event. Overall, feedback was very positive!
3. At the request of Chairman Pliml and Vice-Chair Fischer, began the process to create a County-wide Cybersecurity Policy. Collaborated with IT and County Mutual to draft an outline and begin working towards a policy draft. Anticipated final draft should be completed by late December.
4. Annual Performance Evaluations continue to arrive to Human Resources with a deadline of December 13<sup>th</sup>. All departments and committees were provided with the information for evaluations that are outstanding. Evaluations are entered into HRMS and filed in personnel files. Towards the end of December, Human Resources will provide a spreadsheet to Finance for 2022 step increases, which are effective January 1, 2022. The 2022 wages plans have been communicated to all employees and are available on the HR Intranet.

5. The Annual Open Enrollment process for 2022 benefit elections is coming to a close. Over 580 benefit eligible employees were required to submit a completed benefit election form on or before November 12<sup>th</sup>. Human Resources reviewed, approved, and filed all open enrollment forms upon receipt. Benefit elections were updated HRMS and applicable vendor portals with employee changes for the 2022 plan year. Flexible Spending Accounts (FSA) enrollments were provided to EBC for processing elections and mailing debit cards. Termination paperwork was submitted to TASC.
6. Assisted the Judicial & Legislative Committee with the Criminal Justice Coordinator vacancy by reviewing and presenting candidates, corresponding with candidates, scheduling and conducting/facilitating interviews, and preparing an offer for the successful candidate. The Coordinator will join the Wood County Criminal Justice Department on January 3, 2022.
7. Assisted the Public Safety Committee with the Humane Officer vacancy by reviewing and presenting candidates, corresponding with candidates, scheduling and conducting/facilitating interviews, and preparing an offer for the successful candidate. A final candidate was selected and start date is TBD.

### **Meetings & Trainings**

1. Attended the Operations Committee Meeting on November 2<sup>nd</sup>.
2. Attended the Judicial & Legislative Committee meetings on November 5<sup>th</sup> and 29<sup>th</sup>.
3. Attended County Board on November 9<sup>th</sup>.
4. Attended Health & Human Services Committee meeting on November 18<sup>th</sup>.
5. Attended Public Safety Committee meeting on November 30<sup>th</sup>.
6. Held the monthly conference call with The Horton Group on November 30<sup>th</sup> to discuss various benefit topics.
7. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2021 goals.
8. Staff attended various meetings including:
  - a. SPAHRA Board Meeting on November 2<sup>nd</sup>
  - b. Job Fair/Business Expo through the Chamber on November 3<sup>rd</sup>
  - c. TimeStar Webinar on November 3<sup>rd</sup>
  - d. Wellness Committee Meeting on November 9<sup>th</sup>
  - e. Fall Ruderware Labor Law Conference via Zoom on November 16<sup>th</sup>
  - f. 2021 Vaccine Mandate Webinar through Cottingham & Bulter on November 17<sup>th</sup>
  - g. Wellness Rules Overview Webinar through Assurex Global/The Horton Group on November 18<sup>th</sup>
  - h. SPAHRA Roundtable on November 24<sup>th</sup>

### **Benefits**

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, 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 October.
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 adjustments to premiums for Boston Mutual enrollments.
8. Completed the Midwest Paid Time Off survey with Carlson Dettmann Consulting.

### **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. Continuing to work on updating all job descriptions based off of recently completed JDQs.
6. Completed Quarter 4 DOT Random testing.
7. Worked with Cyber Recruiter and IT regarding some issues that came up with the program.

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

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
Replacement	Criminal Justice	Criminal Justice Coordinator	Position posted, interviews conducted, final candidate selected, filled 1/3/2022.
Replacement – Eligibility List	Dispatch	Dispatchers	Position posted. Deadline 1/3/2022.
Replacement	District Attorney	Legal Administrative Assistant	Position posted, interviews held, final candidate selected, reference completed, filled 12/6/2021.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/5/2021.
Replacement	Edgewater	Patient Billing Specialist	Position posted, interviews conducted, final candidate selected, filled 12/6/2021.
Replacement	Emergency Management	Work Relief Shop Coordinator	Position posted, interviews conducted, references completed, filled 1/3/2022.
COVID Relief	Health	COVID Vaccine Coordinator	Position posted, filled 11/30/2021.
New position	Health	Public Health Nurse (Emergency Preparedness)	Position approved on 10/19/21 per resolution. Position posted, deadline 12/6/2021.
Replacement	Highway	Truck Operator	Position posted, interviews conducted, final candidate selected, references completed, filled 12/13/2021.
New position	Humane Officer	Humane Officer	Position posted, deadline 11/9/2021. Interviews conducted 11/30/2021. Final candidate selected.
Replacements	Human Services	Crisis Interventionists (Casual)	Position posted, deadline 11/21/2021. Two positions filled. Will continue recruitment in order to establish eligibility list for future vacancies.
Replacement	Human Services	Economic Support Specialist	Position posted, deadline 12/6/2021.
Replacement	Human Services	Family Interaction Worker	Position posted, final candidate selected, filled 11/15/2021.
Replacement	Human Services	Crisis/Mental Health Therapist	Position posted, deadline 11/29/2021.
Replacement	Human Services	Crisis/Mental Health Therapist-Unlicensed	Position posted, interviews conducted, final candidate selected, filled 11/29/2021.
Replacement	Human Services	Social Workers-Ongoing	Position posted, interviews conducted, final candidate selected, filled 11/29/2021.

Replacement	Human Services	Mental Health/AODA Therapist	Position posted, deadline 11/14/2021.
Replacement	Human Services	Intake Coordinator	Position posted, interviews conducted, final candidate selected, filled 11/22/2021.
Replacement	Human Services	Accounts Payable/Accounts Receivable Specialist	Position posted, interviews conducted, final candidate selected, awaiting testing. Anticipated fill date 12/6/2021.
Replacement	Human Services	AODA Counselor	Position posted, deadline 11/29/2021.
Replacement	Human Services	Social Worker, Initial Assessment	Position posted, deadline 11/29/2021.
Replacement	Human Services	Accountant	Position posted, deadline 11/21/2021.
Replacement	Human Services	Emergency Mental Health Services Program Manager	Position posted, deadline 11/28/2021.
Replacement	Human Services	Accounting Clerk	Position posted, deadline 12/5/2021.
New position	IT/Systems	Network Analyst	New position approved with 2022 budget. Position posted, deadline 12/6/2021.
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	Parks	Maintenance Program Supervisor	Position posted, filled internally 11/8/2021.
Replacement	Parks	Medical First Responders	Position posted, deadline 12/12/2021.
Replacement	Parks	Maintenance Worker (Dexter)	Position posted, deadline 11/29/2021.
Replacement	Register of Deeds	Deputy Register of Deeds	Position posted, deadline 11/24/2021.
Replacements	Sheriff	Part-time Deputies (Reserves)-Eligibility List	Position posted, interviews conducted, backgrounds in process as of 11/19/2021.
Establish Eligibility List	Sheriff	Corrections Officer – Eligibility List	Position posted, deadline 11/28/2021.
Replacement	Sheriff	Deputy Sheriff	Position filled through eligibility list 11/29/2021.
Replacement	Treasurer	Treasurer Coordinator	Position posted, interviews conducted, references completed, filled 12/13/2021.

### **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, Highway, and Norwood Safety Committee meetings.
4. Performed N95 fit testing for Edgewater staff on 11/3/2021.

### **NEW Workers' Compensation Claims (2)**

1. 10/26/21 – Norwood – Employee injured R knee going down stairs responding to Stat call (surgery required)

2. 8/23/21 – Highway – Employee strained lower-back lifting wall planks at Marshfield Highway Shop (initially reported as First Aid ONLY)

#### OPEN Workers' Compensation Claims (2)

1. 8/24/21 – Sheriff's – Employee strained R leg while at Honor Guard training (initially reported as First Aid only)
2. 8/30/21 – IT – Employee injured L wrist, both knees, and R elbow slipping on water in hallway

#### CLOSED Workers' Compensation Claims (1)

1. 7/29/21 – Sheriff's (Corrections) – Employee had bloodborne pathogen exposure when performing intake on inmate (late report)

#### First Aid Injuries (5)

1. 10/29/21 – Sheriff's – Employee was bitten on L hand by subject while taking them into custody
2. 10/29/21 – Norwood – Employee rolled L ankle, bruised both knees and R wrist dealing with combative resident
3. 11/8/21 – Human Services – Employee suffered L knee pain when chasing child during Supervised Family Interaction appointment
4. 11/25/21 – Highway – Employee slipped and fell on backside at Marshfield Shop
5. 11/29/21 – Highway – Employee strained lower back lifting roll of snow fence

#### Property/Vehicle Damage Claims (1)

1. 11/4/21 – Highway – Claimant's windshield was broken by rock kicked up from Highway Dept. vehicle (actual damage, \$448.32)

#### Liability Claims (1)

1. 10/20/21 – Sheriff's (Jail) – Jail Transport Van backed into Juneau County Sheriff's Department vehicle at Juneau County Jail (damage estimate unknown)

#### Workers' Compensation Litigation (1)

1. Aegis/County Mutual settled workers' compensation lawsuit brought by former employee from a conceded injury in 2012 (\$116,590.27 settlement – covered by County Mutual).

#### 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. Notified affected departments of the DOT Random Testing for Quarter 4.
2. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
3. Reconciled and processed the October Unemployment Insurance payment.
4. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
5. Assisted a representative from Clark County with review of a personnel file.
6. Facilitated New Hire Orientation on November 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup>.
7. Conducted exit interviews on November 1<sup>st</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 19<sup>th</sup>.
8. Responded to multiple verifications of employment.
9. Replied to multiple requests from surrounding counties with varied information.
10. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



# Wood County

## WISCONSIN

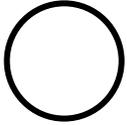
OFFICE OF THE  
TREASURER

*Heather L. Gehrt*

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### LETTER OF COMMENTS—DECEMBER 2021

1. Attended Wisconsin Counties Association zoom meetings on Mondays in November.
2. Held interviews for open Treasurer Coordinator position on November 2. Successful candidate was chosen, accepted the position, and will start next month.
3. Participated in WebEx with local banking institutions and PMA on November 4.
4. Attended Land Information Council meeting via WebEx on November 16.
5. Worked with our software vendor and IT to install an upgrade to the county taxing program so that bills could be processed on November 29.
6. Held an after-hour WebEx with 2 of the 3 new treasurers to show them the collections software they will be using and to answer any questions they had on November 30.
7. As time allows, I have begun to work on staff year end reviews that are due in December.



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

ITEM# 1-1
DATE December 14, 2021
Effective Date December 14, 2021

Committee

KJF

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

INTENT & SYNOPSIS: To amend the 2021 budget for Workers' Compensation (51933) for expenditures not included in the 2021 budget process:

FISCAL NOTE: Transfer of \$35,000 from available Workers' Compensation reserve fund balance. As of December 1, 2021 the fund balance reserved for Workers' compensation was \$1,725,466. The adjustment to the budget is as follows:

Source of Money:

Table with columns: Account, Account Name, Debit, Credit. Rows: 51933 Workers' Compensation (\$35,000 Credit), 34210 Reserve Fund Balance (Work Comp) (\$35,000 Debit)

WHEREAS, the Wood County Operations Committee approved the establishment of a Workers' Compensation Reserve Fund to assist in funding unexpected expenditures through Workers' Compensation own funds rather than funding those from the general County contingency or the General Fund balance, and

WHEREAS, the workers' compensation claim costs are likely to be higher than budgeted for in 2021, and

WHEREAS, Norwood has requested to purchase new emergency carts and the updated emergency carts may aid in preventing future workplace injuries, and

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

THEREFORE BE IT RESOLVED to amend the Workers' Compensation (51933) 2021 budget with a transfer from fund balance reserved for Workers' Compensation for \$35,000 to fund the above expenditures and any unspent appropriations will remain in the Workers' Compensation reserve balance, and

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

( )

ED WAGNER, CHAIRMAN

MICHAEL FEIRER

ADAM FISCHER

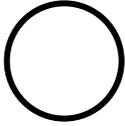
LANCE PLIML

DONNA ROZAR

Adopted by the County Board of Wood County, this 14th day of December 20 21.

County Clerk

County Board Chairman



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

SK

**INTENT & SYNOPSIS:** To amend the 2021 Consolidated Grants budget for additional revenue and expenditures unanticipated during the original budget process.

**FISCAL NOTE:** No cost to Wood County. The adjustment to the budget is as follows:

Function	Account Name	Debit	Credit
54128	Meeting Expense		5,800
43557	State Grants	5,800	

Source of Money: Department of Health Services, Division of Public Health, budgeted expenditures are being increased by the same amount as the unanticipated funding sources.

**WHEREAS** revenues generated by the department will be higher than anticipated by \$5,800 due to additional grant funding, and

**WHEREAS** expenditures of the above functions are anticipated to exceed the originally adopted budget by \$5,800, and

**WHEREAS** modification of the grant agreement with the Department of Health Services provides additional funding for implementation of the Community Health Improvement Plan, and

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

**NOW THEREFORE BE IT RESOLVED** to amend the Wood County Consolidated Grants budget (54128) for 2021 by appropriating \$5,800 of unanticipated revenue from the Department of Health Services into the state grant revenue account (43557),

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

( )

\_\_\_\_\_  
Donna Rozar

\_\_\_\_\_  
Adam Fischer

\_\_\_\_\_  
John Hokamp

\_\_\_\_\_  
Laura Valenstein

\_\_\_\_\_  
Lori Nordman

\_\_\_\_\_  
Tom Buttke

\_\_\_\_\_  
Ed Wagner

\_\_\_\_\_  
Michael Feirer

\_\_\_\_\_  
Lance Pliml

\_\_\_\_\_  
Lee Thao

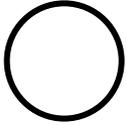
\_\_\_\_\_  
Heather Wellach

\_\_\_\_\_  
Dr. Kristen Iniguez M.D.

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Health & Human Services Committee and Operations Committee
Page 1 of 1

SK

Motion: Adopted: 1st Lost: 2nd Tabled: No: Yes: Absent:
Number of votes required: Majority [ ] Two-thirds [X]
Reviewed by: PAK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2021 Public Health budget for additional revenue and expenditures unanticipated during the original budget process.

FISCAL NOTE: No cost to Wood County. The adjustment to the budget is as follows:

Table with 4 columns: Function, Account Name, Debit, Credit. Rows include State Grants (820,503), Other Grants (84,087), Wages (646,590), and Program Supplies (258,000).

Source of Money: Department of Health Services, CARES Act Funding, Marshfield Clinic Research Institute

WHEREAS revenues generated by the department will be higher than anticipated by \$904,590 due to COVID-19 grant funding, and

WHEREAS expenditures of the above functions are anticipated to exceed the originally adopted budget by \$904,590, and

WHEREAS funding from the Department of Health Services increased community vaccination outreach efforts, and

WHEREAS funding from the Department of Health Services provided for additional staff essential in the response and recovery from the COVID-19 pandemic, and

WHEREAS funding from the Marshfield Clinic Research Institute

developed a targeted media campaign for Hmong, Hispanic, and Tribal communities to drive awareness and education on influenza vaccination, and

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

THEREFORE BE IT RESOLVED to amend the Wood County Public Health (54121) budget for 2021 by appropriating \$820,503 of unanticipated revenue from the Department of Health Services and CARES Act Funds into the state grant revenue account (43551), and \$84,087 of unanticipated revenue from the Department of Health Services Advancing Health Equity and Marshfield Clinic Research Institute grant revenue account (48540),

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

( )

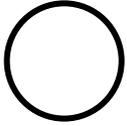
Donna Rozar
Adam Fischer
John Hokamp
Laura Valenstein
Lori Nordman
Tom Buttke

Ed Wagner
Michael Feirer
Lance Pliml
Lee Thao
Heather Wellach
Dr. Kristen Iniguez M.D.

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by CEED Committee and Operations Committee
Page 1 of 1

JG

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

INTENT & SYNOPSIS: To amend the 2022 Transportation & Economic Development budget for additional Rural Economic Development Plan (REDI) implementation expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unspent funds from the 2021 Transportation & Economic Development budget.

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, D to Leichtnam, B)

Table with 4 columns: Account, Account Name, Debit, Credit. Rows: 34112 Designated Fund Balance \$51,075; 56750 Transfer 2021 REDI Implementation \$51,075

Source of Money: Unspent 2021 funds allocated towards REDI implementation.

WHEREAS, the Transportation & Economic Development budget will close fiscal year 2021 with unexpended funds, and

WHEREAS, needed funds for implementation of Wood County's Rural Economic Development Plan (REDI) were not expended in 2021 due to COVID-related delays, and the REDI implementation projects will be funded and completed in 2022, and

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

THEREFORE BE IT RESOLVED, to amend the Transportation & Economic Development Budget (56750) with a transfer of \$51,075 from fund balance (34112) reserved for implementation Wood County Rural Economic Development Plan (REDI), and

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

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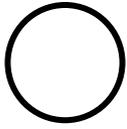
KENNETH CURRY (Chair)
BILL LEICHTNAM
JAKE HAHN
ROBERT ASHBECK
DAVE LAFONTAINE

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

Adopted by the County Board of Wood County, this 21st day of December 20 21.

County Clerk

County Board Chairman



Motion: Adopted: 1st Lost: 2nd Tabled: No: Yes: Absent:
Number of votes required: Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Fin. Dir.

INTENT & SYNOPSIS: To amend the 2021 budget for Norwood Maintenance function (54351) for the purpose of funding the capital purchase necessary to replace the failed nurse call light system.

FISCAL NOTE: To transfer \$57,000 from available balance in contingency (51590) to the Norwood Maintenance function (54351). At the time of this request, the funds available in contingency are \$600,000. The adjustment to the budget is as follows:

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include 54351 Norwood Maintenance (\$57,000) and 51590 Contingency (\$57,000).

Table with 5 columns: Roll Call Number, Name, NO, YES, A. Lists 19 board members including LaFontaine, D, Rozar, D, Feirer, M, etc.

WHEREAS, Norwood Health Center's nurse call system is no longer functioning, and

WHEREAS, efforts to repair the system have failed because the manufacturer no longer makes replacement parts, and

WHEREAS, a nurse call system is required by regulation to ensure the safety of residents, and

WHEREAS, this is an unexpected and therefore unbudgeted expense, and

WHEREAS, a new system will ensure that we continue to provide the safest environment to the residents of Norwood Health Center, and

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

WHEREAS, the budget for the contingency account was adopted for the purpose of funding unanticipated expenditures, and

WHEREAS, Wis. Stat. s. 59.52(29) requires public works costing more than \$25k be let to the lowest responsible bidder unless the county board determines that the situation is an emergency for which immediate action is necessary to protect public health and welfare, and

WHEREAS, the proper functioning of nurse call system is necessary to protect the public health and welfare, and

THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2021 to transfer \$57,000 from the Contingency Account (51590) to the Norwood Maintenance (54351) function, and

BE IT FURTHER RESOLVED that the need to replace the nurse call system is an emergency as the current situation endangers public health and safety, therefore the normal obligation to bid the replacement of the nurse call system is waived, and

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

( )

Ed Wagner, Chair

Donna Rozar

Michael Feirer

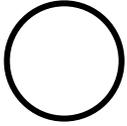
Adam Fischer

Lance Pliml

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Health & Human Services & Operations Committees
Page 1 of 1

MJS

Motion: Adopted: 1st Lost: 2nd Tabled: No: Yes: Absent:
Number of votes required: [X] Majority [ ] Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To write off verified uncollectable balances of Edgewater Haven's accounts receivable.

FISCAL NOTE: There will be no fiscal impact to Edgewater Haven, or the County General Fund as the write off adjustment entry will occur in non-financial sheet accounts.

Table with columns: Account, Account Name, Debit, Credit. Rows include Edgewater Bad Debt Allowance and Edgewater Accts Receivable Private Pay.

WHEREAS, Edgewater Haven has exhausted all traditional means of collecting outstanding debt from aged client accounts, and

WHEREAS, the accounts in question have shown no activity in payments in more than 90 days, and

WHEREAS, Wood County Human Services- Edgewater Haven Policy dictates an annual review and removal of debt of aged client accounts to keep financial records current, and

WHEREAS, Wood County Human Services- Edgewater Haven Policy dictates if the total uncollectable balance exceeds the annual budget appropriation by \$50,001.00 or more the write off approval, in whole or in part, shall require authorization of the Health & Human Services (H&HS), Operations Committee (OC) and Wood County Board,

THEREFORE BE IT RESOLVED, that \$69,056.92 be written off the Edgewater Haven Accounts Receivable, aged client accounts.

( )

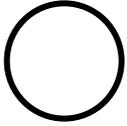
Donna Rozar, Chair (HHS)
Adam Fischer
John Hokamp
Lee Thao
Lori Nordman

Tom Buttke
Kristin Iniquez, DO
Ed Wagner, Chair (Operations)
Michael Feirer
Lance Pliml

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Health & Human Services Committee and Operations Committee
Page 1 of 1

SK

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.

INTENT & SYNOPSIS: To increase budgeted FTEs for the Health Department by creating a (.63 FTE) Community Health Worker position.

FISCAL NOTE: No cost to Wood County.

Source of Funding: US Department of Agriculture (USDA), Agricultural Marketing Service (AMS), Local Food Promotion Program (LFPP) funding

WHEREAS, the Local Food Promotion Program (LFPP) funds projects that develop, coordinate and expand local and regional food business enterprises that engage as intermediaries in indirect producer to consumer marketing to help increase access to and availability of locally and regionally produced agricultural products, and

WHEREAS, grants can be used for the planning stages of establishing or expanding a local and regional food business enterprise (i.e. Farmers Market) or to improve or expand a food business that supports locally and regionally produced agricultural products and food system infrastructure by performing feasibility studies, market research, training and technical assistance for the business enterprise and/or for producers working with the business enterprise, and

WHEREAS, an entity is eligible for funding if they support local and regional food business enterprises that process, distribute, aggregate, or store locally or regionally produced food products, and

WHEREAS, many farmers markets throughout the state, especially in rural areas, have shared the same story: they ran an EBT/Food Share program on a limited budget, until funding or resources ran out, and

WHEREAS, our survey of 15 market managers across Wisconsin in 2020 revealed that for a farmers market EBT/credit/debit program to be successful, it needs to include: 1) financial support for markets to run a token system or for individual farmers to purchase their own EBT/credit/debit machines and 2) incentive programs to use EBT/Food Share, such as Double-Your-SNAP-Dollar, and

WHEREAS, while these programs are resource intensive, preliminary research has shown that an investment in farmers markets can have an exponential impact on the economy (Ledesma et. al, 2021), and

WHEREAS, our program proposes to establish a Central Wisconsin Farmers Market Collaborative (including Stevens Point, Marshfield, Wausau, Waupaca, Adams-Friendship, and Wisconsin Rapids) to support individual markets to: 1) ascertain the readiness of their communities to invest in EBT/credit/debit services at the market; 2) develop a business plan (in communities with sufficient readiness) to fund starting a new, or strengthen existing EBT/credit/debit services at the farmers market; 3) evaluate the economic and social impact of well-supported and sustained EBT/credit/debit services on market vendors and local businesses, SNAP-eligible residents (fruit and vegetable purchases, inclusion), and partner entities and residents generally; and 4) establish ongoing impact and needs assessment to ensure EBT/credit/debit programs are sustained while also evolving in response to local needs to ensure that the market is accessible to all members of the community, including low-income, minority and differently abled, and

WHEREAS, this position is fully funded through September 2023 by the US Department of Agriculture (USDA), Agricultural Marketing Service (AMS), Local Food Promotion Program (LFPP) funding,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to approve the FTE increase by creating one (.63 FTE) Community Health Worker position, and

BE IT FURTHER RESOLVED when grant funding is gone FTEs will be reduced to remain within budget parameters.

( )

Donna Rozar
Adam Fischer
John Hokamp
Laura Valenstein
Jessica Vicente
Tom Buttke

Ed Wagner
Michael Feirer
Lance Pliml
Lee Thao
Heather Wellach
Dr. Kristen Iniguez M.D.

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

County Clerk

County Board Chairman

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** November 18, 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

**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, Kristie Egge (Health Department); Reuben Van Tassel (Maintenance); Bill Clendenning (County Board Supervisor), Ed Newton (via WebEx, Finance), Kim McGrath (Human Resources)

**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 will arrange for interviews of the three interested applicants.

**5) Consent Agenda**

Pages 10 and 12 pulled for discussion.

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

- Page 10: Supervisor Hokamp had positive comments regarding youth mentor program. Asked about follow up post-graduation from the program. Mary Solheim described the follow up process.
- Page 12: Supervisor Hokamp had questions about the Children's Waiver Program. Brandon Vruwink provided information about the program.

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

**7) Financial Statements – Edgewater Haven, Human Services Community, Norwood Health Center**

Department staff answered questions regarding information in the financial statements. Marissa Kornack shared that their supplement payment was higher than anticipated and this is not reflected in current documents.

**8) Mandatory Vaccination Policy for Edgewater and Norwood**

Kim McGrath explained the policy and CMS final rule on mandatory vaccinations for health care staff. First deadline is December 5, when staff have to receive first dose. Exemption forms are available (medical and religious). Discussed process for reviewing and approving exemptions. Motion (Iniguez/Lee) to approve policy. Six ayes; one no (Fischer opposed). Motion carried.

**9) Review Norwood Pay Practice Policy**

Supervisor Fischer explained why he requested the agenda item. Marissa Kornack described staff turnover to employers with sign-on bonuses and other benefits. Committee discussed recruitment options. Supervisor Fischer requested turnover data quarterly (twice over the next six months) to include reason for leaving.

**10) Resolution requesting approval of 2021 annual write off of Edgewater bad debt**

Mary Schlagenhaft explained reason for resolution to write off \$69,056.92 verified uncollectable balances of Edgewater Haven's accounts receivable. Motion (Fischer/Lee) to support the Resolutions as presented and forward to the Operations Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

**11) Resolutions to amend 2021 Health Department budgets for additional revenue and expenditures unanticipated during the original budget process**

Sue Kunferman explained reasons for variance of budgeted expenditures. Motion (Buttke/Hokamp) to support the Resolutions as presented and forward to the Operations Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

**12) Health Department resolution to add a (.63 FTE) Community Health Worker position with grant funds**

Kristie Egge described request to increase budgeted FTEs for the Health Department by creating a (.63 FTE) Community Health Worker position. This position is fully funded with grant funds. Motion (Fischer/Buttke) to support the Resolution as presented and forward to the Operations Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

**13) Legislative Issue Updates**

Department heads provided updates regarding issues pertaining to their departments.

**14) Future Agenda Items**

The Chair noted items for future agendas.

**15) Next Meeting(s)**

- December 16, 2021, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option  
**NOTE: meeting moved to 3<sup>rd</sup> Thursday due to holiday**

**16) Adjourn**

Rozar declared the meeting adjourned at 5:59 p.m.

Minutes taken by Sue Kunferman and subject to Committee approval.

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, October 11, 2021 via Zoom. The meeting was called to order at 6:00 pm by President Jennifer Lemmer.

Pam took roll:

Present	Absent	Staff
Kieper	Valenstein (ex)	Diane
Breit	Blaser (ex)	Pam
Robinson	Lorge	Tony
Rotter	Hebert	
Ashbeck		
Sippel		
West		
Fischer		
McGivern		
Lemmer		
Panfil		
Yang		
Nyen		

Minutes: Jennifer Lemmer asked if there were any changes to the minutes. Jennifer Lemmer declared the minutes as accepted.

Finance Committee: Wendy Fischer, Secretary/Treasurer, made the recommendation from the Committee to approve the year to date financial statements. Pam reviewed the financial statements. Pam reported our miscellaneous revenue includes donations as well as an increase in Capistry rent payments; training and travel expenses are lower than expected due to covid and virtual trainings; and vehicle insurance costs have increased. Pam discussed the Audit Services Request for Proposal. Jennifer Lemmer reported the Finance Committee's approval to award the RFP to Wipfli LLP.

AmeriCorps Program: Steve Frodl discussed the AmeriCorps program and the brochure that was sent out as Attachment I. Steve reported the program is educationally focused and shared his favorite part of the program are the member stories of the impact service has had on them. Steve also reported we are the fourth state to make the Educational Award non-taxable.

Annual Report: Diane discussed the 2020 Annual Report. 356 homes received weatherization assistance in 2020 and 511 homes received assistance in 2019. This is a large reduction due to Covid and people not wanting us in their homes. Emergency furnace services were only down by 7, 419 homes receiving emergency furnace repairs or replacements in 2020. Even though NCCAP does not operate a food pantry, we write the grant that funds 4 food pantries in Marathon County, so NCCAP captures those statistics as well to report to the funder. This past year, the food pantries have tried really hard to not report duplicates, so this number is way down from previous years. 9,573 households received assistance from area food pantries in 2020. In 2019, there were more than 124,000 households served. Only one person was served in the skills program in 2020. We no longer operate the Skills program with DHS funding, but will keep the option open if the program changes. There are so

many programs available to people that this particular program is a hard sell, mainly because of the work requirement of 20 hours.

Community Services Block Grant: Diane discussed the 2022 CSBG application for \$285,200. Without this grant we would not be able to operate our housing programs along with our advocacy and referrals in the communities we serve. The second page outlines our anticipated funding for 2022, but due to COVID and people's ability to give, we are very uncertain as to what we will receive from the United Ways. Page three identifies the need in our communities via the 2019 community needs assessment. Affordable housing, employment, and transportation are the top three needs and barriers identified. Page four and five list our board members and compliance with the board requirements as outlined in our bylaws. We are compliant because our bylaws reduced the required number of directors to be 15, so five of those directors must be elected officials, five must be low-income sector representatives, and five must be from private agencies. We have 17 on our board currently, the current macro in the spreadsheet doesn't account for more than the required board members. Pages 6, 7, 8 address our compliance with CSBG requirements regarding use of the CSBG funding received. Page 9 lists the types of programs we have collaborative relationships with. Page 10 shows directly how CSBG funding will be used in our organization. Page 11 describes the programs, projected numbers served, and the measurable outcomes that we can show. We capture these through Clarity where we must enter all client data, in addition to two other spreadsheets our case managers use daily for capturing referrals and other data. Clarity does not have the capability to report out referrals so we need to use excel to capture this data. Page 12 is the actual Budget breakout of each program CSBG funding is critical to. Motion was made by Steve Robinson to approve the 2022 CSBG Application. Second was made by Peter Rotter. Motion carried.

CSBG Cares: Diane discussed the 2022 Community Services Block Grant CARES funding. Most of this application deals with responding to the COVID Pandemic, but in doing so, this funding has allowed us to better position our Agency for quicker response in the future and to work remotely when necessary. Diane reported we were able to upgrade our server and phone system to work more efficiently. This is a 3 year grant 2020-2022 but the estimated remaining dollars for 2022 are \$123,289. Motion was made by Steve Robinson to approve the 2022 CSBG Cares funding. Second was made by Norbert Ashbeck. Motion carried.

Board Evaluation: Diane shared the results of the Board evaluation surveys. There were not a lot of comments. The board orientation could be better. A manual was developed a few years ago, but may need to be more comprehensive and as the executive director may need to spend time making sure the board members have a clearer picture of our organization and how it operates. Two items also commented on were the processes and structures in place to evaluate, communicate with and counsel managers and staff and guidelines or delegations that clearly specify a managers authority. These two really refer to how the executive director works with the supervisors and staff. There is an organizational chart in the orientation manual showing lines of authority, but Diane understands that some members may wish to understand more about how we operate. We operate in a pretty standard fashion like most organizations when it comes to the expectations of staff and how we work together to achieve our goals. Fortunately, since we are a smaller staffed agency, we are able to touch base frequently, if not daily to discuss situations and every day matters.

Conflict of Interest Form: Pam discussed the annual conflict of interest forms. This is a requirement of our funding sources. It is the way we ensure a Board member is not employed by one of our vendors, or if so, giving us the knowledge to make sure there is not a conflict of interest. The form can be completed and mailed or scanned back to Pam, or dropped off at one of our offices.

Weatherization Report: Tony discussed the shortage of program applicants with only a 15% response rate from mailings. Tony reported our current contract completions for September were 35. Current deferral rate is 50%. Tony reported the State has not yet set up another deferral committee meeting. Jake asked about Tony's concerns on the future of the program. Tony discussed his concern regarding material costs continuing to rise. Tony mentioned a video Diane has been working on to promote the program and agency. Diane reported she will show the video at a Board meeting when it is completed.

Next Meeting Date: Our next meeting is December 13, 2021 and will be held via Zoom.

Adjourn: Jennifer Lemmer declared the meeting adjourned at 6:41 pm.

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**

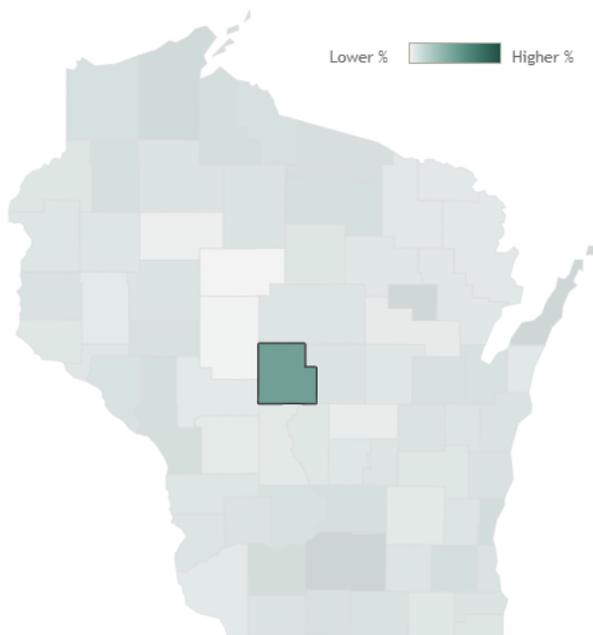
Updated: 10/29/2021

**HERC region data**

- Total population who have received at least one dose
- Total population who have completed the series
- Adults (18+) who have received at least one dose
- Adults (18+) who have completed series

**Percent of Wisconsin residents who have completed the vaccine series by county**

Click a county to filter data



**Percent of Wood County residents who have completed the vaccine series**

The orange represents the population for whom the vaccine is authorized. The gray indicates the population under 12 years of age for whom the vaccines are not authorized.



Age	Percentage
12-15	37.8%
16-17	43.7%
18-24	49.4%
25-34	45.5%
35-44	54.0%
45-54	55.4%
55-64	66.7%
65+	81.2%

Race	Percentage
American Indian	29.7%
Asian	47.1%
Black	19.4%
White	45.6%

Sex	Percentage
Female	56.2%
Male	47.5%

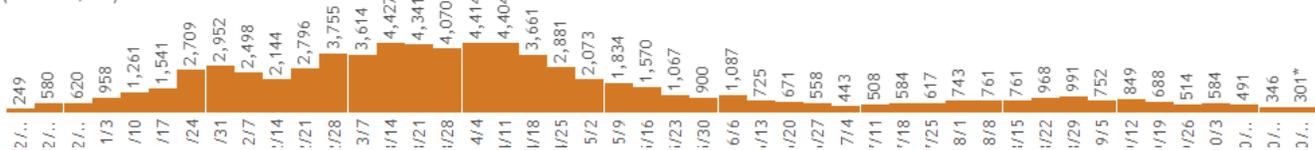
Ethnicity	Percentage
Hispanic	32.6%
Non-Hispanic	51.4%

\*0.1% of records were reported without sex.

\*2.4% of records were reported without ethnicity.

**View more data on racial and ethnic disparities in Wisconsin**

**Vaccine doses for Wood County residents by week**  
(Total: 75,261)



We have 260 active cases as of the writing of this report (Nov 2). 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 plan to continue through November at a minimum. Access to testing with health care providers has been challenging. We discontinued Marshfield testing due to low participation (3 individuals tested one day, 1 another day). It continues to be very difficult to staff testing sites, vaccination clinics and continue to do disease investigations and contact tracing at the same time. 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](#)

We are also beginning to vaccinate those age 5-11, with the first clinic being held on November 19.

- **Access to Dental Care** We are working with the Family Health Center in Marshfield on an initiative to increase access to dental care, particularly for those on Medicaid, Veterans, individuals with disabilities, and other vulnerable groups that experience barriers.

## **COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH**

### COVID-19

COVID-19 testing continues to be provided by the health department on Tuesday's and Thursday's from 9am-Noon. The location has changed and the testing is now available at St. John's Evangelist Episcopal Church. This change started November 9, 2021. From September 2, 2021 through October 28, 2021 there have been 1,277 COVID-19 tests completed through the health department. Meetings were held to strengthen the department's communication strategies for COVID-19 testing and vaccine clinics.

### Communications/Branding

With additional staff on board, there has been an increase in communication around non-COVID related public health issues. Staff continue to work on updating forms and procedures (i.e. Photo & Video Release Form) to enhance the department's branding strategies.

A number of social media posts on topics related to COVID-19, as well as RSV, SIDS, health literacy, and dental hygiene were created. This involved researching these topics, writing the posts using appropriate language, and creating graphics to accompany the posts. The COVID-19 section of the Wood County website was updated

### New to Public Health Residency Program

Three staff are participating in the New to Public Health Residency Program through University of Wisconsin - Madison. Residents learn the foundational areas and capabilities essential to public health practice as they complete a series of monthly learning activities to build competence and confidence as they transition into their new professional role in public health. This yearlong program kicked off in September. Students complete modules online and participate in a synchronous discussion each month.

### Parents as Teachers (PAT)

The Barclay-Giel seed grant will be submitted by November 12, 2021 to provide partial funding for the implementation of the PAT program. This program will allow the health department to have an evidence-based family home visiting program to make the greatest impact on families and children in Wood County. This grant would provide up to \$10,000 in funding. A connection has been made with Aspirus Riverview Foundation to determine if they would be interested in matching the grant.

### Health Equity

A Wood County health equity report is in the final draft stages. Once the report is approved, it will be made available on the Wood County Health Department and Health People Wood County websites. The report will also be used to create social media posts for the community.

### AOD Prevention Partnership

The Healthy People Wood County- AOD Prevention Partnership focuses on all aspects of substance use in Wood County. The group has been working on rebranding for ease of understanding and explaining the group's focus areas, who is a part of the work, and what efforts are in place to promote positive community improvements around substance use. A branding committee formed and is finalizing the group's new name, mission/vision statements, and developing a new logo/look/feel. The committee is working with Jason Kobishop who helped create the branding concepts for Rise Together prevention. The group will be wrapping up these efforts and revealing the new brand in November/December.

AOD Prevention Partnership has been partnering with the Marshfield Area Coalition for Youth (MACY) to conduct a community perception survey on substance use. This survey has been conducted in the Marshfield area for a number of years, so this will be the first time the survey is expanding to be county-wide. The questions were reviewed in October, with promotional materials being developed and the survey launch happening in November. Information from this survey will help inform this team's efforts and will be used as an evaluation tool to help measure how much of a problem each community perceives substance use to be.

PATCH (Providers and Teens Communicating for Health) Teen Educators continue to meet biweekly to learn about current health topics affecting today's teens and their communities. Recently, Teen Educators gained knowledge about the effects of substance use disorders and area resources that are available. This month they will also participate in their first Peer-to-Peer workshop, where they will share information to Nekoosa High School students pertaining to a teen's healthcare rights, roles, and responsibilities.

AOD Prevention Partnership supported law enforcement's participation in the national Drug Take Back event. Wisconsin disposed of more medications than any other state in the U.S. through this initiative (57,377 lbs.), and locally, we had all seven Wood County law enforcement agencies participate in the event disposing of 1,144.8 lbs. of medications from Wood County. Prescription drug disposal efforts have been in place in Wood County since 2006, and continues to be one of the best ways community members can contribute to youth prescription drug misuse prevention efforts. In addition to disposing of medications, AOD Prevention Partnership has been distributing medication lock boxes and at-home disposal kits to those who are unable to dispose of their medications at a take back location. Through a partnership with the Aging and Disability Resource Center of Central Wisconsin, 200 medication disposal kits are being distributed to Meals on Wheels participants. Any Wood County resident can contact the Wood County Health Department for safe at-home storage or disposal options.

The Alcohol Workgroup has been creating an online landing portal using funding through a community underage drinking prevention stipend. The portal will include a presentation of a mock teen bedroom to help adults identify drug and alcohol use indicators, as well as provide tips on how to have a meaningful, age-appropriate conversation with youth about substance use. There will also be resources to support parents, guardians, and other youth-serving adults to answer difficult questions that may come up when talking about youth substance use. In addition to this video and resources, the online portal will include interviews of local youth who shared information about why they choose not to drink alcohol. The portal is effective in that it allows for a longer time frame for individuals to view rather than a one day event and that it can be visited several times, and shared with others. The online portal is scheduled to launch in December 2021.

#### Nicotine Prevention Alliance of Central Wisconsin and Wisconsin Wins

Tobacco compliance checks through the WI Wins program continue to be on hold until January 2022 due to the recent increase in COVID cases. The state has provided several safety measures for conducting compliance checks during the pandemic. In place of compliance checks, local communities are engaging in a number of targeted outreach activities to support retailers to follow state law in not selling tobacco or nicotine products to anyone under the age of 21.

The Nicotine Prevention Alliance has a new coalition coordinator with Marathon County Health who will be collaborating with Wood County Health staff to support nicotine/tobacco policy efforts in the Wisconsin Rapids area. The coalition is focusing efforts on populations who are disproportionately affected by tobacco/nicotine use.

#### Safe Kids Wood County

The Safe Kids coordinators of Wood & Clark County held the Safe Kids Wood & Clark County Coalition meeting. The coalition gave partner updates and the coalition coordinators provided updates on the Ready to Roll Grant, Farm Tech Days, etc. The Safe Kids Coordinators completed the 3rd quarter report which included car seat checks, social media posts and education that was provided throughout the quarter along with numbers of how many adults and children attended.

#### Mental Health Matters

A request from an agency outside of the county came in seeking a storyteller to speak virtually to a student group. Kristen Akbar, one of the local storytellers, volunteered to speak at this event in early November. Staff and the storyteller will debrief on the event and share about the experience Kristen had with the rest of the storyteller workgroup.

A large Performance Management and Quality Improvement project for the health department is underway. Each program area is working on a list of key indicators that outline the breadth of their program area's work to help build an understanding of the many facets the health department takes on. From this indicator list, each program area will be able to start establishing performance measures that will help provide a quick representation of how well their work is going and to highlight areas of success and areas that could use improvement. The Healthy People Wood County team will be continuing to build out their measures over the course of the next two months. The hope is that each program area will have a robust list completed by the end of 2021.

Staff attended the Hmong Leadership Program planning meeting. The Hmong Leadership Program is intended to find local Hmong residents who are interested in serving on boards and other leadership positions within Wood County and to provide relevant training to help them be successful in those positions. The program will be carried out through multiple sessions and is planned to be started in November.

#### Food Systems/Farmers Market

2021 Season Farmers' Market Transactions at Farmer Market management booth.

- \$6,760 in Debit/Credit transaction processed
- \$4,539 in Food Share EBT processed

- \$420 in Aspirus Fruit and Veggies RX redeem
- \$174,792 in total sales reported from our vendors

### Bike Share/Active Communities

The 2021 Bike Share season has come to a successful close! The River Riders and Marshfield Community Bike Share programs had tremendous success this year. After coming off a year without an active bike share program, the goal of the 2021 season was to continue bringing additional transportation and recreation opportunities to all of Wood County. Well, that goal was surpassed! In Wisconsin Rapids, the River Riders Bike Share program had a total of 321 rides taken, 2,311 miles worth of trails and roads ridden, 92,555 calories burned and significantly reduced CO2 emissions in Wood County during the summer bike share months. In Marshfield, the Marshfield Community Bike Share's first season had a total of 203 rides taken, 2,323 miles worth of trails and roads ridden, 93,039 calories burned and also reduced the CO2 emissions during the summer bike share months. The comments and feedback that were received throughout the season were overwhelmingly positive and grateful to have a bike share program in our county.

Our bike share program in Wood County, however, is so much more than a simple rent-to-ride program. Over the course of this summer season, we were asked by our Wood County Jail Discharge Case Manager to locate a bike rack in our community to be donated to a hotel in need of a secure place for their visitors to lock their bikes up. Turning to our community members, two bike racks were donated to the program to have one placed at the hotel and the other to be donated to a small business, school, or other organization in need of a bike rack. We hosted a community bike ride at Lake Wazeecha with Sheriff Becker and Chief Pedersen where 20+ people met at Lake Wazeecha and biked the 4-mile trail, engaging in conversations with Sheriff Becker and Chief Pedersen as well as supporting bike share and biking overall. Finally, River Riders was asked to be a part of the Science by the River event hosted by UW Extension, the City of Wisconsin Rapids, Wood County, and the Convention and Visitors Bureau. Ten bikes were available for rent, free of charge, to anyone wishing to bike along the Wisconsin River waterfront trail from each interactive science station. We were thrilled to be part of this amazing event and had the opportunity to talk with so many community members about why they love bike share, biking, and their favorite trails in the Wood County area. A new opportunity for next season is hosting bike maintenance educational workshops for interested teens and youth through a partnership with Health and Human Services. Our bike share program continues to grow and offer transportation, recreation, and education opportunities as well as social/community support and we are excited for 2022!

## **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 within a safe manner. Staff are also continuing to assist in COVID testing efforts during the week.

### Staff Training

Staff completed Public Health Orientation Training through the Wisconsin Department of Health Services. This training is geared to public health professionals new to the field and gives a broad overview of public health and government functions. The training also included resiliency in public health and self-compassion during the time of Covid-19. The modules included training on overcoming obstacles, coping with changes, as well as recovery from stressful situations.

### Lead Programs

Staff are continuing to work with DHS under the Lead Safe Homes Program through June of 2022. Staff have received a new application for the program this month. Staff also met with DHS regarding a new lead surveillance and remediation program. This program will provide the opportunity for staff to take water samples at childcare facilities in Wood County and test for levels of lead contamination as well as provide remediation services through cooperative efforts by DHS and lead certified contractors if contamination is found.

### 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. Data has been provided with 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 in the past.

### New Business and Consultation

Staff conducted a Pre-licensing inspection for two body art businesses in Wood County this month. Staff conducted a pre-licensing inspection for a new retail food establishment in Wisconsin Rapids. Staff conducted a pre-licensing inspection for a new campground in the county. Staff conducted a pre-licensing inspection for a new retail food establishment in Wisconsin Rapids named "Avocados".

Complaints

Twelve complaint investigations were received in the month of October.

- A complaint was received regarding cockroaches in an apartment complex. Staff confirmed the landlord was aware of the issue, and treatment has since been done on the apartment complex.
- A complaint was received for a building with multiple ordinance violations as well as building code violations. A raze order has been issued by the local authority and orders have been issued by the health department.
- A caller stated their neighbor is leaving garbage cans out in their yard. No health hazards were present at the time of inspection. This case has been closed.
- A complaint was received regarding bedbugs in an apartment complex. Professional treatment has been conducted and will be ongoing until the extermination is complete.
- A caller stated that there are bed bugs in a motel room. Staff were not provided the room number. Staff contacted the manager and made them aware of the complaint. Professional pest control has been hired.
- A caller reported that heat was not supplied in a rental unit. Staff contacted the involved parties and restored heat.
- Complainant stated that a roach infestation was located in a mobile home community. Staff investigated and found that the infestation has been professionally treated and no longer poses a public health hazard.
- A complaint was received stating a mobile home was in need of repairs. Staff were onsite and investigated the issue. Staff recommended referring to lease agreement for repair responsibilities and hiring a licensed plumber for some of the repairs that were of a health concern.
- A caller reported a fruit fly infestation in an apartment building. Fruit flies are not a pest of public health significance, however, staff are working to help resolve the issue.
- A caller reported concern in regards to a neighbor’s installation of a wood boiler. Staff provided guidance information to involved parties.
- A complaint was received regarding a family living in a camper in poor condition. This investigation is currently ongoing.
- A caller stated employees were smoking in a licensed kitchen. Staff were onsite and observed employees smoking outside of the building and smoke being carried into the kitchen by a draft. Corrective actions have been implemented by the facility.

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

- WIC continues to complete all appointments over the phone during this time, although, in person appointments may be accommodated for high risk families, moms in need of lactation support...etc. The physical presence waiver to allow appointments over the phone currently goes through mid-April. The waiver is tied to the public health emergency declaration and requires WIC agencies provide remote services 90 days past the expiration of the public health emergency declaration.
- Jessica Hutchinson, Tiffany Halama, Jenny Froeba, Whitney Armour, and I attended the virtual WWA/Fit Families Professional Development Conference October 27-28 to continue training on nutrition and counseling techniques.
- Congratulations to our breastfeeding peer counselor Whitney Armour for her hard work. She has increased her contacts to breastfeeding women <= 7 days postpartum by 5% and increased her prenatal contacts per policy by 12%! These are the highest contact percentages we’ve seen in 2 years.
- A bill passed to extend WIC’s fruit and vegetable cash value benefit increase to the end of December 2021. This includes \$24 for children, \$43 for pregnant and postpartum women and \$47 per month for fruits and veggies for breastfeeding women. The usual fruit and vegetable benefit is \$9 or \$11 per month per participant.

Caseload for 2021 (Contracted caseload 1477)

	Dec 2020	Jan 2021	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Active (initial)</b>	1450	1446	1419	1403	1324	1400	1377	1377	1367	1377	1351		
<b>Active (final)</b>	<b>1458</b>	<b>1447</b>	<b>1449</b>	<b>1431</b>	<b>1367</b>	<b>1422</b>	<b>1393</b>	<b>1385</b>	<b>1371</b>	<b>1383</b>			
<b>Participating</b>	1457	1447	1445	1430	1355	1400	1378	1378	1368	1383	1351		

## **WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT November 2021**

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

I will be attending the Wisconsin Counties Association's Health and Human Services Steering Committee meeting on Friday, November 12. One of the topics on the agenda is "Children with Complex Needs". We have discussed some of our challenges within Wood County with the H&HS Committee over the past year. We recently discussed options to address the concerns with the committee approving a budget allocation to address some of the concerns through an "On-Call" response system. We are still working to develop this system with the hopes of implementing it early next year. I bring up this topic to share that children across the state are struggling. I hope that by continuing the discussions on a statewide level, we can collectively begin to develop and share more resources.

The Wisconsin County Human Service Association Executive Director, Katie Davis, submitted her resignation effective December 31. The Executive Director plays a vital role in bringing Human/Social Service Departments across the state together to address critical issues. Katie has done a great job of increasing transparency and ensuring collaboration within WCHSA. She has accepted a position with the State of Wisconsin as the Child Welfare Section Manager within the Department of Safety and Permanence.

With the approval of the 2022 Capital Improvement Plans, both Edgewater Haven and Norwood Health Center are beginning to plan for the upcoming projects. The teams at both facilities are excited to start this work, as the projects will continue to enhance our facilities and ensure our residents have an excellent place to call home for years to come. Thank you to the Health and Human Services Committee, Operations Committee, and the full County Board for your support of the 2022 Capital Improvement Plan.

Deputy Director Solheim and I attended the Drug Court Sustainability Committee meeting last month to understand the team's direction in 2022. We assured the committee we were not in attendance to lobby but only to understand what role the committee wanted our Department to play with Drug Court. The initial takeaway from the meeting was that the committee was interested in us participating at the level we have in the past but would continue to discuss as a group. The Drug Court Sustainability Committee is scheduled to meet later this month to discuss this in more detail. I will provide an update to the H&HS Committee as I learn more.

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

Law Enforcement: In review of our Child Protective Services (CPS) Reports Dashboard, which is reported by the Wisconsin Department of Children and Families, we recognize law enforcement is often the largest or one of the largest referral sources for matters which are reported to our Access line. Starting in the month of October, we have been more intentional in connecting with each jurisdiction to discuss what is going well and in an effort to get ahead of challenges which may arise. With the support of Director Vruwink, Family Services Division Administrator Jodi Liegl and I are putting a plan into place to meet with each law enforcement jurisdiction. Thus far, those meetings have gone very well. Moving forward, we will be implementing more targeted informational sessions for our law enforcement teams catering to the request of each respective jurisdiction. Likewise, law enforcement will be providing us with information which will be of assistance to us. We look forward to setting up a more structured schedule in order that we can continue to maintain a close connection into the future for not only our Family Services Team, but for other teams within our Department as well.

School Connections: Our Administrative Team has been in discussion over the past few months about recruitment efforts. In addition to consulting with our Human Resources' team, we have also discussed

connecting with our local universities in an effort to have a presence before them to talk about our programs. Our Family Services Division Administrator, Ongoing Supervisors, and I were recently able to connect with a class at the University of Wisconsin-Stevens Point (UWSP) to talk about the child welfare field, internship opportunities with us, long-term employment opportunities, and to answer questions from the students. The students were quite engaged in our discussion and we had multiple students approach us at the conclusion of the class asking more questions about work within the Human Services field and opportunities which may exist for them. We have been asked to attend at least one session per semester at the university moving forward. As an aside, we have an excellent internship program in which a number of students from UWSP are a part of and find both a benefit to the students as well as to our Department.

*Staff Support and Training:* We continue as a Department to look to ways to support our staff as we look to honor the following mission of Human Services: “Our mission, in partnership with the community, is to provide quality, cost effective, and accessible human services that maximize the potential of individuals and families” As we look to honor this mission, we must ensure those who our customers first interface with are knowledgeable, comfortable, and confident within their roles. In the month of October, we transitioned some of our training focus to our staff who answer the phone, interface with customers, and can often be seen as a director of first impressions for our Department. Our Community Resources Supervisor, Steve Budnik, will be delivering mandatory trainings in the month of November for those who greet customers by phone or in person.

*Youth Programming Update:* Our Youth Mentor Program continues to grow with the addition of a Youth Mentor Case Manager in late September. With the graduation of some youth from the program as well as the addition of our newest Youth Mentor Case Manager, we were able to pare our waitlist down to one youth, although we do expect that waitlist to continue to grow. By design, our Youth Mentor Case Managers work intensely with youth on a weekly basis. With permission from one of our youth, following will provide a short synopsis of the youth’s progress and highlight the importance of this program and how proud we are of our mentor’s work and our youth’s growth. This particular youth was accepted into our program subsequent to being involved in our Youth Justice System. The youth’s reputation was tied not only to youth justice involvement, but to aggressive behaviors such as picking up large items and throwing them across a room, verbal outbursts at school and disobedience with teachers and those within positions of authority, and other disruptive behaviors. The youth also struggled with attendance. Academic professionals and those around the youth were overwhelmed and losing hope. One of our Youth Mentor Case Managers started to work closely with this youth and listen, role-model, build trust, and safely expand his environment through pro-social activities. This youth has achieved incredible goals such as transitioning from nearly failing classes to getting A’s, dramatically improved school attendance and behaviors, and zero school suspensions. This youth has slowly begun to learn he has a support system around him and now has trusting relationships with adults. As this particular youth graduated from the program last month, the youth looks forward to a future with goals the youth is confident she can achieve and plans to avoid any involvement with the Youth Justice system moving forward.

### **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: 297 total Claims, \$1,306,513
  - Edgewater: 59 total Claims, \$187,575
  - Community: 1,800 total Claims, \$486,252

- Prior Authorizations requested and processed: 12
- Service Admission Intakes - by location
- Admissions: 29
  - Bridgeway: 6
  - Community: 43 scheduled, 18 walks ins, 40 annual updates
- TRIP Monies received YTD:
- Norwood: \$33,953
  - Community: \$33,373

Accounting and A/P Team:

- NHC Accountant resigned
- Staff from locations attended Leading Age Medicaid webinars
- Staff began training/refresher for RB front desk reception coverage
- Norwood AR/AP Specialist announced retirement effective 12/17/21
- Team met with Child Welfare Ongoing team. Touched based on voucher process, TSSF time studies
- Prepared and presented 2022 Northern Income Maintenance Consortium budget
- Met with WIPFLI to ensure price transparency at Norwood is following mandates
- Prepared and submitted Intoxicated Driver Plan funding application
- Edgewater team member participating in new committees (EE Retention and Recruitment, Guardian Angel)

Support Services Team:

- Update on Clinic service note transcribing: currently doing dictation on August services provided- prioritizing dates of services to ensure timely filing
- 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
- One Staff continues on intermittent FMLA
- 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
- One HIPPA/Confidentially 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
- Design and set up of Release of Information document in SmartCare.
- Team members attended all staff, SmartCare reception training, staff development to include mentor connections
- Creation and implementation of reception schedule to include more personal coverage and cross training at River Block

**Behavioral Health Division Update by Stephanie Gudmunsen**

The Outpatient Clinic initiated a waiting list for mental health and substance abuse treatment intake appointments on 10/18/21. Already, there are 42 individuals on the waiting list. The Crisis/Mental Health Therapist-Unlicensed position has been filled. The new therapist will start on November 29. There is a Licensed Therapist position and an AODA Counselor position posted.

We are seeing the effects of staffing shortages throughout the mental health system. We have received notices from hospitals and supervised community living settings indicating lowered capacity due to

staffing challenges. It is imperative that we provide comprehensive, high intensity services in the community in order to avoid the need for these higher level of care settings.

Currently, there are 173 children enrolled in the Children's Waiver program. This is a 140% increase from the total enrolled (72) a little less than four years ago. The Children's Waiver Program is a no waiting list program.

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

Child Care Certification: Wood County Human Services Department currently has 19 certified in-home daycare providers. We are proud that all providers comply with safety and continuing education factors, which makes this program a leader among the state.

Transportation: In October, we provided 937 rides. This is an increase of rides by 52 from September. Out of these rides, 306 were for employment, and 211 were for medical needs. We will be applying for the 2022 FFY 85.21 grant to continue transportation services in Wood County. The deadline to apply is 12/07/2021.

WHEAP: For the first month of our contract and the 2022 heating season, there were 662 approved applications in Wood County. This is an increase of 92 or 17.04% from last year at the same time. Wood County is currently the top agency in approved customer applications. In fact, our surplus is the highest in the state. A considerable factor for this includes an increase in applications: our promotion of customer service and offering phone applications versus in-person or mail.

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

In the month of October, we had 12 admissions and 5 readmission. Current memory care census is 18 residents.

Census comparison to last year:

October 2020 – 50.09 average census with 6.65 rehab

October 2021 – 48.87 average census with 5.42 rehab

Admissions/Discharges Comparison:

October 2020 – Admissions 17/Discharges 6/Readmissions 2/Deaths 1

October 2021 – Admissions 12/Discharges 8/Readmission 5/Deaths 3

Personnel Updates: Open position as of writing this: Nursing – 2 .97 FTE RN, 2 .97 FTE LPN, 2 .97 FTE CNA, & Patient Billing Specialist.

The dietary department has been working on training all the new full-time hires. We continue to get applicants on cyber recruiter and Facebook for casual positions. The dietary department will continue to solidify its staff base going into the holiday season.

The nursing department has hired another casual high school certified nursing assistant. We have had great success over the last couple of months with the hiring of casual certified nursing assistants. We still have two full-time openings for certified nursing assistants. We have had some applications trickle through and are trying to bring those individuals on. We are hopeful that we will be able to fill the two full-time openings soon.

The nursing department continues to struggle with recruitment efforts for LPNs and RNs. On November 1<sup>st</sup>, we received our first nurse applicant since September. This RN is interested in coming to our building part-time and has prior experience at our building. We also have a phone call setup with another RN

that worked here in the past that may be interested in coming back on a casual or part-time basis. We will continue trying to come up with creative ways to recruit nurses. For example, contacting the local nursing program, securing radio ads, and reaching out to former employees.

Our Patient Billing Specialist has tendered their resignation. Their last day will be on 11/5/21. Therefore, Administrative Services will be working on filling this position in collaboration with our building. We have received several applicants and are excited to begin the interview process.

COVID-19 Updates: As of typing this, Edgewater Haven had two additional employees test positive in the month of October. One positive employee worked a few hours in the kitchen during their infectious period. Due to the low risk of exposure there were no employees directly exposed. Another employee was asymptomatic, but tested positive. This employee worked in the administration wing and also was a very low risk exposure. Those employees exposed were able to continue working after testing negative prior to starting their shifts. Therefore, the building was in outbreak status from October 22<sup>nd</sup> through November 5<sup>th</sup>.

We continue routine testing of unvaccinated staff members based on the county community transmission level. As of November 5<sup>th</sup>, the county was in the high community transmission level which means testing twice weekly.

Capital Projects: Work by complete control continues on the wander guard and nurse call system. This project is nearing completion.

We are drawing near to a solution for the emergency generator quick connect capital project. A call was conducted on October 22<sup>nd</sup> with a representative from total energy. We are hopeful to get this project completed before the end of year.

Martin Brothers Vendor Change: The vendor change with Martin Brother continues to go well. The only issue we have run into is the equipment we lease. Specifically, the dish machine has had multiple problems with it since it was installed. With that being said, Martin Brothers has sent their maintenance team to fix the machine every time our dietary manager has called.

Aegis Therapy: The physical therapist that was supposed to start with Aegis decided to not come on board. We were extremely disappointed with this outcome and felt it was directly related to the recruitment and onboarding process of Aegis Therapy.

Coverage for the building also continues to be an ongoing issue as our building is without a physical therapist (vacant), occupational therapist (medical leave), and speech therapist (medical leave). I have expressed my concern and frustration regarding the situation. Biweekly calls continue to discuss the staffing issues, but no change has been made.

Edgewater Haven will continue to explore all options to ensure our residents receive the proper recreational and therapeutic care they deserve.

### **Employment and Training Update by Lacey Piekarski**

Independent Living: The NorthCentral Independent Living Program continues outreach to youth identified by the WI Department of Children & Families as eligible for Chafee federal stimulus funds and continued IL case management support up to age 23. In October, 17 of 46 eligible youth were provided federal stimulus fund payments. Outreach to this specific cohort of youth aging out of care through the pandemic continues through 3/31/22. Eligibility guidelines are also extended to serve IL-eligible youth ages 21-23 through 12/31/22. To support this caseload expansion, partner agency CW Solutions will

employee a limited term IL Outreach Coordinator to attempt engagement with the 21-23 year old IL-eligible cohort of youth.

FSET: The NorthCentral FoodShare Employment & Training (FSET) Program finalized Federal Fiscal Year 2021 as of 9/30/21. In the 4<sup>th</sup> quarter (July – September 2021), the FSET Program enrolled 317 total individuals, exceeding the goal to enroll 275 individuals. Regionally, the FSET Program enrolled 780 customers as of 10/31/21, Wood County accounting for 36% of total enrolled customers. FSET case management services continue to be offered in-office, phone connection if requested, to continue engaging customers in their employment and training goals.

### **Family Services Update by Jodi Liegl**

Family Fun Night for Foster Families at Memory Lane Farm: On September 24, 2021, due to a grant award, we sponsored a Family Fun Night at Memory Lane Farm in Marshfield. This was an opportunity for foster families to come together, network with other foster families, and enjoy a free, family-friendly event. Children and families were able to interact with the animals, enjoy pizza from Scotty's Pizza and cookies from Norwood, learned how to rope using a plastic steer head, played yard games, were introduced to knitting, and participated in other crafts inside the barn.

Kids at Hope: Wood County continues to move forward in building a stronger and more hopeful community. Our first in-person Kids at Hope community event was held on October 6, 2021, at Nepco Lake Shelter. Together Rick Miller, founder of Kids at Hope, and Danny and David Diaz, who inspired the Disney movie *McFarland USA* through their lived experiences, shared their stories about how all children, youth, families, and communities can be successful, no exceptions to approximately 80 people. Additionally, we held breakfast meetings with our school administrators on October 6 and 7, and team luncheons where Rick shared the vision of Kids at Hope and how impactful having a community-wide cultural framework can be to those we serve. Prior to Rick's departure, a small group of community leaders met to discuss next steps from continuing to cultivate the culture of hope in Wood County. A steering committee made up of dedicated and passionate leaders has been developed, and the first meeting has been scheduled. Shifting cultures, philosophies, and mindsets across a community take time, as it is much deeper than implementing a program.

Halloween Events: This year we had a team of staff take the lead on creating an opportunity for our children and families to engage in some Halloween activities throughout the week. Children placed outside of their home were encouraged to wear costumes for their scheduled supervised visitation. There were stations of candy and small toys for them to visit. A polaroid camera was purchased to allow pictures to be captured and provided to both the child and parent. Across the agency, a door-decorating competition took place. On Thursday, October 28<sup>th</sup>, children and families could come into the office for trick-or-treating, crafts, face painting, activities, and pictures. Staff were allowed to dress up in costumes. River Block quickly transformed into a Halloween, fall-themed office. Throughout the first and second floors, over 60 stations were created for children to visit, most of which were donated by staff. This event provided an opportunity for children and families to have a positive interaction with staff, encouraged healthy activities between children and their families, and allow memories to be captured. Additionally, we saw staff come together to decorate, engage in team building activities, contribute candy, and spread positivity. We received positive feedback from the children and families who participated, and we are already planning future events.

Personnel: We welcomed back two supervisors from maternity leave in October. We are happy to have a full leadership team within Family Services. We continue to recruit for an Initial Assessment Social Work and an Ongoing Social Work position.

## **Norwood Administration Update by Marissa Kornack**

The emergency regulation requiring COVID-19 vaccination for health care workers was released during the first week of November by CMS. This regulation covers health care facilities that participate in Medicare and Medicaid programs. If you are not aware, the payer sources of the overwhelming majority of the clients we serve are Medicaid and/or Medicare.

Here is an excerpt from the CMS press release: *“Facilities covered by this regulation must establish a policy ensuring all eligible staff have received the first dose of a two-dose COVID-19 vaccine or a one-dose COVID-19 vaccine prior to providing any care, treatment, or other services by December 5, 2021. All eligible staff must have received the necessary shots to be fully vaccinated – either two doses of Pfizer or Moderna or one dose of Johnson & Johnson – by January 4, 2022. The regulation also provides for exemptions based on recognized medical conditions or religious beliefs, observances, or practices. Facilities must develop a similar process or plan for permitting exemptions in alignment with federal law.”*

As it states above, each organization has to develop a process for review and decision making in regards to granting religious and medical exemptions. At the time of writing this (11/5), we do not have a process established, but are working with the county, HR, and legal counsel to coordinate a process for review of these requests now that the official rule has been released.

I have been working on the process of obtaining proposals from multiple physician recruiting firms to aid in the recruitment of a psychiatrist/treatment director for our hospital unit. I plan to present these various proposals to the committee at our December meeting.

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

Overall staff shortages are an ongoing and increasing issue at the facility, for both nursing and other departments, as work shortages and pay rates go up all around us. Applications are very few and those that are applying are not returning our calls or attempts to contact them. The last seven applicants no showed for scheduled interviews.

We have been enrolled in the DHS surge staffing support program and are working with the agency recruiter to fill some of the five full-time nurse vacancies and two of the nurse aide vacancies.

We continue to be in outbreak status over the last four weeks. The community spread is high right now and have had many staff COVID-19 positive or off on quarantine. Staff will continue to wear KN95's as a precaution in the facility to mitigate the risk of spread.

Flu shots have been administered. Health Direct Pharmacy is coming to do COVID-19 boosters to eligible staff and residents on November 9<sup>th</sup>. At this time, 71% of our staff are fully vaccinated.

Admissions Unit: There is a psychiatrist applicant interested in visiting the facility to consider taking on the role of treatment director. Marissa and Brandon will be bringing them through for a tour in November.

Liz, Marissa, Stephanie G, and Adam G will be meeting to discuss the recent changes in DHS Ch. 75, which governs substance use services. DHS 75 will no longer have a detox only license, which is what we have on our hospital unit. It appears we will have to request a different license under Ch. 75, which would be a medically managed inpatient treatment service license (75.58). We will need to evaluate the required resources (staff, educational requirements, and funding) to make the transition to a medically managed inpatient treatment service license. The changes go into full effect October 2022.

The unit continues to be very busy with demand for services high. Census remains strong with average daily census of 9.1 for October. There were 29 admissions and 26 discharges in October. As of 10/26, the average daily census for the year is 7.57.

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.

Kristi Smith, one of the facility nurses who is an EMT, will be doing some training/education/drills to all staff on emergency medical issues and responses in the facility.

There were three admissions and five discharges in October.

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

We continue to recruit to fill the one remaining casual receptionist opening. Casual receptionists provide coverage on evenings and weekends, so with this ongoing opening it leaves about half the evening and weekend hours in a week uncovered.

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

The Congregate meals for the month of September were 9,818 with revenue of \$45,162.80. Congregate meals for the year are 91,337 with revenue year to date of \$420,145.60.

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

Update on 2021 Capital Improvement Projects: After a delay in getting the new kitchen compressor, we were told it has finally arrived and plans are in place to begin installing it in early November.

It seems that delays in materials and cost increases are becoming more and more common. Looking ahead to future CIP projects, we are doing what we can now to prepare for how these challenges may affect future improvements and help make our resources go as far as possible to meet those needs.

In regards to HVAC control upgrades, we are replacing some heating valves and capping off air lines where possible in preparation for future conversion to digital controls. These are small details but all contribute to accomplishing the bigger plan.

Also, we became aware of a large price increase slated for mid-October for a crucial component needed to make improvements to our emergency generator in 2022. This increase was expected to cost an additional \$2,000-3,000, on top of the additional increases in the cost of copper and plastic electrical components we are seeing. To counter this, we chose to postpone smaller, less critical tasks this year (i.e. replacing worn exterior doors, upgrading light fixtures, etc.) and take advantage of lower-than-expected auto repair costs (in large part due to having newer vehicles) to purchase and install that part now.

Utilities: Not to paint a grim picture, but I looked over our current utility expenses and found some unsettling trends. Since this time last year, we have seen a 68% increase in fuel oil cost, and a 78% increase in LP prices (see charts below).

Fuel Oil:

Stats	
Last Value	3.00
Latest Period	Oct 18 2021
Last Updated	Oct 27 2021, 13:00 EDT
Next Release	Nov 3 2021, 13:00 EDT
Average Growth Rate	11.28%
Value from 1 Year Ago	1.78
Change from 1 Year Ago	68.54%
Frequency	Weekly
Unit	USD per Gallon

LP:

Stats	
Last Value	2.256
Latest Period	Oct 18 2021
Last Updated	Oct 27 2021, 13:00 EDT
Next Release	Nov 3 2021, 13:00 EDT
Average Growth Rate	13.16%
Value from 1 Year Ago	1.264
Change from 1 Year Ago	78.48%
Frequency	Weekly
Unit	USD per Gallon

[https://ycharts.com/indicators/wisconsin\\_residential\\_heating\\_oil\\_price](https://ycharts.com/indicators/wisconsin_residential_heating_oil_price)

[https://ycharts.com/indicators/wisconsin\\_residential\\_propane\\_price](https://ycharts.com/indicators/wisconsin_residential_propane_price)

Similarly, we saw a large jump in Natural Gas prices, which is the continued result of the nationwide shortage we experienced over the winter of 2020-21 (per conversation with WE Energies customer service 10/29/21). Fortunately, our consumption of LP (for emergency heat source) and fuel oil (for emergency generator) are low barring the need to convert to these backup systems long-term. I report this only to keep us aware of conditions; we will continue to find creative ways to keep this facility operating efficiently and safely despite these challenges.

## CVSO Report to the Wood County Health and Human Services Committee

### Meeting Date: November 18, 2021

#### September Activity:

Caseload activity for October 2021 – 14 new veterans served. During the month of October, we completed/submitted 225 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)
- 3 Appeals – Higher level review, Notice of Disagreement (appeal)
- 9 new claims for disability compensation
- 0 new claims for veterans pension
- 4 new claims for surviving spouse benefits (DIC or surviving spouse pension)
- 15 new applications for VA Healthcare
- 18 appointments of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 4 burial and marker applications

#### Activities:

1. Completed as of November 10:
  - a. October 20- Outreach Activity/Veterans VA Clinic in Wisconsin Rapids (with Tomah VAMC)
  - b. October 27 – Virtual Homeless Coalition/ North Central Continuum of Care meeting.
  - c. November 1 – Wood County Veteran Service Commission meeting.
  - d. November 2 – Midstate Technical College Veteran Showcase.
  - e. November 9 – Tomah VA Medical Center Quarterly Legislative Liaison and CVSO meeting (virtual).
2. Near Future:
  - a. November 11 – Veterans Day, guest speaker at Wood County Veterans Memorial Ceremony.
  - b. November 12 – Meeting with Hotel Mead to plan fall 2022 CVSO Training Conference
  - c. November 16 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
  - d. 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 \$547,564.53 in retroactive payments. Monthly increases totaling \$52,531.67 or additional \$630,380.04 every year.

Since last month's report, we have one veteran receive his third VA decision based on our contacting him. The VA granted earlier effective dates and new disabilities providing another retroactive payment of \$42,119 and a monthly increase for housebound status of \$375 per month. Total retroactive payments for this veteran total \$51,491 and have increased his monthly disability compensation from \$144 to \$3,809.02 per month.

**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 us to assist them in a Veterans Outreach Event. The event will be outdoors in the parking lot of the Veterans outpatient clinic on October 20<sup>th</sup>. The clinic is located between Centraila and the Boys and Girls Club. We will attend this event prior to the scheduled meeting and the forcast is for rain. Update the weather held off and 190 veterans and family members attended.
3. Because the Wood County CVSO is the CVSO Association of Wisconsin President one of the perks/duties is to host the fall training conference and banquet. We are in the process of organizing that with the Hotel Mead here in Wisconsin Rapids. Dates are set to be October 17-21 2022.

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

**DATE:** November 8, 2021

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

**EXCUSED:**

**NOT**

**PRESENT:**

**OTHERS** David Patton, Bill Clendenning, Trent Miner, Ed Newton, Erik Engel, Kelli

**PRESENT:** Trzinski, Quentin Ellis, Ted Ashbeck, Charlie Hoogesteger, Shawn Becker, 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 October 11, 2021:**

**Motion by Hamilton, second by Polach to approve the minutes of the October 11, 2021 meeting as presented. Motion carried unanimously.**

**3. Public Comments:**

No Public Comments.

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

**December 13, 2021**

**9:00 a.m.**

**Wood County Courthouse Room 114**

**5. Communications Department:**

**a. Communications October 2021 Claims:**

The Committee reviewed the Communications October 2021 claims. Clarification was given on tower payments to the City of Nekoosa.

**b. Communications Report:**

The Committee reviewed the report.

**6. Emergency Management Department:**

**a. Emergency Management October 2021 Claims:**

The Committee reviewed the Emergency Management October 2021 claims.

**b. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management report. Talked about the involvement with municipalities in getting grant money from the August 2021 storms. Elaborated on the Domtar wastewater spill, stated it was a leak for an unknown amount of time and was white wash.

**7. Dispatch Department:**

**a. Dispatch October 2021 Claims:**

The Committee reviewed the Dispatch October 2021 claims.

**b. Dispatch Activity Report:**

The Committee reviewed the Dispatch report. Elaborated on the item on Grand Rapids paging along with night staff complaints.

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner reports.

**b. October 2021 Claims:**

The Committee reviewed the Coroner October 2021 claims.

**c. Discuss Coroner & Deputy Coroner Wages/Per Diem:**

A resolution will be brought before the Committee regarding the addition of the \$135.00 per diem for cases over four hours for the coroner and the increase of cremation permits and death certificates from \$100.00 to \$125.00.

**9. Humane Officer**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer Report.

**b. Human Resource Report**

Will be discussed at December's meeting.

**10. Sheriff's Department:**

**a. Correspondences:**

Sheriff Becker discussed the COVID-19 cases in the jail and among staff members.

**b. Wood County Rescue:**

The Committee reviewed the Wood County Rescue report.

**c. Crime Stoppers:**

The Committee reviewed the Crime Stoppers report.

Sheriff Becker stated the PAC fundraiser turnout was excellent.

**d. K-9 Project:**

The Committee reviewed the K-9 report.

**g. October 2021 Claims:**

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

**h. Hiring Process:**

Sheriff Becker stated a conditional offer was presented to Christopher Downs. Christopher is coming to our Department from Clark County Sheriff's Department and Princeton Police Department.

**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: Sheriff Becker stated the new jail plans are coming along nicely. He stated the County is almost done working with the City of Wisconsin Rapids on rezoning and vacation of Avon Street.

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

**Motion by Hamilton, second by Winch to approve the October 2021 claims of all Public Safety Committee Departments. Motion carried unanimously.**

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

Human Resource report pertaining to Humane Officer Evaluations

**13. Adjourn**

**Meeting adjourned at 10:01 a.m. by Chairman Feirer.**

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

**PUBLIC SAFETY COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, November 30, 2021  
**TIME:** 10:00 a.m.  
**LOCATION:** Wood County Courthouse – Room 114  
400 Market St.  
Wisconsin Rapids, WI

**PRESENT:** Mike Feirer, Dennis Polach, Bill Winch, Joe Zurfluh, and Brad Hamilton (WebEx)

**OTHERS PRESENT:** Bill Clendenning, Kim McGrath

The meeting was called to order by Chair Feirer at 10:08 a.m.

There were no public comments.

**Motion by Zurfluh, Second by Polach to go into closed session at 10:11 a.m. pursuant to 19.85 (1)(c) Wis. Stats., to conduct interview(s) of candidate(s) for the Humane Officer position and to discuss qualifications of the candidate(s).**

**Roll call vote: Feirer: yes; Polach: yes; Hamilton: yes; Winch: yes; Zurfluh: yes. Motion carried.**

**Motion (Zurfluh/Hamilton) to return to open session at 11:03 a.m. Motion carried unanimously.**

The chair declared the meeting adjourned at 11:06 a.m.

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



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PITTSVILLE FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES



To: Wood County Public Safety Committee  
From: Pittsville Fire Company  
Ref: Grant assist – Emergency Management  
Date: November 22, 2021

Committee members,

Please allow this letter to show our gratitude for the assistance provided by Emergency Management Director Sarah Christianson. She has helped us acquire funding that will better help us manage incidents involving Ammonia here in the Pittsville area.

Her office has been working with Gardner Cranberry / Cold Storage and myself to help mitigate any issue we may have with a release of Ammonia at the cold storage facilities in our response jurisdiction.

She researched and found a grant that will allow us to purchase escape hoods and monitors for emergency use. While we are still in the process of buying said equipment, I wanted you to know about the assistance her office has provided. We look forward to more successful joint ventures.

Sincerely,

Chief Minor – Pittsville Fire Company



Department Head / Humane Officer  
Nanci Olson  
October 3<sup>rd</sup> – October 16<sup>th</sup> 2021

10-3; Reports

10-3; WC15437 A dog bite happened to a child at a campground @ 14014 County Road Z, Saratoga 0

10-4,11; WR7896 An inspection of signage and fencing regarding a dog deemed dangerous @ the 300 block of Drake Street. Proper signage has not been completed. 16,16

10-5,6; WR16819 & WR16821 The owner of a Black Lab Mix male had just brought the dog in the house when he unexpectedly started attacking her. The dog bit her on both of her arms. This dog also attacked her daughter in July of this year. The dog was taken to the Humane Society for the ten day quarantine and the owner has decided to have the dog put down on 'day 10' of quarantine. 18,22

10-7; WC11689 Welfare check on a dog in the town of Sigel. 32

10-8,9; GR3353 A visitor to the South Wood County Humane Society was interested in looking at the cats available for adoption. A worker advised her that if she saw a cat she wanted to hold to let the worker know and she'd take the cat out of the cage and hand the cat to her. Apparently the victim of the bite opened a cage to take a cat out herself and the cat bit her in the face; this cage also had a sign on it that read 'employee's only'. This cat was in a separate room and not up for adoption. 0,22

10-9,13; WC11775 *Open case* of mistreatment of a horse @ Evergreen Ave., working with a veterinarian on proper diet for weight gain. 10,10

10-10,11,12; WR17139 Complainant stated that she was out walking her little dog on a leash when a loose Pit Bull type dog attacked her little dog biting it's ear off, so the owner drove her dog up to PawHealth for emergency treatment. The pitbull type dog is from the 640 block of 10<sup>th</sup> Street North, WR. The Pitbull also attacked other dogs in May and July of this year. In July the dog was removed from the city as agreed upon. The owners brought the dog back home in the city without notice. On this day, October 10<sup>th</sup>, I spoke with the Lieutenant on-duty for Wisconsin Rapids PD regarding the City possibly impounding the dog under their ordinance. The Lieutenant decided not to Impound the dog but rather I did an Order of Abatement regarding proper confinement of the animal. After meeting with the owner of the dog I had concerns with the dog staying home due to the kids letting the dog out, not closing the front door, and that an open window's screen is ripped open on the ground floor of the house and the dog could potentially get loose again. Instead of writing up an Order of Abatement I instead impounded the dog under Wood County's Dangerous Dog Ordinance. The Pitbull was taken to the Humane Society. The following day, October 11<sup>th</sup> I met with the City Attorney regarding the impoundment. The Attorney took over the Impoundment of the dog under their City Ordinance. I met again with the owner of the dog and served her with the Notice of Impoundment. The owner has until October 18<sup>th</sup> to contest the Impoundment or decide to not claim her dog. 17,17,17

10-11; Public Safety Committee Meeting. 16

10-12; WC14990 A dog was loose and went to the neighbor's and killed some chickens.Open Case. 20

10-14,15; WR17412 A dog bite @ 4610 8<sup>th</sup> Street South, WR; Maples Mobile Home Park. A great dane bit the victim on her right hand. 14,14

10-15; WC16160 A Wood County residence and owner of a Alaskan Malamute took his dog to work with him in Lincoln County and it bit a co-worker. He then took the dog to Marathon County Humane Society to be quarantined prior to my involvement in this case. This bite happened two days prior to Lincoln County notifying Wood County. I did a report and filled out a Quarantine Order and got it over to Marathon County. 0

10-16; WC16230 Suspicious death of an American Bull dog. Under investigation. 6

Department Head / Humane Officer  
Nanci Olson  
October 17<sup>th</sup> – October 30<sup>th</sup> 2021

10-17; Reports

10-17,22; WC16230 Under investigation. 6,6

10-18,19; WC16344 A child was bit by her Aunt's dog @ 8900 block of Richfield Wood Drive. The dog was a dachshund nipped the child on her left calf. 60,60

10-19,21; WR7896 An inspection of signage and fencing regarding a dog deemed dangerous @ the 300 block of Drake Street. New kennel was put up and attached to the garage and staked to the ground. 16,16

10-20,21; WC16451 A person riding bike was bit by a dog @ 10770 block of Mill Creek Drive. The dog is a chocolate lab. 84,84

10-21,22; WR17139 A dog deemed dangerous @ 640 block of 10<sup>th</sup> St. N. WR had been impounded, the owner did not contest the Impoundment and relayed to me that she decided to not claim her dog, I did inform the City Attorney of the situation. 17, 17

10-22; WC14990 A dog killed some of the neighbor's chickens, proper confinement is needed. Open Case. 20

10-23,25; WC11775 Open case of mistreatment of a horse @ Evergreen Ave., working with a veterinarian on proper diet for weight gain. 10,10

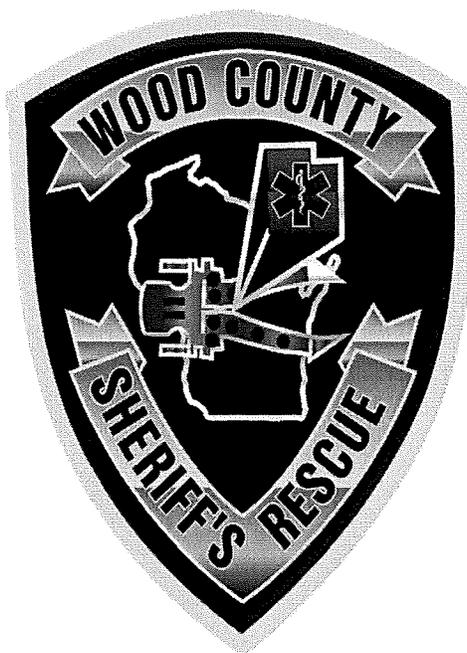
10-24,28; WC14294 Animal hoarder, mistreatment. Several issues, including a very thin horse needing extra feed, feet checked, teeth checked, and improper dog kennels. Open Case. 10,10

10-26,27; WR18047 A stray cat bit a victim on his hand when the person picked the cat up. The stray cat was taken to the humane society for quarantine. Investigating details of how/when the victim obtained the cat, and from where. 22,18

10-27; GR3581 The owner of the cat that bit was holding her cat near the dog that she was babysitting for a friend. The cat became scared and bit on her wrist. 10

10-29,30; WR18165 Under investigation, a dangerous dog. 18,18





# October Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

## October Training Descriptions

Date	Type	Description
5-Oct	Business Meeting	October Business Meeting
12-Oct	Project Lifesaver	Had a live runner with a transmitter. Split into multiple groups to search and find missing person.
19-Oct	Extrication	Door removal and roof removal.
26-Oct	Extrication	Door rope pulls for manual extrication.

Call #	79	80	81	82	83
Date	10/4/2021	10/5/2021	10/5/2021	10/9/2021	10/15/2021
Time	5:29	16:07	16:38	8:39	2:17
Day of Week	Monday	Tuesday	Tuesday	Saturday	Friday
Township	Saratoga	Port Edwards	Wisconsin Rapids	Sigel	Sigel
Location	STH 73 & BELL RD	CRANMOOR RD & CTH G	531 10TH AVE N	CTH S & CTH F	4290 STH 73
Call Type	10-50 w/ Unknown Injuries	Traffic/Scene Containment	Project Lifesaver	10-50 w/ Unknown Injuries	Traffic/Scene Containment
Medical/Extrication	No	No	No	Medical	No
Ambulance	WRFD		WRFD	UEMR	
EMR	Grand Rapids			Rudolph	
Fire	Grand Rapids			Rudolph	Pittsville
Tools/Equipment Used					
Notes		Rescue 4 also on scene			Arpin & Richfield FD also on scene

Call #	84	85	86	87	
Date	10/15/2021	10/17/2021	10/20/2021	10/30/2021	
Time	16:08	2:49	19:03	18:26	
Day of Week	Friday	Sunday	Wednesday	Saturday	
Township	Saratoga	Port Edwards	Port Edwards	Nekoosa	
Location	7110 CHURCH AVE	1053 CAMP RD	CTH Z & RANGE LINE RD	711 PROSPECT AVE	
Call Type	10-50 w/ Injuries	Water Rescue	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	
Medical/Extrication	No	No	No		
Ambulance	WRFD		WRFD		
EMR	Saratoga		Saratoga		
Fire	Grand Rapids				
Tools/Equipment Used		Rescue 4 with Marine 1 also on scene.			
Notes					

Date	10/7/2021				
Day of Week	Thursday				
Event	Run with the Cops				
Host	Special Olympics				
Location	Downtown WR				
Vehicle Used	R4				
Tools/ Equipment Used					
Event Description	Show & tell prior to event. Lighting along the race path during event.				

Date					Date
Day of Week					Day of Week
Event					Event
Host					Host
Location					Location
Vehicle Used					Vehicle Used
Tools/ Equipment Used					Tools/ Equipment Used
					Event Description




# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

November 3, 2021

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – October

For the month of October, the Crime Stoppers program received 18 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The monthly board meeting was held on October 19, 2021. The next regularly scheduled meeting will be on November 16, 2021 at 6:30 P.M.

Respectfully Submitted

Joseph M. Zurfluh  
Deputy Sheriff  
Wood County Sheriff's Department



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## October K9 Report

	<b>TRAINING HOURS</b>	<b>USEAGE/ DEPLOYMENTS</b>	<b>DEMO/ COMMUNITY</b>
K9 Sig	49	1	1
K9 Ace	48	2	0
K9 Timo	48	0	0
K9 Rosco	50	2	0

### TRAINING (MONTHLY) –

All four Wood County handlers and K9's attended the four day WLECHA K9 working conference in the Wisconsin Dells. During this conference Handlers and K9 trained in multiple areas including narcotics, water apprehensions, vehicle apprehensions, obstacle courses, K9 first aid, and obedience.

**TRAINING (INDIVIDUAL)** – K9 Sig completed narcotics training.

**USEAGE** – Sergeant B. Christianson and Ace had two deployments in October. One deployment was a narcotics vehicle sniff. This sniff resulted in methamphetamine, marijuana, and drug paraphernalia being located. Ace also conducted a track/area search for a fleeing subject wanted for criminal charges through the Wisconsin Rapids Police Department. Subject was not located but area near residences were cleared for safety. K9 Sig assisted with traffic stop and WRPD interdiction. K9 Rosco had two deployments in October. Both deployments were vehicle sniffs. One sniff resulted in 1 gram of THC.

**DEMO/COMMUNITY** – K9 Sig made an appearance at the Run with the cops event in Wisconsin Rapids.

### ADDITIONAL INFORMATION –

Respectfully,

*Nathan Dean*

Nathan Dean  
Patrol Lieutenant



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Department of Natural Resources Patrols

### OCTOBER 2021

#### ATV

- 10 hours were dedicated to the ATV patrol in October.

#### BOAT

- 9.25 hours were dedicated to patrol on the water in October.

#### 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	<b>244.00</b>	
February	0.00	12.00	0.00	82.00	168.00	<b>262.00</b>	
March	24.00	8.00	0.00	154.00	360.00	<b>546.00</b>	
April	72.00	20.00	24.00	150.00	0.00	<b>266.00</b>	
May	36.00	96.00	156.00	84.00	0.00	<b>372.00</b>	
June	0.00	8.00	267.00	87.00	201.00	<b>563.00</b>	
July	36.00	60.00	0.00	122.00	0.00	<b>218.00</b>	
August	0.00	0.00	0.00	85.50	0.00	<b>85.50</b>	
September	0.00	48.00	48.00	85.50	252.00	<b>433.50</b>	
October	12.00	0.00	12.00	72.00	328.00	<b>424.00</b>	276
November	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>	
December	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>	
<b>TOTALS</b>	<b>180.00</b>	<b>252.00</b>	<b>507.00</b>	<b>1046.00</b>	<b>1429.00</b>	<b>3414.00</b>	276



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Operations Overtime/Comp Time Totals

### October 2021 (October 3 to October 30)

#### Patrol

Overtime hours:	92.5
Comp time hours:	230.375
Holiday Pay hours:	0
Holiday Comp hours:	0

#### Investigations

Overtime hours:	82.25
Comp time hours:	50.125
Call Out:	0

#### Security Services

Overtime hours:	3.75
Comp time hours:	21.625

TOTAL CALL OUT: 0

Submitted By: Charles Hoogesteger – Operations Captain



# Wood County

WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

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## **Public Safety Committee Meeting**

### Security Services October 2021 Report

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

Guns -	0
Knives -	68
O.C. -	10
Misc. Items -	1

The miscellaneous item that was located was a rock about the size of a baseball.

Security Services screened 5,441 people entering the courthouse for the month. Security Services had 30 security requests from different departments within the Courthouse for the month of October.

There were three jury trials this month and one of them were a two-day trial. Security handed out six masks to individuals that requested them.

Security Services served one individual court papers and another individual turned himself into us because he had a warrant for his arrest.

During the Month of September, I did utilize part-time employees for 32 hours to fill employee shortage hours.

\*Octobers report was completed on October 25, 2021, so total numbers are lower\*

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	236	88	61	0	0	0
2	219	69	63	221	87	62	214	88	58	228	94	67	238	87	60			
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	237	91	64						
8	219	79	62	215	87	64	215	86	55	236	96	64						
9	224	79	65	216	87	64	218	84	56	235	95	63						
10	223	85	63	211	86	63	215	78	56	233	95	63						
11	222	85	62	206	84	62	217	86	57	235	95	63						
12	225	85	61	206	81	62	216	86	57	239	95	62						
13	218	84	60	205	84	61	221	86	57	238	92	62						
14	214	81	62	206	90	61	219	84	58	232	92	62						
15	208	83	62	205	90	59	219	84	59	232	95	63						
16	209	87	63	205	90	59	223	88	59	235	92	62						
17	215	87	66	201	89	58	217	88	59	234	92	62						
18	216	87	66	205	89	56	217	89	58	233	92	61						
19	225	87	65	206	89	58	221	89	58	233	87	60						
20	222	87	65	205	88	57	224	89	57	234	92	60						
21	220	85	65	208	87	57	218	88	55	232	91	61						
22	222	85	65	211	87	57	220	84	58	232	90	63						
23	219	89	64	215	87	57	217	88	59	229	89	63						
24	216	92	64	208	87	58	220	93	61	229	88	63						
25	217	92	63	212	87	60	225	93	64	227	88	62						
26	217	91	62	208	87	60	226	93	64	230	88	61						
27	213	88	62	213	87	60	226	93	62	232	87	61						
28	215	88	62	207	89	60	222	92	63	233	90	63						
29	215	85	63	212	89	58	224	91	63	235	93	64						
30	221	83	65	212	88	58	227	94	64	235	90	63						
31	222	87	64	209	86	59				236	88	62						
WCJail	219.45			210.52			219.27			233.13			237.00			0.00		
Shipped	82.35			87.16			88.27			91.77			87.50			0.00		
EMP	63.03			60.48			58.53			62.84			60.50			0.00		
Avg Length of Stay (Days)	32.00			33.30			29.60			25.50			0.00			0.00		

**2021 Yearly Averages**

<b>Total</b>	<b>210.82</b>
<b>Safekeeper</b>	<b>88.06</b>
<b>EMP</b>	<b>53.44</b>
<b>LENGTH of STAY</b>	<b>34.53</b>

<b>SK Total</b>
WP 75
AD 15
SK 90

Color indicates low population	<b>173</b>	02/05/21
Color indicates high population	<b>239</b>	10/12/21

**WOOD COUNTY JAIL & SAFE KEEPER**

January - June 2021

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January			February			March			April			May			June		
	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			
<b>WOOD</b>	55.74			58.39			69.94			68.93			57.03			74.47		
<b>WPSO</b>	76.74			73.36			73.71			73.70			73.61			70.67		
<b>ADSO</b>	15.00			15.00			14.94			14.90			15.06			14.87		
<b>TOTAL</b>	<b>188.26</b>			<b>182.32</b>			<b>198.71</b>			<b>207.30</b>			<b>201.87</b>			<b>221.23</b>		

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	87	74	14	0	0	0
2	87	54	15	71	72	15	67	73	15	66	79	15	90	73	14			
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	80	76	15						
8	78	62	15	63	72	15	73	71	15	74	81	15						
9	80	64	15	64	72	15	77	69	15	75	80	15						
10	75	70	15	61	71	15	80	62	16	73	80	15						
11	75	70	15	58	69	15	73	71	15	76	80	15						
12	79	70	15	61	66	15	72	71	15	80	80	15						
13	74	69	15	58	69	15	77	71	15	82	77	15						
14	71	66	15	53	75	15	76	69	15	77	77	15						
15	63	68	15	55	75	15	75	69	15	73	80	15						
16	59	72	15	55	75	15	75	73	15	81	77	15						
17	61	72	15	53	74	15	69	73	15	80	77	15						
18	62	72	15	59	74	15	69	74	15	80	77	15						
19	72	72	15	58	74	15	73	74	15	86	72	15						
20	69	72	15	59	73	15	77	74	15	82	77	15						
21	69	70	15	63	72	15	74	73	15	80	76	15						
22	71	70	15	66	72	15	77	69	15	79	75	15						
23	65	75	14	70	72	15	69	73	15	77	74	15						
24	59	77	15	62	72	15	65	78	15	78	73	15						
25	61	77	15	64	72	15	67	78	15	77	73	15						
26	63	76	15	60	72	15	68	78	15	81	73	15						
27	62	73	15	65	72	15	70	78	15	83	72	15						
28	64	73	15	57	74	15	66	77	15	80	76	14						
29	66	70	15	64	74	15	69	76	15	78	79	14						
30	72	68	15	65	73	15	67	79	15	82	76	14						
31	70	72	15	63	71	15				86	74	14						
<b>WOOD</b>	73.58			61.68			71.43			77.77			88.50			0.00		
<b>WPSO</b>	67.32			72.16			73.23			76.90			73.50			0.00		
<b>ADSO</b>	14.97			15.00			15.03			14.87			14.00			0.00		
<b>TOTAL</b>	219.45			210.52			219.27			233.13			237.00			0.00		

2021 Safe Keeper Averages		
WOOD Co Jail	68.86	108
WAUPACA Co	73.17	75
ADAMS Co	14.88	15
<b>Total Population</b>	<b>210.82</b>	<b>198</b>

<b>MONTH</b>	<b>High</b>	<b>Low</b>
<b>July</b>	99	59
<b>August</b>	72	53
<b>September</b>	82	60
<b>October</b>	86	66
<b>November</b>	0	0
<b>December</b>	0	0

## SAFE KEEPER DIFFERENCE 2021

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY	DIFFERENCE	YTD TOTAL AMOUNT	2020 TOTAL AMOUNT
			Including Wages/mileage \$44.08/DAY			
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	2845	\$88,564.85	\$125,407.60	\$36,842.75	\$346,891.65	\$38,591.00
November	175	\$5,447.75	\$7,714.00	\$2,266.25	\$349,157.90	\$37,891.70
December	0	\$0.00	\$0.00	\$0.00	\$349,157.90	\$38,202.50
<b>TOTAL</b>	26962	\$839,327.06	\$1,188,484.96	<b>\$349,157.90</b>		<b>\$399,533.40</b>

\$31.13  
\$44.08

# 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	62.84	\$57,077.57	\$470,896.42	\$384,970.94
November	0	\$0.00	\$470,896.42	\$384,970.94
December	0	\$0.00	\$470,896.42	\$384,970.94
<b>TOTAL</b>	<b>43.95</b>	<b>\$470,896.42</b>	<b>\$470,896.42</b>	<b>\$384,970.94</b>

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	\$16,275.00	\$82,125.00	\$98,400.00	\$984,000.00	\$1,049,100.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$984,000.00	\$1,147,500.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$984,000.00	\$1,245,900.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$162,750.00</b>	<b>\$821,250.00</b>	<b>\$984,000.00</b>		<b>\$1,245,900.00</b>

2021 is a 90 average
Waupaca \$36.00 per bed day (75)
Adams \$35.00 per bed day (15)

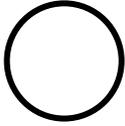
Wood County Sheriff's Department Kitchen Report 2021						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2336	2178	2191	0	6705	\$22,180.15
February	1868	1781	1770	0	5419	\$17,883.04
March	2244	2133	2164	0	6541	\$19,084.32
April	2763	2620	2667	0	8050	\$24,182.19
May	1888	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	2977	2858	2883	0	8718	\$24,203.55
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
<b>TOTAL</b>	<b>23545</b>	<b>22463</b>	<b>22597</b>	<b>0</b>	<b>68605</b>	<b>\$206,832.69</b>

Cost per meal **\$3.01**

Cost per day **\$9.04**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
<b>Food &amp; Labor</b>	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
<b>Number of Meals</b>	103,993	86,637	77,044	88,993	118,016
<b>Cost per Meal</b>	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
<b>Cost per Day</b>	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
<b>Food &amp; Labor</b>	\$262,016.71	\$262,906.02	\$233,270.65	\$206,832.69	\$0.00
<b>Number of Meals</b>	122,668	111,439	81,970	68,605	0
<b>Cost per Meal</b>	\$2.14	\$2.36	\$2.85	\$3.01	#DIV/0!
<b>Cost per Day</b>	\$6.41	\$7.08	\$8.54	\$9.04	#DIV/0!
	2023	2024	2025	2026	2027
<b>Food &amp; Labor</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Number of Meals</b>	0	0	0	0	0
<b>Cost per Meal</b>	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Cost per Day</b>	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!





RESOLUTION#

Introduced by Public Safety Committee
Page 1 of 1

TDM

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.

INTENT & SYNOPSIS: To adjust the per diem rate for Coroner for the next term of office, restate the per diem amounts for Deputy Coroners, and adjust certain charges of the Coroner.

FISCAL NOTE: No anticipated increase to the tax levy as the increased call out pay for the Coroner should be covered by the increase in fees.

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, D to Leichtnam, B)

WHEREAS, the Coroner has discovered that the rates of pay between the Coroner and Deputy Coroner are not equal due to an omission made in Resolution 18-3-10, and

WHEREAS, this omission needs to be rectified before circulation of nomination papers for the office of Coroner, and

WHEREAS, it has been 7 years since fees have been addressed in the Coroner's office, and

WHEREAS, the proposed fee changes are keeping with statutory limitations of using the previous year Consumer Price Index.

THEREFORE BE IT RESOLVED, the salary of the Coroner remain at \$15,000/year, and the call out rate be \$85.00 for 4 hours or less and \$135.00 for over 4 hours, effective with the new term of office beginning January 2, 2023, and

BE IT FURTHER RESOLVED, the per call pay for Deputy Coroners shall remain at \$85.00 for 4 hours or less, and \$135.00 for more than 4 hours, and

BE IT FURTHER RESOLVED, the Cremation Fee be increased from \$100 to \$105 and the Death Certificate Signature fee be increased from \$100 to \$105, effective January 1, 2022.

( )

Michael Feier, Chair

Brad Hamilton

Dennis Polach

William Winch

Joseph Zurfluh

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

County Clerk

County Board Chairman

MINUTES  
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
WEDNESDAY, NOVEMBER 3, 2021  
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Ken Curry, Robert Ashbeck, Jake Hahn, Dave LaFontaine, Bill Leichtnam, Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn.  
Land & Water Conservation Staff: Shane Wucherpfennig, Rodney Mayer, Lori Ruess.  
UW Extension Staff: Jason Hausler, Allison Jonjak.

Others Present: Dist. # 14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml (via WebEx), Ed Newton, Wood County Finance Director (via WebEx), Josh Miller, City of Marshfield, Ray Bossert, Village of Port Edwards Administrator (Via WebEx), Jeremy Eichhorn, Grand Rapids Town Chairman, Amber France, Town of Grant Rapids, Ken Winters, Town of Armenia.

1. **Call to Order.** Chairperson Curry called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Curry declared a quorum.
3. **Public Comment.** Bill Clendenning stated he is attending the meeting as a County Board District 15 representative, not a Town of Grand Rapids representative. Grand Rapids residents have requested him to attend to vote against an agenda item concerning Grand Rapids.

Ken Winters, Town of Armenia asked to speak and referred to a letter he drafted to the Central Sands Groundwater Group. He is seeking assistance with a groundwater problem he has at his residence. He lives in the Town of Armenia, Juneau County. He stated around 2010 the nitrate levels in his well water continually increased to the current level of 32.4 ppm. His water is also contaminated with the pesticide Imidacloprid and was told by the State of Wisconsin not to drink water from his well. Chairperson Curry mentioned that all CEED members received a copy of the letter and asked if there were any questions. Bill Leichtnam mentioned he would address this topic under agenda item 8c.

Ray Bossert, Village of Port Edwards Administrator, gave an update on the installation of trail signs in Port Edwards, Saratoga and Grand Rapids. The CEED and County Board will be invited to the ribbon cutting ceremony.

4. **Review Correspondence.** None
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the October 6, 2021 CEED meeting, 2) bills from Extension, Land & Water Conservation and Planning and Zoning and 3) staff activity reports from Laura Huber, Matt Lippert, Nancy Turyk, Allison Jonjak, Hannah Wendels, Janell, Wehr, Jacki Carattini, Rachael Whitehair, Shane Wucherpfennig, Caleb Armstrong, Emily Salvinski, Klayton Kree, Lori Ruess, Rodney Mayer, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech and Victoria Wilson.
  - A. Minutes of October 6, 2021. No additions or corrections needed.
  - B. Department Bills. No additions or corrections needed.
  - C. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the October 6, 2021 CEED minutes, bills from Extension, Land & Water Conservation, and Planning and Zoning, and staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.*

6. **Review items, if any, pulled from Consent Agenda.** None

7. **Risk and Injury Report.** None.

8. **Land & Water Conservation Department.**

A. Open/approve low bid for Luke Keuffer's prescribed grazing project.

Chair Curry opened the only bid received from Real Fence, LLC, Custer Wisconsin - \$18,232.30. Shane Wucherpennig mentioned Land & Water Conservation staff estimated the project at approximately \$20,000. This is a 70/30 cost-shared project.

*Motion by Dave LaFontaine to accept the only bid submitted for Luke Keuffer's prescribed grazing project from Real Fence, LLC in the amount of 18,232.30. Second by Carmen Good. Motion carried unanimously.*

B. Set crop prices for the 2021 Wildlife Damage Claims Program.

Rod Mayer presented the list of proposed 2021 crop prices for wildlife damage claims. He explained he took an average from various sources (listed on page 29 of the CEED packet) to arrive at the prices presented (below).

- Field corn - \$ 5.25
- Soybeans - \$ 13.06
- Alfalfa - \$168.29

*Motion by Ken Curry to accept and approve the 2021 crop prices for the Wildlife Damage Claims Program as presented. Second by Robert Ashbeck. Motion carried unanimously.*

C. Committee Reports

i. Citizens Groundwater Group meeting.

1. Discuss and possible action from CEED on the motion made at the Citizens Groundwater Group requesting Wood County Health Department and Wood County Land & Water Conservation Department investigate in Grand Rapids the extent of nitrate pollution of rural wells.

Shane Wucherpennig explained this agenda item was requested following a motion at the October Citizens Groundwater Group meeting requesting Wood County Health Department and Wood County Land & Water Conservation Department investigate the extent of nitrate pollution of rural wells in Grand Rapids. Lengthy discussion followed.

- Chair Curry shared he 100% supports doing more testing in 2022. He added that homeowners with a private well should test them annually.
- Bill Clendenning shared he is assisting the Land & Water Conservation Department with getting sample bottles to Grand Rapids residents. He has been going door-to-door offering the sample kit and also picks up the sample and returns it to the Land & Water Conservation Dept. He mentioned some people don't want to have their water tested because they feel if the results come back high it will lower their property value.
- Dave LaFontaine shared there is a lack of testing and lack of funding. CEED needs to request additional funding from the County for additional nitrate testing with the capability to test for pesticides.
- Shane Wucherpennig mentioned that the Health Department lab is not able to test for pesticides and that pesticide testing is costly.
- Dave LaFontaine suggested Shane Wucherpennig put together a resolution to present to County Board to continue well water testing in 2022 and include some funding for pesticide testing.

- Lance Pliml mentioned a resolution shouldn't be presented to County Board until a Comprehensive Plan on what is going to be done and how the dollars will be spent is complete. He added that most real estate transactions require a well water test.
- Upon conclusion of the discussion, consensus was to have Share Wucherpennig put together and bring to a future meeting the costs to continue and expand the nitrate testing currently offered through the Land & Water Conservation Department.

Bill Leichtnam addressed the CEED with concerns regarding Ken Winter's contaminated well and proposed the CEED recommend the pesticide Imidacloprid be ban from use in Wood County.

- Shane Wucherpennig shared that this would be a DATCP call and most likely DATCP would require more testing before they would consider a ban.

Bill Leichtnam gave a brief report on the October 18<sup>th</sup> Citizens Groundwater Group meeting. Catherine Christenson presented on the UW Madison Progress Report – Nitrate Testing in Wood & Juneau Counties. The next meeting will be Monday, November 15<sup>th</sup> at 2:00 p.m. Guest speaker will be Ray Bossert. A virtual WebEx option will be available for this meeting.

Robert Ashbeck mentioned he read the Citizens Groundwater Group meeting minutes and appreciates what they are doing, but he is not happy with the negative comments towards agriculture and farmers.

ii. Health Committee report.

Chair Curry shared he received an email message from Ben Jeffrey stating he will not be able to attend the CEED meeting. Ben attached a written update, which Chair Curry shared.

- No major updates on AGC. The next meeting is Wednesday, December 15<sup>th</sup>.
- To date, received and tested 35 well water samples from Grand Rapids residents for nitrates. Twenty percent, or 7 of the 35 tested high.

Bill Leichtnam asked about the December 15<sup>th</sup> meeting in regards to the MOU. These meetings are telephonic and closed to the public; he was wondering if the meetings could be open to the public. Per Chair Curry this is something that should be discussed with Corporation Counsel.

iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report.

Bill Leichtnam gave an update on what was discussed at the October 21<sup>st</sup> Central Sands Groundwater County Collaborative committee meeting and the outreach that is going to take place. The next meeting will be held on November 29<sup>th</sup> at 10:00 a.m.; this will be a virtual meeting. Bill also mentioned that Wood County has not provided three of the six specific data/information requests.

iv. Golden Sands RC&D report. Bill Clendenning gave a very brief report and shared meetings are held every two months.

At this time, with no opposition, Chair Curry moved agenda items 13c and 13d up. (See 13c and 13d)

9. **Private Sewage.** Jason Grueneberg mentioned not much to report beyond what is in the CEED packet. It is that time of year for private sewage activity to wind down.
10. **Land Records.** Everything is in CEED packet.
11. **County Surveyor.** Everything is in CEED packet.
12. **Planning**

- a. Request to approve several zoning map amendments/rezones - Town of Grand Rapids.

Adam DeKleyn explained the Town of Grand Rapids submitted several zoning map amendments/rezones to the Wood County Planning and Zoning Department for review and approval. The request is to rezone four parcels zoned Agricultural (AG) to Residential (R-2) to allow for a residential subdivision on one parcel and additional residential development on the other three (map of parcels on pages 38 & 39 of CEED packet). Planning and Zoning has reviewed the request and recommends the CEED approve and forward the resolution to County Board. Discussion followed.

- Dave LaFontaine expressed his concern with encouraging growth in an area where there could be high nitrates.
- Jason Grueneberg explained Planning and Zoning has no control to prevent building based on water quality, but they do have control for septic systems.

*Motion by Jake Hahn to sign and forward to County Board the resolution approving the Town of Grand Rapids zoning map amendments/rezones. Second by Robert Ashbeck. Motion carried unanimously.*

- b. Consideration to conditionally approve a preliminary plat for Deer Road Acres Subdivision.

Adam DeKleyn presented a request for conditional approval of a preliminary subdivision plat located at the SW corner of Deer Road and 48<sup>th</sup> Street S, Town of Grand Rapids. He referred to pages 43 – 46 of the CEED packet where the plat, location map and future land use map are located. Preliminary plats require CEED review and conditional approval prior to final plat approval. He explained the CEED Committee's options: 1) conditionally approve the plat, 2) reject the preliminary plat, or 3) table the item to a later date with just cause. Adam recommended the CEED conditionally approve the Preliminary Plat of Deer Road Acres Subdivision based on review and findings of Fact and Conclusions of Law. Discussion followed.

- Bill Leichtnam questioned if the radius of the cul-de-sac on the west end of Deer Road is sufficient for fire trucks. Adam responded it appears it would meet current standards.

*Motion by Jake Hahn to approve the preliminary plat for Deer Road Acres Subdivision. Second by Ken Curry. Motion carried unanimously.*

- c. Discuss 2022 budgets (Planning, County Surveyor, Land Records & Private Sewage).  
Nothing to discuss on this agenda item.

### 13. Economic Development.

- a. Discuss 2022 Economic Development Budget.  
Nothing to discuss on this agenda item.
- b. North Central Wisconsin Regional Planning Commission update.  
Dave LaFontaine was not able to attend the meeting due to difficulties with the virtual Google link. He expressed his concerns and frustration with Dennis Lawrence. Jason Grueneberg shared NCWPC has had a turnover of staff and currently has vacant positions.
- ATV/UTV study is in draft form; committee should see results of that formally within the next couple of months.
    - Jake Hahn requested a copy of the study.
  - Jake Hahn asked about the \$45,000 REDI funding & 2021 projects. Jason Gruenberg will provide a list of projects at the December CEED meeting.

*Motion by Jake Hahn to decide on REDI project at the December CEED meeting and carry uncommitted funds to 2022 Economic Development budget. Second by Bill Leichtnam. Motion carried unanimously.*

- c. Update from the City of Marshfield on the West 2<sup>nd</sup> St. Development Plan, and consider release of 2021 Economic Development Grant Funds.

Josh Miller gave an update on the West 2<sup>nd</sup> Street Development project.

- Conclusion of project in 2022.
- Project budget \$50,000; may have increased costs.
- Project area central area to east border of downtown (revitalization of downtown area).

Dave LaFontaine shared this is a valuable project that will benefit the County and the County Highway Department.

*Motion by Dave LaFontaine to approve release of \$25,000 of Economic Development Grant funds to the City of Marshfield for the West 2<sup>nd</sup> Street Development project. Second by Jake Hahn, Motion carried unanimously.*

- d. Update from the Town of Grand Rapids on proposed connecting trail and signage, and consider release of 2021 Economic Development Grant Funds.

Amber France gave an update on the progress of the connecting trail and signage in the Town of Grand Rapids.

- Some residents are already using the trail.
- Small group of residents brought concerns to the Town Board.
  - Safety of crossing 48<sup>th</sup> street – Police Department is addressing this issue.

Discussion ensued.

*Motion by Dave LaFontaine to approve release of \$15,000 of Economic Development Grant funds to the Town of Grand Rapids for the connecting trail and signage project. Second by Robert Ashbeck. Motion carried unanimously.*

#### 14. Extension.

A. General Office Update.

Jason Hausler gave an office update.

- Nancy Turyk resigned; her last day is Thursday, November 4<sup>th</sup>. The departure of Nancy will be a loss to Wood County and Extension.
- Will bring an update on the 4-H Associated Educator position to the CEED in December. The .4 FTE position will close on November 12<sup>th</sup>, however may have to postpone interviews, as the applications that are being received are not that strong. May be able to partner with a surrounding County and repost as a full time position.

B. 2022 State Contract Discussion.

Jason Hausler referred to the contract (on pages 49 and 50 of the CEED packet) between Wood County and the Board of Regents of the University of Wisconsin System. He explained the changes to language and position fee for the Communities Extension Educator position.

*Motion by Dave LaFontaine to approve the contract between Wood County and the Board of Regents of the University of Wisconsin System as presented with changes. Second by Ken Curry. Motion carried unanimously.*

C. Community Development Position Update.

Jason Hausler presented the Community Development position description and asked the CEED if the program focus is what they want to see in the description. The initial programming focus outlines three benchmarks:

- Local Government Education and Support
- Strategic Planning and Organizational Development
- Economic development with an Emphasis on Workforce Development

Discussion ensued.

- Bill Leichtnam shared he would like to see a candidate that has a working knowledge of water hired for this position.
- Dave Lafontaine commented that “Emphasis on Workforce Development” should be eliminated.
- Jason Hausler added the position should be posted by the end of next week. Two CEED members will be asked to serve at the interviews the first part of January.

**D. 4-H Update (Snyder 4-H).**

Jason Hausler gave an update on the Snyder 4-H clubhouse that recently burned. Unsure of timeline for rebuilding due to property line dispute, which has to be figured out before moving forward. He also gave an update on the Meadow Brook 4-H property located at 8233 Co Rd K in the Town of Arpin. This is an old brick clubhouse, which has not been in use in years. Laura Huber came across this clubhouse after doing some research.

**E. Educator Presentation – Allison Jonjak, Cranberry Outreach Specialist.**

Allison Jonjak shared total cranberry harvest was down this year. She covered what she has been doing for virtual outreach and traditional outreach.

- Brown bag lunch meetings – lunch hours on Fridays.
- Video interviews.
- Mini clinics with growers & staff.
- Marsh visits for trouble shooting.
- Cranberry Crop Journal – up to 462 recipients.
- Pesticide applicator training.
- Summer Field Day and Winter Cranberry School.

**15. Requests for per diem for meeting attendants. None.**

**16. Schedule Next Meeting.**

The next regular CEED meeting is scheduled for Wednesday, December 1, 2021 at 9:00 a.m. at the Wood County Courthouse in Room 114.

**17. Agenda items for next meeting.**

- A. Agenda deadline for the December 1st CEED meeting is November 24th.
- B. Closed Session for Department Head Evaluations.

**18. Schedule any additional meetings if necessary.**

**19. Adjourn.**

*Chair Curry declared the meeting adjourned at 12:01 p.m.*

Minutes by Lori Ruess, Land & Water Conservation Department

MINUTES  
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
WEDNESDAY, DECEMBER 1, 2021  
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Jake Hahn, Dave LaFontaine, Bill Leichtnam, and Carmen Good (excused at 12:40 p.m.)

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn Jeff Brewbaker (via WebEx).  
Land & Water Conservation Staff: Shane Wucherpennig, Lori Ruess.  
UW Extension Staff: Jason Hausler, Rachael Whitehair (via WebEx).

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Ben Jeffrey (Environmental Health Supervisor), Ed Newton (Wood County Finance Director), Ray Bossert (Village of Port Edwards), Steve Schneider (Bug Tussel), Nancy Turyk, Scott Larsen (Marshfield Chamber Foundation via WebEx), Michael Olsen (via WebEx).

1. **Call to Order.** Chairperson Curry called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Curry declared a quorum.
3. **Public Comment.** None.
4. **Review Correspondence.**
  - A. Jason Grueneberg shared the County is pursuing an update to LiDAR and the \$155,000 in federal funding has been secured. Planning and Zoning reached out for cost-share to the Land & Water Conservation Department, City of Marshfield and City of Wisconsin Rapids; they will reach out to the Highway Department and other county departments that use LiDAR. Land & Water Conservation Department allocated \$6,000 to the LiDAR update in the 2022 budget.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the November 3, 2021 CEED meeting, 2) bills from Extension, Land & Water Conservation and Planning & Zoning Department and 3) staff activity reports from Laura Huber, Matt Lippert, Allison Jonjak, Hannah Wendels, Kelly Hammond, Janell Wehr, Jackie Carattini, Rachael Whitehair, Shane Wucherpennig, Caleb Armstrong, Klayton Kree, Lori Ruess, Rodney Mayer, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech, Victoria Wilson.
  - A. Minutes of November 3, 2021. No additions or corrections needed.
  - B. Department Bills. No additions or corrections needed.
  - C. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the November 3, 2021 CEED minutes, bills from Extension, Land & Water Conservation and Planning & Zoning, and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.*

6. **Review items, if any, pulled from Consent Agenda.** Bill Leichtnam referred to page 3 & 4 of the CEED packet. Specifically the second bullet point on page 4. He asked about Shane Wucherpennig bringing cost estimates to CEED for the continuation and expansion of nitrate testing. Shane attended the last hour of the Citizen’s Groundwater Group meeting and is aware of the motion that was made at that meeting. He added, two years ago his goal was to get a countywide baseline of nitrates. Until all data is analyzed, we won’t know how many townships have nitrate issues, so it’s too early to ask for additional dollars from the County. Data collection is moving along and staff continues to work on compiling the data. Discussion ensued.

Jake Hahn asked if there is a way to access countywide well testing results. Shane shared there is a ton of data, but it is all over the place. That is why the CSGWCC hired Carla Romano to compile data; but that could take up to a year to complete.

Dave Lafontaine asked who is responsible to enter and compile information and if additional LWCD staff would speed up the process. Shane responded a part-time position would speed up the process; however, nothing was put in the 2022 budget for a part-time position. He added his goal is to have a summary/report on nitrate testing/results out to CEED and County Board Supervisors by July of 2022.

Bill Leichtnam asked about the Grand Rapids nitrate testing and if anyone is looking at sampling in a wider gradient.

Bob Ashbeck shared an article that was in the Marshfield News Herald.

**7. Risk and Injury Report.** None.

**8. Land & Water Conservation Department.**

a. Committee Reports

i. Citizens Groundwater Group meeting.

Bill Leichtnam reported the Citizens Groundwater Group meeting was held on Monday, November 15<sup>th</sup>. December will mark the fifth anniversary of this group's inception. In the past five years, this group has done a lot of education; it may be time to move beyond education. The next meeting will be held on December 20<sup>th</sup> at 2:00 p.m., in Room 114 of the Wood County Courthouse (available via WebEx). Speakers will be Dennis Hancock, USDA Researcher from Madison and Adam Voskuil, Midwest Environmental Advocates Inc.

1. Discuss Wood County Clean Water supported by the Citizens Groundwater Group – Ray "Boz" Bossert.

Ray Bossert, Port Edwards Village Administrator, introduced himself and thanked the Committee for allowing him to present. He has been observing the county's issues with water and would like a more energetic, aggressive focus on clean drinking water. He referred to his Wood County Clean Water "A Way Ahead" proposal on pages 30 – 45 of the CEED packet. He covered:

- Why we need a more aggressive approach.
- What we know and what we need to know about Wood County wells/groundwater.
- What progress has been made
- How to address the problems.
- What can we do at the symposium

He added everyone wants clean drinking water and the County is in a position for federal dollars through ARPA. Discussion has taken place at the municipal level; the Village of Port Edwards authorized a resolution mandating providing clean water. He suggested that the County hire a part-time employee to expand on-going efforts to collect well water samples and data.

Following lengthy discussion, Bill Leichtnam stated he wants this proposal to move forward.

*Motion by Bill Leichtnam to conduct a complete water quality assessment/testing program in Wood County in 2022 including a water symposium, hiring a part-time staff person to collect and compile data, and funding to conduct water testing including tapping into ARPA funding. Second by Dave LaFontaine.*

Lengthy discussion followed.

Chair Curry stated he is not opposed to the symposium; but will not support the motion with a time limit.

Bob Ashbeck commented he would only support the motion if the funding comes from outside the tax roll.

Jake Hahn stated testing and the symposium are good ideas but he does not agree with hiring a part-time employee as Land & Water Conservation is currently working on accepting well water samples and compiling the data.

Carmen Good agreed with Hahn; she does not support hiring a part-time employee at this time.

Bill Clendenning shared he is the Chair of the Waters Committee in the Town of Grand Rapids and supports this motion. He has been fighting for clean water efforts since 1967.

*Motion by Jake Hahn to amend the previous motion made by Bill Leichtnam and seconded by Dave LaFontaine - to remove from the motion the hiring of a part-time staff person. Second by Carmen Good. Motion passed with Dave LaFontaine opposing – LWCD needs a part-time staff person to complete the project.*

*Chair Curry called for voting on the amended motion: to conduct a complete water quality assessment/testing program in Wood County in 2022 including a water symposium and funding to conduct water testing including tapping into ARPA funding Motion passed with Ken Curry opposed.*

ii. Health Committee report.

Ben Jeffrey reported; out of the 59 well water nitrate samples in the town of Grand Rapids, 10 came back high.

The next AGC meeting is December 15. Following this meeting, Ben will have more of an update.

iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report.

Bill Leichtnam gave a brief update on the CSGWCC committee meeting.

- He shared how some of the six counties are using their ARPA funds.
- Katrina Shankland talked about Senate Bill 677 and 678 – water bills. She wrote these bills for passage in the State Senate.
- Update on Carla Romono – already has 110,000 data points entered just two months into her contract.
- He share an email from Carla Romono regarding some data she has not received from Wood County.

iv. Golden Sands RC&D report.

Bill Leichtnam gave a brief update on the November 18<sup>th</sup> RC&D meeting.

- Each county has the opportunity to give a brief update on what is going on in their County.
- The problem of groundwater contamination in the Town of Grand Rapids was discussed.
- Portage County – Well protection ordinance passed in November; this ordinance originally failed to pass in May.

- Hannah Butkiewicz, RC&D Executive Director reported on groundwater lessons currently being offered to fifth graders in Waupaca and Waushara counties.

At this time without opposition agenda items 14(a) followed by 13(a) were moved up. (See 13a & 14a).

#### 9. Private Sewage

Jason Grueneberg shared the complete private sewage report is in the CEED packet.

- 189 sanitary permits were issued this year; highest since 2013. Quite a few replacement systems.

#### 10. Land Records

- a. Discuss & approve 2022-2024 Land Records Modernization Plan.

Jason Grueneberg shared information on the background of the Land Records Modernization.

- Wood County is part of the Wisconsin Land Records Program.
- As being part of the Wisconsin Land Records Program, Wood County is eligible for receiving grants and retaining the real estate documents recording and filing fees that are charged and collected in the Register of Deeds Office.
- To be part of the Wisconsin Land Records Program counties must complete and update a Land Records Modernization Plan.
- Plan is important; if we don't have a plan Wood County is not eligible for the recording and filing fees.

*Motion by Ken Curry to approve and forward to County Board the 2022-2024 Land Records Modernization Plan. Second by Dave LaFontaine. Motion carried unanimously.*

#### 11. County Surveyor.

- a. Annual Report provided by County Surveyor, Kevin Boyer.

Kevin Boyer did not attend the meeting. Jason Grueneberg will follow up with Kevin and put this item on a future agenda.

- b. Consider annual contract with Central Staking for PLSS maintenance due to road projects in County.

Jason shared he reached out to contractors to see if the maintenance price will remain the same and has not heard back. This item will be put on the January CEED agenda.

#### 12. Planning

- a. Request to approve a zoning map amendment/rezone – Town of Sigel

Adam DeKleyn presented a resolution approving a zoning amendment in the Town of Sigel Official Zoning Map. He shared on November 9, 2021 the Town of Sigel submitted a zoning map amendment/rezone to the Wood County Planning and Zoning Department for review and approval. He referred to page 80-82 of the CEED packet. Request is to rezone parcel # 2100431, a total of approximately 8 acres, from Agricultural (A) to Residential (R). The purpose of the rezone is to allow for the construction of a single-family dwelling. Town of Sigel agricultural district zoning provisions prohibit residential development on this site.

Adam shared the Town Plan Commission held a public hearing and recommended approval of the amendment and the Town Board approved the zoning amendment. The final step is approval or disapproval by County Board. He recommended the CEED approve and forward the resolution to the County Board of Supervisors.

*Motion by Jake Hahn to approve and forward to County Board the resolution to approve a zoning amendment to the Town of Sigel Official Zoning Map. Second by Bill Leichtnam Motion carried unanimously.*

- b. Discuss 2022 budgets (Planning, County Surveyor, Land Records & Private Sewage). Jason Gruenberg mentioned starting January 1, 2022, Planning and Zoning will administer the Wood County Well-Water Systems Program and this will help bring in additional revenue.

### 13. Economic Development.

- a. Update from Bug Tussel Wireless on recent infrastructure improvements to improve broadband access in the County.

Steve Schneider gave an update on the progress of the broadband infrastructure improvements in Wood County. They are working on 15 fixed broadband sites; progress at some of the sites include:

- City Point east location - foundation is in the ground – tower in January.
- Hewitt location – lease executed, foundation in December, tower in January.
- Highways D & Q location – foundation in December, tower in January
- Highways N & 13 location – foundation in December, tower in January
- Milladore location – foundation is in the ground.
- Northwest Wood County – lease executed & tower ordered.
- Bluebird Lane – lease is not signed.
- Working on some issues with Meadow Valley and Lonely Road sites.
- Making progress and overall ahead of schedule. He can provide a map of projected coverage.
- Doing well on supply chain issues; only issue is vault lids and they are manufacturing their own vaults and lids.
- Will start selling service throughout Wood County starting in January.
- He explained the bonding process and ARPA funding to the CEED. Cannot payback ARPA funding so established a “right of way” fee.

Following his presentation, Steve mentioned he enjoyed attending the meeting and listening to discussion on other agenda items. He heard the next groundwater concern is Benzalkonium Chloride due to the increased use of hand sanitizer since the COVID-19 pandemic.

- b. Discuss 2022 Economic Development Budget. Nothing to discuss.
- c. North Central Wisconsin Regional Planning Commission update.  
The NCWRPC hasn't met since the last CEED meeting.

Adam DeKleyn handed out a copy of the 2021 draft Wood County ATV/UTV Survey Report.

- He gave a brief overview of the project and how it came about.
- He explained the main purpose of the study/survey.
- 275 people completed the survey.
- The survey report was prepared by the North Central Wisconsin Regional Planning Commission in partnership with Wood County Planning and Zoning.
- A draft copy is available on the Planning and Zoning website under Community Surveys.
- Overall project was a success.
- Any specific questions, contact Adam DeKleyn or Planning & Zoning Department.
- Jake Hahn will take a copy to the HIRC committee.

Jake Hahn asked if there was a way to extract from the survey the estimate of overall Economic Development impact.

Due to the amount of data to review, Chair Curry asked that this be put on the January CEED agenda.

- d. Review proposed 2021 Rural Economic Development Initiative (REDI) implementation expenditures.

Jason Grueneberg explained he only has one expenditure – request for information for broadband. The cost would be \$1,600.

*Motion by Ken Curry to approve the 2021 Rural Economic Development Initiative (REDI) implementation expenditures presented. Second by Jake Hahn. Motion carried unanimously.*

It was the consensus that REDI implementation expenditures continue to be brought before the committee for approval.

- e. Consider resolution requesting carryover of unexpended 2021 REDI implementation funds.

Jason presented a resolution requesting to carryover \$51,075 of unexpended 2021 REDI implementation funds into 2022. Brief discussion followed.

*Motion by Dave LaFontaine to approve and forward to County Board the resolution requesting to carryover \$51,075 of unexpended 2021 REDI implementation funds into 2022. Second by Jake Hahn. Motion carried unanimously.*

#### 14. Extension.

- a. Nancy Turyk recognition.

Jason Hausler expressed appreciation for the work Nancy Turyk did for Wood County in the past couple of years. Nancy resigned from her position in Extension on November 4<sup>th</sup>. The CEED presented Nancy with a certificate and thanked her for her service and commended her for the fantastic job she did while working for Wood County. On behalf of CSGWCC Bill Leichnam extended an invite to Nancy to be a member at large if she is interested.

*Motion by Bill Leichnam to have Jason Hausler write and present to County Board a resolution commending Nancy Turyk for her outstanding work in Wood County. Second by Dave LaFontaine. Motion failed.*

*Voting Aye – Bill Leichnam and Dave LaFontaine*

*Voting Nay – Jake Hahn – no need for a resolution; presented certificate of recognition.*

*Bob Ashbeck.*

*Ken Curry*

- b. General Office Update.

Jason Hausler shared he completed performance reviews on the two Program Assistants. Due to Nancy's resignation, some small restructuring is taking place in the office.

- c. Staffing update.

Jason Hausler shared:

- o The Community Development Position will be posted today.
- o Due to retirements, staffing the FoodWise Program is being realigned.
- o Adding FoodWise positions in Clark and Marathon County by the middle of 2022. This will not affect Wood County, as there will still be a full time educator based out of the Wood County office.

- d. Educator Presentation – Laura Huber, 4-H Program Educator. Due to going into closed session and time constraints, Laura will present at the January CEED meeting.

At 11:55 a.m., Chair Curry called for a 10-minute recess.

Reconvened at 12:05 p.m.

**CLOSED SESSION.** At 12:05 p.m., it was moved by Ken Curry, and seconded by Bill Leichtnam pursuant to Wis Stat 19.85(1)(c) to go into closed session for the purpose of discussing the Land & Water Conservation Department Head's performance and Planning and Zoning Department Head's performance. Roll call taken Curry- Aye, Leichtnam – Aye, Ashbeck – Aye, Hahn – Aye, LaFontaine – Aye, Good – Aye.

**RETURN TO OPEN SESSION.** At 12:55 p.m., it was moved by Ken Curry, seconded by Dave LaFontaine, to return to open session.

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

There were no requests.

**16. Schedule Next Meeting.**

The next regular CEED meeting is scheduled for Wednesday, January 5, 2022 at 9:00 a.m., at the Wood County Courthouse in Room 114.

**17. Agenda items for next meeting.**

- a. Department Head 2022 goals.

**18. Schedule any additional meetings if necessary.** No additional meeting at this time.

**19. Adjourn.**

*Motion by Bill Leichtnam to adjourn at 12:55 p.m. Second by Jake Hahn. Motion carried unanimously.*

Minutes by Lori Ruess, Land & Water Conservation Department

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry/Agriculture/Wildlife Committee Meeting Minutes**  
**September 16th, 2021**  
**Jordan County Park's East Pavilion/Online**

**Attendees:** Al Barden (Member-at-Large); Bill Clendenning (Wood); Brent Tessmer (Taylor); Denise Hilgart (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff); Asa Plonsky (Golden Sands RC&D Staff); Jacob Fluor (Golden Sands RC&D Staff); Kyle Kettner (Golden Sands RC&D Staff); Gary Beastro (Member-at-Large); Amanda Burzynski (Golden Sands RC&D Staff); Rachel Bouressa (Golden Sands RC&D Staff); Jen Schmitz (Monroe).

**CALL TO ORDER:** Tessmer called the meeting to order at 10:40 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion from Clendenning, seconded by Barden, to approve the minutes from the July 2021 meeting was passed.

**PROJECT UPDATES:**

**Cooperating For Woods and Wildlife:** Fluor reported that forest demonstration days have been held and upcoming forest demonstrations are being planned.

**Central Wisconsin Invasives Partnership (CWIP)/Northeast Wisconsin Invasives Partnership (NEWIP):** Plonsky reported progress and activities for both groups. Invasive plant treatment is underway in Portage County, a workshop was held on September 11th in Marquette County, a field day is planned for October 3rd in Marquette County, a work day in Rosholt is planned for October 11th, a workshop was held in Waupaca on August 7th, and NEWIP brochures have been produced to promote the program.

**Natural Resources Conservation Service (NRCS) Cooperative Agreements:** Kettner reported that CRP enrollments are underway and that a demonstration field day was recently held.

**Bluebird And Bat Houses:** No updates.

**Tree Shelters:** Burzynski reported that interest continues to be seen for tree shelters.

**Waupaca County Conservation Field Day (WCCFD):** Burzynski reported that the event will be held on September 24th or, if needed due to hazardous weather, October 1st. Special measures have been developed to minimize risks of exposure to COVID.

**NACD Technical Assistance Project/Managed Grazing:** Bouressa reported that she just wrapped up reporting on the 2019 agreement to close out that project. She also completed the final workshop for the 2020 agreement, so final reporting will go out soon. Thorstenson added that the 2021 agreement has been received and that she has the project's gold sheet available for review and approval.

**STEVENS POINT AREA NEIGHBORHOOD GARDENS (SPANG):** Burzynski reported that 2021 was a successful year for the program, with both gardens at full capacity. Interest has already been expressed for 2022. The need for a new sign at the Cornell/Whitney Garden was discussed, with Kettner indicating he had tools that could be helpful in creating one.

**NEW PROJECTS:** Thorstenson presented the gold sheet for the NACD TA 2021 MOA. This is a continuation of the previous NACD Technical Assistance agreements and will continue providing grazing plans, pasture walks, and will now include soils walks as well. The total project budget is \$125,088 (\$99,874 MOA funds, \$25,214 match). Motion by Clendenning, seconded by Beastron, to recommend approval to the full council. Motion carried.

**MEMBER REPORTS:** None

**OTHER BUSINESS:** None

**ADJOURNMENT:** Motion by Beastron, second by Clendenning, to adjourn. Meeting adjourned at 11:20 a.m.

Respectfully submitted,

Bob Walker  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**September 16th, 2021**  
**Jordan County Park's East Pavilion/Online**

**Attendees:** Gary Beastro (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Al Barden (Member-at-Large); Diane Hanson (Marathon); Bill Clendenning (Wood); Shane Wucherpennig (Wood).

**CALL TO ORDER:** Hernandez called the meeting to order at 9:03 a.m.

**APPROVAL OF MINUTES:** A motion was made by Barden, seconded by Wucherpennig, to pass the minutes from the July 2021 meeting. Motion carried unanimously.

**Into Closed Session:** N/A.

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

**TREASURER'S REPORT:** Hilgart reviewed the treasurer's report that had been emailed to the Committee earlier. The Treasurer's report was accepted by the Committee.

**FINANCIAL PROCEDURES:** Butkiewicz briefly reviewed the current process for pay increases for Administrative and Project staff. A discussion followed.

**STAFF AND MEMBERSHIP:**

**State Association of RC&D Updates:** Butkiewicz announced that Walker volunteered to be the President of the State Association. Butkiewicz also mentioned that Golden Sands RC&D has three representatives on the State Association Board.

**COUNCIL PURCHASES:** Thorstenson discussed the need to purchase a boat. Currently, staff members have been utilizing their own boats and boating equipment. A discussion followed on all costs associated with purchasing and owning a boat, including: insurance, storage, maintenance, etc.

**INSURANCE AND BENEFITS:** Butkiewicz reviewed the vacation and sick leave information that was distributed by email to the Committee. A discussion occurred on paid time off versus sick/vacation leave, accruals and carryovers, etc. This item will be discussed at future meetings.

**PERSONNEL POLICY & PROCEDURES HANDBOOK**

**Document Retention Policy:** Butkiewicz provided a draft copy of a document retention policy via email to the Committee. Walker encouraged the staff to allocate time to actually purge the records. Butkiewicz will email the Committee requesting a response for approval or denial of this policy.

**Project Approval (Threshold):** Butkiewicz distributed suggested modifications to the process for Project Approval (Gold Sheets) via email prior to the meeting. The focus of the modification was the financial threshold for bringing Gold Sheets to the Council meetings, which would make administration of small projects more efficient and timely. A motion by Wucherpfennig, seconded by Beastron, to approve modifications to the Project Approval process, with Gold Sheets and Council approval only required for projects at or over the \$5000 threshold. Motion carried.

### **COMMUNICATION/MARKETING**

**50th Anniversary Planning:** Ideas for the celebration were reviewed and discussed. Anyone who is interested in helping with planning should contact Butkiewicz.

### **OTHER BUSINESS:**

**Conflict of Interest Update:** Butkiewicz informed the Committee that she is currently renting from people that are involved with the Demonstration Forest program and wanted to assure the Committee that this will not create a conflict.

**ADJOURNMENT:** The meeting was adjourned at 10:30 a.m. upon a motion made by Wucherpfennig, seconded by Beastron.

Respectfully submitted,

Diane Hanson  
Temporary Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Waters Committee Meeting Minutes**  
**September 16th, 2021**  
**Jordan County Park's East Pavilion/Online**

**Attendees:** Paul Pisellini (Adams); Al Rosenthal (Marquette); Ed Hernandez (Waushara); Kendra Kunding (Golden Sands RC&D); Hannah Butkiewicz (Golden Sands RC&D Staff); Bill Leichtnam (Wood); Bob Ellis (Waupaca); Chris Hamerla (Golden Sands RC&D Staff); Joe Tomandl (Taylor); Shane Wucherpennig (Wood); Diane Hanson (Marathon); Darren Schroeder (Columbia).

**CALL TO ORDER:** Rosenthal called the meeting to order at 10:40 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion by Tomandl, seconded by Wucherpennig, to approve the July 2021 Minutes was approved unanimously.

**NEW PROJECTS:** Hamerla presented the gold sheet for the 2022 LMPN Regional Aquatic Invasive Species (AIS) Program. This project provides technical and educational support to counties and lake groups, with a focus on preventing the spread of aquatic invasive species. The total project budget is \$159,088.42. A motion by Hernandez, seconded by Wucherpennig, to recommend approval to the full council. Motion carried.

**COUNTY AND STAFF UPDATES:**

**GROUNDWATER PROTECTION:** Leichtnam gave a report and will give a more detailed report during the Business Meeting.

**Marquette:** Has 17 participants in the Healthy Lakes Program. On September 11th, 2021, the sites were available for visitors. The Land & Water Committee is hoping to get about \$35,000 for water testing in the county.

**Adams:** Continued to work on their well testing program. The courthouse remodeling is coming along well and will be open to the public in the next couple of weeks. The county has also been working on a Forest Plan.

**Waushara:** Have been doing private water well testing for three years. The county is still looking for an administrator. The Conservation Department received approval for a LTE position.

**Waupaca:** Had some issues with the consultant for the Chain O'Lakes District and was unable to request a grant reimbursement for treatment during the summer of 2021.

**Taylor:** Completing Farm Preservation Plans. Have been doing water testing for about 20 years and completed tests for about 70 homes this summer.

**Wood:** The six county group is working on water testing in their counties and received a grant. The group will be meeting more on a regular basis to obtain their goals. It has been a busy summer and, as in the past, the no till drill is being used a lot.

**Marathon:** Hired a full time water resource person. Will be holding demonstration field days.

**Hamerla:** Reported on all of the contracted work completed this summer.

**Kundinger:** Gave a report on summer activities and lakes visited.

**Butkiewicz:** Will be working in 2022 in four Counties as the AIS Coordinator—Waushara, Green Lake, Marquette, and Columbia. Cisar is working on a boat wash station for Green Lake. She also reported on U.S Fish & Wildlife Partners for a Fish and Wildlife program and opportunities for wetland restoration work to improve watershed health.

**ADJOURNMENT:** Rosenthal adjourned the meeting at 11:17 am.

Respectfully submitted,

Al Rosenthal  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Regular Business/Executive Committee Meeting Minutes**  
**September 16th, 2021**  
**Jordan County Park's East Pavilion/Online**

**Attendees:** Ed Hernandez (Waushara); Gary Beastron (Member-at-Large); Diane Hanson (Marathon); Amanda Burzynski (Golden Sands RC&D Staff); Bill Clendenning (Wood); Bill Leichtnam (Wood); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Paul Pisellini (Adams); Hannah Butkiewicz (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Darren Schroeder (Columbia); Scott Wilhorn (Juneau); Denise Hilgart (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Joe Tomandl (Taylor); Bob Ellis (Waupaca); Shane Wucherpennig (Wood); Asa Plonsky (Golden Sands RC&D Staff).

**CALL TO ORDER:** The meeting was called to order by President Hernandez.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion made by Clendenning, seconded by Barden, to approve the minutes from the July 2021 meeting. Motion carried unanimously.

**TREASURER'S REPORT:** The treasurer's report was emailed prior to the meeting. Hilgart discussed the beginning and ending balances for each of the organization's accounts. She then summarized the Endowment Fund. Motion made by Clendenning, seconded by Wucherpennig, to accept and file the treasurer's report. Motion carried.

**OLD BUSINESS:**

**Groundwater Legislation:** Leitchnam expressed concern about groundwater legislation. A virtual meeting occurred with Senator Tammy Baldwin and Congressman Ron Kind.

**Wisconsin RC&D Update:** Butkiewicz announced that Walker volunteered to be the President of the State Association. Butkiewicz also mentioned that Golden Sands RC&D can have three representatives and that there is still one spot open. Contact Butkiewicz if you're interested in being a representative.

**NEW BUSINESS:**

**50th Anniversary Planning:** Thorstenson talked about ideas for the celebration and asked for volunteers to join the planning committee. A discussion followed.

**COMMITTEE REPORTS:**

**Personnel/Finance Committee Report:** Hanson reported that the committee discussed pay increases, purchasing a boat, paid time off/holiday use, and a document retention policy. The committee made a change to the project approval process. There will be a \$5000 or more threshold for bringing Gold Sheets to future Council meetings, which will make approvals more efficient and timely.

**Forestry/Agriculture/Wildlife Committee Report:** Walker reported that forest demonstration days have been held and upcoming forest demonstrations are being planned for the Cooperating for Woods and Wildlife project. There is an upcoming field day and workday

planned for the Central Wisconsin Invasives Partnership (CWIP). A workshop was held and promotional brochures were created for the Northeast Wisconsin Invasives Partnership (NEWIP). CRP enrollments are underway and a demonstration field day was held. Interest continues to be seen for tree shelters. The Waupaca County Conservation Field Day (WCCFD) will be held on September 24th or, if needed due to hazardous weather, October 1st. Special measures have been developed to minimize risks of exposure to COVID. A Managed Grazing grant application was completed and a workshop was held. The Stevens Point Area Neighborhood Gardens (SPANG) had a successful year, with both gardens at full capacity. Interest has already been expressed for 2022. Butkiewicz reported that two employees have accepted positions with the Natural Resources Conservation Service (NRCS).

**Water Committee Report:** Rosenthal reported the new aquatic invasive species (AIS) grant program, which starts this upcoming year, was discussed. Hamerla indicated that he may not be able to provide the same types of services that he was able to in previous years due to the new funding.

**NEW PROJECTS:**

Four gold sheets were brought forward.

Thorstenson presented the gold sheet for the NACD TA 2021 MOA. This is a continuation of the previous NACD Technical Assistance agreements and will continue providing grazing plans, pasture walks, and will now include soils walks as well. The total project budget is \$125,088 (\$99,874 MOA funds, \$25,214 match).

Butkiewicz presented the gold sheet for the 2022 LMPN Regional AIS Program. This project provides technical and educational support to counties and lake groups, with a focus on preventing the spread of aquatic invasive species. The total project budget is \$159,088.42.

Plonsky reported on two new projects. The first one is for the NEWIP Sustain our Great Lakes 2021 project. The project will work on lands surrounding Mud Lake to conduct habitat assessments, monitor and control invasive species, and provide educational outreach and land management guidance to landowners. The total project budget is \$6,907.62. The second one is for the CWIP Sustain our Great Lakes 2021 project. The project will work in several counties to conduct habitat assessments, monitor and control invasive species, and provide educational outreach and land management guidance to landowners. The total project budget is \$22,819.87.

A motion carried unanimously to approve the four new projects.

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

**AGENCY/PARTNER REPORTS:** None

**OTHER REPORTS:** None

**ADJOURNMENT:** A motion was made to adjourn the meeting. The meeting was adjourned.

Respectfully submitted,

Amanda Burzynski  
Temporary Recording Secretary



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**NORTH CENTRAL ITBEC BOARD  
AND  
TOURISM & ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
JOINT MEETING**

Thursday, September 30, 2021

Nepco Lake County Park  
Wisconsin Rapids, WI 54494

**MINUTES**

**CALL TO ORDER:** North Central ITBEC Vice-Chair Phil Idsvoog called the meeting to order at 10:00 a.m.

**ROLL CALL: Tourism & Economic Development Advisory Committee Members:** Sara Brish, Portage County. **Board & Tourism & Economic Development Advisory Committee Members:** Lance Pliml, Wood County; William Chaney, Forest County; Phil Idsvoog, Portage County. **REMOTE PARTICIPATION: Board Members:** Joseph Wildcat, Vilas County; Jenny Short, Marinette County. **Board & Tourism & Economic Development Advisory Committee Members:** Keri Beck, Langlade County; Jim Winkler and Lance Krolczyk, Oneida County; Theresa Serrano, Shawano County. **EXCUSED: Board Members:** Cindy Gretzinger, Forest County; Brad Hamilton, Wood County; Clancy Whiting, Marinette County; Al Haga, Portage County. **Board & Tourism & Economic Development Advisory Committee Members:** Mike Klimoski, Langlade County; Cindy Burzinski, Vilas County; Samantha Boucher, Oconto County; Arlyn Tober, Shawano County; Donna Kalata, Waushara County; Bill Bialecki, Lincoln County; Stephanie Holman, Oconto County. **Tourism & Economic Development Advisory Committee Members:** Carolyn Ritter, Vilas County; Allyson Bickel and Autumn Rockhill, Marinette County; Cheri Collins, Forest County; Matt McLean, Wood County. **STAFF:** Bill Korrer, Wisconsin Counties Association (WCA) Field Services Representative. **OTHERS:** Jeff Anderson, Wisconsin Department of Tourism. **OTHERS REMOTELY:** Jim Rosenberg, WEDC; Tyler P, Waushara County Parks Department.

**APPROVAL OF JULY 29, 2021 JOINT MEETING MINUTES:** Motion by Pliml, second by Chaney, to approve the July 29, 2021 meeting minutes as printed. Motion carried.

**CHAIR'S REMARKS:** Vice-Chair Phil Idsvoog welcomed everyone to Wood County and thanked Wood County Board Chair Lance Pliml for coordinating the meeting locally.

**PROJECT DIRECTOR'S REPORT:**

- a. WCA Opioid Litigation: Bill Korrer notified the Board that the distributors portion of the opioid lawsuit has proposed a \$26 billion settlement, while maintaining there was no wrongdoing on their part. Wisconsin's share would be approximately 1.76% of this settlement. Discussion followed.
- b. American Rescue Plan Act: Bill Korrer said that many counties are starting serious discussions on how to invest the ARPA dollars. Discussion followed.
- c. Northwoods Rail Transit Commission: Bill Korrer said that there isn't anything new on the proposed sale by Canadian National railroad of approximately 650 miles of under-used track in Wisconsin and the UP to shortline operator Watco. Discussion followed.
- d. Fall Tourism Conference - November 4 & 5, 2021, in La Crosse: The Wisconsin Fall Tourism Conference will be November 4 & 5, 2021, at the La Crosse Center, in La Crosse, Wisconsin. For additional information, go to <https://destinationswisconsin.com/about/convention>.

**FINANCIAL REPORT:** Bill Korrer reported that three checks totaling \$867.00 were issued since the July meeting. The promotions budget has \$12,785.00 remaining. There is currently an undesignated fund balance of \$23,295.60.

**MARKETING REPORT:**

- a. 2021 Promotions Plan Status: Sara Brish shared that the marketing team group is scheduling a meeting for next month to finalize plans for 2022. The 2021 campaign is winding down as we transition from fall into the winter season. The 2022 WBAY RV & Camping Show booth space in Green Bay has been booked. The marketing group will be investigating other sports shows for a good fit and maximum benefit to the ITBEC region. The travel writers FAM tour had to be rescheduled for 2022.

**COUNTY ISSUES ROUNDTABLE DISCUSSION:** No topics were presented today.

**STATE DEPARTMENT UPDATES:**

- a. Tourism: Jeff Anderson said that the Department's fall color campaign is underway. Mr. Anderson added that may have noticed Travel Wisconsin advertising and billboards more in the western portion of the North Central ITBEC area. This is because Wausau is now part of the targeted marketing campaign. A new website will be launched later this year; the current one is overdue for a remake. Four JEM Grants were awarded in the North Central ITBEC counties.
- b. WEDC: Jim Rosenberg reminded participants that WEDC's Main Street Bounceback Grant program is here to provide financial support to businesses that move into existing vacant commercial properties, helping to create a foundation for long-term success for themselves and their communities. The administration of the program is being handled by your local regional planning commission staff.

**CONSIDERATION OF ITEMS FOR FUTURE AGENDA:** Set 2022 Promotional Budget.

**SET NEXT MEETING DATE:** Due to Thanksgiving, consensus is to move the meeting date one week later, to Thursday, December 2, 2021. Florence County is next in the hosting rotation.

**ADJOURNMENT:** Motion by Chaney, second by Krolczyk, to adjourn at 10:40 a.m.  
Motion carried.

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.

## **CENSUS REVIEW & REDISTRICTING COMMITTEE MINUTES**

DATE: Tuesday, November 9, 2021  
TIME: 8:30 AM  
LOCATION Courthouse – County Board Room

Members Present: Ken Curry, Jake Hahn, Dave LaFontaine, Ed Wagner, Mike Feirer

Others Present: Trent Miner, County Clerk, Various other County Board Supervisors & Dept. Heads.

Chairman Curry called the meeting to order at 8:30 AM and opened the public hearing for the Final Supervisory District Plan.

There being no public comments on the plan, Chair Curry closed the Public Hearing at 8:31 AM.

Motion by Wagner/LaFontaine to adjourn. Motion carried at 8:32 AM.

Minutes taken by Trent Miner, County Clerk.

WOOD COUNTY LAND INFORMATION COUNCIL  
MINUTES

Date: Tuesday November 16, 2021 at 9:00 a.m.

Location: Via Webex Teleconference and in person room 114

Attendees: Ken Curry, Wood County Board District 11 Supervisor; Paul Bernard, Land Information Officer; Al Breu, Wood County Board District 6 Supervisor (via webex); Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer (via webex); Victoria Wilson, Planning & Zoning; Kevin Boyer-Wood County Surveyor; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager

1. Chairperson Curry called the meeting to order at 9:00 a.m.
2. Introductions.
3. Chairperson Curry declared a quorum.
4. Public Comment. None
5. Approval of previous meeting minutes (9/29/2021).

Chairperson Curry asked for any additions or corrections to the previous meeting minutes. Hearing none, Al Breu made a motion to approve the minutes. Second by Kevin Boyer. Motion carried unanimously.

6. Round Table Discussion on Land Information
  - Brian Spranger had mentioned wanting to see assessment data on GIS in the previous meeting. Initially Paul thought we had the information available but after digging deeper found that to obtain the information Brian was referring to would be challenging. Although assessment information is public knowledge, not all assessors wish to share the information to be used on a countywide platform such as GIS.
  - Paul has been working on maps for each of the nineteen Supervisory Districts as well as ward maps for each of the thirty-four municipalities. These maps are all accessible through an interactive web map that will be available to the public. This should streamline the Census Review and Redistricting Process the next time it happens. The maps should be available by the end of the week.
  - Paul has been working with the Department of Transportation (DOT) to request the most recent, non-recorded DOT plat maps. There are several places these plats may be, but not a comprehensive place to find them, which causes a great deal of staff hours of research when a request is made for these plats. A staff person at the DOT was able to provide these plats to Paul. Wood County can now be the repository for these plats and have them available on GIS. This will be a big timesaver for many.
  - Tiffany Ringer shared that her office is very busy and counter traffic has been exceptionally busy. They are offering an online option for citizens to obtain vital records. Tiffany is working with their software company to get the ability to record Certified Survey Maps electronically. The State is working on doing countywide divorce records. One of ROD long-term employees announced her retirement and her last day will be January 3<sup>rd</sup>. The position is currently posted.

7. Approval and Adoption of 2022 – 2024 Land Information Plan

- Paul Bernard and Kevin Boyer provided an overview of the budget information pertaining to Project #4: Research and Mapping of Right-of-Ways. Brian Spranger had requested clarification on the budget number regarding this project at the last meeting. Kevin provided a conservative estimate of \$88,000 for one right-of-way monument plat project. With that estimate, Paul increased the budget amount for that budget item from \$150,000 to \$170,000 to provide for two of these projects to tentatively be completed in the three-year plan.

Chairperson Ken Curry made a motion to approve the 2022-2024 Land Information Plan. Al Breu seconded the motion. Motion carried unanimously.

8. Budget Update

- Paul has been in conversation with a company called “HERE” that provides location data for all sorts of GPS units, such as Garmin and TomTom. One of the many things we have been asked to do for the NextGen911 and GIS migrations is to have a Site Address Point Alias Table AKA Commonplace Name. For example rather than “200 Smith St” it would be “McDonald’s”. “HERE” would cost around \$800 a year for a subscription to use their data. There is no contract tied to the service. We are not certain if we are going to use this service but are considering it.
- Lori Heideman had made a CIP request for our NextGen 911 endeavors. At this time it sounds like the State is doing an RFP at the state level for these validation tools we were planning on spending the CIP money for. We can tag another NextGen project for the CIP money but Paul will need to have a conversation with the person in charge of our NextGen integrations to get a clear answer.

9. Agenda Items for Next Meeting

- Discussion took place regarding how many meetings should be held next year.

Paul made a motion to hold two meetings in a non-plan year. Kevin Boyer seconded the motion. Motion carried unanimously.

10. Adjourn

- Chairperson Ken Curry declared the meeting adjourned at 9:50 a.m.

Minutes taken by Victoria Wilson of Planning and Zoning and in draft form until 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*

- 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.
- Virtual training for new and returning 4-H volunteers, where participants learned about their roles, policies, risk management, insurance, and youth development principals in order to provide them with the knowledge needed to begin performing their volunteer duties successfully.
- Planning and development of part one of the Annual Leaders Training for youth and adult leaders where they will learn the importance of involving youth voice in decision making, gain strategies for building trust and respect between youth and adults, and increase their ability to create an inclusive environment where youth and adults can express their ideas and concerns. The goal of this effort is to increase the quality of youth-adult partnerships within the 4-H program.

## Agriculture

*Matt Lippert, Agriculture Educator*

- 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.
- Monthly interviews with local radio stations WDLB and WFHR where listeners learn about general agricultural topics and situations to develop broader awareness and understanding by the listeners to help them make more informed decisions.
- Planning a Beef on Dairy virtual program focusing on bull selection, newborn calf care, feeding and management, and marketing. This will help dairy farmers breeding with beef and raising beef-dairy cross calves make better management decisions, thereby impacting farm profitability.
- Planning for the Badger Dairy Insights animal well-being session in collaboration with UW-Madison specialists and Division of Extension educators. The goal of this effort is to teach participants the importance of correct disbudding practices and the advantages of paired housing of calves, so that producers can achieve good health and welfare in raising calves and use the correct disbudding methods to achieve a safe, healthy, and effective disbudding for calves and employees.



## Cranberry Outreach

*Allison Jonjak, Cranberry Outreach Specialist*

- 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.
- A discussion-oriented forum (Research Roundtable) for researchers was prepared, where they learn from growers their pressing tactical and strategic needs. The purpose of this effort is to match research with areas most important to growers.
- Five regional Pesticide Applicator Trainings specific to cranberry growers have been developed, to include topics of pollinators, calculating growing degree days for lepidoptera pests, and pre-harvest intervals for export crops, so that cranberry growers can maintain their Pesticide Applicator Certifications with domain-specific information.
- Planning for an event (Cranberry School), cranberry growers will learn best practices from researchers and each other, to support increased profitability and sustainability of cranberry grower businesses.

## 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 4-week series for fifth grade students at Grove Elementary School, where they learn about making healthy food and beverage choices, and about being physically active in order to help them to be healthier in school and at home.
- A 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.
- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.



- 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 virtual interactive program for the general public, where participants learned the requirements for planting bulbs for forcing to increase participants' sense of well-being.
- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- 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.
- An online webinar series for participants in the Foundations in Horticulture course where participants interact with UW Madison and Extension staff and specialists to learn 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.
- Planning and development of the optional Lab component of the fall 2021 Foundation in Horticulture online course that will provide an opportunity for course participants to dig deeper into important horticulture concepts and apply what they learn through interactive activities.

## Human Development and Relationships

*Jackie Carattini, Human Development and Relationships Educator*

- Interviews for local radio stations WDLB and WFHR, where listeners learned about local programming and ways to prevent identity theft using their credit reports. The purpose was to help listeners use their credit report as a tool to prevent fraud and identity theft.
- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- In person workshop, ("Rent Smart") 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.



- Planning and development for a long term research study on the Rent Smart program and additional interventions. The purpose of this project is to monitor the effects of rental education and additional interventions in whether participants can obtain and maintain safe and sober housing.
- Planning towards developing a financial educational campaign for local employers in partnership with United Way of South Wood and Adams Counties. This campaign aims to develop written newsletter articles and radio PSA's that can be distributed by local employers to increase financial knowledge around credit and savings.
- Planning with the Central Wisconsin Partnership for Recovery Safe and Sober Housing initiative to determine which Extension curriculum to use to meet local housing needs and the pre-rental educational component for their program.
- Six online workshops ("Rent Smart") 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*

- An educational walking trail and tap talk series (Science By The River) for communities of Wisconsin Rapids and surrounding areas, where they learn about science, math, and natural resource-focused topics. This effort is designed to increase interest in science-based education and discovery learning amongst families and youth.
- A presentation on prairie strips for a Women in Agriculture Learning Circle, where Extension provided a technical overview of prairie and farmland integration and the prairie filter strips conservation practice. This effort was designed to increase awareness and adoption of prairie filter strips throughout Minnesota and Wisconsin, especially within circles of female agricultural professionals.
- A presentation for the Fox/ Wolf Region Garden Club, where Extension shared a programmatic overview of the Natural Resource Education program work conducted in the region. This effort was designed to orient Garden Club members to the water quality-related programming occurring in their area and receive feedback about their potential role in supporting soil health practices like perennial land cover.
- 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.

## Upcoming Programs

- [Extension Wellness Series | December 2021](#)
- [Rent Smart | St. Vincent de Paul Fellowship Hall \(Marshfield\) | December - April](#)
- [Rent Smart | Virtual Zoom Sessions | January - June 2022](#)
- [Aging Mastery Program | Tuesdays & Thursdays, January 11-February 10 - 10-11:15am](#)

## Staff Report November

### Caleb Armstrong

- Finished yearly CREP inspects with Klayton Kree on all parcels in Wood County.
  - We checked the parcels for invasive species or woody species to see if they needed to be maintained on the land parcels.
  - We also checked to see if parcels needed a mowing plan for 2022.
  - No GPS points needed to be taken as all parcels seem to be the same area.
- Residue Management Checks on Kevin Heeg's fields with Shane to see if they qualify with cost sharing.
  - All fields were above 90% residue which qualifies for cost-share.
  - His cover crops never established themselves however due to a late planting.
    - The seed is still in ground and should get good germination in the spring.
- Cover Cropped Checked and proceeded with cost share contracts for Norm E Lane.
  - All his cover crops were drilled into the soil and have pictures for all fields with cover crops germinating.
- Checked the As-built for well closures with Klayton and Shane as well as the manure pit closure for Yoder Enos.
- Worked with Barry Richardson on establishing a cover crop into his cut corn fields.
  - Rye was planted right before that early rain in November.
  - The Rye has since taken off and had a successful germination and we will proceed with cost-share contracts on the fields planted with the cover crops.
- Attended a two day long virtual cover crop summit for the nation.
  - The Summit included nine different breakout sessions for all attendance.
  - The summit was very educational as was really unique to see what farmers and agricultural advisors are working on throughout the nation on implanting into their cropping rotation.
    - The sessions including anything from yearly blends to add to fields for nutrients for cover crops to grazing cover crops in the winter and early spring for cattle production.
- Working on getting all classes ready for this year's Nutrient Management classes in our five counties that run the classes.
  - In doing so must give information to farmers interested in attending.
  - Also collecting farm data and plugging it into Snap Plus so they can get their plans done in class portion.
- Collected information from Dustin Albert and plugged into his SnapPlus plan on his soils tests.
  - He sampled all his fields this fall as somewhere older than 5 years.

## Staff Report for Klayton Kree

November 2021

- Completed construction plan designs for Well Decommissions for Panosh and Weis, including heading to the site to survey the well location. Sent these plans to Shane to get approved for construction. Also, had to have these landowners sign a cost share contract for the projects.
- Completed an AS-BUILT survey at the Behrend Stream Crossing site location while checking the project details. Started working on the as-built documentation and certification. Everything was completed correctly and I made some as-built copies and had that certified by Shane for completion.
- Received a call from Kolo stating that they are ready to begin working on the Yoder waste storage facility closure. Shane and I went out to the site to meet with them and discuss the project and answer any questions. They pumped and dug out the pit and excavated all contaminated soil. Gave them the “ok” to begin filling the pit in with broken up concrete and clean fill, with mixed clean fill with contaminated soil on top for the top soil. After this was all complete, I surveyed the site to get an as-built layout of the site. Completed the as-built documentation and checked to make sure it all met plan specifications. Once that was finished, sent it to Shane for certification and completion.
- Juneman well drilling called and said they were all ready and set to begin the well decommissioning for Panosh. I met them onsite for any questions and they were ready to begin. Stopped back out once the bentonite was all poured into the well. Then returned a few days later once the soil was filled back in over top. Took pictures and completed as-built documentation for certifying the completed construction.
- Weis had their well ready to be decommissioned by Haupt and did the same thing as Panosh well closure. Met them onsite and witnessed and took pictures of the bentonite chips being poured and had pictures of them putting water in to seal it up. Completed as-built documentation for this as well.
- Luke Keuffer’s fence construction began. Shane and I met with him and Brandon from real fence to discuss the project and any changes and such. After they were all complete, we went back out there to check the fence to see how it looked. I went back out the next week once all gates were up and surveyed at each fence post to get an accurate map of the fence. Took pictures to document the fence and certify it meets what the plan had. Fence looked really good and mapped out great.
- I have been helping Caleb with CREP checks and will help survey the area if any changes would be noticed, then help with mapping. So far nothing has looked changed at the sites we had looked at. Also, did cover crop checks while we were near sites while checking CREP
- Completed a well decommissioning construction plan for Dickrell, sent it to Shane to get approved.
- Shane and I had a meeting to discuss my performance for my annual review.

**Activities Report for Lori Ruess**  
**November 2021**

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed October sales tax report and forwarded to Finance.
- Attended November 3<sup>rd</sup> CEED meeting and completed minutes.
- Completed LWCD payroll percentages and forwarded to Finance prior to the November 14<sup>th</sup> & November 28<sup>th</sup> payrolls.
- Completed & submitted open enrollment form to HR before deadline.
- Complete CREP Practice Payment Reimbursement in the amount of 816.80 and submitted to DATCP.
- Completed the 2022 fillable tree, shrub and wildflower order forms and sent a request to IT to post them on our webpage.
- Assisted landowner with question regarding an old wildlife damage fence.
- Teleconference (2) with Dan Brandl and Rod Mayer on the new Nonmetallic Mining database and Tree and Shrub database.
- Assisted Rod Mayer with mailing of nonmetallic mine inspection letters.
- Completed Conservation Connection newsletter and sent to printer.
- Emailed over 800 customers the newsletter, and tree, shrub, and wildflower order forms.
- Assisted over 10 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.
- Completed a cost-share contract for manure storage transfer.
- Requested over \$31,000 in cost-share payments for nutrient management, residue management and cover crops for two landowners.
- Entered tree and shrub orders as they came in and deposited check.
- Logged and deposited non-metallic mine permit fees.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Completed and submitted SWRM Grant Staff and Support Reimbursement Request (#1) in the amount of \$128,958.57.
- Organized County Board packet and electronically submitted to the County Clerk's office.

## ***Activities Report for Rod Mayer – November 2021***

- Non-metallic mine inspections – inspected 55 mine sites throughout the county. Verify boundaries with site maps, GPS all expansions found, evaluate reclaimed areas and remove from active as necessary (GPSed), photos of each mine site taken and documented on site maps, correspondence with operators met with several.
- Mine inspection processing. Completed updated mine site maps for each – downloaded GPS layers and remapped active acres using GIS, computed active acres/road acres, calculated fees and financial assurance needed, updated new opening letter to operators/permit holders including rates and notes for plans to review reclamation plans in future etc. Completed site specific letters showing acres, fee needed, financial assurance needed, individual financial assurance notes, inspection notes and photos. Mailed all letters out.
- Updated two spreadsheets tracking: inspection date, letter sent, active acres, fee acres, amount of FA needed, FA expiration dates.
- Attended CEED meeting for 2021 crop price approval for wildlife damage claims.
- Completed the 3<sup>rd</sup> quarter Wildlife Damage and Abatement Program reimbursement report and sent to DNR with all correspondence.
- Completed KnowBe4 required training from IT dept.
- Met with contractor on fence build to discuss problem area on site.
- Contacted nursery owner with a fence on contract needing repairs while contractor in area – lined up repair – completed.
- Worked with landowner with questions of mine site property line setbacks.
- Sent correspondence to landowner with pond build interest.
- Completed final build inspection on BudzNBudz fence project. GPSed corners and gates, re-mapped finished fence. Letter to landowner for additional site work needed to be done.
- Completed fence contract for BudzNBudz project, met with landowner and went over contract, notarized signature, sent to DNR.
- Processed financial assurance for a mine site.
- Create spreadsheet to track financial assurance deadlines by expiration dates.
- Put the Wood County Land and Water poster contest together, set deadlines, and sent packet to Wood County area schools. Theme this year is “Healthy Soil – Healthy Life”.



*Activities Report for Shane Wucherpennig – November, 2021*

- **November 1** – Central WI Farm Profitability Expo meeting.
- **November 2** – Field visits. Yoder Preconstruction meeting with landowner and contractor.
- **November 3** – CEED meeting, Database updates.
- **November 4** – Project. TMDL Tracking, worked on data bases.
- **November 5** – RC & D 50<sup>th</sup> anniversary planning meeting.
- **November 8** – Project. TMDL Tracking, worked on data bases.
- **November 9** - Fall 2021 CWIP Steering Committee Meeting.
- **November 10** – 2021 Department Head Retreat.
- **November 11** – Golden Sands RC&D Zoom meeting.
- **November 12**– Field visits and contracts.
- **November 15** – Field visits, cover crop verifications.
- **November 16** – Database tracking of projects.
- **November 17** –Database updates, field visits.
- **November 18** – Golden Sands RC& D virtual, Field visits.
- **November 19** – Field visits and contracts.
- **November 22-24** – Vacation
- **November 25-26** – Holiday Thanksgiving.
- **November 29** – CSGCC monthly meeting.
- **November 30** – Field visits and finalizing 2021 contracts.



# 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 December 1, 2021

### 1. Economic Development (Jason Grueneberg)

- a. Department Head Retreat – On November 11<sup>th</sup>, I attended the department head retreat that was planned by the Human Resources Department. The Wisconsin Counties Association facilitated presentations and discussion on leadership and County government.
- b. Marshfield Economic Development Board (EDB) – On November 14<sup>th</sup>, I attended the Marshfield EDB meeting. At the meeting, I provided an update on Wood County economic development activity, as well as status of the County budget and economic development grants. Some of the agenda items included review of a façade grant request, discussion on the Strategic Plan, West 2<sup>nd</sup> St. Corridor Redevelopment planning, and an update on the city subdivision.
- c. Wisconsin Broadband Summit – On November 16<sup>th</sup>, I attended the Wisconsin Broadband Summit. The purpose of the summit was to help communities enhance broadband access. Presenters talked about models for networking and leadership efforts, the importance of broadband to economic development, utilizing mapping, data and survey research techniques, and available funding options.
- d. Wood County Broadband Committee – On November 17<sup>th</sup>, I participated in a meeting with the Wood County Broadband Committee. Items that were discussed at the meeting include broadband speed testing in the County, conducting a request for information (RFI) process, and funding/grant opportunities.

### 2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (3) CSMs were reviewed/approved/recorded. (5) CSMs are pending approval. (1) Preliminary Subdivision Plat approved: Deer Road Acres Subdivision – Town of Grand Rapids.
- b. Wood County Private Well – Water Systems Program – The Private Well – Water Systems Program will start on January 1, 2022. Program applications, forms, resources and information are available [HERE](#).

- c. Zoning Amendments –  
 ZA-2021-005 – Town of Grand Rapids: Approved by CB in November. Official zoning map has been updated.  
  
 ZA-2021-006 – Town of Sigel: Town submitted a zoning map amendment/rezone for approval on 11/9/21. 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 collaborating 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 collaborating 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. Wisconsin County Surveyors Association Meeting – The WCSA meeting was held in WI Rapids in November. I attended the meeting with the Wood County Surveyor to represent our department.
- 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 to finish two major projects:
  - i. Digitizing Hydrology lines and polygons
  - ii. Indexing survey records
- b. Finishing up with redistricting – deploying interactive application and creating maps for each municipality showing wards.
- c. Parcel Mapping
- d. Addressing Updates

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

10-27-2021 – Inspection Mound >24” Plow TN: 20; Privy Permit Request TN: 13, Attended Town of Grand Rapids Water Committee meeting

10-28-2021 – Soils Evaluation New Mound A+0 TN: 22; Soils Evaluation, Plan Review & Issued New Mound A+0 TN: 07; Soils Evaluation New Mound 24> TN: 05; Soils Evaluation Replacement Mound A+0 TN: 03; Inspection Report HT TN: 14; Inspection Replacement Mound

>24" Plow TN: 18

10-29-2021 – Organized files. Responded to phone calls.

11-01-2021 – Inspection Replacement >24" Tank & ABS Cell TN: 18; Inspection Replacement Mound >24" Plow TN: 17; Shoreland & Floodplain Grading meeting TN: 14

11-02-2021 – Inspection Replacement Mound <24" ABS Cell TN: 04; Soils Onsite TN: 09

11-03-2021 – Soils Evaluation, Plan Review & Issued New HT TN: 21

11-04-2021 – Flooding Complaint Investigations

11-05-2021 – Cranberry/Flooding Related Onsite TN: 13; Inspection Replacement Mound >24" Tank TN: 17; Eichorn Well Reading TN: 07

11-08-2021 – Soils Evaluation, Hydrograph, Plan Review & Issued Conventional TN: 07; Soils Evaluation Mound >24" TN: 18; Inspection Report Mound >24" TN: 17; Inspection Report Mound A+0 TN: 16

11-09-2021 – Plan Review & Issued Replacement Mound >24" TN: 06; Stream Navigability Determination for Pond Construction TN: 11; Holding Tank Violation TN: 13

11-10-2021 – Inspection Replacement Mound >24" Plow TN: 06; Soils Evaluation & Hydrograph New Conventional TN: 18 (Lake Nepco); Soils Evaluation & Hydrograph Replacement Conventional TN: 18; Inspection Replacement Mound >24" Tank & ABS Cell TN: 06

11-11-2021 – Soils Evaluation Replacement HT TN: 15; Soils Evaluation Replacement Mound <24" TN: 17; Soils Evaluation, Plan Review & Issued Replacement Mound TN: 04

11-12-2021 – Plan Review & Issued Replacement Renewal Mound A+0 TN: 10; Stream Navigability Determination Report with DNR & Owner TN: 11

11-15-2021 – Soils Evaluation Replacement HT TN: 15; 2021 Septic Maintenance Follow-up questions from homeowners

11-16-2021 – Inspection Report Mound <24" TN: 21; Inspection Report Mound <24" TN: 22

11-17-2021 – POWTS Program

11-18-2021 – Vacation

11-19-2021 – Vacation

11-22-2021 – Vacation

11-23-2021 – Returned phone calls/emails; Vacation-½ Day

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

10-28-2021 – Conventional inspection TN-07. Conventional inspection TN-18.

10-29-2021– Mound plow inspection TN-13. Mound plan review TN-01. Mound plan review TN-22.

11-1-2021 – Mound plow inspection TN-04. Conventional inspection TN-18. Floodplain onsite TN-14\*.

11-2-2021 – Mound re-inspection TN-13. Inspection reports X 5.

11-3-2021 – Out.

11-4-2021 – Mound plow inspection TN-10. Tank inspection for mound TN-19. Mound plow inspection TN-09.

11-5-2021 – Mound re-inspection TN-12. Mound re-inspection TN-09.

11-8-2021 – Mound application review TN-01. Holding tank application review TN-15. Tank inspection TN-02.

11-9-2021 – Wetland/Shoreland site determination TN-11.\* Conventional application approval TN-18 X 2.

11-10-2021 – Holding tank application review and approval TN-15. Conventional inspections X 3 TN-18. Mound plan approval TN-17.

11-11-2021 – Shoreland permit compliance check TN-18. Reviewed 2 shoreland permit applications TN-02 and TN-12. Reviewed floodplain permits application TN-02.

11-12-2021 – Mound plow inspection TN-14. Well application.

11-15-2021 – Holding tank application review TN-11. Issued Floodplain/Shoreland permits X 3 TN-02 and TN-12. Citizen's groundwater virtual meeting.

11-16-2021 – Mound inspection TN-07 X 2. Mound inspection TN-14 X 2.

11-17-2021 – Conventional application approval TN-18. Mound tank inspections X 3 TN-19, TN-04, and TN-15.

11-18-2021 – Conventional inspection TN-18.

11-19-2021 – Holding tank inspection TN-02.

11-22-2021 – Conventional inspection TN-07. Mound tanks inspection TN-15. Mound plan review of application TN-17.

11-23-2021 – Conventional inspection TN-18. Shoreland project review TN-14.

\*Training purposes with Code Administrator.

## 6. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 26 sanitary permits issued in October 2021 (10 New, 14 Replacements, 2 Reconnects and 0 Non-Plumbing) with revenues totaling \$13,925. There were 14 sanitary permits issued in October 2020 (6 New, 8 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$9,200.

There were 177 sanitary permits issued through October 2021. For comparison purposes, the following are through the same period for the previous five years: 2020 – 164, 2019 – 162, 2018 – 151, 2017 – 176 and 2016 – 141.

- b. 2021 Tax Refund Intercept Program (TRIP) – As of November 23<sup>rd</sup>, Wood County received an additional \$0 for zero (0) 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 23<sup>rd</sup> with a due date of Friday, August 13<sup>th</sup>. There are approximately 3,207 to be mailed between the five notices. As of September 10<sup>th</sup>, 690 septic systems and 50 holding tanks have not had maintenance completed for 2021. Second reminders were mailed Friday, September 24<sup>th</sup>. The Corporation Counsel letters (3<sup>rd</sup> reminders) were mailed on Friday, November 12<sup>th</sup>.

As of November 12<sup>th</sup>, there are 130 septic systems and 21 holding tanks that have not completed servicing for 2021.

- d. 2021 Triennial Program Fee – There were 3,002 program fee notices mailed on Monday, October 18<sup>th</sup> with a payment due date of Friday, November 19<sup>th</sup>. 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. Second reminders will be mailed Friday, December 10<sup>th</sup>.

As of November 23<sup>rd</sup>, 548 property owners have not paid the \$25 program fee for 2021.

- 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 22<sup>nd</sup>, 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 6<sup>th</sup>, 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 November 23<sup>rd</sup>, Wood County has 10 applicants that have applied for Wisconsin Fund Grant.

- i. Kim attended the following meetings/trainings:
  - i. Wellness Committee on November 9<sup>th</sup>.
  - ii. DocuSign Conference Call on November 11<sup>th</sup>.
  - iii. Citizens (Wood County) Groundwater Group on November 15<sup>th</sup>.
- j. Victoria attended the following meetings/trainings:
  - i. Census & Redistricting on November 2<sup>nd</sup>.
  - ii. Land Information Council on November 16<sup>th</sup>.
  - iii. Broadband on November 17<sup>th</sup>.

# Wood County Clean Water “A Way Ahead”

DRAFT CONCEPT

Proposal by Ray “Boz” Bossert  
Village Administrator for  
The Village of Port Edwards

# Why?

## We need a more aggressive approach.....

- In April 2021, 76% of the County Voted for the water referendum, one of only three Wisconsin counties to do so. Lets build on that momentum.
- The people have spoken and in large numbers, but we fear the excitement will flounder if we do not move forward on a tangible product/process.
- We are at a critical crossroad where we can potentially tap into the ARPA funds in the County as well as municipalities only if we show a good plan.
- The last County Groundwater assessment was completed in 2008
- The Current County Land and Water management Plan was drafted in 2015, with all goals noted, expired in 2019
- The County Authorized the Well Water Systems program authorizing more oversight and QA/QC on wells in the county focused on health conditions and quality of the water ( ordinance #708) in 2021.

# What we Know.....

- As of 25 October 2021;
  - The DNR has records on just over 11,000 (potable) wells in Wood county
  - 3200 wells/groundwater locations are exceeding enforcement standards on a multitude of chemical and biological hazards
  - 150 municipal water systems violations exceed the monitoring standards for certain chemical/biological elements
  - 500 wells exceed enforcement standards on a multitude of chemical and biological hazards
  - There are only 2 federal USGS water monitoring stations in the County, focused on water flow not quality.

# What we need to know....

- What other efforts are ongoing concerning water quality tests and monitoring?
- Are the efforts of the University system being synchronized with local and state officials?
- Are there other water entities gathering data, conducting projects, addressing the issues that we need to be part of or at least be aware of?
- DO WE REALLY HAVE A QUALITY OF WATER ISSUE?  
Or is it focused in certain areas that we need to address.

In 2015 the County established 8 GOALS/Objectives for water and land management. Three Goals and 13 Objectives, specifically towards water issues.

***Have we achieved these? What progress have we made?***

**Goal 1: Reduce Sediment Delivery to Surface Waters.**

**Objectives:**

1. Reduce erosion and sediment delivery from cropland fields.
2. Reduce sediment from non-cropland acres.
3. Administer Nonmetallic Mining Reclamation Ordinance.
4. Reduce sediment from construction sites.

**Goal 2: Reduce Animal Waste and Nutrient Delivery to Surface Waters and Groundwater.**

**Objectives:**

1. Increase the number of cropland acres that have a nutrient management plan.
2. Reduce runoff of winter-spread manure.
3. Administer County Animal Waste Storage Ordinance.
4. Reduce runoff from barnyards and feedlots.
5. Promote proper well abandonment.
6. Implement Chapter 102, Wisconsin Statutes Phosphorus Rule.
7. Reduce high nitrate levels in drinking water.

**Goal 5: Increase Efforts to Inventory the Water Resources of Wood County.**

**Objectives:**

1. Increase water quality monitoring on Wood County Streams.
2. Increase water quality monitoring for groundwater resources in Wood County.

# Wood County Well Water Systems program

Effective Date: January 1, 2022

The Wood County Private Well-Water Systems Program is administered countywide. The program 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 and existing well installations, discovering old wells that should be filled and sealed, and learning more about groundwater and soil conditions within the county. The overall goal of the program is to protect Wood County's drinking water and groundwater resources.

Wood County Ordinance #708 allows local administration pertaining to Wisconsin Administrative Code - Chapters NR 812 and NR 845 – Well Location, and Well and Drillhole Filling and Sealing.

Wood County Private Well – Water Systems Ordinance #708

Wood County administers the following delegation levels:

Level 1 – Private Well Location: Responsibilities include issuing well location permits for and inspecting new, replacement, reconstructed or rehabilitated private wells.

Level 5 – Well and Drillhole Filling and Sealing: Responsibilities include requiring the filling and sealing of all unsafe, hazardous, noncomplying and unused wells.

**WOOD COUNTY** ITEM# 4-2  
 DATE October 19, 2021  
 Effective Date January 1, 2022

**ORDINANCE #** 21-10-7  
 Introduced by CEED Committee

Page 1 of 1

Motion: Adopted  Lost   
 1<sup>st</sup> Brew 2<sup>nd</sup> Fischer Tabled   
 No: 0 Yes: 18 Absent: 1

Number of votes required:  
 Majority  Two-thirds

Reviewed by: PAK, Corp Counsel  
 Reviewed by: \_\_\_\_\_, Finance Dir.

	NO	YES	A
1 LaFontaine, D		<input checked="" type="checkbox"/>	
2 Rorer, D		<input checked="" type="checkbox"/>	
3 Ferris, M		<input checked="" type="checkbox"/>	
4 Wagner, E		<input checked="" type="checkbox"/>	
5 Fischer, A		<input checked="" type="checkbox"/>	
6 Bress, A		<input checked="" type="checkbox"/>	
7 Ashbeck, B		<input checked="" type="checkbox"/>	
8 Hahn, J		<input checked="" type="checkbox"/>	
9 Wlach, W		<input checked="" type="checkbox"/>	
10 Thao, L		<input checked="" type="checkbox"/>	
11 Curry, K		<input checked="" type="checkbox"/>	
12 Valente, L			<input checked="" type="checkbox"/>
13 Holmgren, J		<input checked="" type="checkbox"/>	
14 Poisson, D		<input checked="" type="checkbox"/>	
15 Cleveland, B		<input checked="" type="checkbox"/>	
16 Pflanz, L		<input checked="" type="checkbox"/>	
17 Zarbala, J		<input checked="" type="checkbox"/>	
18 Hamilton, B		<input checked="" type="checkbox"/>	
19 Leichnam, B		<input checked="" type="checkbox"/>	

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.

WHEREAS, Ordinance #708 Private Well – Water Systems 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; and

WHEREAS, the overall goal of the Wood County Private Well – Water Systems Program is to protect Wood County's drinking water and groundwater resources; and

WHEREAS, Ordinance #708 Private Well – Water Systems was developed with input and assistance from local well drillers, pump installers, general public and the Wisconsin Department of Natural Resources; and

WHEREAS, the Department of Planning and Zoning has been conducting community education and outreach activities in regards to the implementation of the Private Well – Water Systems Program since April 2021; and

WHEREAS, Ordinance #708 Private Well – Water Systems has been available for public review and comment since July 2021; and

WHEREAS, on October 6, 2021 the Conservation, Education and Economic Development Committee (CEED) conducted a Public Hearing to accept public testimony and comment on the proposed ordinance, upon close of the Public Hearing CEED recommended adoption by the Wood County Board of Supervisors; and

WHEREAS, Ordinance #708 Private Well – Water Systems is adopted under the authority granted to Wood County by § 59.70(6) and 200.21, Wis. Stats., and chs. NR 845 and NR 812, Wis. Adm. Code; and

THEREFORE BE IT ORDAINED, that the Wood County Board of Supervisors adopt Wood County Ordinance #708 Private Well – Water Systems as presented at the October 6, 2021 Public Hearing and available for viewing at the Department of Planning and Zoning Office; or online at: <https://www.co.wood.wi.us/Departments/PZ/WellWaterSystemsProgram.aspx>; and

BE IT FURTHER ORDAINED, that the Wood County Ordinance #708 Private Well – Water Systems as adopted by this action become effective upon passage and publication as required by statute, with an effective date of January 1, 2022.

KENNETH CURRY (Chair) \_\_\_\_\_  
 BILL LEICHNAM \_\_\_\_\_  
 JAKE HAHN \_\_\_\_\_  
 ROBERT ASHBECK \_\_\_\_\_  
 DAVE LAFONTAINE \_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.  
 County Clerk \_\_\_\_\_ County Board Chairman \_\_\_\_\_

# Addressing problems 101

- Gather the right team
- Agree to the Initial Problem statement
- Gather facts/data
- Revisit the problem based on Data gathered
- Produce a corrective action plan
- Establish Goals, Objectives and milestones
- Follow-up on the actions and adjust the Plan
- Refocus resources based on Progress
- Inform all concerned

# What can we DO!

**WHO---** Gather the TEAM, University Experts, the Wood County Water Conservation and Parks Department, DNR, the Wood county Health department, the major farmers in the county, the municipalities that have an interest, etc.

**WHAT-** We keep hearing about water issues from PFAs to ground water, to lake weeds, etc.... yet we have not clearly identified the Wood county Problem set, that we want to attack. I think a winter Wood county "Water Symposium" with some subject matter experts to help us not only identify the issue (one we can actually accomplish) but also a way ahead would be of great benefit.

**WHERE-** County Courthouse

**WHEN-** In the next 60 days

**WHY-** To identify the Wood County Water Problem set and course of action to address in the next 1-5 years.

Potential topics- Clean drinking water, PFAs reduction, Ground water contaminates, lake quality and maintenance, Wisconsin River Quality and maintenance.

# At the symposium.....

- Gather input from all partners
- Identify and agree to the problem set (set the new goal post)
  - Goals
  - Objectives
  - Policies
- Create an action plan to address all areas of Water;
  - Protect Ground water
  - Enforce Municipal water production/management
  - Protect Well water
  - Manage Lakes, Rivers and Streams issues
  - Avoid Human Caused Lowering of the water table
  - Decrease pesticides use in all areas, Keep Nitrate and PFAS levels low

# Potential Symposium Outcomes

## GOALS

- Protect groundwater quality in private and municipal wells.
- Decrease pesticide use in all areas (agricultural, residential, commercial, and industrial).
- Keep nitrate concentrations below the drinking water standard.
- Avoid human-caused lowering of the water table.

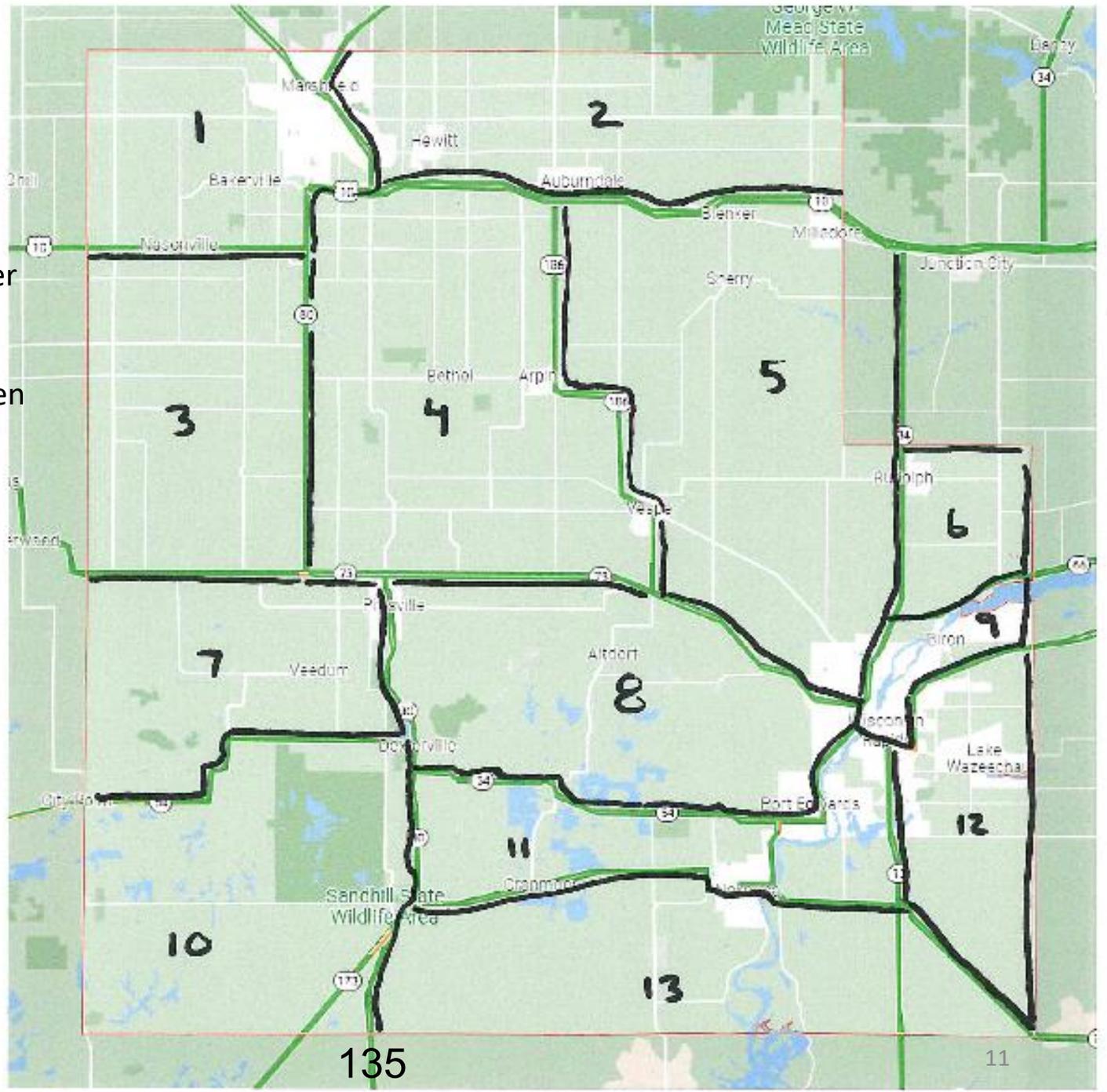
## OBJECTIVES

- Develop a wellhead protection ordinance covering all municipal wells by June 2022.
- Six hundred and Fifty private well owners have their water tested through the County by December 2022.
- Twenty farmers attend integrated pest management courses by June 2022.
- Residential water customers reduce county water use 10% below 2021 water use by 2025.

Carve up Wood county into 13 water districts (based on travel corridors)

Internal to these districts Identify the wells and water Sources

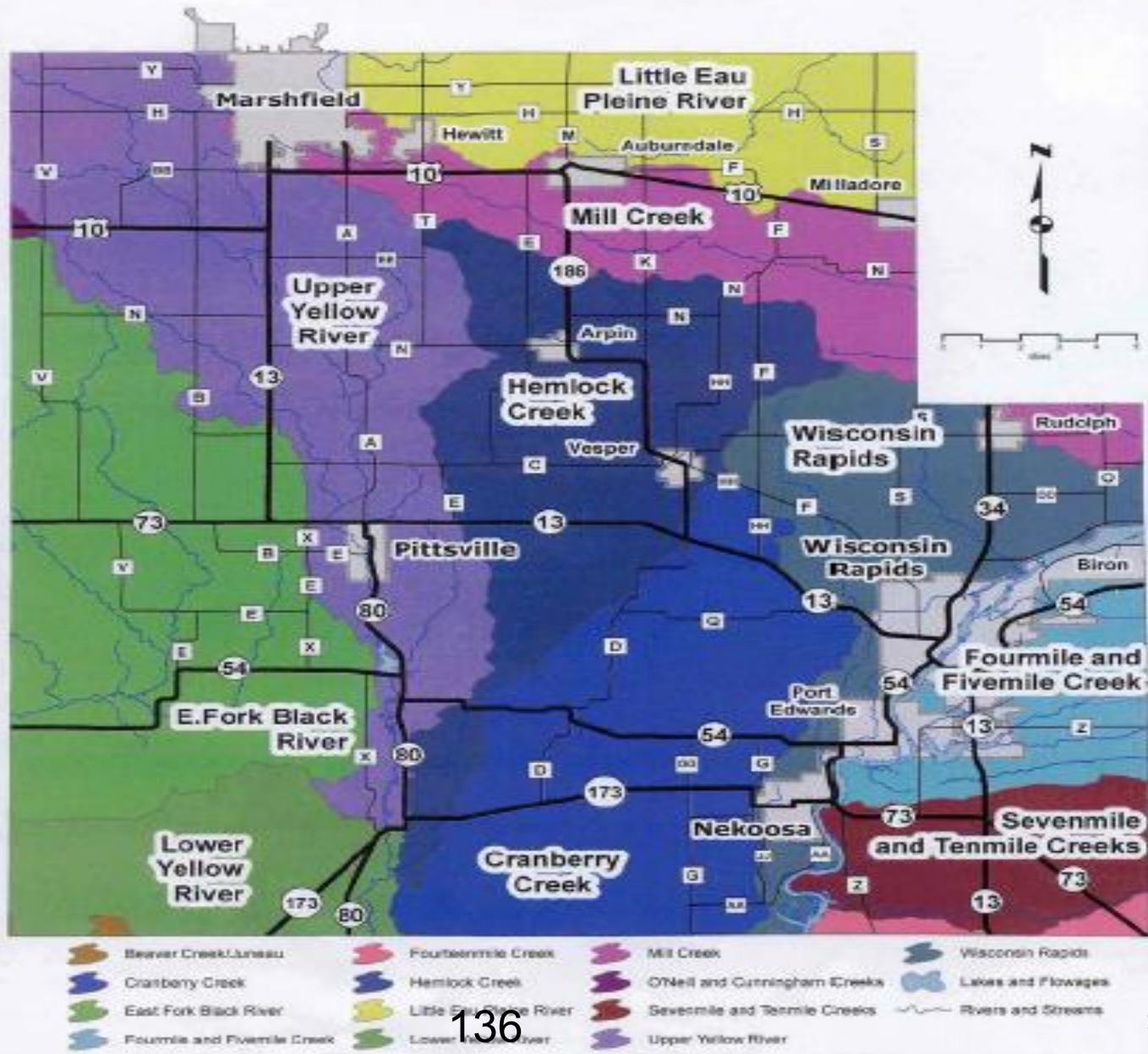
Focus on Wood county, then Conduct outreach to our neighbors



# Major Watersheds

## Wood County, Wisconsin

OR use the Existing Watersheds...



# The Ask.....

- Conduct a symposium with all concerned to identify and agree to the PROBLEM and refresh our Land and water Plan
- Fund a part-time advocate that reports to the Citizens water committee for a 2 year period. Focus on collecting and presenting data. (\$40K per year + \$10K for travel)= Total \$100K
- Test a sample of wells, water bodies and municipal water and wastewater facilities to set the baseline on our issues. (Cost \$45K)
  - 50 wells per identified ZONE (13 zones)= 650 wells
  - Recreational water bodies= 40 sites
  - Municipal water and wastewater facilities= 20 sites
  - Directed sites= 50 TBD by committee
- TOTAL= 760 locations

# The Ask, part 2.....

- Collect data from all existing sources to better inform the analysis of the County, cost \$15K for travel and collection efforts
- Produce a Corrective Action Plan once all data is collected. Cost \$15K for production
- Efforts that can be taken immediately/concurrently;
  - Offer free water filtration sets for households (\$100-\$300 each) MAX= \$500K
  - PFAs reduction efforts on public waterways (\$20-\$100K each) stream remandering, tile replacements, tree plantings, etc.... MAX= \$1M
  - Provide municipal assistance to water quality efforts ( \$25K-\$50K each) MAX= \$1M

# Resources required

- Immediately: (\$175K)
  - Part time Employee- \$100K
  - Testing- \$45K
  - Data collection- \$15K
  - Corrective Action Plan Production- \$15K
  
- Next 12-18 Months (\$2.5M)
  - Filtration devices- \$500K
  - PFAs reductions- \$1M
  - Municipal grants- \$1M

# The Way Ahead

- Conduct the Water Symposium
- Create the partnership team under current oversight ( Citizens Groundwater Committee, CEED committee)
- Agree to the Problem set, Goals and Objectives
- Request funding for County ARPA funds.... NOW
- Plan for future funding from all Sources
- Produce a Corrective Action Plan and Execute

***DON'T Bite off TOO MUCH. FOCUS ON WATER!***

## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, November 15, 2021  
TIME: 2:00 p.m.  
LOCATION: In-Person (Wood County Courthouse, Room #114) & Teleconference via WebEx

**Present:** Ray Bossert, Rhonda Carrell, Bill Clendenning, Scott Custer, Bruce Dimick, Gordon Gottbeheit, Colton Hutchinson, Tamas Houlihan, Keith Iverson, Ben Jeffrey, Kim Keech, Bill Leichtnam, Jen McNelly, Carla Romano, Robert Sorenson, Gregg Wavrunek, Ken Winters, Shane Wucherpennig, Tim Wuebben and Joe Zurfluh.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:00 p.m.

2. **Public Comment:** None.

3. **Chair's Remarks**

Bill Leichtnam gave a brief history and highlights of the Citizens (Wood County) Groundwater Group.

- A shift in the mission from educating the public to more lobbying, education and action.
- Organized and first meeting held on December 15, 2016 at Saratoga Town Hall.
- Last 5 years: 58 meetings held 55 speakers.
- The first speaker was Mark Borchardt from the USDA. Groundwater studies: Kewaunee County and Southwestern Wisconsin (Iowa, Grant and Lafayette Counties). Spoke outside the US on Nitrate Contamination in New Zealand and EU (Denmark).
- Some Past Speakers: Wisconsin Farmers Union, Wisconsin Potato & Vegetable Growers Association, Wisconsin Cranberry Growers Association, Wood County Health Department, Kevin Masarik (UWSP Groundwater Education Specialist), Hydrogeologists, State Representative Katrina Shankland, Lance Pliml (Wood County Board Chair), Colleene Thomas (Lead Legislative Aide in Washington DC- U.S. Senator Tammy Baldwin), Olivia Kirchberg (Legislative Assistant in Washington DC- U.S. Representative Ron Kind).
- One field trip to Heartland Farms (Adams County/Waushara County line).
- Average meeting attendance – 15-20 people. Has approached 30 people.
- Email contacts – 70.
- Participants – 160 ever attended.
- The title “Citizens (Wood County) Groundwater Group” is misleading because there have been active attendees from other counties such as Portage County, Adams County, Juneau County and Sauk County.
- Wood County Board Supervisor Bill Clendenning has been fighting for clean water first in Waushara County and now in Wood County for over 40 years. Bill Clendenning known as the “father” of the group.
- There was a lack of knowledge, lack of information and lack of understanding about nitrate-contaminated water when the Citizens Groundwater Group first formed 5 years ago concerns such as where it exists and affects to public health.
- Group was first advisory to the Judicial & Legislative Committee and now Conservation, Education & Economic Development Committee.
- First Chairperson – Peter Manley, UW Extension for about a year. Bill Leichtnam has been chairperson for the last 4 years. .
- Panel Discussion “Groundwater Contamination in Central Wisconsin: Science/Solutions” – 10 panelists. Held on January 6, 2020 at Nekoosa High School Auditorium in Nekoosa.

4. **Speaker – Ray Bossert, Village Administrator, Village of Port Edwards, “Defining and Acting to Remedy Central Wisconsin Water Issues”**

Highlights of “Defining and Acting to Remedy Central Wisconsin Water Issues”:

- Why? 76% of Wood County voted YES on the water referendum question. The last county groundwater assessment completed in 2008. Land & Water Management Plan drafted in 2015 expired in 2019. Well Delegation Ordinance in October 2021 to focus on health conditions and quality of water.
- What we know (as of October 25, 2021) – DNR has over 11,000 (potable) wells in Wood County. There are 3,200 wells/groundwater locations exceeding enforcement standards. There are 150 municipal water systems violations exceed the monitoring standards. There are 500 wells exceed enforcement standards. There are 2 federal USGS water-monitoring stations in Wood County focused on water flow not quality.
- What we need to know... What efforts are ongoing concerning water quality tests and monitoring? Is the UW System efforts shared with local and state officials? What water entities are gathering data, conducting projects and addressing issues that we need to know about? Is there a quality of water issue? What water issues should be addressed?
- In 2015, Wood County established 8 goals/objectives for water and land management. Three goals and 13 objectives, specifically towards water issues. What progress have we made?
  - Goal 1: Reduce sediment delivery to surface waters.
  - Goal 2: Reduce animal waste and nutrient delivery to surface waters and groundwater.
  - Goal 5: Increase efforts to inventory the water resources of Wood County.
- Wood County Private Well-Water Systems Program – Effective Date: January 1, 2022  
The program provides the opportunity to protect public health and the environment as well as provide for the protection and safety of county citizens by inspecting and existing well installations, discovering old wells that need to be filled and sealed, learn more about groundwater and soil conditions within Wood County.

Wood County will administer:

Level 1 – Issues well location permits and inspecting new, replacement, reconstructed or rehabilitated private wells.

Level 5 – Requires the filling and sealing of all unsafe, hazardous, noncomplying and unused wells.

- What can we do?
  - a. Who? Gather a team of UW System experts, Land & Water Conservation, Park & Forestry, Health Department, DNR, farmers, municipalities, etc.
  - b. What? Wood County “Water Symposium”
    - o Goals: Protect groundwater quality. Decrease pesticide use. Keep nitrate concentrations below drinking water standard.
    - o Objectives: Develop a Wellhead Protection Ordinance by June 2022. Test 650 private well owners by December 2022. Offer pest management for 20 farmers by June 2022. Reduce county water usage by 10% from 2021 water use by 2025.
  - c. Where? Wood County Courthouse
  - d. When? In next 60 days.
  - e. Why? To identify the Wood County problem and course of action.
- The Ask – Conduct symposium to identify and agree to the problem. Update Land & Water Plan. Fund a part-time advocate that reports to the Citizens Groundwater Group for a 2-year period to focus on collecting and presenting data. Test a sample of wells, water bodies and municipal water wastewater facilities to set the baseline.
- The Ask, part 2 – Collect data from all existing sources. Produce a corrective action plan. Take corrective action by offering water filtration sets, PFA’s reduction efforts and provide municipal assistance.
- Future – Conduct the Water Symposium. Create a partnership team. Agree to the problems by setting goals and objectives. Request ARPA funds. Plan for future funding from all sources. Produce a corrective action plan and execute.
- Focus on water!

Discussion comments:

- Clean Water Symposium can assist in identifying the water issues and updating the Wood County Land & Water plan.
- January or February would be an ideal time for Water Symposium.
- Identify problem areas.
- Make a plan and take action.
- Strategize on budget and contaminate locations.
- Hire a part-time researcher to collect data.
- Central Sands County Groundwater Collaborative useful tool for resources.

*Motion by Bruce Dimick that the Citizens Groundwater Group support the Wood County Clean Water Plan as presented at the November 15, 2021 meeting and ask that it be placed as an agenda item on the December 1, 2021 CEED Committee meeting. Second by Rhonda Carrell. Motion carried unanimously.*

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

Bill Leichtnam shared the following:

- On November 10th, the Senate Committee on Agriculture and Tourism held a hearing on SB677 and SB678. The bills propose some solutions to the problem of nitrate contamination in Wisconsin families' drinking water wells. River Alliance, Clean Wisconsin and Wisconsin Farmers Union believes those two Senate Bills is a step in the right direction but will not support the bills. The concern is SB677 & SB678 need to provide sufficient resources and invest in long-term solutions.
  - a. SB677 creates a commercial nitrogen optimization pilot program, provides crop insurance premium rebates for planting cover crops, and creates a new hydrogeologist position at the University of Wisconsin-Madison Division of Extension.
  - b. SB678 expands eligibility for nitrate-contaminated wells under the well compensation grant program; expands eligibility for producer-led watershed protection grants, lake protection grants, and river protection grants; and creates a factor to be considered during preparation of the annual allocation plan for soil and water resource conservation grants to counties.
- River Alliance supports approving and implementing NR151 targeted performance standards. DNR, scientists, agricultural groups and conservation groups worked together for years to create administrative rules to provide a process to reduce Nitrate pollution in targeted areas of the state that have known water quality challenges.

Bill Clendenning shared that the Town of Grand Rapids board has not addressed the issues regarding the Recycling, Solid Waste & Water committee meeting on groundwater contamination.

6. **Action Items proposed by Citizens (Wood County) Groundwater Group** None.

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.

Bruce Dimick shared that the Wisconsin Manufacturers & Commerce is suing the Wisconsin DNR to block cleanup requirements for PFAs and other contaminants. A statute known as the "Spills Law" gives the DNR authority to regulate the discharge of hazardous substances. The Wisconsin Spills Law requires anyone who causes, possesses or controls a hazardous substance discharged into the environment to take action to restore the affected air, land and waters. Immediate reporting to the DNR is required, and the law applies equally to a recent spill or to old contamination newly discovered.

7. **Roundtable**

Bill Clendenning – Appreciates the efforts and ideas of the Wood County Clean Water plan. It is time for change and action.

8. **Announcements of members / visitors (upcoming parallel events / meetings)** None.

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

December – Dennis Hancock, USDA Researcher (Madison), Mark Borchardt, USDA Researcher and Adam Voskuil, Midwest Environmental Advocates Inc.

January – Open

10. **Agenda Items for next meeting**  
Agenda items should be submitted to Bill Leichtnam or Kim Keech by the second Monday of the month.

11. **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, December 20<sup>th</sup> at 2:00 p.m. at Wood County Courthouse in Conference Room #114. A virtual WebEx option will also be available for this meeting.

12. **Adjourn Groundwater Group Meeting** Chair Bill Leichtnam adjourned @ 3:44 p.m.

Notes by Kim Keech, Planning & Zoning Office



## DEPARTMENT OF PLANNING AND ZONING

**DATE:** December 1, 2021 Meeting  
**TO:** Conservation, Education & Economic Development Committee (CEED)  
County Board of Supervisors  
**FROM:** Adam DeKleyn, County Planner  
**RE:** Town of Sigel - Zoning Map Amendment (Rezone)

---

### STAFF MEMORANDUM

#### Introduction:

The Town of Sigel adopted and administers their own town zoning ordinance. On November 9, 2021 the Town submitted a zoning map amendment/rezone 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:

Parcel #: 2100431 (S22 T23N R5E) W 1/2 OF SE SE LYG NLY OF HWY, EXC WCCSM #2964  
Existing zoning on the above referenced parcel is Agricultural (A) (*Attachment 1*). The request is to rezone the parcel, a total of approximately 8 acres, to Residential (R) (*Attachment 2*). The purpose of the rezone is to allow for the construction of a single family dwelling. Town of Sigel agricultural district zoning provisions prohibit residential development on this site.

The Town Plan Commission held a public hearing and recommended approval of the zoning amendment on October 26, 2021. Subsequently, the Town Board approved the zoning amendment on November 3, 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 Sigel 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 a zoning amendment to the Town of Sigel Official Zoning Map, with a favorable recommendation.**

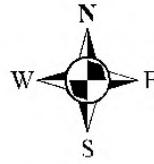
#### Attachments:

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

(ZA-2021-006)

# Attachment 1: Existing Zoning

Town of Sigel, Wood County, WI  
(ZA-2021-006)



## Legend

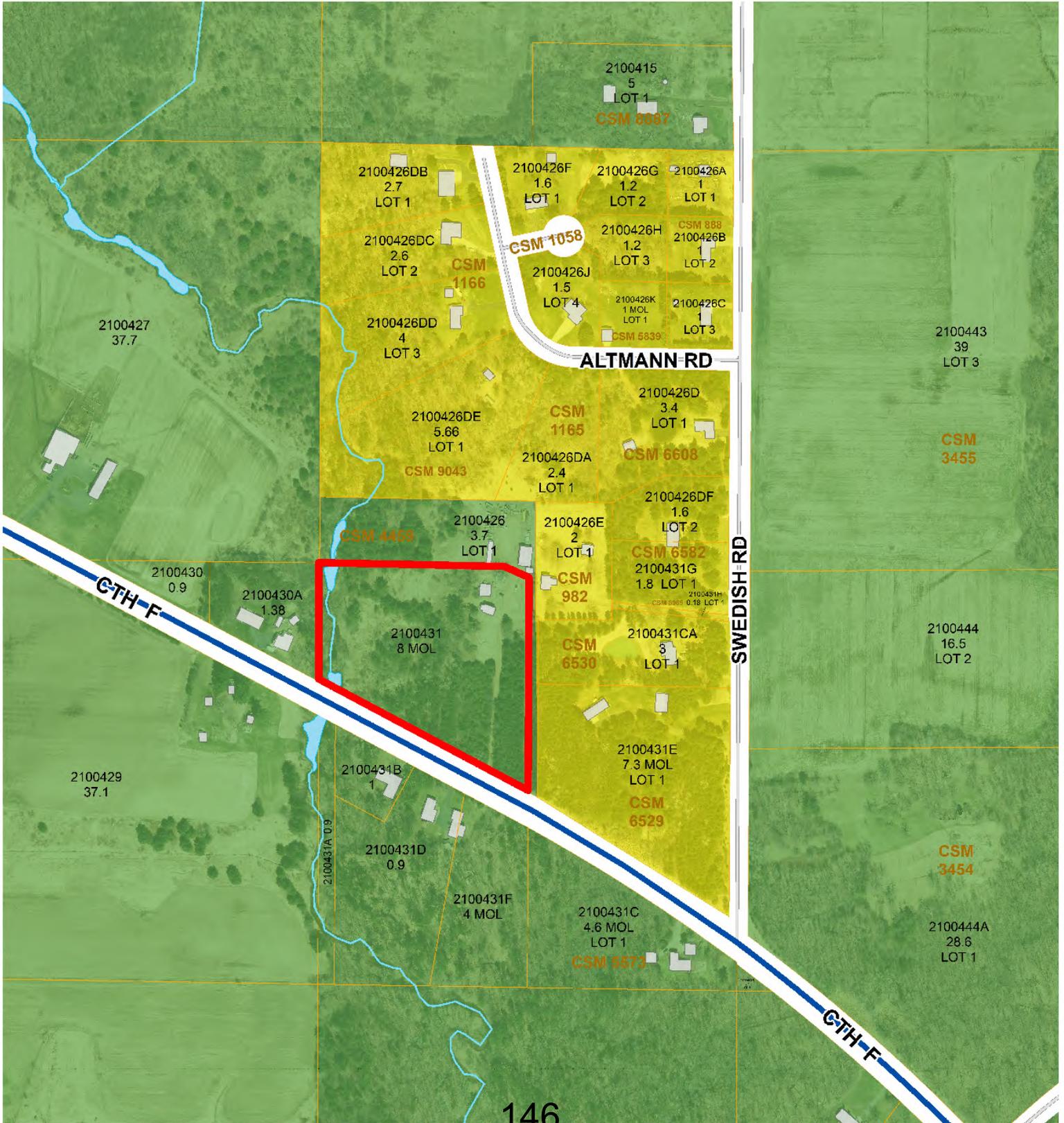
Agricultural (A)

Residential (R)

Rezone Area

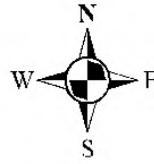
0 250 500 1,000 Feet

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



# Attachment 2: Proposed Zoning

Town of Sigel, Wood County, WI  
(ZA-2021-006)



## Legend

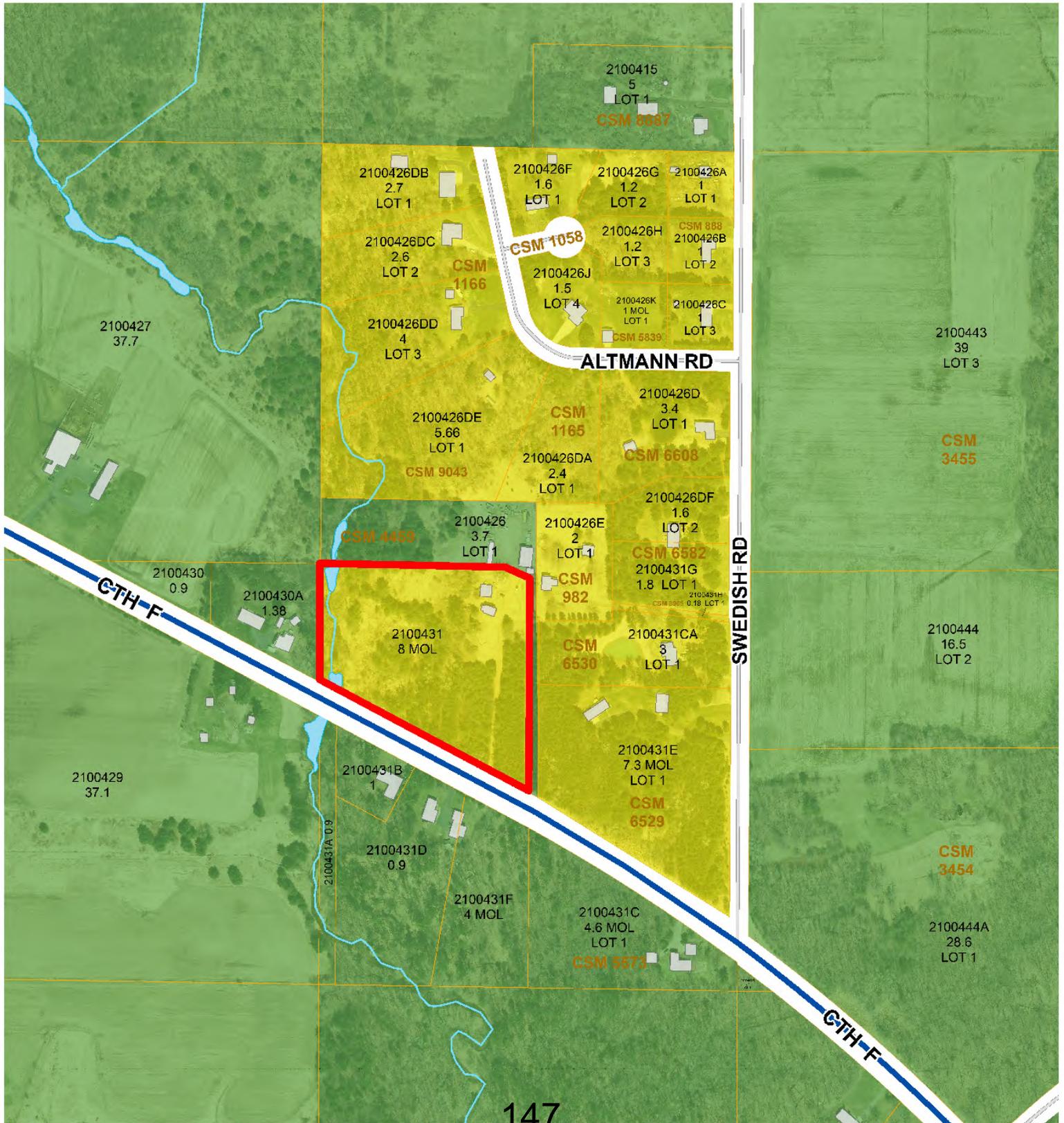
 Agricultural (A)

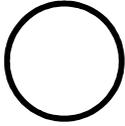
 Residential (R)

 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 CEED Committee
Page 1 of 1

ARD

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

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

FISCAL NOTE: None.

WHEREAS, the Town of Sigel 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 November 9, 2021 the Town of Sigel 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 Sigel 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 December 1, 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 Sigel zoning map amendment/rezone:

- (1) (S22 T23N R5E) Parcel #: 2100431
W 1/2 OF SE SE LYG NLY OF HWY, EXC WCCSM #2964
Rezone from Agricultural (A) to Residential (R)

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 Sigel for inclusion in their records.

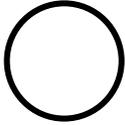
( )

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

Adopted by the County Board of Wood County, this 21st day of December 20 21.

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Conservation, Education & Economic Development Committee
Page 1 of 1

PJB

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

INTENT & SYNOPSIS: To seek County Board approval of the 2022-24 Wood County Land Information Plan meeting Wisconsin Land Information Program eligibility requirements necessary for receiving grants and retaining real estate document recording and filing fees that are charged and collected in the Register of Deeds Office.

FISCAL NOTE: No cost to Wood County--Approximately \$151,000 revenue annually.

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, Rozar, Feirer, Wagner, Fischer, Breu, Ashbeck, Hahn, Winch, Thao, Curry, Valenstein, Hokamp, Polach, Clendenning, Pliml, Zurfluh, Hamilton, Leichtnam).

WHEREAS, The Wood County Board of Supervisors established a Wood County Land Information Council in 2012 to review the priorities, needs, policies, and expenditures of a land information office established by the board of supervisors and advise the county on matters affecting the land information office; and,

WHEREAS, The Wood County Land Information Council approved the 2022-24 Wood County Land Information Plan on November 16, 2021; and,

WHEREAS, pursuant to the provisions of Section 59.72, of the Wisconsin Statutes, the land information office shall update a countywide plan for land records modernization every 3 years to satisfy requirements for participation in the Wisconsin Land Information Program (WLIP); and,

WHEREAS, if Wood County does not approve a countywide plan for land records modernization, the County will not be able to retain a portion of real estate document recording fees that are collected in the Register of Deeds Office totaling approximately \$90,000 annually, and, the County will not be eligible for WLIP grants of up to \$61,000 annually to fund its Land Information Program and land records modernization efforts; and,

WHEREAS, accurate and up-to-date land information is central to county operations, supports economic development, emergency planning and response, and a host of other citizen services.

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does approve the 2022-24 Wood County Land Information Plan.

( )

KENNETH CURRY (Chair)

BILL LEICHTNAM

JAKE HAHN

ROBERT ASHBECK

DAVE LAFONTAINE

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

County Clerk

County Board Chairman

# Wood County, Wisconsin



## 2022 - 2024 Land Information Plan

Wood County Land Information Office  
400 Market Street  
Wisconsin Rapids, WI 54494-4868  
(715) 421-8469  
[www.co.wood.wi.us](http://www.co.wood.wi.us)

**Version: 2021-11-16**

Approved & Adopted by Land Information Council on: 2021-11-16

# CONTENTS

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- EXECUTIVE SUMMARY .....3
- 1 INTRODUCTION .....4
- 2 FOUNDATIONAL ELEMENTS .....7
  - PLSS.....8
  - Parcel Mapping.....9
  - LiDAR and Other Elevation Data .....11
  - Orthoimagery.....12
  - Address Points and Street Centerlines.....12
  - Land Use .....14
  - Zoning.....15
  - Administrative Boundaries.....16
  - Other Layers.....18
- 3 LAND INFORMATION SYSTEM.....20
  - Public Access and Website Information .....23
- 4 CURRENT & FUTURE PROJECTS .....24
  - Project Plan to Maintain Searchable Format (Benchmarks 1 & 2) .....25
  - Project Plan for PLSS (Benchmark 4) .....25
  - Project #1: 2022 LiDAR Flight and Additional Deliverables .....26
  - Project #2: Historic Air Photo Scanning and Georeferencing .....27
  - Project #3: Next Generation 911 .....27
  - Project #4: Research and Mapping of Right-of-Ways .....28
  - Project #5: Recreation GIS Layers and Maps Development .....28
  - Project #6: Parcel Fabric, Maintenance and Accuracy Improvements .....29
  - Project #7: Website, Data Hosting Services, Software and Hardware  
Maintenance .....29
  - Project #8: Maps and Applications to Support Data Collection .....30
  - Ongoing Costs Not Associated With a Specific Project.....30

# EXECUTIVE SUMMARY

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**About this Document.** This document is a land information plan for Wood County prepared by the land information officer (LIO) and the Wood County land information council. Under state statute 59.72(3)(b), a “**countywide plan for land records modernization**” is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land records modernization in order to improve the efficiency of government and provide improved government services to businesses and county residents.

**WLIP Background.** The WLIP, administered by the Wisconsin Department of Administration, is funded by document recording fees collected by register of deeds at the county-level. In 2020, Wood County was awarded \$55,864 in WLIP grants and retained a total of \$110,904 in local register of deeds document recording fees for land information.

This plan lays out how funds from grants and retained fees will be prioritized. However, as county budgets are determined on an annual basis with county board approval, this plan provides estimated figures that are subject to change and are designed to serve planning purposes only.

**Land Information in Wood County.** Land information is central to county operations, as many essential services rely on accurate and up-to-date geospatial data and land records. A countywide land information system supports economic development, emergency planning and response, and a host of other citizen services. The Wood County land information system integrates and enables efficient access to information that describes the physical characteristics of land, as well as the property boundaries and rights attributable to landowners.

**Mission of the Land Information Office.** Eliminate or reduce redundancy through the coordination and modernization of existing services provided by and between departments and agencies participating in the program. Develop and efficient delivery system for products and services offered to the public, and improve the quality of products and services offered to the public.

**Land Information Office Projects.** To realize this mission, in the next three years, the county land information office will focus on the following projects:

Wood County Land Information Projects: 2022-2024	
Project #1	2022 LiDAR Flight and Additional Deliverables
Project #2	Historic Air Photo Scanning and Georeferencing
Project #3	Next Generation 911
Project #4	Research and Mapping of Right-of-Ways
Project #5	Recreation GIS Layers and Maps Development
Project #6	Parcel Fabric, Maintenance and Accuracy Improvements
Project #7	Website, Data Hosting Services, Software and Hardware Maintenance
Project #8	Maps and Applications to Support Data Collection

The remainder of this document provides more details on Wood County and the WLIP, summarizes current and future land information projects, and reviews the county’s status in completion and maintenance of the map data layers known as Foundational Elements.

# 1 INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county register of deeds document recording fees collected from real estate transactions would be devoted to land information through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the land information plan is to meet WLIP requirements and aid in county planning for land records modernization.

## The WLIP and the Land Information Plan Requirement

In order to participate in the WLIP, counties must meet certain requirements:

- Update the county's land information plan at least every three years
- Meet with the county land information council to review expenditures, policies, and priorities of the land information office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Coordinate the sharing of parcel/tax roll data with the Department of Administration in a searchable format determined by DOA under s. 59.72(2)(a)

### LAND INFORMATION

Any physical, legal, economic or environmental information or characteristics concerning land, water, groundwater, subsurface resources or air in this state.

'Land information' includes information relating to topography, soil, soil erosion, geology, minerals, vegetation, land cover, wildlife, associated natural resources, land ownership, land use, land use controls and restrictions, jurisdictional boundaries, tax assessment, land value, land survey records and references, geodetic control networks, aerial photographs, maps, planimetric data, remote sensing data, historic and prehistoric sites and economic projections.

– Wis. Stats. section 59.72(1)(a)

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan.

## Act 20 and the Statewide Parcel Map Initiative

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has made funding available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel/tax roll dataset improvement.

For Strategic Initiative grant eligibility, counties are required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—were determined through a participatory planning process. Current benchmarks are detailed in the WLIP grant application, as will be future benchmarks.

### WLIP Benchmarks (For 2016-2021 Grant Years)

- Benchmark 1 & 2 – Parcel and Zoning Data Submission/Extended Parcel Attribute Set Submission
- Benchmark 3 – Completion of County Parcel Fabric
- Benchmark 4 – Completion and Integration of PLSS

More information on how Wood County is meeting these benchmarks appears in the Foundational

Elements section of this plan document.

## County Land Information System History and Context

The Wood County Land Information Office was officially formed through County Board Resolution #90-8-8 on August 21, 1990. The Wood County Land Information Office was originally set up under the jurisdiction of the General Claims Committee, with the Wood County Register of Deeds named as the contact person. However with the passage of Resolution #92-6-8 on June 16, 1992, the Wood County Land Information Office was moved to the Wood County Planning and Zoning Office with the Planning and Zoning Committee as the oversight committee. Wood County Land Information Office has remained in the Wood County Planning and Zoning Office ever since.

The first seventeen years of the Land Records Modernization Program (1989 – 2006) focused on establishing the foundation on which much of the program’s future would be built off of. During this time the County purchased Geographic Information Systems (GIS) software, established the staff positions of the Land Information Officer, and the Geographic Information Systems Specialist, and began developing foundational GIS data layers. In the early years of the land records modernization much of the focus was on project prioritization, needs assessments and data creation. The end of this period had many quantifiable achievements that involved significant advances in the county geographic information system. Of particular note was 2005, which saw the “completion” of digital parcel mapping, the first digital aerial photography acquisition and the ArcIMS Interactive GIS Map and Property Tax Data application launched.

Since 2005, much of the focus of the land records modernization has been on maintaining and improving the quality of GIS information, acquiring new data, implementing digital imaging projects, and integrating/linking records from departments and agencies, and developing ways to improve public access to records through web applications.

From the inception of the Land Records Modernization Program, the goals have remained relatively the same, however the objectives have continually been updated as a means to achieve the goals. The objectives have changed from a focus on technical issues and data creating in the early years of the program to maintaining, sharing, publishing, and utilizing data for decision making in recent years.

## County Land Information Plan Process

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. The 2022-2024 plan, completed at the end of 2021, is the third post-Act 20 required update.

### County Land Information Plan Timeline

- DOA release of finalized instructions by March 31, 2021.
- April–September 2021: Counties work on land info plans.
- Draft plans due to DOA by September 30, 2021 (but sooner is advised).
- Final plans with county land info council approval due by December 31st, 2021.

### Plan Participants and Contact Information

Another requirement for participation in the WLIP is the county land information council, established by legislation in 2010. The council is tasked with reviewing the priorities, needs, policies, and expenditures of a land information office and advising the county on matters affecting that office.

According to s. 59.72(3m), Wis. Stats., the county land information council is to include:

- Register of Deeds
- Treasurer
- Real Property Lister or designee
- Member of the county board
- Representative of the land information office

- A realtor or member of the Realtors Association employed within the county
- A public safety or emergency communications representative employed within the county
- County surveyor or a registered professional land surveyor employed within the county
- Other members of the board or public that the board designates

The land information council must have a role in the development of the county land information plan, and DOA requires county land information councils to approve final plans.

This plan was prepared by the county LIO, the Wood County Land Information Council, and others as listed below.

<b>Wood County Land Information Council</b>				
<b>Name</b>	<b>Title</b>	<b>Affiliation</b>	<b>Email</b>	<b>Phone</b>
<b>Paul Bernard</b>	Land Records Coordinator	Wood County Planning and Zoning	pbernard@co.wood.wi.us	715-421-8469
<b>Kevin Boyer</b>	County Surveyor	Wood County Surveyor	kboyer@co.wood.wi.us	715-421-8528
<b>Nancy Marti</b>	Real Property Lister	Wood County Treasurer's Office	nmarti@co.wood.wi.us	715-421-8479
<b>Kenneth A Curry</b>	County Board Member	Wood County Board	Wcdistrict11@co.wood.wi.us	715-459-3392
<b>Tiffany Ringer</b>	Register of Deeds	Wood County Register of Deeds Office	tringer@co.wood.wi.us	715-421-8455
<b>Brian Spranger</b>	Realtor	First Weber	sprangerb@firstweber.com	715-572-7117
<b>Lori Heideman</b>	Dispatch Manager	Wood County Dispatch Center	lheideman@co.wood.wi.us	715-421-8668
<b>Heather Gehrt</b>	Treasurer	Wood County Treasurer's Office	hgehart@co.wood.wi.us	715-421-8482
<b>Allen Breu</b>	Town of Marshfield Chair	Town of Marshfield	breutown@frontier.com	715-387-4222

\* All of the above named people are members of the Wood County Land Information Council

# 2 FOUNDATIONAL ELEMENTS

---

Counties must have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP Foundational Elements. Foundational Elements incorporate nationally-recognized “Framework Data” elements, the major map data themes that serve as the backbone required to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, this plan places priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county’s use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

## FOUNDATIONAL ELEMENTS

- PLSS
- Parcel Mapping
- LiDAR and Other Elevation Data
- Orthoimagery
- Address Points and Street Centerlines
- Land Use
- Zoning
- Administrative Boundaries
- Other Layers

# PLSS

## Public Land Survey System Monuments

### Layer Status

#### PLSS Layer Status

	Status/Comments
Number of PLSS corners (selection, ¼, meander) <b>set in original government survey</b> that can be remonumented in your county	• 2,615
Number of PLSS corners capable of being remonumented in your county that <b>have been remonumented</b>	• 2,615 (100%)
Number of remonumented PLSS corners with survey grade coordinates (see below for definition) <ul style="list-style-type: none"> <li>• <b>SURVEY GRADE</b> – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision</li> <li>• <b>SUB-METER</b> – point precision of 1 meter or better</li> <li>• <b>APPROXIMATE</b> – point precision within 5 meters or coordinates derived from public records or other relevant information</li> </ul>	• 2,615 (100%)
Number of survey grade PLSS corner coordinates integrated into county digital parcel layer	• 2,615 (100%)
Number of non-survey grade PLSS corner coordinates integrated into county digital parcel layer	• 0
Tie sheets available online?	• Yes <a href="https://gis.co.wood.wi.us/Land-Records-Viewer-001/">https://gis.co.wood.wi.us/Land-Records-Viewer-001/</a>
Percentage of remonumented PLSS corners that have <b>tie sheets available online</b> (whether or not they have corresponding coordinate values)	• 100%
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values) <b>and a corresponding URL path/hyperlink value</b> in the PLSS geodatabase	• 100%
PLSS corners believed to be remonumented based on filed tie-sheets or surveys, but do not have coordinate values	• 0
Approximate number of PLSS corners believed to be lost or obliterated	• 0
Which system(s) for <b>corner point identification/ numbering</b> does the county employ (e.g., the Romportl point numbering system known as Wisconsin Corner Point Identification System, the BLM Point ID Standard, or other corner point ID system)?	<ul style="list-style-type: none"> <li>• Romportl numbering system also known as Wisconsin Corner Point Identification System</li> <li>• Bureau of Land Management (BLM) Point ID</li> <li>• Wood County Internal Numbering System</li> </ul>
Does the county contain any <b>non-PLSS areas</b> (e.g., river frontage long lots, French land claims, private claims, farm lots, French long lots, etc.) or any special situations regarding PLSS data for tribal lands?	• No
Total number of PLSS corners along each bordering county	• 241
Number of PLSS corners remonumented along each county boundary	• 241 (100%)
Number of remonumented PLSS corners along each county boundary with survey grade coordinates	• 241 (100%)
In what ways does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	• Yes, the Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates. All tie sheets are available on our Land Records Viewer

### Custodian

- County Surveyor and Land Information Office

### Maintenance

- Ongoing maintenance of the PLSS will be accomplished through a planned, long-term program with the goal of occupying each corner every ten to fifteen years, depending on location, condition, and other significant factors (such as road construction). There is also an annual contract to ensure that corners affected by road construction are occupied both before and after the road construction occurs. There is a bounty program that awards surveyors for submitting tie sheets and coordinates.

## Standards

- Statutory Standards for PLSS Corner Remonumentation
  - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
  - s. 60.84, Wis. Stats. Monuments.
  - ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
  - ch. A-E 7.06, Wis. Admin. Code, Measurements.
  - s. 236.15, Wis. Stats. Surveying requirement.
- SURVEY GRADE standard from Wisconsin County Surveyor's Association:
  - **SURVEY GRADE** – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision

## Other Geodetic Control and Control Networks

### High Accuracy Reference Network (HARN)

#### Layer Status

- Wood County completed a densification from stations within the Wisconsin High Accuracy Reference Network (HARN) in 1995 with the assistance of a WLIP grant. In total, 104 monuments are included in this network: 12 16" diameter x 5' deep concrete monuments built to DOT specifications, 5 NGS monuments that were already in existence, 75 6" diameter by 7' deep concrete and steel monuments designed by local surveyors, and 12 section corner monuments, all of which are Harrison or Waupaca Foundry cast iron.

#### Custodian

- County Surveyor and Land Information Office

#### Maintenance

- None

#### Standards

- The Wood County geodetic network was developed with three levels of accuracy, and complies with the WLIB Specifications and Guidelines to support Densification of the Wisconsin High Accuracy Reference Network (HARN) using GPS Technology.

## Parcel Mapping

### Parcel Geometries

#### Layer Status

- **Progress toward completion/maintenance phase:** 100% of the country's parcels are available in a commonly used digital GIS format.
- **Spatial Reference:** Parcels are edited in the following Projected & Geographic Coordinate System:
  - Projected Coordinate System: NAD 1983 HARN Wisconsin CRS Wood
  - Projection: Lambert Conformal Conic
  - Authority: EPSG
  - WKID: 8096
  - Geographic Coordinate System: NAD 1983 HARN
  - Authority: EPSG
  - WKID: 4152
- **Integration of tax data with parcel polygons:** Tax and assessment attributes are maintained by the Real Property Lister, these attributes are joined the Tax Parcel geometry during the publication process.
- **Online Parcel Viewer Software/App and Vendor name:** Wood County uses ESRI WebAppBuilder for ArcGIS Developer Edition to create and maintain the Online Parcel Viewer.
- **Unique URL path for each parcel record:**
  - GCS Land Records Management Software –  
<https://propertytax.co.wood.wi.us/gcswebportal/search.aspx?parcelnumber=<value>>

- Land Records Viewer – <https://gis.co.wood.wi.us/Land-Records-Viewer-001/index.html?find=<value>>
- where <value> is the Parcel Identification Number (PIN)

#### Custodian

- Land Records Coordinator and Real Property Lister

#### Maintenance

- **Update Frequency/Cycle:** Parcel geometry and attributes are updated on a regular basis. The tax parcels are typically updated weekly.

#### Standards

- Wood County has worked very hard to adhere to the Statewide Parcel Map Initiative standard. In recent years thanks to the acquisition of GCS Land Records Management Software and improvements in our Site Address Point Data we have been able to regularly publish to the Statewide Parcel Map Initiative schema. This schema has become Wood County's schema with very few modifications. While there is some metadata present on the layer itself and on our Open Data page, the most complete metadata is actually one and the same of the Statewide Parcel Map Initiative which can be found here: <https://www.sco.wisc.edu/parcels/data/>

## Assessment/Tax Roll Data

#### Layer Status

- **Progress toward completion/maintenance phase:** NA
- **Tax Roll Software/App and Vendor name:** GCS Land Records Management Software

#### Custodian

- County Treasurer and Real Property Lister

#### Maintenance

- **Maintenance of the Searchable Format standard:** To maintain the Searchable Format standard, the county will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.
  - **Searchable Format Workflow:** The county maintains parcel/tax roll data in the Searchable Format or close enough to the Searchable Format that **little to no human labor is required** for the annual submission of parcel/tax roll data to DOA.

#### Standards

- Wisconsin Department of Revenue [Property Assessment Manual](#) and attendant DOR standards
- DOR XML format standard requested by DOR for assessment/tax roll data
- s. 73.03(2a), Wis. Stats. Department of Revenue (DOR) – Powers and duties defined. Department of Revenue Property Assessment Manual – Chapter 5 and DOR format standard requested by DOR for assessment/tax roll data
- S. 59.72(2)(a), Wis. Stats. Presence of all nine “Act 20” attributes
- S. 59.72(2)(a), Wis. Stats. Crosswalk of attributes

## ROD Real Estate Document Indexing and Imaging

#### Layer Status

- **Grantor/Grantee Index:** In process of back indexing. Deeds and miscellaneous records are indexed to approximately 1930. Mortgages are back indexed to approximately 1976. Lis Pendens indexed to June 1, 1996 (all are scanned). All this relates to our computer system, i.e., Avid via Fidlar Technologies. We have paper grantor/grantee indexes from the beginning of Wood County (1856).
- **Tract Index:** PLSS based – Computer tract goes back to August 1, 1999. Paper tract available from 1856. Tract books are scanned into the computer system.
- **Imaging:** Not imaged are corporate records as well as 30+ year old mortgages.
- **ROD Software/App and Vendor Name:** Fidlar Laredo/Tapestry/Avid

#### Custodian

- Register of Deeds

## Maintenance

- New documents are recorded, scanned and indexed daily.

## Standards

- s. 59.43, Wis. Stats. Register of deeds; duties, fees, deputies.
- ch. 706, Wis. Stats. Conveyances of real property; Recording; Titles.

# LiDAR and Other Elevation Data

## LiDAR

### Layer Status

- **Most recent acquisition year:** 2015
- **Accuracy:** QL3
- **Nominal Pulse Spacing:** 1 meter
- **Contractor's standard, etc.:** A comparison of the ground survey versus LiDAR model values indicates a vertical root mean square error (RMSEz) of 0.399 feet. This is well within the FEMA specified vertical accuracy tolerance of 0.61 feet. RMSEz varies depending on land cover:
  - RMSEz – Urban 0.110 US Survey Feet
  - RMSEz – Low Grass 0.139 US Survey Feet
  - RMSEz – Tall Grass 0.319 US Survey Feet
  - RMSEz – Low Trees 0.322 US Survey Feet
  - RMSEz – Tall Trees 0.397 US Survey Feet
- **Next planned acquisition year:** 2022
- **QL1/QL2 acquisition plans:** leveraging funds from the 3DEP program we will have the opportunity to acquire QL1 LiDAR at a quarter of the cost.

### Custodian

- Land Records Coordinator

### Maintenance

- LiDAR data is not actively maintained or updated. The next project is planned for 2022.

### Standards

- USGS Lidar Base Specification

## LiDAR Derivatives

e.g., **Bare-Earth Digital Terrain Model (DTM), Bare-Earth Elevation Contours, Bare-Earth Digital Elevation Model (DEM), Digital Surface Model (DSM), Hydro-Enforced DEMs, etc.**

### Layer Status

- LiDAR derivatives are listed below and are derived from the 2015 LiDAR flight:
  - 2 foot contours
  - Bare Earth LAS
  - Point Cloud LAS
  - Breaklines
  - Digital Elevation Model (DEM)
  - Digital Terrain Model (DTM)
  - Digital Surface Model (DSM)
  - Intensity Images

### Custodian

- Land Records Coordinator

### Maintenance

- LiDAR data is not actively maintained or updated. The next project is planned for 2022.

### Standards

- USGS LiDAR Base Specification

## Orthoimagery

### Orthoimagery

#### Layer Status

- **Most recent acquisition year:** 2020
- **Resolution:** 6 Inch
- **Contractor's standard:** ASPRS Class II horizontal accuracy specifications at 1" = 100' map scale. The horizontal accuracy meets or exceeds 2.0 feet RMSE using the National Standards for Spatial Data Accuracy (NSSDA) standards.
- **Next planned acquisition year:** 2025

#### Custodian

- Land Records Coordinator

#### Maintenance

- New Orthoimagery is acquired every five years through the Wisconsin Regional Orthophotography Consortium (WROC) program. The next flight is planned for 2025.

#### Standards

- National Map Accuracy Standards

### Historic Orthoimagery

#### Layer Status

Wood County, like most other counties has a wide variety of historic aerial imagery dating as far back as the mid-thirties. The most comprehensive list of historic aerial imagery can be found on the Wisconsin State Cartographer's Office (SCO) website. The website allows users to search any county in Wisconsin for imagery, and submit updates or revisions to the index if necessary. Most of the historic imagery for Wood County is not in a digital format that is usable in the GIS. Wood County does not have the original film or images for most of the historic aerial imagery because the county did not commission the acquisition of the imagery.

The first time that Wood County contracted to have the entire county flown was in 2005. This 18" black and white project was part of a consortium coordinated by the North Central Regional Planning Commission. Five years later the county acquired 18" color digital orthophotography through the Wisconsin Regional Orthophotography Consortium (WROC).

#### Custodian

- Land Records Coordinator

### Other Types of Imagery

**e.g., Oblique Imagery, Satellite Imagery, Infra-red, etc.**

#### Layer Status

- Wood County has only contracted for traditional Imagery in the past. There has been thoughts of having drone imagery, satellite imagery or oblique imagery but it has been hard to justify or prioritize over other projects.

## Address Points and Street Centerlines

### Address Point Data

#### Layer Status

- Site address points exist for every known address in the county. There has been a considerable amount of effort spent in recent years to make sure our Site Address Point dataset includes every single address in the county, much of this effort was focused on reconciling the Tax Roll, InfoUSA, ALI and local utility company address lists.
- Wood County Emergency Management Agency is the county authority on addressing and it assigns new addresses for most municipalities. Several municipalities do their own addressing – the Town of Grand Rapids, Village of Biron, Village of Rudolph, Village of Milladore, Village of Port Edwards, City of Pittsville, City of Marshfield and City of Wisconsin Rapids.

### **Custodian**

- Wood County Emergency Management Agency
- Land Records Coordinator
- Various Municipalities that do their own addressing

### **Maintenance**

- Site address points are created or modified upon notification by an addressing authority.

### **Standards**

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Wisconsin Land Information Association Address Point Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## **Building Footprints**

### **Layer Status**

- Following the 2020 Orthophotography flight, The Cities of Marshfield and Wisconsin Rapids both contracted out for various planimetrics including building footprints. Wood County then did a separate contract for digitizing building footprints that were not included in either cities contract. The combination of all three contracts has produced county-wide building footprints.

### **Custodian**

- Land Records Coordinator

### **Maintenance**

- Building footprints are based off of the most recent orthophotography. Wood County may work with the Cities of Marshfield and Wisconsin Rapids in 2025 following the next flight to update the Building Footprints.

### **Standards**

- Internal Business Needs

## **Other Types of Address Information**

### **Layer Status**

- Following ESRI's Local Government information model, Wood County has developed a few enhancing features to aid in dispatching, emergency management and other business needs. These features are listed and briefly explained below:
  - Address Points – the theoretical point on the road centerline at which a given address has been assigned.
  - Address Entrance Points – the point at which a vehicle would gain access to a given address, typically a driveway entrance.
  - Point to Site Connection Lines – a line that connects the address point to the site address point.
- These address enhancing features are only available in rural areas.

### **Custodian**

- Land Records Coordinator

### **Maintenance**

- These address enhancing features are typically updated with each new orthophotography flight. We are currently looking into GPSing new features as addresses are assigned.

### **Standards**

- ESRI Local Government Information Model

## **Street Centerlines**

### **Layer Status**

- All public and private street and highway centerlines are mapped for the county.
- Centerline data is very attribute rich supporting all business needs of the county.
- The road centerlines were re-digitized after the 2020 orthophotography flight which was a massive improvement over our previous road centerline dataset in terms of geometry.

### Custodian

- Land Records Coordinator

### Maintenance

- Data is updated when new roads are created, existing roads are vacated or if road names are changed and/or clarified.

### Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Wisconsin Land Information Association Street Centerline Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## Rights of Way

### Layer Status

- Approximate right-of-way is available for all of Wood County. A comprehensive determination of right-of-way ownership and transfers has not been completed.
- **How maintained:** The Right-of-Way is maintained as a subset of the Simultaneous Conveyance Division in the ESRI ArcGIS Pro Parcel Fabric. It is selected out as its own stand-alone layer during our publication process.

### Custodian

- Land Records Coordinator

### Maintenance

- Updated regularly in conjunction with our parcel mapping to reflect surveys, transportation plats and deeds.

### Standards

- Internal Business Needs

## Trails

### Layer Status

- Recreation trail routes are maintained in the county parks as well as bicycle and pedestrian trails throughout the county. Snowmobile trails for the entire county are mapped, and ATV trails on county property are mapped. Public roads that are open to ATV traffic are mapped.

### Custodian

- Land Records Coordinator

### Maintenance

- New trail segments are GPS'd as they are added. Existing trails are GPS'd as time allows.

### Standards

- Internal Business Needs

## Land Use

### Current Land Use

#### Layer Status

- Land use maps are available for all townships in Wood County and created using the Land Based Classification Standards. Land use mapping for cities and villages will be completed in the future on as-needed basis. Land use codes that are used in the tax parcel database are compliant with the Department of Revenue Land Use Classification System.

#### Custodian

- Planning and Zoning

#### Maintenance

- Land use maps are updated as projects require and based off of the most recent imagery available at that time. Most townships have not been remapped since the creation of the layer over 10 years ago.

#### Standards

- American Planning Association Land Based Classification Standards (LBCS)

## Future Land Use

### Layer Status

- Future Land Use was created as a product of the Wood County Comprehensive Plan that was completed in 2010. Future Land Use is based off of wetlands, floodplains, and water bodies that limit or prohibit future development.

### Custodian

- Planning and Zoning

### Maintenance

- Future Land Use maps would be updated along subsequent comprehensive plans.

### Standards

- s. 66.1001, Wis. Stats. Comprehensive planning.

## Zoning

### County General Zoning

#### Layer Status

- Not administered by county.

### Shoreland Zoning

#### Layer Status

- The county does maintain a GIS representation of county shoreland zoning boundaries. Shoreland areas were determined by buffering the hydrography layer as defined by the County Shoreland Zoning Ordinance. This layer is only a graphical representation and not an official boundary delineation.

#### Custodian

- Planning and Zoning
- Land Records Coordinator

#### Maintenance

- Shoreland Zoning buffers will be updated as hydrography layers are improved.

#### Standards

- Wood County Shoreland Zoning Ordinance

### Farmland Preservation Zoning

#### Layer Status

- Not administered by county.

### Floodplain Zoning

#### Layer Status

- The County does maintain a GIS representation of floodplain zoning boundaries.
- The county's floodplain zoning GIS data is the same as/identical to the [FEMA map](#).
- In 2010, Federal Emergency Agency (FEMA) initiated a floodplain mapping update. Although the mapping used the best available information, accurate LiDAR elevation data is now available and should be used to accurately delineate floodplains.

#### Custodian

- Federal Emergency Management Agency
- Land Records Coordinator

#### Maintenance

- Updated when FEMA updates their data.

#### Standards

- Standards set by Federal Emergency Management Agency

## Airport Protection

### Layer Status

- Not administered by county.

## Municipal Zoning Information Maintained by the County

### Layer Status

- There are many towns, cities and villages that are zoned in Wood County. With the exception of the City of Wisconsin Rapids and the City of Marshfield, Wood County works with each zoned municipality to create updated GIS layers for Municipal Zoning. These layers are then used in web applications specific to each municipality that Wood County hosts.
- Extra-Territorial Boundaries are maintained for the three municipalities that have the boundaries – Village of Port Edwards (1.5 miles), City of Marshfield (3 miles), City of Wisconsin Rapids (3 miles).

### Custodian

- Planning and Zoning
- Land Records Coordinator

### Maintenance

- Municipal Zoning is maintained on a regular basis but this does depend heavily on which municipality it is for as some municipalities are more expedient in notifying the county of updates.

### Standards

- Internal Business Needs

## Administrative Boundaries

### Civil Division Boundaries

#### Layer Status

- The civil boundaries within Wood County were constructed using our parcel data, PLSS data and annexation documents.

#### Custodian

- Land Records Coordinator

#### Maintenance

- As needed to reflect annexations

#### Standards

- Consolidated Boundary Annexation Survey (CBAS)

### School Districts

#### Layer Status

- **Progress toward completion/maintenance phase:** in Maintenance Phase
- **Relation to parcels:** School Districts is a field that is found in the tax database and is populated for every tax parcel record in Wood County
  - **Attributes linked to parcels:** the "SCHOOLDIST (School District)" and "SCHOOLDISTNO (School District Number)" fields that are found in our tax parcels are populated directly from the tax database.

#### Custodian

- Real Property Lister
- Land Records Coordinator

#### Maintenance

- As needed

#### Standards

- Consolidated Boundary Annexation Survey (CBAS)

## Election Boundaries

e.g., Voting Districts, Precincts, Wards, Polling Places, etc.

### Layer Status

- The county created municipal ward, aldermanic and supervisory districts during the 2020 redistricting.

### Custodian

- County Clerk
- Land Records Coordinator

### Maintenance

- As needed to reflect annexations and elections.

### Standards

- Consolidated Boundary Annexation Survey (CBAS)

## Emergency Service Boundary – Law/Fire/EMS

### Layer Status

- **Law Enforcement:** Law Enforcement boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.
- **Fire:** Fire boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.
- **EMS:** EMS boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.

### Custodian

- Land Records Coordinator
- Dispatch Manager

### Maintenance

- The Emergency Service Boundaries are updated as needed.

### Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## Public Safety Answering Points (PSAP) Boundary

### Layer Status

- **PSAP Boundary:** The PSAP Boundary is one and the same as the Wood County Boundary.

### Custodian

- Land Records Coordinator
- Dispatch Manager

### Maintenance

- Update as needed

### Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- \*Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## Provisioning Boundary

### Layer Status

- The Provisioning Boundary is one and the same as the Wood County Boundary.

### Custodian

- Land Records Coordinator
- Dispatch Manager

### Maintenance

- Update as needed

### Standards

- Wisconsin GIS NG9-1-1 Data Standard

- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## Native American Lands

### Layer Status

- All Native American lands are included in the County Tax Parcels and can be queried and mapped on request.

### Custodian

- Real Property Lister
- Land Records Coordinator

### Maintenance

- The Native American Lands are maintained in the tax parcel layer so that changes in ownership reflected in the tax database will be reflected in the tax parcels.

### Standards

- Statewide Parcel Map Initiative Standards

## Other Administrative Districts

### Layer Status

- Wood County has 7 recreational parks, 38,000 acres of county forest land and 18,500 acres of Wood County State Wildlife area. All public lands are included in the County parcel mapping database. Additionally, public land amenities such as beaches, campgrounds, boat access, etc. are mapped to support map creation.

### Custodian

- Parks and Forestry
- Land Records Coordinator

### Maintenance

- Updated as needed.

### Standards

- Internal Business needs

## Other Layers

### Hydrography Maintained by County or Value-Added

#### Layer Status

- Hydrography has been digitized off of the 2020 Air Photo.

#### Custodian

- Land Records Coordinator

#### Maintenance

- Hydrography layers are edited against aerial photography and LiDAR layers as time allows.

#### Standards

- Internal Business Needs
- USGS Elevation-Derived Hydrography Specifications

### Cell Phone Towers

#### Layer Status

- Cell phone towers are mapped to support Dispatch.

#### Custodian

- Land Records Coordinator

#### Maintenance

- Updated as needed

#### Standards

- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

## Bridges and Culverts

### Layer Status

- Wood County does not currently have a layer for Bridges, we have been using the GIS data for bridges from the Wisconsin Department of Transportation that has been sufficient for our business needs.
- The Wood County Highway Department has started a culvert inventory that covers County Highways.

### Custodian

- Highway Department
- Land Records Coordinator

### Maintenance

- The Wood County Highway Department continues to build and maintain their culvert inventory. We are currently looking into getting a LiDAR derived culvert inventory which would result in a much more complete dataset in terms of geometry.

### Standards

- Internal Business Needs

## Non-Metallic Mining

### Layer Status

- The Non-Metallic Mining layer is actively maintained by the Wood County Conservation department. Mining sites are visited periodically and acreages are tracked on each site.

### Custodian

- Land and Water Conservation

### Maintenance

- Maintenance is ongoing and sites are periodically visited.

### Standards

- Internal Business Needs

## Railroads

### Layer Status

- Railroad centerlines were digitized off of the 2020 aerial photography.

### Custodian

- Land Records Coordinator

### Maintenance

- Updated as needed.

### Standards

- Internal business needs

# 3 LAND INFORMATION SYSTEM

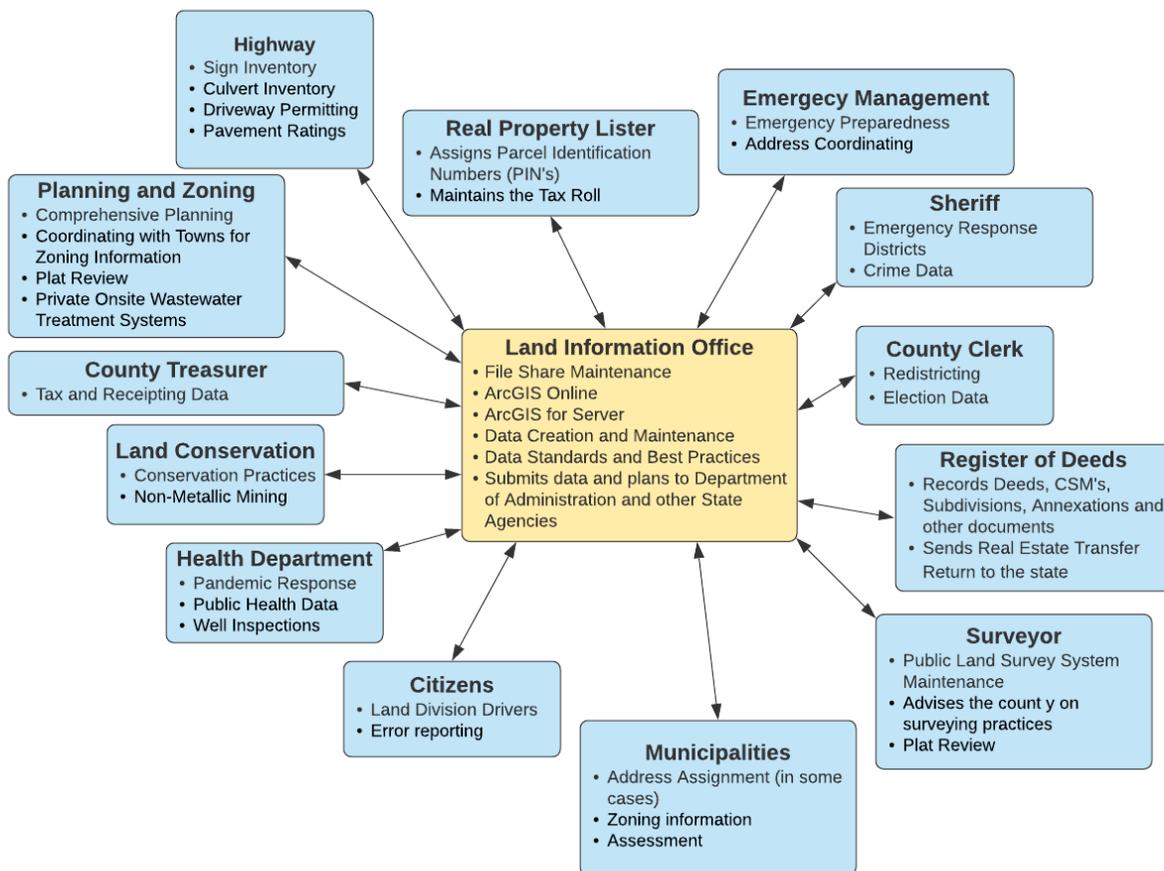
The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

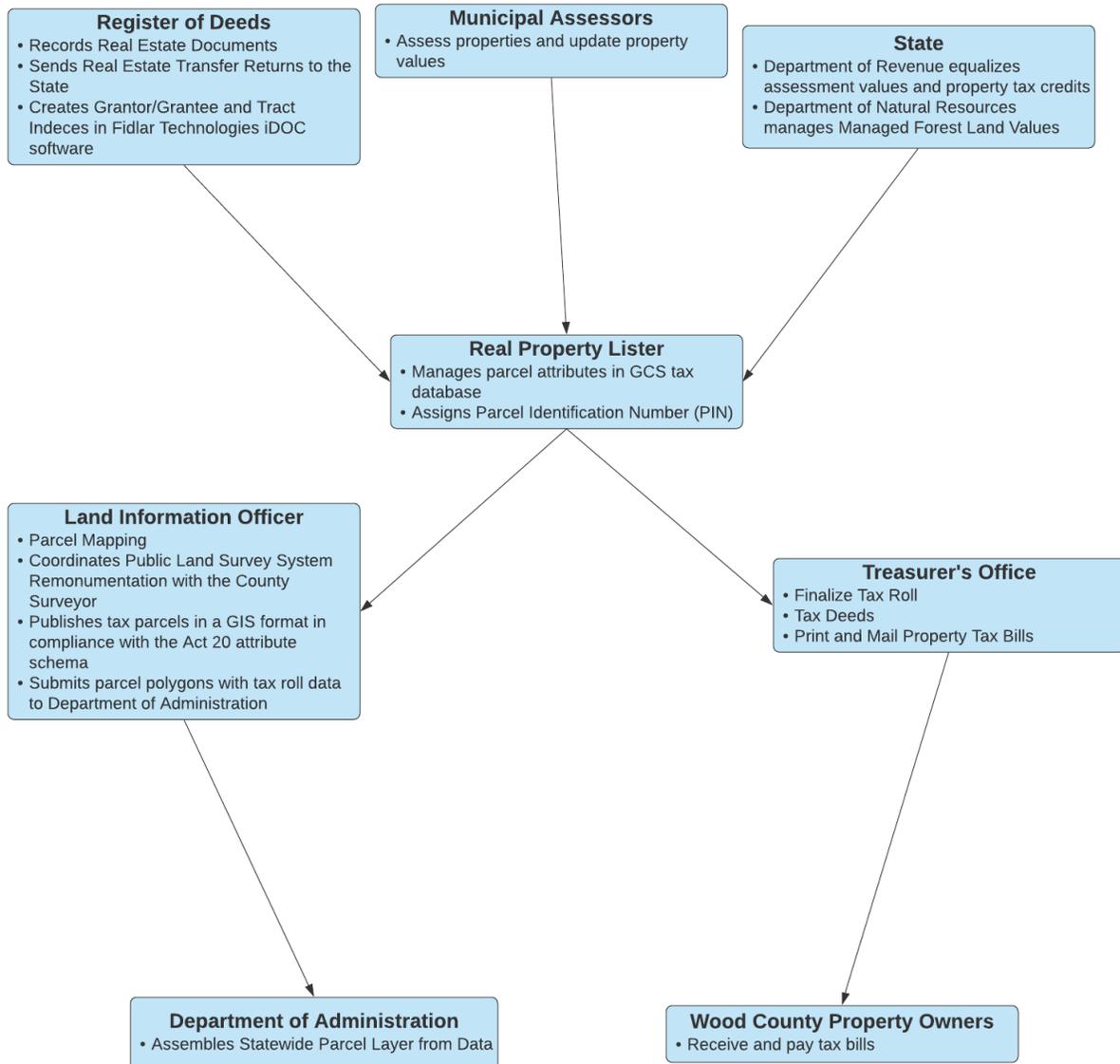
The design, development, and implementation of a land information system that contains and integrates, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter describes the design of the county land information system, with focus on how data related to land features and data describing land rights are integrated and made publicly available.

## Current Land Information System Diagram of County Land Information System



## County Parcel Data Workflow Diagram



## Technology Architecture and Database Design

This section refers to the hardware, software, and systems that the county uses to develop and operate computer systems and communication networks for the transmission of land information data.

The Wood County Land Information System runs on Wood County's local area network and is supported by the Information Systems (IS) Department. The IS Department is committed to supporting all activities of the Land Records Modernization Program and has been a reliable contributor to system development and support.

Wood County Land Information uses two Windows Server 2019 virtual machines (DB-GIS20 and WEB-GIS), Amazon Web Services and ArcGIS Online. DB-GIS is the file server, WEB-GIS is the web server. Both of these machines run on ArcGIS Server Standard Workgroup to support data editing and publishing web services. Amazon Web Services and ArcGIS Online are employed to decrease demand on WEB-GIS, data backups and document storage.

## Hardware

- DB-GIS20 Windows Server 2019 virtual server
- WEB-GIS Windows Server 2019 virtual server
- Trimble Geo 7x GPS Unit
- Trimble R1 GPS Unit

## Software

- ArcGIS for Server
- ArcGIS Desktop
- **County currently uses ArcGIS Pro:** Yes
- **County plans to upgrade to ArcGIS Pro:** Yes – Already upgraded

## Website Development/Hosting

- All website development is done in-house, ArcGIS Online or Amazon Web Services (AWS).
- Web Applications are developed using ArcGIS Online and ArcGIS Web AppBuilder Developer Edition.

## Metadata and Data Dictionary Practices

### Metadata Creation

- **Metadata creation and maintenance process:** Metadata is created and maintained for Wood County GIS layers that are shared in our open data portal. It is a long term goal to have solid metadata on all Wood County GIS layers.

### Metadata Software

- **Metadata software:**
  - The software does generate metadata consistent with the FGDC Content Standard for Digital Geospatial Metadata, and ISO geographic metadata standard 19115.
  - ArcCatalog is used for Metadata creation.
- **Metadata fields manually populated:** Summary, Abstract, Use Limitations and occasionally data layer fields are manually populated.

## Municipal Data Integration Process

- The cities of Marshfield and Wisconsin Rapids are the only two municipalities with in-house GIS staff. Of those two, Marshfield edits their own parcel data in GIS. Marshfield shares parcels, addresses, roads etc. to incorporate in countywide datasets. Wisconsin Rapids accesses county parcel and other base layers through an ArcGIS Server Geodata Service.
- In the past, the Land Information Office has provided data to any contractors that are working on projects for municipalities. In fact, some contractors even incorporate county web services via REST into municipal projects.

## Public Access and Website Information

### Public Access and Website Information (URLs)

Public Access and Website Information			
GIS Webmapping Application(s) Link - URL	GIS Download Link – URL	Real Property Lister Link - URL	Register of Deeds Link - URL
<a href="https://gis.co.wood.wi.us/">https://gis.co.wood.wi.us/</a>	<a href="https://opendata.woodcogis.com/">https://opendata.woodcogis.com/</a>	<a href="https://propertytax.co.wood.wi.us/gcwebportal/search.aspx">https://propertytax.co.wood.wi.us/gcwebportal/search.aspx</a>	<a href="https://www.co.wood.wi.us/departments/rod/landrecords.aspx">https://www.co.wood.wi.us/departments/rod/landrecords.aspx</a>

### Single Landing Page/Portal for All Land Records Data

#### URL

<https://www.co.wood.wi.us/departments/pz/landrecords.aspx>

### Web Services/REST End Points

#### URL

<https://gis.co.wood.wi.us/gis/rest/services>

### Municipal Website Information

Municipal Website	Municipal Website URL
City of Wisconsin Rapids	<a href="https://www.wirapids.org/maps-gis.html">https://www.wirapids.org/maps-gis.html</a>
City of Marshfield	<a href="https://comgis.ci.marshfield.wi.us/mpv/">https://comgis.ci.marshfield.wi.us/mpv/</a>

## Data Sharing

### Data Availability to Public

Wood County makes land records information available according to the requirements of the Wisconsin Open Records Law. The public has free, both in terms of cost and barriers, access to land records through the county interactive land records viewer map, The Land Records Portal and Open Data Portal. Even costly data like orthophotography and LiDAR are available for free.

### Data Sharing Restrictions and Government-to-Government Data Sharing

#### Data Sharing Restrictions

- Wood County imposes no use restrictions. Users are free to share and adapt the data for any purpose, even commercially. We do ask that users give appropriate attribution of our source data.

#### Government-to-Government Data Sharing

- Data sharing is encouraged because of the resulting cost savings and efficiencies. The county has used both formal and informal agreements to share data when necessary. Wood County does not require agreements for Government-to-Government data sharing.

## Training and Education

The Land Information Office has offered GIS training sessions that were open to other governmental agencies and the general public. We support training opportunities offered by the Wisconsin Land Information Association (WLIA) and ESRI Wisconsin User Group (EWUG) because they are effective ways of providing information on timely topics at a reasonable price.

All county staff have internet access to online training or coursework, and participation in training sessions is encouraged. On occasion, educational sessions and demonstrations are presented to staff, elected officials and the general public.

WLIP Training and Education funds are used to supplement the cost of sending staff to training at conferences and workshops.

# 4 CURRENT & FUTURE PROJECTS

This chapter lists the current and future land information projects the county is currently undertaking or intends to pursue over its planning horizon. A project is defined as a temporary effort that is carefully planned to achieve a particular aim. Projects can be thought of as the means to achieving the county's mission for its land information system.

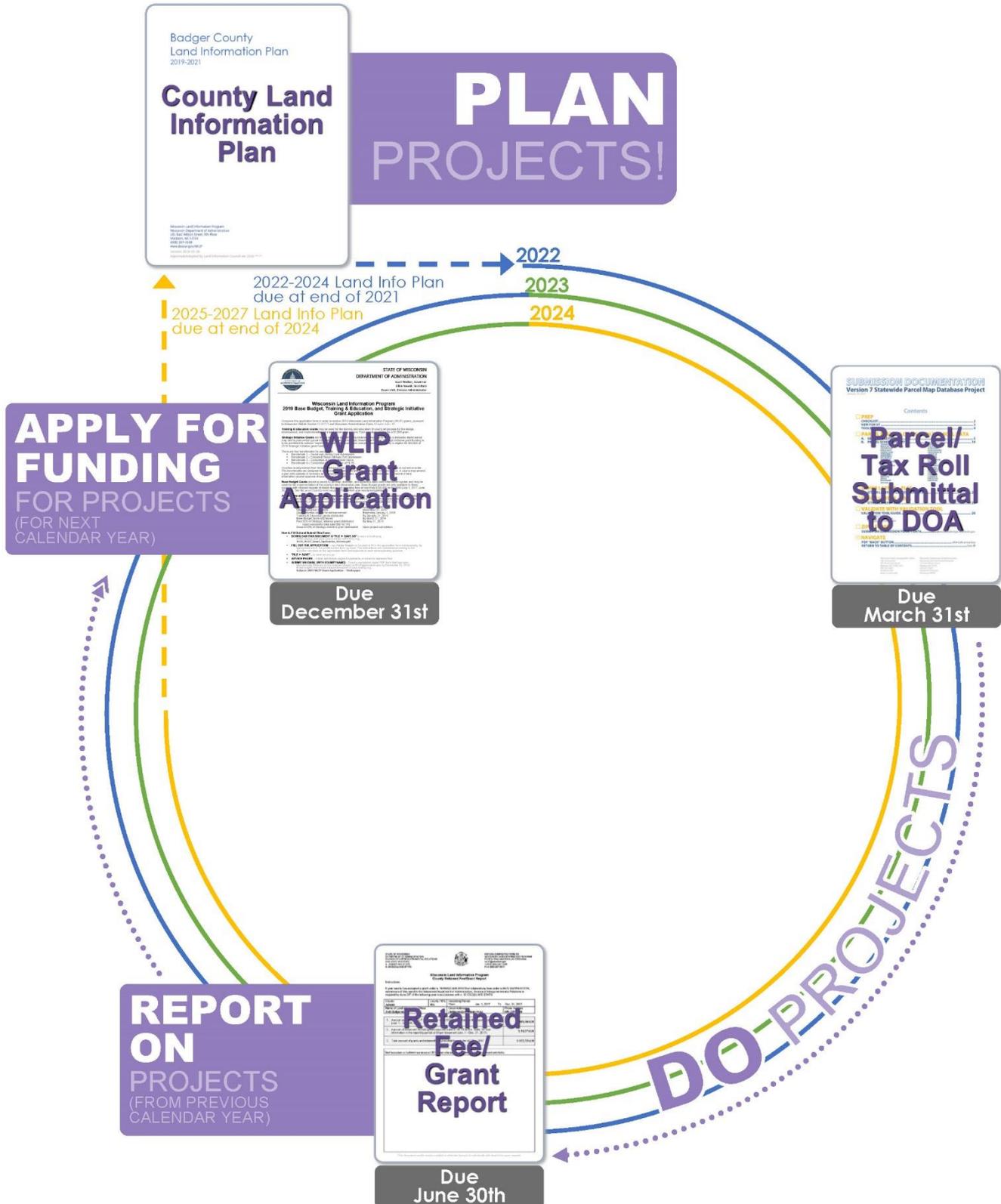


Figure 1. The WLIP Land Information Plan/Grant Project Cycle

## Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

### Project Title: Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

#### Project Description/Goal

##### How Searchable Format Will Be Maintained

- Wood County will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.

#### Business Drivers

- The Project Plan to Maintain Searchable Format for Benchmarks 1 & 2 is a requirement for those counties who utilize Strategic Initiative funds for parcel/tax roll formatting to prepare the data submission to DOA.

#### Objectives/Measure of Success

- The objective is to continue to meet the Searchable Format for Benchmarks 1 & 2 (Parcel and Zoning Data Submission, Extended Parcel Attribute Set Submission).

#### Project Timeframes

- Maintenance of the Searchable format is an ongoing effort and data is submitted to the Department of Administration by March 31<sup>st</sup> annually.

#### Responsible Parties

- Land Records Coordinator
- Real Property Lister

#### Estimated Budget Information

- Staff time should be minimal barring any extensive change to the Searchable Format.
- Since our publication routines publish to the Searchable Format on a regular basis, the cost of Benchmarks 1 & 2 maintenance has been placed in Project #7 – Parcel Fabric Maintenance and Accuracy Improvements.

## Project Plan for PLSS (Benchmark 4)

### Project Title: Project Plan for PLSS (Benchmark 4)

#### Project Description/Goal

##### Planned Approach

- Since 2018, Wood County has enjoyed 100% PLSS monumentation with survey grade coordinates. PLSS maintenance will be accomplished through:
  - Monumentation projects which will ensure that each corner is visited every 10-15 years as well as ensuring that PLSS corners effected by road construction are visited before and after construction.
  - Bounty Program that awards surveyors for submitting tie sheets and survey-grade coordinates

##### Current Status

- **Tally of the total number of corners:** 2615
- **Remonumentation status:** 2615
- **Coordinate status (accuracy class) if known:** Survey-Grade

##### Goals

- **Number of corners to be remonumented and/or rediscovered:** Around 300
- **Number to have new coordinates established:** Around 300
- **Accuracy class for these new coordinates:** Survey-Grade
- **Way in which these points will be integrated into the parcel fabric:** New corners are imported into PLSS layers which are used as the basis for the parcel fabric.

### Missing Corner Notes

- **Documentation for any missing corner data:** None

### County Boundary Collaboration

- The Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates.

### Business Drivers

- The Project Plan for PLSS is a requirement for those counties who utilize Strategic Initiative funds for work related to PLSS completion and integration.
- Wood County has spent considerable resources to ensure that every monument has been visited, continuous maintenance is necessary to stay at this high standard.
- PLSS monuments are the fundamental building blocks for land descriptions and property ownership.
- Surveyors, engineers, realtors and other professionals rely on accurate land information.
- Parcel Mapping improvements

### Objectives/Measure of Success

- 100% PLSS monumentation with Survey-Grade coordinates
- Every monument has a recent tie sheet online
- Monuments are maintained before and after road construction

### Project Timeframes

- PLSS monumentation is an ongoing effort and will run the entire plan period.

### Responsible Parties

- County Surveyor
- Contracted Surveyors
- Land Records Coordinator

### Estimated Budget Information

- \$ 30,000

## Project #1: 2022 LiDAR Flight and Additional Deliverables

### Project Description/Goal

- Obtain countywide QL1 LiDAR in 2022.
- **Land Info Spending Category:** LiDAR

### Business Drivers

- LiDAR has become one of the most important foundational elements, it supports all sorts of applications that are important for many county operations.
- Conservation, Highway, Planning and Zoning and other departments are able to save a ton of time in field work as LiDAR data of this accuracy can accurately depict ground conditions.
- The acquisition of additional deliverables such as a county wide culvert inventory is much more feasible with the support of LiDAR as opposed to more traditional means.
- Through the 3D Elevation Program (3DEP) we have the unprecedented opportunity to have 75% of the project funded.
- The LiDAR data will be available to the public once it has been delivered.
- The QL1 LiDAR is much more dense than our current LiDAR from 2015.

### Objectives/Measure of Success

- Delivery of LiDAR meeting all project specifications

## Project Timeframes

Timeline – Project #1 Title		
Milestone	Duration	Date
Project planning, getting project partners and contracts signed.	-	2021-2022
LiDAR Flight	-	Spring 2022
Base Deliverables Delivered	-	Late 2022
Additional Deliverables Delivered	-	2023

### Responsible Parties

- Land Records Coordinator
- 3DEP Contractor
- Ayres Contractor

### Estimated Budget Information

- \$ 90,000 for base deliverables
- \$ 50,000 for additional deliverables

## Project #2: Historic Air Photo Scanning and Georeferencing

### Project Description/Goal

- Wood County has contracted to do a new air photo flight every 5 years since 2005. There are many air photo flights that have taken place before then dating back to the 1930's.
- Many of the previous flights are not available in a digital format and none are georeferenced to a standard where we could use them as a basemap.
- There are around 15 historic flights that would be of interest to Wood County.
- **Land Info Spending Category:** Orthoimagery

### Business Drivers

- See historic land use and development
- See where roads and railroads had been previously laid out
- Once hard-to-access information would be integrated seamlessly into online and public-facing applications.
- Wisconsin Society of Land Surveyors (WSLS) has expressed interest in the 1938 Air Photos.

### Objectives/Measure of Success

- Scan, index and georeferenced historic air photos for Wood County, producing base maps that are suitable for use in our online applications.

### Project Timeframes

- The main goal is to set up a workflow where we can start scanning, indexing and georeferencing historic air photo flights at the rate of about 1 every year.

### Responsible Parties

- Land Records Coordinator

### Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

## Project #3: Next Generation 911

### Project Description/Goal

- The Wisconsin Department of Military Affairs (DMA) in collaboration with the Wisconsin Land Information Association (WLIA) has developed a Standards and Best Practices for Road Centerlines,

Site/Structure Address Points, PSAP Boundaries, Emergency Service Boundaries and Provisioning Boundaries. Wood County continues to work at getting data ready for Next Generation 911 implementation in accordance with this standard.

- **Land Info Spending Category:** Address Points, Street Centerlines

### Business Drivers

- State government is preparing for Next Generation 911 implementation
- Improve existing data for Site Address Points and Street Centerlines that support dispatch and many other county functions.

### Objectives/Measure of Success

- County GIS data is NG911 compliant

### Project Timeframes

- Wood County will continue to work towards Next Generation 911 compliance throughout this planning period.

### Responsible Parties

- Land Records Coordinator
- Dispatch Manager
- Possible Consultant

### Estimated Budget Information

- \$100,000

## Project #4: Research and Mapping of Right-of-Ways

### Project Description/Goal

- There are many locations along Wood County's roadways where right-of-way information could be clarified with a survey.
- **Land Info Spending Category:** Digital Parcel Mapping, Other Parcel Work

### Business Drivers

- Many road records exist in the form of Transportation Project Plats, Right-of-Way Plats and town road records. While these are great reference points, there are still some areas that lack enough information to accurately map or locate where the right-of-way should be.
- Most questions in the Surveyor's Office are about Right-of-Way issues.
- Better Right-of-Way information for the parcel mapping.

### Objectives/Measure of Success

- Surveys performed on road Right-of-Ways.
- Integration of better survey information into the parcel mapping.

### Project Timeframes

- To Be Determined

### Responsible Parties

- Land Records Coordinator
- County Surveyor
- County Highway Department
- Contracted Surveyor

### Estimated Budget Information

- \$170,000

## Project #5: Recreation GIS Layers and Maps Development

### Project Description/Goal

- Create and improve GIS layers that support recreation mapping.
- **Land Info Spending Category:** Other (Recreation Mapping)

### Business Drivers

- There has been an increased interest in recreational activities, particularly with ATV trails and routes development.
- The County Parks system is improving and we would like to have good maps and applications that

can enhance visitors' experiences.

### Objectives/Measure of Success

- Creating of Web Applications focused on recreation.
- Good quality paper maps created for each County Park and Recreational Area, as well as an overall recreation map for the whole county.

### Project Timeframes

- This project will be worked on throughout this plan period.

### Responsible Parties

- Land Records Coordinator
- Parks and Forestry

### Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

## Project #6: Parcel Fabric, Maintenance and Accuracy Improvements

### Project Description/Goal

- Wood County migrated to the ArcGIS Pro Parcel Fabric in 2020. While parcel mapping has improved steadily since the initial implementation in 2005, there will have to be some pretty focused effort spent to get the most out of ESRI's parcel fabric. This may include remapping of whole areas to snap to our survey control, and accurately delineate all "Parcels" in the parcel fabric to include Tax Parcels, Subdivisions, Subdivision Lots, Subdivision Blocks etc.
- **Land Info Spending Category:** Digital Parcel Mapping

### Business Drivers

- Parcel data is one of the most important Foundational Elements and is used by many people.
- Surveyors, engineers, realtors, other professionals and citizens rely on accurate parcel boundaries.

### Objectives/Measure of Success

- Keep parcel mapping current
- Integrate Survey-Grade PLSS Coordinates into the parcel mapping.
- Accurately depict not only tax parcels but Subdivisions, Lots and Blocks as well.

### Project Timeframes

- Ongoing

### Responsible Parties

- Land Records Coordinator

### Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

## Project #7: Website, Data Hosting Services, Software and Hardware Maintenance

### Project Description/Goal

- Maintain and expand online mapping and data distribution capabilities
- **Land Info Spending Category:** Software, Hardware, Website Development/Hosting Services

### Business Drivers

- Public demand for online land records
- Technology advancements have made distributing maps and data easier
- Technology is constantly changing and updating – we must do the same

### Objectives/Measure of Success

- Online GIS applications and data are available to the public
- Hardware and software required is up to date and reliable

### Project Timeframes

- Ongoing

## Responsible Parties

- Land Records Coordinator
- Information Systems

## Estimated Budget Information

- \$ 15,000 annually

# Project #8: Maps and Applications to Support Data Collection

## Project Description/Goal

- The creating on maps and applications that allows county employees and other outside professionals such as town officials or emergency personnel to collect and edit GIS data.
- **Land Info Spending Category:** Administrative Activities and Management

## Business Drivers

- There are many willing individuals who regularly work in the field and visit assets that would be beneficial for the county (culverts, signs, driveways, POWTS, etc) who do not currently collect any GIS information.
- Collecting data out in the field and in the office would improve many workflows and allow for more GIS data creating and maintaining that does not have to directly involve the Land Records Coordinator.

## Objectives/Measure of Success

- County Employees and other professionals are given the tools they need to collect GIS data.

## Project Timeframes

- This project will be worked on throughout this plan period.

## Responsible Parties

- Land Records Coordinator
- Highway Department
- Conservation
- Health Department
- Planning and Zoning

## Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

# Ongoing Costs Not Associated With a Specific Project

## Funding for the Land Records Coordinator Position

Since it began in 1990, the Land Information Program has been funded entirely through retained fees, contribution-based grants, strategic initiative grants, and education and training grants. The biggest recurring investment on an annual basis is funding the cost of employing a Land Records Coordinator to work towards the goals of land records modernization in the county.

The cost for Salary, Taxes, Benefits as well as office costs for the Land Records Coordinator is approximately \$85,000 a year.

## Estimated Budget Information (All Projects)

### Estimated Budget Information

Project Title	Item	Unit Cost/Cost	Land Info Plan Citations Page # or section ref.	Project Total
<b>Project Plan to Maintain Searchable Format (Benchmarks 1 &amp; 2)</b>	Land Records Coord		Page 25	See "Ongoing Costs Not Associated With a Specific Project"
<b>Project Plan for PLSS (Benchmark 4)</b>	Land Records Coord	5% of 30k = \$1.5k	Page 25	
	County Surveyor	5% of 30k = \$1.5k	Page 25	
	Contracted Surveyor	90% of 30k = \$275	Page 25	<b>\$30,000</b>
<b>#1 LiDAR Flight and Additional Deliverables</b>	Contractor	100% of 140k = \$140k	Page 26	<b>\$140,000</b>
<b>#2 Historic Air Photo Scanning and Georeferencing</b>	Land Records Coord		Page 27	See "Ongoing Costs Not Associated With a Specific Project"
<b>#3 Next Generation 911</b>	Land Records Coord	80% of 100k = \$80k	Page 27	
	Dispatch Manager	10% of 100k = \$10k	Page 27	
	Contractor	10% of 100k = \$10k	Page 27	<b>\$100,000</b>
<b>#4 Research and Mapping of Right-of-Ways</b>	Land Records Coord	5% of 150k = \$7.5k	Page 28	
	County Surveyor	5% of 150k = \$7.5k	Page 28	
	Highway Department	10% of 150k = \$15k	Page 28	
	Contracted Surveyor	80% of 150k = \$120k	Page 28	<b>\$170,000</b>
<b>#5 Recreation GIS Layers and Maps Development</b>	Land Records Coord		Page 28	
	Parks & Forestry Dept		Page 28	See "Ongoing Costs Not Associated With a Specific Project"
<b>#6 Parcel Fabric, Maintenance and Accuracy Improvements</b>	Land Records Coord		Page 29	See "Ongoing Costs Not Associated With a Specific Project"
<b>#7 Website, Data Hosting Services, Software and Hardware Maintenance</b>	Land Records Coord	95% of 45k = \$42.75k	Page 29	
	Information Systems	5% of 45k = \$2.25k	Page 29	<b>\$45,000</b>
<b>#8 Maps and Applications to Support Data Collection</b>	Land Records Coord		Page 30	
	Highway Department		Page 30	
	Conservation		Page 30	
	Parks & Forestry Dept		Page 30	
	Health Department		Page 30	
	Planning & Zoning		Page 30	See "Ongoing Costs Not Associated With a Specific Project"
<b>Ongoing Costs Not Associated With a Specific Project</b>	Land Records Coord	100% of 255k = \$255k	Page 30	<b>\$255,000</b>
<b>GRAND TOTAL</b>				<b>74 0,000</b>

Note. These estimates are provided for planning purposes only. Budget is subject to change.

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: November 5, 2021  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 10:25 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,  
 Kenneth Curry, Ed Wagner, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. None at this time.
3. The minutes for the October 1 and 19, 2021, meetings were reviewed. **Moved by Leichtnam, seconded by Curry, to approve the minutes. All ayes.**
4. The Committee reviewed the claim of Dante Voss. This claim will be provided to the county board.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Curry, seconded by Wagner, to approve the reports and payment of department vouchers. All ayes.**
7. The Committee reviewed correspondence and legislative issues.

Amy Sue Vruwink appeared on behalf of U.S. Representative Kind and provided updates on federal legislative initiatives.

Chairman Clendenning gave an update on a recent legislative breakfast.

- a. Report of Citizens Groundwater Group. October 18, 2021, meeting update given. The minutes will be in the county board packet.
- b. Kenosha County resolution, re: clarification of Chapter 980. No action taken.
- c. Discussion on future changes at Sandhill Wildlife Area. The DNR has expressed concern that because the Sandhill Wildlife Area (Sandhill) has a deer farm license, if Chronic Wasting Disease (CWD) is found at Sandhill, then Sandhill would be quarantined for five years. To avoid that possibility, the DNR proposes to cease renewing the

deer farm license, remove the fence around Sandhill, and killing the deer in it. The Wood County State Wildlife Area Advisory Committee and Highway Infrastructure & Recreation Committee (HIRC) oppose the DNR's drastic proposal and believe that a better option would be to have Sandhill obtain a deer farm license exemption, as it really isn't a deer farm anyway, and to continue to maintain the fence and the deer. HIRC will be preparing a resolution in support of this proposal and wanted the Judicial & Legislative Committee to get behind it as well.

**Moved by Leichtnam, seconded by Clendenning, to support HIRC's proposal to prepare a resolution opposing the DNR's current plans at Sandhill and to review the resolution at the December committee meeting. All ayes.**

8. County Board rules. No discussion had.
9. Attendance at meetings. No requests made.
10. Agenda items for the December 2021 meeting:
  - HIRC resolution on Sandhill Wildlife Area.
  - Department head performance reviews.
11. The next committee meeting will be December 3, 2021, at 9 a.m.
12. At 9:54 a.m., pursuant to Wis. Stat. s. 19.85(1)(c), it was **moved by Wagner, seconded by Leichtnam, to go into closed session to review applications for the Criminal Justice Coordinator position and discuss qualifications of the candidates. All ayes.**
13. At 10:22 a.m., it was **moved by Zurfluh, seconded by Wagner, to return to open session. All ayes.**
14. No action taken on department head performance reviews. Will be discussed at the December 2021 Judicial meeting.
15. Meeting adjourned without objection by the Chairperson at 10:25 a.m.

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



**JUDICIAL & LEGISLATIVE COMMITTEE  
MEETING MINUTES**

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

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

**EXCUSED:** Bill Leichtnam

**OTHERS PRESENT:** Dennis Polach, Kim McGrath

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

There were no public comments.

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

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

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

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

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

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: December 3, 2021  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 10:15 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,  
 Kenneth Curry, Ed Wagner, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz. See attached list.

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

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

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

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





# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

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DECEMBER 2021

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- As we move into December we are focused on training new staff and working on new strategies to serve our customers. December is one of the tougher months for our office. The holiday season brings stress to the customers we serve. We receive calls about parents who have been denied holiday placement of their children and parents who are unsure of their placement. We do not enforce custody or placement orders but we are often the first place parent's call. We do our best to get the customers the resources they need to solve their issues. We also receive many calls from parents who have not been receiving their Child Support. They are very anxious they will not be able to buy their children Christmas gifts because they have not received Child Support. Customers become angry with the office and blame my staff for not being able to buy gifts for their children. The stories we hear are truly heartbreaking. We do our best to try and get payments coming in. If we are not able to secure a collection we refer them to a program that can help them find gifts for their children.
- I attended the Department Head Retreat on November 10<sup>th</sup>.
- I attended the WCA Health and Human Services Steering Committee meeting on November 12<sup>th</sup>.
- I met with the State Bureau of Regional Operations for the Annual Agency Check in on November 16<sup>th</sup>.
- I will be presenting at the New Director Orientation on December 13<sup>th</sup>. My presentation will be focused on training Child Support Directors' on budgeting and cooperative agreements.
- I will be meeting with the State Bureau of Regional Operations to complete the Annual Children First Check in on December 20<sup>th</sup>.
- The current IV-D case count is 3,525.



# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

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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

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MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
November 2021

Opioid Settlement. Specific dollars and settlement terms should be arriving any day now and the Wisconsin counties involved in this litigation have been told to plan on approving a resolution authorizing settlement at the December County Board meeting. When this data arrives, I will share it with all of the county board supervisors, with a cover memo if appropriate. In light of the number of the co-plaintiffs, I believe there to be literally thousands of us, it isn't realistic to expect for there to be any actual negotiations to the amount and terms of the settlement(s) at this juncture. Millions if not billions of dollars are being paid to attorneys for having done that work. This is not to say that you have to vote in favor of the settlement resolution, rather it is a take it or leave it proposition and the majority of plaintiffs who we are joined with are likely to vote to take it.

Training. A department head who has been with the county for several years recently pointed out to me that there are still aspects to being a department head that they are in the dark on. Specifically, they weren't sure how to proceed to get an item of concern before the oversight committee. This department head had thought that it would have been nice to have had an orientation session on being a department head. The first thought that came to my head was that maybe a mentor system would be effective. This also seemed like an HR type of issue. Anyway, I thought that I would bring the matter to your attention as you certainly have a lot of department heads that report to you and you are the overseers of the rules of the board, which can be mystifying to folks at times.

Jail Developments. On November 16, the Wisconsin Rapids City Council approved a resolution authorizing the vacation of Avon Street between Market Street and 5<sup>th</sup> Street, the one block stretch of road between the courthouse and the Avon Street parking lot. The vacated road likely will not be closed until construction starts in the spring or summer of 2022. Although there are still zoning type issues the county is in the process of working with the city on, those won't likely involve my attention. There may or may not be property acquisition for parking purposes involving the new jail, which I would likely be involved in, otherwise my role in the project is pretty much over for the time being.

**VICTIM WITNESS SERVICES REPORT**

Michele Newman, Coordinator  
October 27 to November 30 2021

**Victims/Witnesses Served:**

**160** Victims or Witnesses made contact with via phone

**28** Victims or Witnesses met with in person

**0** Victims assisted with preparation of Crime Victim Compensation Application

**102** Initial contact packet information sent

**1** No contact order information

**8** No prosecutions notification

**77** Victims or Witnesses were notified of all hearings

**77** Victims or Witnesses were notified of plea agreement/sentencing

**1** Victims or Witnesses notified of disposition on closed cases

**3** Victims or Witnesses notified of sentencing after revocation

**9** Victims with restitution requested

**16** Victim Impact Statements

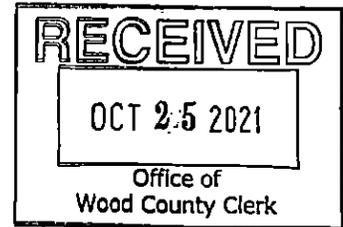
**68** - Victims registered with NOTIS/Vine service – Victims now register for NOTIS services with the State Office of Crime Victim at the state level. This detail will now be for Vine Link only.

**0** Victims notified of appeals court proceedings

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

**Trainings/Meetings/Other:** none

October 19, 2021



Trent Miner  
Wood County Clerk  
Wood County Courthouse  
400 Market Street  
P.O. Box 8095  
Wis. Rapids, WI 54495-8095

cc: Corp Counsel  
HR  
Vivian L  
Kornack

RE: Unauthorized Disclosure of Health Information

Dear Mr. Miner:

I am writing to inquire whether you would be willing to settle a claim against Norwood Health Center in Marshfield, WI. It has come to my attention that on or about May 13, 2016, my protected health information, a lab report for a blood sample collected on June 11, 2015, was disclosed by fax to a Melissa Wiernick at Probation and Parole in Wisconsin Rapids, WI. I never authorized the release of this medical information, nor did I consent to its placement in my Department of Community Corrections file where it was accessible to the public. The lab report contained information that is highly embarrassing (i.e., illicit drug use) and which I never wanted disclosed to the public. Nobody at Norwood Health Center ever notified me that this lab report had been disclosed in error to Ms. Wiernick. Since I was never notified that my protected health information had been disclosed without authorization to Ms. Wiernick, I was unable to file a Notice of Claim, pursuant to Wis. Stat. § 893.80, with your office. However, if I actually have to file this suit in court, I will claim that the County is estopped from asserting Wis. Stat. § 893.80(1)(b) as a defense.

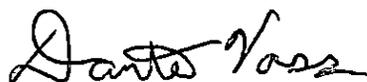
The trial courts of Wisconsin have the discretion to bar a government from asserting Wis. Stat. § 893.80(1)(b) as a defense under the doctrine of estoppel. State v. Green Bay, 96 Wis.2d 195, 291 N.W.2d 508 (1980). Both the Court of Appeals and the Wisconsin Supreme Court have applied estoppel to bar county governments from asserting that a plaintiff failed to comply with the Notice of Claim statute. See Fritsch v. St. Croix Cent. Sch. Dist., 183 Wis.2d 336, 344, 515 N.W.2d 328 (Ct. App. 1994); Oliveira v. City of Milwaukee, 2001 WI 27, 242 Wis.2d 1, 624 N.W.2d 117.

Under the doctrine of estoppel, all I need to show is that staff at Norwood Health Center never notified me that they disclosed my protected health information of which they have a duty to do and that the failure to do so prevented me from filing a Notice of Claim. Once I do that, the defense of Wis. Stat. § 893.80(1)(b) will no longer be available. I think we can both agree that on these facts, I would be able to prevail in court with my claims under Wis. Stat. § 146.84 or Wis. Stat. § 995.50.

If you, or the attorney representing the County, wish to settle this matter rather than litigating the matter in the courts, I would be more than happy to sit down and discuss such a settlement. I can be contacted at the Oshkosh Correctional Institution. You can reach me by mail at the address below or you can call the Records Office at (920) 231-4010 Ext. 2180 and schedule a date and time to speak with me by phone or videoconference. If I do not hear from you within 90 days, I will assume that you do not wish to settle this matter outside of court and will proceed with filing a summons and complaint in the trial court. I look forward to speaking to you.

Thank you for your attention in this matter.

Sincerely,



---

Dante Voss  
#347294  
Oshkosh Corr. Inst.  
P.O. Box 3310  
Oshkosh, WI 54903

Received via Email  
(2 emails)  
NOTICE OF INJURY AND CLAIM

RECEIVED  
NOV 5 2021  
Office of  
Wood County Clerk

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

cc: Corp Counsel  
HK  
HWY

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

THE INCIDENT

RECEIVED

Date: Thursday, Nov. 4<sup>th</sup>

NOV 05 2021

Time: Approx. 9:15am

WOOD CO. CORP. COUNSEL

Place: Traveling East on Hwy 10 just SE of Auburn date

The circumstances giving rise to my claim are as follows:

Between 9:10 and 9:15 am, a large object (round and most likely a rock) smashed into the upper left side of my windshield causing glass fragments to spread throughout the car (and on myself). I was traveling 65 MPH. After I settled myself, I realized that the truck in front of me must have been the cause, as there was no other traffic around me. I also saw that the tailgate of this truck was down. I put my 4-ways on and got the truck to stop. Because the tailgate was down, I noticed a shovel and a small amount of gravel or crumbled pavement in back. I also noted that a blade was on this Wood Co. Truck and only inches from the pavement (Kicked up a stone?). The driver called his supervisor and I called in Report #21-17389.

The names of county personnel involved are: Driver of Wood Co. Truck #0504,

Supervisor of driver of #0504, Sheriff Dan Berres, Wood Co (wrote report)

The names of other witnesses are: None

Attached are photos of the Wood Co. Truck front end (no license plate) Wood Co. truck door w/ number 0504, damaged windshield (note size of smashed area), and receipt of \$448.32 to replace windshield

THE CLAIM

I request the following monetary or other relief: \$448.32 and the guarantee that Wood Co. drivers will make sure their tailgates are closed when driving.

Date: 11-4-21

Signature: Rita K. Meier  
Print Name: Rita K. Meier  
Address: 11721 Lincoln-Spencer Rd  
Marshfield, WI 54449  
Phone: (715) 207-2099

## Order details

Parts and labor	\$309.99
Disposal	\$19.99
Front advanced beam blades	\$59.98
Mobile fee	\$34.99
<hr/>	
Subtotal	\$424.95
Sales tax	\$23.37
<b>Total</b>	<b>\$448.32</b>

Payment due at the time of service



## Just a few important things to know:

-  To keep you and our technicians safe, we're closely following CDC guidelines to prevent the spread of COVID-19.
-  Your technician will need at least five feet of space on all sides of your vehicle to complete your service. If your vehicle is parked in a covered location, your technician will need seven feet of clearance.
-  In the case of severe weather conditions, your appointment may be rescheduled. We'll contact you if rescheduling is necessary.
-  Your technician will keep you updated with timely notifications regarding your service before and during your appointment.

[My appointment](#)

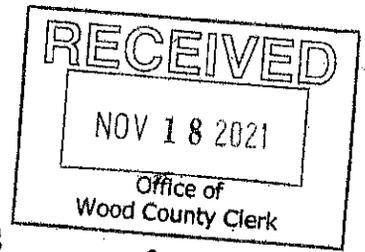
[Help center](#)

[Reviews](#)





197



NOTICE OF INJURY, EVENT OR CIRCUMSTANCES

cc: Corp Counsel  
Sheriff  
HR

TO: Wood County Sheriff's Department  
c/o Trent Miner, County Clerk  
Wood County Courthouse  
400 Market Street  
Wisconsin Rapids, WI 54495

RE: Date of Accident: 7/27/2021  
Location: Lake Wazeecha Recreation Trail

Pursuant to § 893.80(12)(a), Wis. Stat., you are hereby notified of this injury, event or circumstances against the Wood County Sheriff's Department and Sergeant Adam Berry.

INCIDENT

Donna M. Reber, an adult residing at 6060 Rosewood Ridge, Wisconsin Rapids, WI 54494, sustained personal injuries on July 27, 2021, on the South Wood County Park Lake Wazeecha Recreation Trail in the Town of Grand Rapids, Wood County, Wisconsin. At that time and place, Donna M. Reber was operating her bicycle on a designated bike trail, when she came around a corner and suddenly encountered a Sheriff's Department vehicle blocking the trail. In an effort to not collide with the vehicle, Donna M. Reber attempted to stop her bicycle by applying her brakes. This caused her to lose control and fall.

The incident was investigated by the Wood County Sheriff's Department. Upon information and belief, Sergeant Adam Berry of the Wood County Sheriff's Department was involved.

This incident was the result of the negligence of Wood County Sheriff's Sergeant Adam Berry, who negligently operated his police vehicle in such a manner as to obstruct the bike trail. At all times material hereto, Sergeant Berry was acting in the scope of his employment with the Wood County Sheriff's Department.

Date Served 11/18/21  
LaCinda Terry  
(defendant or person of description at same address)  
Madu Amy  
River City Process Servers and Investigations

As a result of this incident, Donna M. Reber sustained severe personal injuries, including, but not limited to, the following:

1. concussion;
2. lacerations to lips and mouth;
3. abrasions to the head, hands and bilateral knees;
4. anisocoria;
5. amnesia;
6. syncope/collapse;
7. headache;
8. epistaxis;
9. dental injury;
10. right eye nerve damage;
11. discoloration in and around right eye;
12. injury to right thumb; and
13. traumatic brain injury and post-concussive syndrome symptomatology.

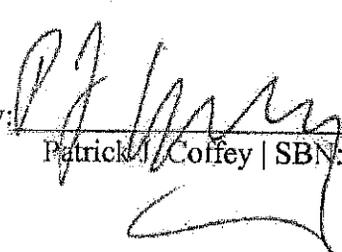
As a result of the injuries described above, Donna M. Reber has and will sustain pain, suffering and disability, loss of income and medical expenses. She will also have permanent injuries as a result of the accident.

Donna M. Reber's spouse, Kenneth J. Reber, has and will sustain damages for the loss of society and companionship of his wife as a result of her injuries and for medical expenses he will be required to pay on her behalf.

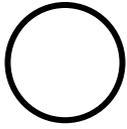
Dated this 16th day of November, 2021.

MENN LAW FIRM, LTD.  
Attorneys for Claimants, Donna M. Reber  
and Kenneth J. Reber

By:

  
Patrick J. Coffey | SB#: 1023953

MAILING ADDRESS:  
2501 East Enterprise Avenue  
P. O. Box 785  
Appleton, WI 54912-0785  
P: (920) 731-6631  
F: (920) 734-0981  
[patrick-coffey@mennlaw.com](mailto:patrick-coffey@mennlaw.com)



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 1 of 4

Motion: Adopted: Lost: Tabled: Absent:
Number of votes required: [X] Majority [ ] Two-thirds
Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

LAD

INTENT & SYNOPSIS: To authorize and direct County Board Chairman Pliml to enter into the Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., to execute the MOU Allocating Settlement Proceeds and the MOU with the Attorney General.

FISCAL NOTE: Up to \$2.3 million in settlement funds, minus legal fees, received over an 18-year period.

Table with 5 columns: NO, YES, A, and two unlabeled columns. Rows list names of board members from 1 to 19.

WHEREAS, in Resolution No. 17-9-11, the County Board of Supervisors authorized the County to enter into an engagement agreement with von Briesen & Roper, s.c., Crueger Dickinson LLC, and Simmons Hanly Conroy LLC (the "Law Firms") to pursue litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals (the "Opioid Defendants") in an effort to hold the Opioid Defendants financially responsible for the County's expenditure of vast money and resources to combat the opioid epidemic;

WHEREAS, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants;

WHEREAS, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same or substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned In re: Opioid Litigation, MDL 2804 (the "Litigation");

WHEREAS, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and Walworth) hired separate counsel and joined the Litigation;

WHEREAS, since the inception of the Litigation, the Law Firms have coordinated with counsel from around the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to prepare the County's case for trial and engage in extensive settlement discussions with the Opioid Defendants;

WHEREAS, the settlement discussions with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., (the "Settling Defendants") resulted in a tentative agreement as to settlement terms pending agreement from the County and other plaintiffs involved in the Litigation;

WHEREAS, copies of the Distributors Settlement Agreement and Janssen Settlement Agreement (collectively "Settlement Agreements") representing the terms of the tentative settlement agreements with the Settling Defendants have been provided with this Resolution;

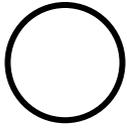
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BILL CLENDENNING (Chair)
BILL LEICHTNAM
KENNETH CURRY
ED WAGNER
JOSEPH ZURFLUH

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

County Clerk

County Board Chairman



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

Introduced by Judicial & Legislative Committee  
Page 2 of 4

**WHEREAS**, the Settlement Agreements provide, among other things, for the payment of certain sums to Participating Subdivisions (as defined in the Settlement Agreements) upon the occurrence of certain events detailed in the Settlement Agreements;

**WHEREAS**, the County is a Participating Subdivision in the Settlement Agreements and has the opportunity to participate in the benefits associated with the Settlement Agreement provided the County (a) approves the Settlement Agreements; (b) approves the Memorandum of Understanding allocating proceeds from the Settlement Agreements among the various Wisconsin Participating Subdivisions, a copy of which is attached to this Resolution (the "Allocation MOU"); (c) approves the Memorandum of Understanding with the Wisconsin Attorney General regarding allocation of settlement proceeds, a copy of which is attached to this Resolution (the "AG MOU"); and (d) the Legislature's Joint Committee on Finance approves the terms of the Settlement Agreements and the AG MOU;

**WHEREAS**, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes relating to the settlement of all or part of the Litigation;

**WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the Legislature's Joint Committee on Finance is required to approve the Settlement Agreements and the AG MOU;

**WHEREAS**, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or part of the Litigation are distributed 70% to local governments in Wisconsin that are parties to the Litigation and 30% to the State;

**WHEREAS**, Wis. Stat. § 165.12(4)(b)2. provides the proceeds from the Settlement Agreement must be deposited in a segregated account (the "Opioid Abatement Account") and may be expended only for approved uses for opioid abatement as provided in the Settlement Agreements;

**WHEREAS**, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government against the Opioid Defendants filed after June 1, 2021;

**WHEREAS**, the definition of Participating Subdivisions in the Settlement Agreements recognizes a statutory bar on claims such as that set forth in Wis. Stat. § 165.12(7) and, as a result, the only Participating Subdivisions in Wisconsin are those counties and municipalities that were parties to the Litigation (or otherwise actively litigating a claim against one, some, or all of the Opioid Defendants) as of June 1, 2021;

**WHEREAS**, the Legislature's Joint Committee on Finance is not statutorily authorized or required to approve the allocation of proceeds of the Settlement Agreements among Wisconsin Participating Subdivisions;

**WHEREAS**, the Law Firms have engaged in extensive discussions with counsel for all other Wisconsin Participating Subdivisions resulting in the proposed Allocation MOU, which is an agreement between all of the entities identified in the Allocation MOU as to how the proceeds payable to those entities under the Settlement Agreements will be allocated;

**WHEREAS**, the County, by this Resolution, shall establish the Opioid Abatement Account for the receipt of the proceeds of the Settlement Agreements consistent with the terms of this Resolution;

**WHEREAS**, the County's Opioid Abatement Account shall be separate from the County's general fund, shall not be commingled with any other County funds, and shall be dedicated to funding opioid abatement measures as provided in the Settlement Agreements;

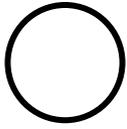
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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman



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

Introduced by Judicial & Legislative Committee  
Page 3 of 4

**WHEREAS**, pursuant to the County’s engagement agreement with the Law Firms, the County shall pay up to an amount equal to 25% of the proceeds from successful resolution of all or part of the Litigation, whether through settlement or otherwise, plus the Law Firms’ costs and disbursements, to the Law Firms as compensation for the Law Firms’ efforts in the Litigation and any settlement;

**WHEREAS**, the Law Firms anticipate making application to the national fee fund established in the Settlement Agreements seeking payment, in whole or part, of the fees, costs, and disbursements owed the Law Firms pursuant to the engagement agreement with the County;

**WHEREAS**, it is anticipated the amount of any award from the fee fund established in the Settlement Agreements will be insufficient to satisfy the County’s obligations under the engagement agreement with the Law Firms;

**WHEREAS**, the County, by this Resolution, and pursuant to the authority granted the County in the applicable Order emanating from the Litigation in relation to the Settlement Agreements and payment of attorney fees, shall execute an Escrow Agreement, which shall among other things direct the escrow agent responsible for the receipt and distribution of the proceeds from the Settlement Agreements to establish an account for the purpose of segregating funds to pay the fees, costs, and disbursements of the Law Firms owed by the County (the “Attorney Fees Account”) in order to fund a state-level “backstop” for payment of the fees, costs, and disbursements of the Law Firms;

**WHEREAS**, in no event shall payments to the Law Firms out of the Attorney Fees Account and the fee fund established in the Settlement Agreements exceed an amount equal to 25% of the amounts allocated to the County in the Allocation MOU;

**WHEREAS**, the intent of this Resolution is to authorize the County to enter into the Settlement Agreements, the Allocation MOU, and the AG MOU, establish the County’s Opioid Abatement Account, and establish the Attorney Fees Account; and

**WHEREAS**, the County, by this Resolution, shall authorize the County’s corporation counsel to finalize and execute any escrow agreement and other document or agreement necessary to effectuate the Settlement Agreements and the other agreements referenced herein;

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES** to approve:

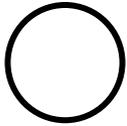
1. The execution of the Distributors Settlement Agreement and any and all documents ancillary thereto and authorizes the Board Chair to execute same.
2. The execution of the Janssen Settlement Agreement and any and all documents ancillary thereto and authorizes the Board Chair to execute same.
3. The final negotiation and execution of the Allocation MOU in form substantially similar to that presented with this Resolution and any and all documents ancillary thereto and authorizes the Board Chair to execute same upon finalization provided the percentage share identified as allocated to the County is substantially similar to that identified in the Allocation MOU provided to the Board with this Resolution.

( )


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

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman



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

Introduced by Judicial & Legislative Committee  
Page 4 of 4

- 4. The final negotiation and execution of the AG MOU in form substantially similar to that presented with this Resolution and any and all documents ancillary thereto and authorizes the Board Chair to execute same.
- 5. The corporation counsel’s negotiation and execution of the Escrow Agreement for the receipt and disbursement of the proceeds of the Settlement Agreements as referenced in the Allocation MOU.

**BE IT FURTHER RESOLVED:** the County hereby establishes an account separate and distinct from the County’s general fund, which shall be titled “Opioid Abatement Account.” All proceeds from the Settlement Agreements not otherwise directed to the Attorney Fees Account established under the Escrow Agreement shall be deposited in the Opioid Abatement Account. The Opioid Abatement Account shall be administered consistent with the terms of this Resolution, Wis. Stat. § 165.12(4), and the Settlement Agreements.

**BE IT FURTHER RESOLVED:** the County hereby authorizes the escrow agent under the Escrow Agreement to establish an account separate and distinct from any account containing funds allocated or allocable to the County, which shall be referred to by the County as the “Attorney Fees Account.” The escrow agent shall deposit a sum equal to up to, but in no event exceeding, an amount equal to 20% of the County’s proceeds from the Settlement Agreements into the Attorney Fees Account. If the payments to the County are not enough to fully fund the Attorney Fees Account as provided herein because such payments are made over time, the Attorney Fees Account shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of the proceeds from the Settlement Agreements attributable to Local Governments (as that term is defined in the Allocation MOU) into the Attorney Fees Account for each payment. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs, and disbursements owed to the Law Firms pursuant to the engagement agreement between the County and the Law Firms provided, however, the Law Firms shall receive no more than that to which they are entitled under their fee contract when considering the amounts paid the Law Firms from the fee fund established in the Settlement Agreements and allocable to the County. The Law Firms may make application for payment from the Attorney Fees Account at any time and the County shall cooperate with the Law Firms in executing any documents necessary for the escrow agent to make payments out of the Attorney Fees Account.

**BE IT FURTHER RESOLVED** that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed, and approved.

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

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman

## WISCONSIN LOCAL GOVERNMENT MEMORANDUM OF UNDERSTANDING

**WHEREAS**, the people of the State of Wisconsin (“State”) and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic, including but not limited to those persons or entities identified as Defendants in the matter captioned *In re: Opioid Litigation*, MDL 2804 pending in the United States District Court for the Northern District of Ohio (“Litigation”);

**WHEREAS**, certain Wisconsin local governments identified on the attached Exhibit A (“Local Governments”), through their counsel, are separately engaged in litigation and settlement discussions seeking to hold the Defendants in the Litigation accountable for the damage caused by their misfeasance, nonfeasance and malfeasance;

**WHEREAS**, the Local Governments share a common desire to abate and alleviate the impacts of the misfeasance, nonfeasance and malfeasance described above throughout the State of Wisconsin and in its local communities;

**WHEREAS**, the settlement discussions with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (“Settling Defendants”) resulted in a tentative agreement as to settlement terms (“Settlement Agreements”) pending agreement from the State of Wisconsin, the Local Governments and other plaintiffs involved in the Litigation;

**WHEREAS**, the Settlement Agreements provide, among other things, for the payment of certain sums to Participating Subdivisions (as defined in the Settlement Agreements) upon the occurrence of certain events detailed in the Settlement Agreements;

**WHEREAS**, while the Local Governments recognize that the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the Opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort; and

**WHEREAS**, the Local Governments intend this Local Government Memorandum of Understanding (“MOU”) to effectuate the terms of the Settlement Agreements and allocate the proceeds of the Settlement Agreements to each of the Local Governments in percentages substantially similar to those identified on the attached Exhibit A.

**NOW, THEREFORE**, the Local Governments enter into this MOU upon the terms described herein.

1. The Local Governments shall in good faith cooperate and negotiate with the State to identify an appropriate escrow agent (“Escrow Agent”) and, thereafter, prepare an Escrow Agreement relating to the receipt and distribution of the proceeds payable to the State and the Local Governments under the Settlement Agreements (“Opioid

Funds”) consistent with the terms of the MOU between the State and the Local Governments and otherwise consistent with this MOU. The Escrow Agreement shall govern the Escrow Agent’s receipt and distribution of all Opioid Funds.

2. The Escrow Agreement shall authorize the escrow agent to establish an account separate and distinct from any account containing funds allocated or allocable to a Local Government which shall be referred to herein as the “Attorney Fees Account.” Pursuant to Wis. Stat. § 165.12(6) a sum up to but in no event exceeding an amount equal to 20% of the total proceeds from the Settlement Agreements attributable to Local Governments shall be deposited into the Attorney Fees Account. If the payments from a single year are not enough to fully fund the Attorney Fees Account as provided herein because such payments are made over time, the Attorney Fees Account shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of each payment. A minimum of 80% of the Settlement proceeds attributable to Local Governments shall be paid to each Local Government’s segregated Opioid Abatement Account, which may be expended only for approved uses for opioid abatement as provided in the Settlement Agreements and supporting Memorandums of Understanding. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs, and disbursements of counsel to a Local Government. The Attorney Fees Account shall be further split and attributed among the Local Governments according to the allocation percentages set forth on Exhibit A and counsel shall make application, and receive payment, only on the allocations within the Attorney Fees Account attributable to its clients. The parties shall cooperate in the appointment of a Special Master in the event of any disputes. Any amounts paid counsel from the national fee fund established in the Settlement Agreements and allocable to the Local Government will be deducted from the Attorneys’ Fees Account so that no counsel to the Local Government may recover more than their fee contract with the Local Government. Any excess amounts remaining in the Attorney Fee Fund after funds have been allocated and paid to counsel shall revert back to the Local Governments and the escrow agent shall allocate such sums to Local Governments based on the allocation set forth on Exhibit A, which assigns each Local Government a percentage share. Counsel may make application for payment from the Attorney Fees Account at any time and the Local Governments shall cooperate with counsel in executing any documents necessary for the escrow agent to make payments out of the Attorney Fees Account.
3. Opioid Funds shall not be considered funds of the Local Government unless and until such time as an allocation is made to the Local Government following funding of the Attorney Fees Account as provided in Paragraphs 2 above.
4. The Escrow Agreement shall allocate Opioid Funds as follows: (i) 30% to the State of Wisconsin (“State Share”); (ii) 56% to Local Governments (“LG Share”); and (iii) 14% to the Attorney Fees Account.
5. The LG Share shall be paid to each Local Government by the Escrow Agent based on the allocation created and agreed to by the Local Governments and attached hereto as Exhibit A, which assigns each Local Government a percentage share of the LG Share.

6. Nothing in this MOU is intended to alter or change any Local Government's right to pursue its own claim. Rather, the intent of this MOU is to provide a mechanism for the receipt and expenditure of Opioid Funds.
7. This MOU may be executed in counterparts. Electronic signatures shall in all respects be considered valid and binding.

**IN WITNESS WHEREOF**, the parties hereby execute this MOU as of the date set forth below.

**ON BEHALF OF THE LOCAL GOVERNMENTS:**

\_\_\_\_\_  
Adams County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Ashland County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Barron County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Bayfield County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Brown County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Buffalo County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Waushara County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Winnebago County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Wood County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

# EXHIBIT A

## Allocation of Proceeds Among the Local Governments

The following chart is agreed upon by and between the Local Governments identified below as representing the allocation of proceeds from the Settlement Agreements following (a) allocation to the Local Governments; and (b) allocation to the Attorney Fee Fund. The Local Governments shall cooperate with one another and the State in the negotiation and execution of an Escrow Agreement to effectuate the terms of the State-Local Government MOU, the Local Government MOU and the allocation set forth below. **The dollar figures below are estimates based upon full participation and qualification under the Settlement Agreements. The figures will be calculated consistent with the Settlement Agreements.**

Estimated Full Participation Total Cash Value to Wisconsin (Big 3 + J&J)	\$ 402,168,925.80
Local Government Percentage	70%
Estimated Amount to Local Government	\$ 281,518,248.06

Local Government Type	Wisconsin Litigating Local Government	Allocation Percentage	Estimated Amount to Litigating LG
County	Adams County	0.327%	\$ 920,857.75
County	Ashland County	0.225%	\$ 632,683.94
County	Barron County	0.478%	\$ 1,344,657.56
County	Bayfield County	0.124%	\$ 348,803.41
County	Brown County	2.900%	\$ 8,164,847.97
County	Buffalo County	0.126%	\$ 354,625.52
County	Burnett County	0.224%	\$ 629,898.53
County	Calumet County	0.386%	\$ 1,085,573.38
County	Chippewa County	0.696%	\$ 1,960,377.77
County	Clark County	0.261%	\$ 735,869.43
County	Columbia County	1.076%	\$ 3,027,919.34
County	Crawford County	0.195%	\$ 549,582.65
County	Dane County	8.248%	\$ 23,220,547.57
County	Dodge County	1.302%	\$ 3,665,587.68
County	Door County	0.282%	\$ 794,488.51
County	Douglas County	0.554%	\$ 1,559,112.49
City	Superior	0.089%	\$ 250,362.65
County	Dunn County	0.442%	\$ 1,245,283.66
County	Eau Claire County	1.177%	\$ 3,314,731.87

County	Florence County	0.053%	\$ 149,825.25
County	Fond Du Lac County	1.196%	\$ 3,367,738.26
County	Forest County	0.127%	\$ 356,238.12
County	Grant County	0.498%	\$ 1,400,826.32
County	Green County	0.466%	\$ 1,313,012.89
County	Green Lake County	0.280%	\$ 788,436.02
County	Iowa County	0.279%	\$ 784,771.02
County	Iron County	0.061%	\$ 172,904.29
County	Jackson County	0.236%	\$ 663,323.35
County	Jefferson County	1.051%	\$ 2,959,875.98
County	Juneau County	0.438%	\$ 1,232,571.35
County	Kenosha County	3.712%	\$ 10,448,562.62
City	Kenosha	0.484%	\$ 1,362,915.84
City	Pleasant Prairie	0.059%	\$ 166,668.88
County	Kewaunee County	0.156%	\$ 439,004.32
County	La Crosse County	1.649%	\$ 4,641,001.59
County	Lafayette County	0.134%	\$ 378,207.19
County	Langlade County	0.312%	\$ 879,642.19
County	Lincoln County	0.350%	\$ 984,084.26
County	Manitowoc County	1.403%	\$ 3,948,777.09
County	Marathon County	1.259%	\$ 3,543,763.04
County	Marinette County	0.503%	\$ 1,416,659.12
City	Marinette	0.032%	\$ 90,081.84
County	Marquette County	0.246%	\$ 693,899.93
County	Menominee County	0.080%	\$ 224,716.94
County	Milwaukee County	25.220%	\$ 71,000,000.00
City	Cudahy	0.087%	\$ 243,615.24
City	Franklin	0.155%	\$ 434,997.99
City	Greenfield	0.163%	\$ 458,534.05
City	Milwaukee	7.815%	\$ 22,000,000.00
City	Oak Creek	0.166%	\$ 466,459.26
City	South Milwaukee	0.096%	\$ 269,776.41
City	Wauwatosa	0.309%	\$ 870,694.67
City	West Allis	0.378%	\$ 1,064,393.09
County	Monroe County	0.655%	\$ 1,844,626.56
County	Oconto County	0.336%	\$ 945,758.82
County	Oneida County	0.526%	\$ 1,481,854.26
County	Outagamie County	1.836%	\$ 5,168,112.55
County	Ozaukee County	1.036%	\$ 2,915,812.19

**Exhibit A – Local Government MOU**

County	Pepin County	0.055%	\$ 155,731.14
County	Pierce County	0.387%	\$ 1,090,097.04
County	Portage County	0.729%	\$ 2,051,646.77
County	Price County	0.149%	\$ 418,982.95
County	Racine County	3.208%	\$ 9,032,259.53
City	Mount Pleasant	0.117%	\$ 328,726.36
City	Sturtevant	0.018%	\$ 51,024.75
City	Union Grove	0.007%	\$ 20,391.93
City	Yorkville Town	0.002%	\$ 5,789.19
County	Richland County	0.218%	\$ 613,039.53
County	Rock County	2.947%	\$ 8,296,997.44
County	Rusk County	0.159%	\$ 446,480.93
County	Sauk County	1.226%	\$ 3,452,494.04
County	Sawyer County	0.258%	\$ 726,277.60
County	Shawano County	0.418%	\$ 1,177,533.50
County	Sheboygan County	1.410%	\$ 3,968,065.47
County	St. Croix County	0.829%	\$ 2,334,940.90
County	Taylor County	0.159%	\$ 446,606.58
County	Trempealeau County	0.320%	\$ 900,061.49
County	Vernon County	0.322%	\$ 907,265.83
County	Vilas County	0.468%	\$ 1,317,892.57
County	Walworth County	1.573%	\$ 4,428,578.12
County	Washburn County	0.185%	\$ 520,869.98
County	Washington County	1.991%	\$ 5,606,362.93
County	Waukesha County	6.035%	\$ 16,990,548.02
County	Waupaca County	0.606%	\$ 1,706,110.45
County	Waushara County	0.231%	\$ 649,836.14
County	Winnebago County	2.176%	\$ 6,126,478.97
County	Wood County	0.842%	\$ 2,369,203.43

**Exhibit A – Local Government MOU**

**WISCONSIN STATE-LOCAL GOVERNMENT MEMORANDUM OF  
UNDERSTANDING**

**WHEREAS**, the State of Wisconsin (“State”), its communities, and their people have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution or dispensing of an opioid analgesic, including but not limited to those persons or entities identified as Defendants in the matter captioned *In re: Opioid Litigation*, MDL 2804 pending in the United States District Court for the Northern District of Ohio (“Litigation”);

**WHEREAS**, certain Wisconsin local governments identified on the attached Exhibit A (“Local Governments”), through their counsel, and the State of Wisconsin, through its Attorney General, are separately engaged in investigations, litigation, and settlement discussions seeking to hold the Defendants in the Litigation accountable for the damage caused by their misfeasance, nonfeasance and malfeasance;

**WHEREAS**, the State of Wisconsin and the Local Governments share a common desire to abate and alleviate the impacts of the misfeasance, nonfeasance and malfeasance described above throughout the State of Wisconsin and in its local communities;

**WHEREAS**, the settlement discussions with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (“Settling Defendants”) resulted in tentative agreements as to settlement terms (“Settlement Agreements”) pending agreement from the State of Wisconsin, the Local Governments and other parties involved in the Litigation;

**WHEREAS**, the Settlement Agreements provide, among other things, for the payment of certain sums to Participating Subdivisions (as defined in the Settlement Agreements) upon the occurrence of certain events detailed in the Settlement Agreements;

**WHEREAS**, while the Local Governments and the State recognize that the sums which may be available from the aforementioned Settlement Agreements will likely be insufficient to fully abate the public health crisis caused by the Opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort;

**WHEREAS**, the State of Wisconsin enacted Wis. Stat. § 165.12 which provides for an allocation of opioid settlement proceeds; and

**WHEREAS**, the State and the Local Governments intend this Memorandum of Understanding (“MOU”) to effectuate the terms of the Settlement Agreements in a manner consistent with Wis. Stat. § 165.12(2).

**NOW, THEREFORE,** the State and the Local Governments, enter into this MOU upon the terms described herein.

**A. Settlement Proceeds**

1. As used in this MOU, the term “Opioid Settlement Proceeds” shall mean all funds allocated by a Settlement Agreement to the State or Local Governments for purposes of opioid remediation activities, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies. “Opioid Settlement Proceeds” do *not* include the “additional restitution,” reimbursement of the United States Government, or separate funds identified in the Settlement Agreements as payment of the Parties’ litigation fees, expenses, and/or costs.
2. The Settlement Administrator shall directly distribute the Opioid Settlement Proceeds to the State and to Local Governments in such proportions and for such uses as set forth in this MOU.
3. Opioid Settlement Proceeds shall be allocated as follows: (i) 30% to the State of Wisconsin (“State Share”); and (ii) 70% to Local Governments (“LG Share”). Opioid Settlement Proceeds shall not be considered funds of the State or any Local Government unless and until such time as each annual distribution is made.
4. 100% of the “Additional Restitution Amount” identified in both Settlement Agreements shall be paid to the State and deposited with the Department of Health Services.
5. Except for Opioid Settlement Funds expended in payment of attorney fees as provided in Wis. Stat. § 165.12(6), all Opioid Settlement Proceeds, regardless of allocation, and the entire “Additional Restitution Amount,” shall, consistent with Wis. Stat. § 165.12(3) and (4), be utilized only for purposes identified as approved uses for abatement in the Settlement Agreements.
6. If any portion of the LG Share is used for the payment of owed attorney fees as authorized under Wis. Stat. § 165.12(6), the Local Governments shall report to the Attorney General and the Joint Committee on Finance the amount of the payment(s) and provide the contract(s) under which the attorney fees are purportedly owed.

Notwithstanding any limitations or characterization of funds herein to the contrary, any payments for attorneys’ fees and expenses may only be paid for out of the owing Local Governments’ share.

7. The LG Share shall be paid to each Local Government by the Settlement Administrator based on the allocation created and agreed to by the Local Governments which assigns

each Local Government a percentage share of the LG Share, less any applicable attorney fees as authorized under Wis. Stat. § 165.12(6) and referenced above.

8. Nothing in this MOU is intended to alter or change any Local Government's right to pursue its own claim. Rather, the intent of this MOU is to provide a mechanism for the receipt and expenditure of Opioid Settlement Proceeds. Notwithstanding the foregoing, only Local Governments who are Participating Subdivisions under the Settlement Agreements, and who agree to the terms of this MOU may directly receive Opioid Settlement Proceeds.
9. Notwithstanding any limitations or characterization of funds herein to the contrary, any payments for attorney's fees and expenses may be applied only to the LG Share or any Local Government share of the LG Share. The State shall have no responsibility for payment of attorneys' fees or litigation expenses.
10. The parties understand that the United States may claim a portion of the Opioid Settlement Proceeds for Medicaid reimbursement. The parties agree that, to the extent a claim for Medicaid reimbursement is made, the parties shall bear the liability for the reimbursement on a pro rata basis based upon the particular claims made by the United States related to the Medicaid reimbursement. The parties agree to meet, confer, and cooperate in good faith concerning the allocation of any such liability.
11. This MOU may be executed in counterparts. Electronic signatures shall in all respects be considered valid and binding.

*[Signatures on Following Page]*

**IN WITNESS WHEREOF**, the parties hereby execute this MOU as of the date set forth below.

**ON BEHALF OF THE STATE OF WISCONSIN:**

\_\_\_\_\_  
Attorney General Josh Kaul

Date: \_\_\_\_\_

**ON BEHALF OF THE LOCAL GOVERNMENTS:**

\_\_\_\_\_  
Adams County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Ashland County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Barron County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Bayfield County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Brown County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Waushara County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Winnebago County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Wood County  
Printed: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**  
Litigating Local Governments

Adams County  
Ashland County  
Barron County  
Bayfield County  
Brown County  
Buffalo County  
Burnett County  
Calumet County  
Chippewa County  
Clark County  
Columbia County  
Crawford County  
Dane County  
Dodge County  
Door County  
Douglas County  
City of Superior  
Dunn County  
Eau Claire County  
Florence County  
Fond Du Lac County  
Forest County  
Grant County  
Green County  
Green Lake County  
Iowa County  
Iron County  
Jackson County  
Jefferson County

Juneau County  
Kenosha County  
City of Kenosha  
Village of Pleasant Prairie  
Kewaunee County  
La Crosse County  
Lafayette County  
Langlade County  
Lincoln County  
Manitowoc County  
Marathon County  
Marinette County  
City of Marinette  
Marquette County  
Menominee County  
Milwaukee County  
City of Cudahy  
City of Franklin  
City of Greenfield  
City of Milwaukee  
City of Oak Creek  
City of South Milwaukee  
City of Wauwatosa  
City of West Allis  
Monroe County  
Oconto County  
Oneida County  
Outagamie County  
Ozaukee County

Pepin County  
Pierce County  
Portage County  
Price County  
Racine County  
Village of Mount Pleasant  
Village of Sturtevant  
Village of Union Grove  
Town of Yorkville  
Richland County  
Rock County  
Rusk County  
Sauk County  
Sawyer County  
Shawano County  
Sheboygan County  
St Croix County  
Taylor County  
Trempealeau County  
Vernon County  
Vilas County  
Walworth County  
Washburn County  
Washington County  
Waukesha County  
Waupaca County  
Waushara County  
Winnebago County  
Wood County

**MINUTES OF THE  
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE**

**DATE:** Thursday, November 4, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Highway Dept.  
555 17<sup>th</sup> Ave North  
Wisconsin Rapids, WI 54495

**ADJOURNMENT TIME:**

**MEMBERS PRESENT:** Chairperson Jake Hahn, Supervisor John Hokamp, Supervisor Dave LaFontaine, Supervisor Lee Thao

**OTHERS PRESENT:** Roland Hawk, Highway Commissioner; Chad Schooley Parks & Forestry Director; Fritz Schubert, Forest Administrator, Sandra Green, Parks & Forestry Office Supervisor; Supervisor Bill Clendenning; Supervisor Dennis Polach; Ryan Haffele, Sandhill Wildlife Area; Kathy Plucinski, Town of Remington; Fritz Schubert, Wood County Forest Administrator; Dan Vollert, future Maintenance Program Supervisor/Parks; Dennis Quinnell, current Construction Supervisor/Parks.

**VIA WEBEX:** Supervisor Al Breu; Mike Wiberg and Jason Sachs from the Aqua Skiers Ski Team; Lance Pliml, Wood County Board Chairman

1. Call meeting to order. Meeting called to order at 9am.
2. Declaration of quorum. Declared.
3. Public comments. B. Clendenning regarding Wood County Rifle Range. A constituent called and is concerned about not having handicap access.
4. Correspondence. R. Hawk met with City of WR. Wood County Hwy. has been getting complaints regarding 8<sup>th</sup> St. and Griffith Ave. The City is going to re-time the signals and reduce it back to two lanes.  
Attended legislative meeting regarding salt brine being used. Wood County is one of the counties with the greatest reduction in cost per lane mile for winter maintenance.
5. Informational discussion with Ryan Haffele, WDNR, regarding future changes at Sandhill Wildlife Area which will discontinue the "Deer Farm" license, which includes killing all the deer inside the fence, and removing the fence to enable free travel of deer/animals in the future. Questions were asked and Ryan provided answers. Ryan stated there are two ways that would allow Sandhill to continue operating as is: DATCP could give an exemption, or it could be done legislatively at the state level. D. LaFontaine asked Ryan to pass onto the legislators to hold public hearings throughout the State and advertise this information so constituents can attend and provide input regarding this decision to close down Sandhill. **Motion to draft a resolution opposing the current proposed changes at Sandhill, by removing the current game farm designation and requirement, and continue current operations, by J. Hahn and second by D. LaFontaine. Motion carried.**
6. Approve minutes from previous committee meetings. **Motion to approve minutes by D. LaFontaine and second by L. Thao. Motion carried.**

7. ATV Trail/Route system update
  - a. Route Updates. Marathon County contacted commissioner Hawk to see what roads would connect if their county opened roads to ATV. Will not open county roads in townships that do not want ATV's on their roads. T. of Marshfield, T. of Milladore and T. Cameron are not open right now. The map will need to be updated as well. Right now, we would have one or two connections into Marathon County. He will keep us posted on updates.
  - b. A list of signs is being put together for future purchase. A few clubs are donating signs to the Highway to install.

## 8. HIGHWAY

- a. Highway staff reports. The two salt sheds are complete. The CTH U extension project from S Biron Dr. to Fox Street (near the sea wall) was submitted for a DOT Grant. The intent is to extend improvements up to the seawall, which is part of the dam where the road narrows. There is only about a foot of clearance between the wall and driving lane and they are looking to increase this. Crushing of recycled asphalt. The Hwy. Dept. will crush about 4,000 tons of asphalt for Marquette County.
- b. Highway revenue report.
- c. Highway vouchers.  
**Motion to approve vouchers and revenue report by D. LaFontaine and second by A. Breu.**
- d. Marshfield shared site. R. Hawk received a draft report and is reviewing it.
- e. Criteria for flashing stop signs. CTH V and U.S. Hwy. 10, west of Marshfield is the location in question.
- f. WCHA January Road School. R. Hawk stated that all committee members are welcome to attend this. It is scheduled for January 17-19, 2022. If interested, get in touch with R. Hawk for a reservation and lodging information.

## 9. PARKS AND FORESTRY

- a. Parks & Forestry staff reports. F. Schubert highlighted the Timber Sale Bid opening on November 10, 2021 held at the Wood County ATV Intensive Use Area at 9:00 am. Questions were asked as to why some of the older contracts on the Forestry Revenue Report have been inactive, and are taking so long to complete, and will they re-start at some point? A lot of the reason for inactive contracts is accessibility due to poor ground conditions (i.e. winter access with frozen ground). Also one contractor has had a very large number of contracts (many remaining require frozen ground access), which he is making efforts to complete. F. Schubert has advocated for these contract extensions which the committee has granted.
- b. Special Use Permits. None.
- c. Recognition of Construction Supervisor Dennis Quinnell's retirement. C. Schooley announced Dennis Quinnell's retirement and recognized all his years of service with Wood County Parks & Forestry. Dennis was hired in 1999 as a maintenance worker at SP. Dennis has been very influential to the department in so many areas such as our campgrounds, beaches, boat landings, shelters, shower and vault toilet buildings, etc.

- d. Aqua Skiers request for Red Sands Beach improvements. Jason Sachs and Mike Wiberg are both present virtually. C. Schooley was approached by the Aqua Skiers as they are in the process of making some big financial decisions such as replacing the floating dock at Lake Wazeecha. This is the one they pull skiers off at the beach and another dock around the bend in that area. Looking for reinforcement from the committee that they are being supported. Between the two docks, they are looking at spending approximately \$70k. They want to make sure they are resistant to vandalism and regular public use. MSC in WI Rapids would be responsible for removing the docks on an annual basis. When removed they would sit on the shoreline. Another option is to keep it in the water, as many docks are built to stay in the water year-round. L. Pliml is 100% in support of the Aqua Skiers investing and working with Wood County to replace these two docks. This has a huge impact to the community and the County appreciates the economic impact this event provides.
- e. Parks & Forestry revenue reports
- f. Parks & Forestry vouchers

**Motion to approve the Parks & Forestry revenue reports and vouchers by D. LaFontaine and second by L. Thao. Motion carried.**

10. Future Agenda Items.

- January Road School (Highway Dept.).
- Intersection for rumble strips (Highway Dept.).
- 2022 HIRC Meeting Dates & Locations.
- Department Head evaluations. (Closed meeting).
- Timber Sale Bid Results and Award Contracts.
- Sandhill Resolution.

11. Set next regular meeting date: December 2, 2021 at 9:00 am at Wood County Highway Department, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495

12. Adjournment. Meeting adjourned at 10:46 am.

**MINUTES  
HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE**

**Date:** November 29, 2021  
**Time:** 9:00 AM  
**Location:** Wood County Highway Dept. Conference Room

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

Also present: Roland Hawk

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

A quorum was declared.

There were no public comments.

Motion by Breu/LaFontaine to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct evaluations of department heads the committee oversees. Roll call vote taken, all ayes, and the motion carried at 9:06 AM.

Motion by LaFontaine/Thao to return to open session. Motion carried at 10:33 AM.

Chair Hahn declared the meeting adjourned at 10:24 AM.

Minutes taken by Chair Jake Hahn and transcribed by Trent Miner, County Clerk. They are in draft form until approved at next meeting.

**MINUTES OF THE  
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE**

**DAY AND DATE:** Thursday, December 3, 2021  
**PLACE:** Highway Department, 555 17<sup>th</sup> Ave N, Wisconsin Rapids, WI 54495  
**MEETING TIME:** 9:00 a.m.  
**ADJOURNMENT TIME:** 10:51 a.m.  
**MEMBERS PRESENT:** Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp

**MEMBERS PRESENT VIA WEBEX:** Supervisor Al Breu

**OTHERS PRESENT:** Roland Hawk, Highway Commissioner; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Supervisor Bill Clendenning, Supervisor Dennis Polach, Rachel Krause, Highway Program Assistant; John Kundinger, Futurewood

**OTHERS PRESENT VIA WEBEX:** Ed Newton, Finance Director; Gavin Hutchinson, DNR

1. Call meeting to order. Meeting called to order at 9:00.
2. Declaration of quorum. Quorum declared.
3. Public comments. None
4. Correspondence. None.
5. Approve minutes from previous committee meetings. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
6. ATV Trail/Route system update
  - a. Route Updates. CTH N from CTH F to CTH S ATV route marking took place with the construction project. The Highway department was awarded a \$20,000 CEED grant for ATV signing and route maintenance. Signs have been ordered and will be billed in 2022. Weather permitting some work may be done in early 2022 otherwise the work will get done in the spring. CEED put together and economic impact study that does not include a total impact.
7. **HIGHWAY**
  - a. Highway staff reports. The existing truck operator position has been filled and he will start on December 13<sup>th</sup>. An operator has retired with December 2<sup>nd</sup> being his last day. This operator position will likely be filled with an existing operator and ultimately the position will trickle down to a truck operator opening. Two qualified applicants from the last group of interviews were placed on an eligibility list for future openings. The patrol truck ordered earlier this year and the salt sheds all came in over budget because of increases in materials. Because of the mild winter earlier in the year and the mild start to this winter the winter maintenance budget is doing well. Instead of carrying over that money into 2023 \$100,000 will be moved to cover these overages. J. Hahn inquired about how COVID is currently affecting the department. R. Hawk reports that at this time no employees are out because of being positive or being a close contact of a positive case.
  - b. Highway revenue report
  - c. Highway vouchers. **Motion to approve by D. LaFontaine, second by A. Breu. Motion carried.**
  - d. January Road School. Dave is interested in going. **J. Hahn made a motion to have a per diem and room costs covered, second by D. LaFontaine. Motion carried.**
  - e. Intersection for safety improvement. The Highway Commissioner along with area law enforcement agencies are working on getting BOTS funding that would focus on reducing the number of crashes due to failure to yield, failure to stop, and inattentive driving. Part of the proposal is to add flashing stop ahead signs in the area of focus. Commissioner Hawk will make the intersection of CTH V and USH 10 an unofficial part of the project in order to have a flashing stop ahead sign installed for CTH V.
  - f. Supervisor's Guide to CDL Post-Accident Drug/Alcohol Testing Requirements. The flow chart that is included in the packet reflects the Federal requirements. **D. LaFontaine made a motion to approve the proposed policy change, second by L. Thao. Motion carried.**

- g. Time off practices. Past practice allowed for five crew members to be off on any given day for vacation or comp time off plus one floating holiday. The shop was included in this number. The shop was allowing someone to be off above and beyond the five. Since HWY started using RTVision, our time keeping program, for time off requests everyone can now see that more than five are being allowed off. The proposed change would allow for five crew off on vacation or comp time plus one floating holiday on any given day, as well as one from the shop for an entire week plus 1 more person off on any given day. This would separate the two groups and allow those wanting an entire week not to be blocked by a person taking a single day off. **Motion to approve by D. LaFontaine, second by A. Breu. Motion carried.** Commissioner Hawk would like to change the current overtime policy to include mandatory overtime for Saturdays. He has spoken with Human Resources and as long as the committee approves it, Department Heads can determine overtime policy. As the current policy reads overtime can only be earned if 40 hours have been worked in the week with the exception of Sundays, which is always overtime. This year Christmas falls on a Saturday and because the Thursday and Friday before are the observed holidays if staff were to be called in to work on Christmas they most likely would not get overtime. Most often Saturdays would be overtime anyway so this would not significantly impact the budget. **Motion by A. Breu to make all weekend hours worked overtime hours, second by J. Hokamp. Motion carries.**
- h. Machinery expenses. The Case loader, used at the Wisconsin Rapids shop for loading salt, has its engine go out. Case was contacted and the replacement engine would \$40K with a six month warranty. The shop superintendent continued to look and was able to fine a remanufactured engine for \$25K with a one year warranty. Truck venders are limiting the number of vehicles any one customer can order. Highways was to purchase two new Mack patrol trucks in 2022. This will now have to be adjusted based on this limitation.
- i. Review and approve Highway Budget Adjustment Resolution. **Motion to approve by D. LaFontaine, second by L. Thao. Motion Carried.**

## 8. PARKS AND FORESTRY

- a. Parks & Forestry staff reports. Director Schooley distributed their annual winter brochures that are fully funded by the sponsors in the brochure. Vender event and basket raffle brought in \$1014 for Powers Bluff Development Project. These funds are placed in a non-lapsing account for future use. Economic Development grant was applied for by the Pittsville Area Business Group, and was granted to place kiosks at North Park and Dexter Park promoting Pittsville businesses. Director Schooley will be working with this group with location and installation.
- b. Special Use permits. **Motion to approve by J. Hahn, second by A. Breu. Motion carried.**
- c. Timber Contract Extensions: #748, #749, #758, #762, #764. F. Schubert included information in committee packet pertaining to the status of each contract and recent activity by Futurewood on the Wood County Forest. All extensions are for Futurewood. All of these areas require frozen ground to operate, as well as other constraints that impact logging chance. **Motion to approve 1 year extension with no increase in stumpage by D. LaFontaine, second by J. Hokamp. Discussion:** John Kunding, representing Futurewood explained that market conditions right now locally are difficult, including relation of prices received at the mills vs. price set at the time(s) of original bids. At this point Futurewood would lose more on cutting the wood than if the County took the performance bond on some contracts. Dave asked Fritz to look in the future of the timber sales. F. Schubert explained difficult markets have forced him and DNR Forest Liaison to currently steer away from limited access forest areas that have a high percentage of aspen and mixed hardwood. Unfortunately this cannot go on long term as a large percentage of Wood County Forest is composed of these species associated with difficult, frozen ground access. If Verso mill remains off-line, and market conditions do not improve, revenues are likely to end up dropping because certain timber sales may not sell. F. Schubert recommends that the extensions be granted to Futurewood one more time and see what the situation is next year. Discussion on contracts, stumpage prices, current policy, etc. followed. Typically the stumpage prices of a contract cannot be changed. The usual way to lower stumpage prices is to rebid the timber sales in question. However there may be options for development of policy pertaining to adjusting prices in extraordinary circumstances. D. LaFontaine would like Fritz to discuss with Corporation Counsel and put this on future agenda for further discussion. **Motion carried.**
- d. Timber Bid Results and Contract Awards. **Motion to approve and award contracts to high bidders by D. LaFontaine, second by J. Hokamp. Motion carried.**
- e. Ronald Jones' county forest land purchase request. Mr. Jones contacted Chairperson Hahn wanting to purchase County Forest land adjacent to his property. Years ago the Town of Dexter abandoned a portion of

Goose Lane, leaving a portion of the County Forest without good access. Mr. Jones ended up acquiring that portion of Goose Lane that was abandoned and claims that people are crossing his private property to get to the county forest. He believes there is a sliver of County Forest Land adjacent to his, that is problematic and he would like to purchase it. **J. Hahn made a motion to have F. Schubert look into the process for selling this land and forward a copy of the Land Transaction Policy to Mr. Jones, second by D. LaFontain. Motion carried.**

- f. Sandhill Wildlife Area resolution opposing DNR future management plans. **Motion to approve by D. LaFontaine, second by J. Hokamp. Motion carried.**
  - g. Resolution authorizing Wood County to complete FEMA BRIC grant application for storm shelter construction at South Park. **Motion to approve by D. LaFontaine, second by A. Breu. Motion approved.**
  - h. Review 2022 CIP approved items. As part of the levy \$40,000 was approved for fleet replacement and \$40,000 for a used dump truck. It is looking to be difficult to find a used dump truck for that amount. Used equipment inventories appear to be quite low, and prices for available equipment quite high. Funds from the non-lapsing fund may need to be transferred to accomplish these purchases if costs exceed budget. Director Schooley will need to move quickly on purchase if something is found.
  - i. Parks & Forestry revenue reports. D. LaFontaine inquired about how much of the forest revenue stays with the department. Director Schooley indicates this is dependent on other revenue sources. D. LaFontaine inquired if a resolution should be drafted to allow the department to retain more of the revenue from timber sales. Director Schooley explained that the department would then require more levy money. In the future the department should ask for economic development money for Powers Bluff Project, or ask for additional funding for capital projects in the budget.
  - j. Parks & Forestry vouchers. **Motion to approve by D. LaFontaine, second by J. Hokamp**
  - k. 2022 HIRC meeting dates.
9. Future Agenda Items. Forestry Timber Sales and the Marshfield shared Hwy Dpt. site. Any other items get a hold of Jake, Roland or Chad.
  10. Attendance at meetings.
  11. Set next regular meeting date: January 6, 2022 at 9:00 am at Wood County Highway Department, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495
  12. Adjournment. **Chairperson Hahn adjourned the meeting at 10:51 a.m.**



# Wood County

## WISCONSIN

OFFICE OF  
HIGHWAY COMMISSION

*Roland Hawk*  
COMMISSIONER

December 2, 2021

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for December 2, 2021 HIRC meeting

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### Department Activities

#### Personnel

The vacant truck operator position was filled and a list of qualified truck operators is available to hire from if vacancies develop. An end loader operator has retired as of December 2 and Commissioner is working through qualified operators on staff to see if there are anyone who wishes to transfer and will ultimately post for a vacancy.

Commissioner and managers updated the Post Accident Drug/Alcohol Testing Requirements to be more consistent with the Federal Motor Carrier Association requirements. Flow chart is attached to the packet for committee approval.

Commissioner has amended the Highway Department's Time-off practice by separating shop and mechanics from the truck & equipment operators who can have a maximum five off any given day. The change allows for the shop to have one person off for the week and one other person per day. The maximum five off will remain the same for the truck and equipment operators. Highway Department limits the number of employees off to ensure there are sufficient employees to perform tasks that require large numbers of workers.

#### Highway/Facility Projects

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.

Commissioner chairs the Wood County Traffic Safety Committee and is working with Law Enforcement from Sheriff's Department, City of Wisconsin Rapids, Grand Rapids, and City of Marshfield on a project to reduce Failure to Stop, Failure to Yield, & Inattentive Driving. The project uses "Predictive Analytics Analysis" to forecast where certain types of crashes occur based on historic data. The project includes the following corridors;

- State Hwy 54 from Portage Co Line through Wis. Rapids to 2<sup>nd</sup> Ave,
- State Hwy 13 from State Hwy 73 in the Town of Saratoga to the intersection of State Hwy 34/66.
- STH 13/Veterans Parkway from Heritage Drive to North City Limits (Marshfield)
- Central Ave from Heritage Dr (Round About) to North City Limits (Marshfield)

WisDOT Bureau of Transportation Safety (BOTS) has awarded Wood County the Predictive Analytics Project along with potential grants. The project is expected to last two years beginning January 1, 2022.

### Highway Maintenance

Construction projects are complete and crews are transitioning to winter maintenance operations, to include installing snow fence, ditching, cutting brush, and crack filling. Crews continue to make repairs to numerous beam guard hits, patching and repairing shoulders on both State & County Highways.

### ATV Plan/Development

Highway was awarded \$20K from the Wood County Economic Development Grant for ATV route maintenance and signing. Crews have ordered new ATV signs and posts to begin installation in early 2022.

### EQUIPMENT

The engine in our CASE loader went bad and the shop worked through the CASE dealer to find a new engine with only a 6 month warranty and would cost us \$40K. They continued to look for a replacement engine and found a remanufactured engine with new parts for \$25K plus shipping and it comes with a one year warranty. The new engine will be installed during the week of November 29 and the loader will be back in service.

Truck vendors are limiting the number of vehicles that any one customer may order in 2022 – 2023 due to supply & demand. Wood County was scheduled to purchase two new Mack patrol trucks in 2022 but has been limited to only buying one.

### WCHA

Wisconsin County Highway Association has scheduled the Winter Road School Conference for January 17 – 19 at the Chula Vista in Wisconsin Dells. Any HIRC committee member is welcome to attend. Please notify the Commissioner to register for the conference.

## Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

### Revenues

Revenues are as anticipated.

We are in the final stages of construction for county-aid projects so the final bridge-aid invoices will be going out and those revenues will increase.

### Expenses

Expenses are as anticipated.

Expenses to bridge-aid projects have predictably gone up as we have transitioned from county construction projects.

### Other

I have created a budget amendment resolution for the HIRC based on the current 2021 budget overages.

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Tuesday, November 30, 2021

		2021			
		Actual	Budget	Variance	Variance %
<b>REVENUES</b>					
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%)
	<b>Total Intergovernmental</b>	<b>2,707,035.01</b>	<b>3,169,425.00</b>	<b>(462,389.99)</b>	<b>(14.59%)</b>
Licenses and Permits					
44101	Utility Permits	31,500.00	16,000.00	15,500.00	96.88%
	<b>Total Licenses and Permits</b>	<b>31,500.00</b>	<b>16,000.00</b>	<b>15,500.00</b>	<b>96.88%</b>
Intergovernmental Charges for Services					
47230	State Charges	1,131,406.04	1,114,354.00	17,052.04	1.53%
47231	State Charges-Highway	204,071.33	579,812.00	(375,740.67)	(64.80%)
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	357,595.69	520,712.00	(163,116.31)	(31.33%)
47330	Local Gov Chgs-Transp	999,136.74	1,151,102.00	(151,965.26)	(13.20%)
47332	Local Gov Chgs-Roads	193,370.11	417,440.00	(224,069.89)	(53.68%)
47333	Local Gov Chgs-Bridges	24,898.06	74,917.00	(50,018.94)	(66.77%)
	<b>Total Charges to Other Governments</b>	<b>2,999,752.46</b>	<b>3,858,337.00</b>	<b>(858,584.54)</b>	<b>(22.25%)</b>
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	2,060,440.75	2,092,213.00	(31,772.25)	(1.52%)
	<b>Total Interdepartmental Charges</b>	<b>2,060,440.75</b>	<b>2,092,213.00</b>	<b>(31,772.25)</b>	<b>(1.52%)</b>
	<b>Total Intergovernmental Charges for Services</b>	<b>5,060,193.21</b>	<b>5,950,550.00</b>	<b>(890,356.79)</b>	<b>(14.96%)</b>
Miscellaneous					
48100	Interest	2,529.50		2,529.50	0.00%
48340	Gain/Loss-Sale of Salvage and Waste	11,125.96	6,700.00	4,425.96	66.06%
	<b>Total Miscellaneous</b>	<b>13,655.46</b>	<b>6,700.00</b>	<b>6,955.46</b>	<b>103.81%</b>
Other Financing Sources					
49110	Proceeds from Long-Term Debt	2,350,000.00	2,350,000.00		0.00%
	<b>Total Other Financing Sources</b>	<b>2,350,000.00</b>	<b>2,350,000.00</b>		<b>0.00%</b>
	<b>TOTAL REVENUES</b>	<b>10,162,383.68</b>	<b>11,492,675.00</b>	<b>(1,330,291.32)</b>	<b>(11.58%)</b>
<b>EXPENDITURES</b>					
Public Works-Highway					
53110	Hwy-Administration	273,921.29	338,277.73	64,356.44	19.02%
53120	Hwy-Engineer	146,470.20	252,201.85	105,731.65	41.92%
53191	Hwy-Other Administration	300,665.23	333,809.28	33,144.05	9.93%
53210	Hwy-Employee Taxes & Benefits	(788,372.93)	1,612,034.11	2,400,407.04	148.91%
53220	Hwy-Field Tools	29,429.14	(832.98)	(30,262.12)	3,632.99%
53230	Hwy-Shop Operations	229,090.13	256,841.04	27,750.91	10.80%
53232	Hwy-Fuel Handling	(19,913.24)	(23,105.00)	(3,191.76)	13.81%
53240	Hwy-Machinery Operations	(853,557.59)	343,319.63	1,196,877.22	348.62%
53260	Hwy-Bituminous Ops	147,526.73	229,437.92	81,911.19	35.70%
53262	Hwy-Bituminous Ops	125,114.17		(125,114.17)	0.00%
53266	Hwy-Bituminous Ops	1,538,650.83	1,874,692.32	336,041.49	17.93%
53270	Hwy-Buildings & Grounds	147,093.14	183,568.29	36,475.15	19.87%
53290	Hwy-Salt Brine Operations	(34,765.02)		34,765.02	0.00%
53291	Hwy-Salt Brine Operations	9,618.71	150.00	(9,468.71)	(6,312.47%)
53281	Hwy-Acquistion of Capital Assets	102,508.47		(102,508.47)	0.00%
53310	Hwy-Maintenance CTHS		21,351.82	21,351.82	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	1,963,751.86	1,887,686.10	(76,065.76)	(4.03%)
53312	Hwy-Snow Remov	497,971.70	890,438.04	392,466.34	44.08%
53313	Hwy-Maintenance Gang	199,042.31	103,303.39	(95,738.92)	(92.68%)
53314	Hwy-Maint Gang-Materials	3,841.40	2,900.00	(941.40)	(32.46%)
53320	Hwy-Maint STHS	1,280,066.85	1,109,246.76	(170,820.09)	(15.40%)
53323	Hwy-Maint STHS PBM	56,417.45		(56,417.45)	0.00%
53330	Hwy-Local Roads	1,127,214.41	1,126,479.33	(735.08)	(0.07%)
53340	Hwy-County-Aid Road Construction	263,641.37	475,418.61	211,777.24	44.55%
53341	Hwy-County-Aid Bridge Construction	110,490.43	129,393.16	18,902.73	14.61%
53490	Hwy-State & Local Other Services	402,709.32	517,068.91	114,359.59	22.12%
	<b>Total Public Works-Highway</b>	<b>7,258,626.36</b>	<b>11,663,680.31</b>	<b>4,405,053.95</b>	<b>37.77%</b>
Capital Outlay					
57310	Highway Capital Projects	2,930,571.16	2,294,738.29	(635,832.87)	(27.71%)
	<b>Total Capital Outlay</b>	<b>2,930,571.16</b>	<b>2,294,738.29</b>	<b>(635,832.87)</b>	<b>(27.71%)</b>

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Tuesday, November 30, 2021

	Actual	2021 Budget	Variance	Variance %
TOTAL EXPENDITURES	10,189,197.52	13,958,418.60	3,769,221.08	27.00%
NET INCOME (LOSS) *	(26,813.84)	(2,465,743.60)	2,438,929.76	(98.91%)



# Parks & Forestry Department Reports

Thursday, December 2, 2021

## Director Report, by Chad Schooley

- Assisting with onboarding and orientation for Dan Vollert, newly promoted Parks Maintenance Program Supervisor.
- Reviewing and updating all FTE job descriptions, as requested by HR.
- Beginning to plan and compile cost estimates for Nepco shelter patio construction. There is a potential donation/grant that would cover most of this project cost in 2022.
- Continue working with RCS and E-Con with compiling estimates for updating the Dexter Dam software program.
- Met with event organizers of a vintage snowmobile show/race, which will be occurring at Kandy Kane Park, Arpin, in February. This will be the first year of the event. The group is interested in possibly having the event at the new Powers Bluff property in future years. This would be a possible fundraiser for park development in future years.
- Assisted staff with developing resolution opposing the DNR's decision to depopulate the deer herd, and remove the perimeter fence, at Sandhill Wildlife Area. This resolution is being co-sponsored by J&L.
- Working with Emergency Management on reapplication of FEMA grant to construct a storm shelter at South Wood County Park, near Red Sands Beach. Application requires a resolution that shows financial commitment from Wood County, if awarded. Wood County would be reimbursed 75% of the cost of construction. The completed resolution will be emailed to HIRC members prior to the meeting, and will be an agenda item to be voted on.
- **Special Use Permits**
  - 1/30/2022 Port Edwards Lions Club Fisheree on Nepco Lake. Event rents the shelter building for 2 days.
  - 2/06/2022 48<sup>th</sup> Annual Pittsville Lions Club Fisheree on Lake Dexter. Event utilizes the shelter building for concession sales. Recommend fee waiver due to Club's past financial and labor support for shelter building remodeling and fish habitat projects in the lake.
  - 2022 Aqua Skiers request for Red Sands Beach area use and closure for ski practices. Schedule is included in the packet.
  - 07/16/2022 – 07/27/2022 Aqua Skiers request for Red Sands Beach Area use for State Waterski Show Tournament.
  - 07/19/2022 – 07/24/2022 Wood County Rescue request for Willow Run Area use during the State Waterski Show Tournament

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

### **Construction Projects**

- The concrete portion of the Dexter wood fence is completed, the rest of the building will be completed in the spring. Looking at quotes for car port designs.
- The lower level remodel of the PB shelter is 95% complete. Just a few add ons and details left. Two L.P. furnaces installed and working.
- 2 Memorial benches placed on concrete slabs at NEPCO and South Park.

### **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.
- Dexter Park is upgrading a couple camp pads.
- Preparing Powers Bluff for winter operations.
- Firewood processing in progress at all parks.

### **Employee Matters**

- Dennis Quinnell retired November 5, 2021. I took over November 8, 2021
- Field employees came into the Courthouse IT room and completed their safety training and insurance enrollment, in early November.
- My former position as Parks Maintenance Worker at North Wood County Park is being filled by Seth Dupee starting November 29 via lateral transfer from Dexter Park. The new Maintenance Worker position will be at Dexter and hopefully filled in early December.

### **Snowmobile/ATV**

- Attended the AWSC Snowmobile Meeting on November 1, 2021 at the Sherryland Ballroom.
- Little Hemlock and Highway H snowmobile bridge projects are to start after the Gun Deer Season. By Highway Department depending on supplies coming in.
- ATV Intensive Use Area on Hwy 54 will be closed for the Gun Deer Season.

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

### **Snowmobile / ATV**

- Attended the AWSC Snowmobile meeting on November 1st in Milladore at the Sherryland Ballroom. Dan Vollert, our new Program Maintenance Supervisor also attended. I introduced him to everyone and explained that I am no longer the Snowmobile Coordinator, however, I would be attending with Dan for a couple of months for training purposes.
- Sent an email to all applicable parties that my duties as the ATV/Snowmobile Coordinator have ended. However, I will be assisting and training Dan Vollert over the next several months so we have a smooth transition.
- Worked with Kurt Byfield on several different bridge agreements & updates.
- Assisted the Sunset Drifters in the process of receiving their GPS's for the snow season.
- Entered Sunset Drifters groomer information into SNARS and worked with Nathan at GTS to have this approved.

## **Office**

- Assisting with training for Dan Vollert, newly promoted Parks Maintenance Program Supervisor.
- Sent out a news release, posted on Facebook and our website information regarding the closing of the ATV Intensive Use Area during the gun deer season.
- Updated website, Travel Wisconsin, Facebook and Instagram with pertinent news.
- Continued working on fee and informational camping and shelter updates for 2022 and/or when our new reservation system goes live.
- Attended and assisted the Forestry Administrator at the Timber Sale Bid opening on November 10<sup>th</sup> at the ATV Area. Put together the final bid results, posted on Facebook, Instagram and our website. Created new Timber Sales contracts & entered information into Timberbase. Notified winning bidders and unsuccessful ones via letter.
- Worked with Bill Isles and IT Dept. regarding Timberbase issues. Ongoing.
- Assisted Sue in updating all of our charge accounts users we utilize.
- Preparing for the 5<sup>th</sup> Powers Bluff Vendor Boutique & Shopping event to be held at Nepco Lake Shelter on November 20<sup>th</sup>. Fielding numerous requests for openings, unfortunately, we are full if only the Nepco Shelter was a bit larger! ☺ Preparing vendor seating charts, putting together raffle baskets, selling raffle tickets, set-up at the shelter and working on November 20<sup>th</sup>.
- Konect Reservation System training to be held on November 29<sup>th</sup>. IT / Chris Markworth will also be attending. We are excited to get started on this journey for an all new system for reserving camping, shelters and purchasing various permits online.
- Prepared the Powers Bluff work calendar for the tubing/ski hill this winter.
- Worked with HR in putting an ad on Cyber Recruiter for First Responders for PB. I reached out to all three of our FR from previous years and they are not interested in returning.
- Scheduled and planned our employee meeting for December 16<sup>th</sup> at the Nepco Lake Shelter. Put together announcement and preliminary agenda.
- Worked with mmlocal on the final revisions of our winter brochure. Still working with IT on ways to solve the problem of too large of documents to email back and forth.
- Attended the Department Head Retreat at Nepco shelter.
- Sent a Campground Host agreement for South Park to an interested party. Our long-time hosts, Chet and Bonnie James, are not returning in 2022.
- Put together 2022 HIRC meeting locations and dates to be approved at 12/2 meeting.
- Coordinated Dennis Quinnell's retirement party which was on November 5<sup>th</sup>.

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

- Timber Sales: Currently 2 active timber sales: scaled wood, job site inspections, routine timber sale administration. Met with logger and railroad representatives to discuss access to a portion of sale#787 across railroad property (Dexterville).
- Conducted timber bid on November 10, 2021. Bid results are included in packet. Worked with office manager on draft contracts for the new sales.
- Met with Oakdale Electric Co-op representative about upcoming powerline improvements and relocation.
- Assisted with development of Sandhill Resolution (included in packet).
- 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.
- Cleaned up public shooting range.

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

# NOVEMBER (October Revenue)

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
741	8-15	THURS LOGGING	26,388.62	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
744	2-16	DELANEY FP	*27,384.5	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/21		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/21		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/21		\$0.00	\$0.00	\$0.00
762	4-17	FUTUREWOOD	14,431.60	11/14/17	12/31/21		\$0.00	\$0.00	\$0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/17	12/31/21		\$10,262.46	\$10,262.46	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/22		\$0.00	\$0.00	\$0.00
777	1-19	KOERNER	38,680.50	03/29/19	04/01/22		\$25,329.60	\$25,329.60	\$0.00
779	8-19	LAMBERT FP	15,255.00	06/10/20	06/01/22		\$0.00	\$0.00	\$0.00
780	2-16	YODER LOGGING	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER LOGGING	9,720.00	07/10/20	06/01/22		\$0.00	\$0.00	\$0.00
783	1-20	KOERNER	116,380.00	06/01/21	12/01/23	\$15,370.30	\$69,758.28	\$38,785.15	-\$30,973.13
784	2-20	LAMBERT FP	12,900.00	06/01/21	12/01/23	\$2,314.97	\$4,177.61	\$2,314.97	-\$1,862.64
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23		\$72,696.76	\$72,696.76	\$0.00
786	5-20	FLINK F.P.	13,126.60	06/01/21	12/01/23	\$4,423.28	\$8,707.36	\$7,982.37	-\$724.99
787	1-21	KOERNER	111,269.60	06/01/21	12/01/23		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$10.00	\$0.00	\$0.00	

Payments Received This Month: \$22,118.55

(33,560.76)

<b>2021 Budgeted Total Revenues</b>		<b>\$350,000</b>	Jobs Finished
<b>2021 Total County Forestry Revenues this month (90%)</b>		<b>\$ 19,906.70</b>	Jobs Started
<b>2021 Total Township Revenues this month (10%):</b>		<b>\$2,211.86</b>	Jobs Continuing/Reactivated
			Jobs Gone Inactive

\*Contract extension w/increase.

**2021 TOTAL NET FORESTRY REVENUE TO DATE: \$ 345,072.66**

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

# DECEMBER (November Revenue)

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
741	8-15	THURS LOGGING	26,388.62	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
744	2-16	DELANEY FP	*27,384.5	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/21		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/21		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/21		\$0.00	\$0.00	\$0.00
762	4-17	FUTUREWOOD	14,431.60	11/14/17	12/31/21		\$0.00	\$0.00	\$0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/17	12/31/21		\$10,262.46	\$10,262.46	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/22		\$0.00	\$0.00	\$0.00
777	1-19	KOERNER	38,680.50	03/29/19	04/01/22	\$5,827.33	\$48,298.12	\$31,156.93	-\$17,141.19
779	8-19	LAMBERT FP	15,255.00	06/10/20	06/01/22		\$0.00	\$0.00	\$0.00
780	2-16	YODER LOGGING	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER LOGGING	9,720.00	07/10/20	06/01/22		\$0.00	\$0.00	\$0.00
783	1-20	KOERNER	116,380.00	06/01/21	12/01/23	\$47,938.86	\$100,853.80	\$86,724.01	-\$14,129.79
784	2-20	LAMBERT FP	12,900.00	06/01/21	12/01/23	\$1,921.41	\$5,559.65	\$4,236.38	-\$1,323.27
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23		\$72,696.76	\$72,696.76	\$0.00
786	5-20	FLINK F.P.	13,126.60	06/01/21	12/01/23	\$2,526.75	\$13,982.01	\$10,509.12	-\$3,472.89
787	1-21	KOERNER	111,269.60	06/01/21	12/01/23	\$0.00	\$31,613.55	\$0.00	-\$31,613.55
755		FIREWOOD				\$40.00	\$0.00	\$0.00	
<b>Payments Received This Month:</b>						<b>\$58,254.35</b>			<b>(67,680.69)</b>

<b>2021 Budgeted Total Revenues</b>		<b>\$350,000</b>	Jobs Finished
<b>2021 Total County Forestry Revenues this month (90%) \$</b>		<b>52,428.92</b>	Jobs Started
<b>2021 Total Township Revenues this month (10%):</b>		<b>\$5,825.44</b>	Jobs Continuing/Reactivated
			Jobs Gone Inactive

\*Contract extension w/increase.

**2021 TOTAL NET FORESTRY REVENUE TO DATE: \$ 397,501.58**

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2021**

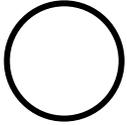
**OCTOBER REVENUE - NOVEMBER HIRC**

BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2021	YTD REVENUE 2020	OCT REV 2021	OCT REV 2020	ACTUAL REV 2020	
\$ 420,000.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$18/\$21/\$23/\$26/\$33	\$395,229.07	\$ 368,057.10	\$13,193.57	\$11,051.13	\$ 379,606.13	
\$ 100,000.00	Camping Self-Registration, All site types	\$18/\$21/\$23/\$26/\$33	\$95,577.65	\$ 123,906.17	\$20,672.99	\$ 14,260.67	\$ 125,846.17	
\$ 45,000.00	Campground Firewood Sales	\$6 per rack	\$39,582.94	\$ 43,458.76	\$4,628.44	\$ 4,478.67	\$ 43,746.76	
\$ 8,000.00	Ice	\$3 (7 lbs.) /\$6 (20 lbs.)	\$9,666.36	\$ 8,287.14	\$68.25	\$ 22.75	\$ 8,287.14	
\$ 1,600.00	Non-Camper Dump Fee	<b>\$12 (2021 Increase)</b>	\$3,898.59	\$ 2,328.21	\$837.91	\$ 517.54	\$ 2,341.21	
\$ 800.00	Camper Storage Fee	\$15/wk - \$60/mo	\$454.98	\$ 590.52	\$213.27	\$ 56.87	\$ 800.52	
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$788.62	\$ 519.19	\$88.15	\$ 135.55	\$ 568.94	
\$ 50,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	\$100/\$150/\$175/\$200/\$225	\$47,312.46	\$ 43,546.82	\$4,786.73	\$ 4,644.55	\$ 47,670.04	
\$ 10,000.00	Shelters - Open (DX, SP, RSBP, White Sands)	\$75/\$125	\$12,630.34	\$ 8,952.52	\$450.24	\$ 94.79	\$ 9,047.31	
\$ 800.00	General Park User Fees (outside of normal shelter fee areas)	\$50 / \$10 per picnic table	\$50.00	\$ 616.11	\$0.00	\$ -	\$ 663.50	
\$ 25,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$10/\$15/\$250/\$450/\$500	\$12,884.84	\$ 31,810.06	\$0.00	\$ -	\$ 31,810.06	
\$ 2,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$15/annual; \$40/family	\$1,854.50	\$ 1,493.84	\$0.00	\$ -	\$ 1,503.32	
\$ 6,500.00	Disc Golf	\$2 / \$4 / \$20 / \$40 (2019 Inc.)	\$5,543.15	\$ 6,419.63	\$349.76	\$ 227.49	\$ 6,449.96	
\$ 2,000.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -	
\$ 25,000.00	Boat Launch	\$20/annual; \$5/daily	\$21,455.96	\$ 24,277.54	\$405.69	\$ 230.33	\$ 24,336.31	
\$ 1,000.00	45123 - Violations (non-tax)	\$50.00	\$300.00	\$ 650.00	\$0.00	\$ 50.00	\$ 700.00	
\$ 20,000.00	Miscellaneous*	<b>Musky Club</b>	\$28,150.34	\$ 61,794.87	\$2,405.00	\$ -	\$ 61,876.50	
\$ 1,500.00	Gift Certificates	Gift Certificates	\$183.45	\$ 966.00	\$0.00	\$ -	\$ 2,144.67	
\$ 720,000.00			\$675,563.25	\$727,674.48	\$48,100.00	\$35,770.34	\$747,398.54	
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.								
\$ 5,000.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$335.00	\$ 26.00	\$30.00	\$ -	\$ -	
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) <b>Monthly totals = NET Revenue</b>	CONTRACTED	\$345,072.66	\$ 173,819.61	\$19,906.70	\$ 45.00	\$ 369,031.14	
\$ 3,000.00	Auctions - Non-Lapsing	WI Surplus	\$6,876.90	\$ 3,932.00	\$1,146.40	\$ -	\$ 6,572.00	
<b>TOTAL REVENUE:</b>			<b>\$1,027,847.81</b>	<b>\$905,452.09</b>	<b>\$69,183.10</b>	<b>\$35,815.34</b>	<b>\$1,123,001.68</b>	

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2021**

**NOVEMBER REVENUE - DECEMBER HIRC**

BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2021	YTD REVENUE 2020	NOV REV 2021	NOV REV 2020	ACTUAL REV 2020	
\$ 420,000.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$18/\$21/\$23/\$26/\$33	\$401,692.02	\$ 373,873.24	\$6,462.95	\$ 5,816.14	\$ 379,606.13	
\$ 100,000.00	Camping Self-Registration, All site types	\$18/\$21/\$23/\$26/\$33	\$99,576.32	\$ 125,846.17	\$1,632.23	\$ 1,940.00	\$ 125,846.17	
\$ 45,000.00	Campground Firewood Sales	\$6 per rack	\$39,666.35	\$ 43,746.76	\$83.41	\$ 288.00	\$ 43,746.76	
\$ 8,000.00	Ice	\$3 (7 lbs.) /\$6 (20 lbs.)	\$9,666.36	\$ 8,287.14	\$0.00	\$ -	\$ 8,287.14	
\$ 1,600.00	Non-Camper Dump Fee	\$12 (2021 Increase)	\$4,012.33	\$ 2,341.21	\$0.00	\$ 13.00	\$ 2,341.21	
\$ 800.00	Camper Storage Fee	\$15/wk - \$60/mo	\$497.63	\$ 800.52	\$42.65	\$ 210.00	\$ 800.52	
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$919.43	\$ 568.94	\$130.81	\$ 49.75	\$ 568.94	
\$ 50,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	\$100/\$150/\$175/\$200/\$225	\$51,909.61	\$ 45,845.39	\$4,597.15	\$ 2,298.57	\$ 47,670.04	
\$ 10,000.00	Shelters - Open (DX, SP, RSBP, White Sands)	\$75/\$125	\$13,597.17	\$ 9,047.31	\$966.83	\$ 94.79	\$ 9,047.31	
\$ 800.00	General Park User Fees (outside of normal shelter fee areas)	\$50 / \$10 per picnic table	\$618.72	\$ 616.11	\$568.72	\$ -	\$ 663.50	
\$ 25,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$10/\$15/\$250/\$450/\$500	\$12,884.84	\$ 31,810.06	\$0.00	\$ -	\$ 31,810.06	
\$ 2,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$15/annual; \$40/family	\$1,859.24	\$ 1,493.84	\$4.74	\$ -	\$ 1,503.32	
\$ 6,500.00	Disc Golf	\$2 / \$4 / \$20 / \$40 (2019 Inc.)	\$5,611.40	\$ 6,449.96	\$68.25	\$ 30.33	\$ 6,449.96	
\$ 2,000.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -	
\$ 25,000.00	Boat Launch	\$20/annual; \$5/daily	\$21,735.58	\$ 24,336.31	\$279.62	\$ 58.77	\$ 24,336.31	
\$ 1,000.00	45123 - Violations (non-tax)	\$50.00	\$300.00	\$ 700.00	\$0.00	\$ 50.00	\$ 700.00	
\$ 20,000.00	Miscellaneous*	Misc.	\$28,150.34	\$ 61,794.87	\$0.00	\$ -	\$ 61,876.50	
\$ 1,500.00	Gift Certificates	Gift Certificates	\$383.45	\$ 1,066.00	\$200.00	\$ 100.00	\$ 2,144.67	
\$ 720,000.00			\$693,080.79	\$738,623.83	\$15,037.36	\$10,949.35	\$747,398.54	
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.								
\$ 5,000.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$1,014.00	\$ 26.00	\$679.00	\$ -	\$ -	
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) <b>Monthly totals = NET Revenue</b>	CONTRACTED	\$397,501.58	\$ 312,758.31	\$52,428.92	\$ 138,938.70	\$ 369,031.14	
\$ 3,000.00	Auctions - Non-Lapsing	WI Surplus	\$6,876.90	\$ 6,572.00	\$0.00	\$ 2,640.00	\$ 6,572.00	
<b>TOTAL REVENUE:</b>			<b>\$1,098,473.27</b>	<b>\$1,057,980.14</b>	<b>\$68,145.28</b>	<b>\$152,528.05</b>	<b>\$1,123,001.68</b>	



jbp

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

INTENT & SYNOPSIS: To amend the 2021 budget of various Highway functions listed below for additional expenditures of \$447,487 not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County.

Source of Money: Available appropriations in revenues in excess of budget of \$407,365 and functions under budget of \$40,122.

The adjustment to the budget is as follows:

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E.			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	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			

Account	Account Name	Debit	Credit
1670-47230	State Charges	113,924	
1670-47233	State Charges – PBM	56,417	
1616-43531	State Aid – Transportation	237,024	
1640-53312	Snow Removal	8,941	
1627-53290	Salt Brine Operations	31,181	
1620-53220	Field Tools		31,181
1613-53262	Bituminous Ops – Crushing		125,114
1641-53291	Salt Brine Ops – Maint.		8,941
1616-53311	Maint. Patrol Sections		21,210
1617-53313	Maint. GANG		89,759
1618-53314	Maint GANG Materials		941
1670-53320	Maint State		113,924
1670-53323	Maint State PBM		56,417

WHEREAS, final funding of expenditures for field tools, bituminous operations-crushing, salt brine operations, highway maintenance-patrol sections, highway maintenance-gang, highway maintenance-gang materials, highway state roads, and highway state roads-PBM are able to be funded by higher than anticipated revenues, as well as functions under budget, and

WHEREAS, Rule 26 of the Wood County Board of Supervisors states than “an amendment to the budget is required any time the actual costs will exceed the budget at the function level,” and

THEREFORE, BE IT RESOLVED, to amend the Wood County Highway budget for 2021 by appropriating unanticipated revenues of \$407,365 and functions under budget funds of \$40,122, and

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

( )

JAKE HAHN (Chair)

AL BREU

JOHN HOKAMP

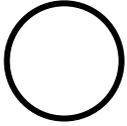
DAVE LAFONTAINE

LEE THAO

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Highway Infrastructure & Recreation

ITEM# 6-2
DATE December 21, 2021
Effective Date Upon passage of publication

Committee

SMG

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

INTENT & SYNOPSIS: To become eligible for the Building Resilient Infrastructure and Communities (BRIC) grant, administered through the Federal Emergency Management Agency (FEMA). Grant application would be for the construction of a storm shelter at South Wood County Park, in the Red Sands Beach Area.

FISCAL NOTE: Construction cost estimates are \$715,500.00

75% BRIC Grant cost share: \$536,625.00

25% Wood County cost share: \$178,875.00

SOURCE OF MONEY: 75% to be funded by BRIC Grant. 25% funded by Wood County. Project may be eligible for American Rescue Plan Act (ARPA) funds. If not eligible, funds are available in the Parks and Forestry Capital Projects Account 245-2107-56913.

WHEREAS, South Wood County has seen multiple severe weather events over the past 15 years, which have resulted in major damage, and,

WHEREAS, the Red Sands Beach Area, within South Wood County Park, has sustained major wind damage during these storms, and,

WHEREAS, the Red Sands Beach area hosts multiple large community events each year from May to November, and is in close proximity to the campground area, and,

WHEREAS, this storm shelter would provide an additional safe area for community event participants, spectators, and campers.

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors commits to funding the 25% cost share portion, required by the BRIC grant, for the construction of a storm shelter at South Wood County Park.

BE IT FURTHER RESOLVED, that the Wood County Parks and Forestry Department, and Emergency Management Department, be authorized to sign necessary grant application documents, and project agreements, to develop and maintain this facility.

( )

Jake Hahn (Chairman)

Lee Thao

David LaFontaine

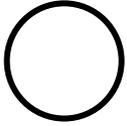
John Hokamp

Al Breu (Vice Chair)

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

County Clerk

County Board Chairman



SMG

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

**INTENT & SYNOPSIS:** To oppose the Wisconsin Department of Natural Resource’s decision to depopulate the deer herd within the Sandhill Wildlife Area, and the subsequent partial, or full, removal of the existing perimeter fence.

**FISCAL NOTE:** No cost to Wood County.

**WHEREAS,** since 2003, Sandhill Wildlife Area has operated under a game farm license in accordance with state statute, and regulated by the Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP). Following the terms of this license, the DNR has maintained a perimeter fence around the property, creating unique recreational opportunities for the public, and,

**WHEREAS,** while chronic wasting disease (CWD) has not yet been found in any deer within Sandhill Wildlife Area, it has been found in Wood County deer. If the disease were to be found on the property, Sandhill would be required by state statute to implement a biosecurity plan that would negatively affect public use and management of the property, and,

**WHEREAS,** the DNR has elected to relinquish its game farm license and decommission the game farm. This includes depopulating the deer herd within the existing fence and then removing partially, or in full, the existing fence, and,

**WHEREAS,** in order to continue the long history of providing these unique recreational opportunities to the public, as well as providing a unique habitat for plant and animal scientific studies, the Wood County Board of Supervisors opposes the decommissioning of the property, and mandated depopulation of the deer herd and partial, or full, removal of the

		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			

existing fence.

**THEREFORE BE IT RESOLVED,** the Wood County Board of Supervisors requests the Department of Agriculture, Trade, and Consumer Protection (DATCP) allow an exemption to the Sandhill Wildlife Area; to allow the WIDNR to manage this property without requirement of a game farm license designation, and the regulations that are required by this license.

**BE IT FURTHER RESOLVED,** the Wood County Board of Supervisors requests the State Legislature to change current state statute, which regulates game farm licensing, to allow for the removal of the Sandhill Wildlife Area from game farm licensing requirements.

**BE IT FURTHER RESOLVED,** the Wood County Board of Supervisors requests the WIDNR continue current management of the Sandhill Wildlife Area to ensure future generations will have the opportunity to enjoy the unique experiences provided at this property.

**BE IT FURTHER RESOLVED,** that a copy of this resolution be forwarded by the County Clerk to the Secretary of the Wisconsin Department of Natural Resources, the Secretary of the Wisconsin Department of Agriculture, Trade, and Consumer Protection, and the State Senators and State Representatives representing Wood County.

( )

\_\_\_\_\_  
Jake Hahn (Chairman)

\_\_\_\_\_  
Bill Clendenning (Chairman)

\_\_\_\_\_  
Al Breu (Vice Chair)

\_\_\_\_\_  
Bill Leichtnam (Vice Chair)

\_\_\_\_\_  
David LaFontaine

\_\_\_\_\_  
Ken Curry

\_\_\_\_\_  
John Hokamp

\_\_\_\_\_  
Ed Wagner

\_\_\_\_\_  
Lee Thao

\_\_\_\_\_  
Joseph H. Zurfluh

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 21 .

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman

## PROPERTY & INFORMATION TECHNOLOGY COMMITTEE MINUTES

DATE: Tuesday, November 9, 2021  
TIME: 9:15 AM  
LOCATION: Courthouse – County Board Room

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

Members Excused: Laura Valenstein

Others Present: Trent Miner, County Clerk; Reuben Van Tassel, Facilities Manager;  
Various other County Board Supervisors & Dept. Heads.

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

There was no public comment.

A resolution was presented authorizing the ability to negotiate for real property that would be beneficial to the jail project. This resolution only authorizes the negotiation and does not commit the county to any purchase of said property. Discussion ensued.

Motion by Hamilton/Polach to approve the resolution and forward to county board for their consideration. Motion carried 3-1. Voting no was Winch.

Chair Breu declared the meeting adjourned at 9:18 AM.

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

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, December 6, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Bill Winch, Brad Hamilton  
**EXCUSED:** Laura Valenstein

**OTHERS PRESENT** (for part or all of the meeting): Ed Newton (via WebEx), **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 (Polach/Hamilton) 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 (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.**

(b) Information Technology Director, Kaup shared several projects that her department has been working on as indicated in her Monthly Letter of Comments. Discussion ensued.

5. (a) Supervisors Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

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

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on as indicated in his Monthly Letter of Comments. Discussion ensued.

6. Van Tassel indicated the tentative start date for the Courthouse elevator upgrade is December, 27<sup>th</sup>, 2021. Emails have been sent to affected departments as well as numerous County staff. Wisconsin Rapids City Council chambers has been reserved starting in January for County Board meetings.
7. Van Tassel shared updated information regarding the Jail project. There are three phases and phase one; the schematic phase, has just been completed. Discussion ensued.
8. Agenda items for the next meeting:
  - Jail Project Update
  - Courthouse Elevator Status
  - Twelfth Street property update

9. The next Committee meeting will be Monday, January 3, 2021 at 9:00 a.m.

**10. Motion (Hamilton/Winch) to go into closed session pursuant to Wis. Stat. s. 19.85(1)© to conduct performance reviews of department heads.**

**Roll call vote: Al Breu: Yes; Brad Hamilton: Yes; Dennis Poloch: Yes; Bill Winch: Yes.  
Motion carried**

**11. Motion (Hamilton/Polach) to return to open session at 11:51 a.m. Motion carried unanimously.**

12. Chair Breu declared the meeting adjourned at 11:52 a.m.

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





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### November 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. Completed migration to the new Citrix environment. 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 and allows Server Operating Systems to be updated to current versions. This migration involved moving approximately 25 applications and has around 100 internal and external users connect at any given time. This project was incredibly successful and was completed November 16th. The old environment has been decommissioned. The new environment is expected to provide 8 years of support before an update is necessary.
3. Finalizing migration to the new Mobile Device Management (MDM) platform. Worked with Department Managers to identify staff that should have permission to County systems from mobile devices. The old MDM environment was disabled on November 30<sup>th</sup> except for staff identified by management as needing remote access.
4. Worked on upgrading the Dispatch Medical Question Software (ProQA) and licensing system for the new 2022 year.
5. Deployed new CAD Mapping data to Dispatchers to test before rolling out to all law enforcement users.
6. Due to current SPAM email filter end of life on 11/30/2021, a new appliance has been configured and was put into production on November 20<sup>th</sup>. This appliance attempts virus removal, filters SPAM and phishing email before reaching individual mailboxes and allows for encryption for departments sending protected information.
7. Completed process to upgrade the Sheriff's Department Citation System (TraCS) to the latest version.
8. Continued working with Konect Parks to implement a new Park Reservations system. Training of staff and system setup began in late November. Transition activities will continue through the 2022 camping season.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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9. Planning and configuration to move the final three departments to DUO, Two Factor Authentication, continues. Once Duo is implemented in these departments, two factor will be used Countywide to provide additional security of the County network and resources. This project should be completed by end of this year.
10. 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 its server. New gate level hardware will be added at the Dexter site.
11. 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, and all related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
12. 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.
13. Support for GCS property tax systems is ongoing. Server and software preparation for the 2021 property tax bill generation is complete. New software update procedures include escorted vendor upgrade sessions as new servers are protected by DUO, dual authentication, and Sophos virus/malware. A second demo to further discuss the replacement property tax software will be scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
14. Development for adding new well water permits into the Planning & Zoning Department system continues.
15. Register of Deeds vendor access utilizing the new Citrix environment was tested and successful.
16. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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17. 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.
  18. 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.
  19. The TimeStar, electronic time card and time tracking software is under new ownership. IT, HR and Finance staff attended a demo with the new vendor 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 preparations for COLA, work with a new support procedure 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.
  20. Legacy data migration from TCM to SmartCare continues.
  21. 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.
  22. For the month of October, 516 helpdesk requests were created, with staff completing 526 tickets and leaving 141 open requests. These numbers represent service requests from departments throughout the County. There are currently 296 project requests from departments.
  23. 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.
  24. Due to substantial delays in receiving hardware, the first PC replacement order for 2022 has been placed.
  25. 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 drive.
  26. A new network analyst position was approved in the 2022 budget. Recruitment for this position has begun.



# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

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### Letter of Comments November 2021

#### Ongoing Projects and Planning

**Jail** – The schematic design phase for the new facility is nearly complete; the next phase of design includes further development of facility and site details that are important for the day-to-day as well as long-term functionality and efficiency of the new building and our entire Courthouse/Jail location.

The City of Wisconsin Rapids Common Council, Planning Commission, and Public Works Committee all recommended and approved the discontinuance of Avon Street, between Market Street and 5<sup>th</sup> Street, which is necessary for the new Jail project. We will continue working with the City on project details related to downtown zoning ordinance.

**Courthouse** – The Clerk of Courts project is currently out to bid; contracts are scheduled to be awarded before the New Year, with construction beginning early in January.

Our elevator upgrade is tentatively scheduled to begin the last week of December; the contractor will provide more definitive information in the coming weeks.

**River Block** – Window replacement is nearly complete. The second and third floor windows along Jackson Street are the last remaining original windows and should be completed in the first or second week of December.

#### Miscellaneous

Attended PIT, Operations, County Board, Jail Construction AdHoc, HHS, WR Council, and numerous project meetings.

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
October 20, 2021

**DRAFT**  
Subject to  
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Craig Broeren, Eric Montag, Scott Kellogg, William Clendenning, Karen Schill, Kim Heniadis, and Susan Feith.

Absent: Doug Machon and Ryan Austin

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owners Rep. Grant Diagle

Ms. Galvan established that this was an open meeting and appropriate public notice was given.

CORRESPONDENCE: A letter of resignation was received from Anne Zacher on September 16, 2021.

MINUTES: **A motion to approve the Minutes of the September 15, 2021 Library Board meeting was made by Mr. Kellogg, second by Mr. Clendenning. Motion carried.**

TREASURER'S REPORT: Ms. Feith reviewed the bills and all are in order. The financial reports for October 2021 were presented. **A motion to pay the Operating and Endowment Fund bills and file the financial reports was made by Ms. Feith, second by Mr. Montag. Motion carried.**

LEARNING FUTURES PROJECT Mr. Diagle noted that the project is on schedule. The meeting to review the punch list will happen in a couple weeks. There are three pending change orders, lighting for ramp, grill in kitchenette, and theater flooring. All have been approved by Mr. Diagle. **A motion to approve the change from epoxy flooring to carpet in the theater with a fully compliant hearing loop system was made by Mr. Clendenning, second by Ms. Feith. Motion carried.**

DIRECTOR'S REPORT:

Library Use and Events –The Central Wisconsin Book Festival was a cooperative venture of Marathon County PL, Portage County PL and McMillan for the first time. Our events took place on September 18 at Robinson Park, but the full schedule is at <https://mcpl.us/cwbf/schedule>. South Central held their annual awards meeting at Bullseye on September 20, honoring all library staff for their service during the past two years. We held an Anime Night on October 2. We continue to have Family Fun crafts, outdoor storytimes, Teen Garden Club, Write Night and other programs despite the lack of programming space.

Building & Grounds – The skylight has been repaired. The hallway lights and ceilings are in process.

Budget – The budget has been submitted to the City. Library staff met with the Mayor and Finance Director concerning the budget.

Learning Future Update – Supply chain issues are causing delays. The APR should be ready in early November, as will most of the Adult Room. The epoxy floor of the makerspace and the two sliding glass doors will not be finished until mid/late December. The theater won't be ready until the seats are installed in mid-January. We are working through the audio loop and split sound system for the theater. The punch list has been tentatively moved to November 2. We are still planning to start moving books back in early November.

COMMITTEE REPORTS: Mr. Montag reported on the Donations Ad Hoc Committee meeting on September 27, 2021. The committee met with Mr. Huebner from Solarus who provided clarification of their donation and answered the Committees questions. Mr. Huebner will follow up with an updated letter. **Ms. Feith moved to have Ms. Galvan contact Nick Flanagan to review the Solarus Commitment and present a contract, second by Mr. Montag. Motion carried.**

Mr. Montag reported on the Services Committee meeting held on October 12, 2021. The Meeting Room Use Policy was reviewed. Mr. Montag will take input from the committee and revise the policy. The revision will be sent to Mr. Ibach at SCLS for review and brought back to the Board.

Mr. Kellogg reported on the Building and Grounds Committee meeting held on October 13, 2021. HVAC, air quality, and other building related projects were discussed.

OLD BUSINESS: Ms. Feith noted that meetings of the personnel and finance committees should be called.

NEW BUSINESS: Ms. Feith will contact Jon Clark to present a report on the Library's Endowment Fund at the November Board meeting.

Ms. Galvan noted she would like to see the statistics report, with additional program information, added to the Board packet after the Library is fully open again.

**A motion to adjourn was made by Ms. Schill, second by Mr. Montag. Motion carried and the meeting adjourned at 6:09 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on November 17, 2021 at 5:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
November 17, 2021

**DRAFT**  
Subject to  
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m. Ms. Galvan established that this was a public meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Kim Heniadis, Susan Feith, Craig Broeren, Eric Montag, Scott Kellogg, William Clendenning, Ryan Austin, and Karen Schill.

Absent: Doug Machon

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owners Representative Grant Diagle and Jon Clark from WoodTrust Bank.

CORRESPONDENCE: There were no items of correspondence.

Mr. Clark opened the meeting with a presentation on the Endowment Fund and WoodTrust's Management of the Fund. Discussion followed.

LEARNING FUTURES PROJECT: Mr. Diagle presented an update of the Learning Futures project. Outstanding projects, change orders and contingency were discussed. Mr. Barnett noted that the Building Inspector has cleared the All Purpose Room and parts of the Adult Room for occupancy.

MINUTES: **A motion to approve the Minutes of the October 20, 2021 Library Board meeting was made by Mr. Broeren, second by Mr. Austin as amended. Correction requested that Mr. Flanagan, Attorney be noted. Motion carried.**

TREASURER'S REPORT: Ms. Feith reviewed the bills, all are in order. The financial reports for October 2021 were presented.

**A motion to pay the Operating and Endowment Fund bills and file the reports was made by Mr. Clendenning, second by Mr. Montag. Motion carried. Mr. Austin noted there was a referral to the Property and Finance Committee at the council meeting to reduce the Library budget by \$150,000.**

DIRECTOR'S REPORT:

Library Use and Events – We participated in Science by the River, showing the science of bubbles. We hosted a Halloween storywalk and a graveyard walk. We have a horse care program schedule for 11/13 with the folks from Jeremiah's Crossing. Ongoing programs include Family Fun Kits, Fiber Arts Makers, Rice Around the World Kits, Write nights and Teen Book Club. On 11/24, we will be hosting the after parade Visit with Santa as part of the Chamber's Rekindle the Spirit. It will be our first public event in the APR since March 2020.

Building & Grounds – The Learning Futures project revealed some items that needed attention. We are planning to fully flush the water in the HVAC system and update our chemical system. Some twenty year old smoke detectors were failing and are being replaced. Dying ash trees are being removed. Their replacement should be part of a larger landscape plan.

Budget – Through the ARPA program, we have applied for replacement of a self-check as part of the SCLS application. We are also involved in a book-bike grant with twelve other libraries. The City met to consider the budget on November 16. The County approved their budget, including the requested reimbursement for libraries, on November 9.

Learning Future Update – The following items are pending:

- Overhead door in APR. Installed. We can use the APR for events and meetings. AV for the room is still being installed.
- Audio loop. Late November. Must be done before theater carpeting.
- Final glass installation. Underway. As long as we tape this and the makerspace off, we can move shelving back into the space and make it available to the public.
- Stage and backstage flooring. 12/1
- Theater carpet. Early December to coincide with other flooring work.
- Makerspace epoxy floor. 12/7 with 3-4 days curing time.
- Sliding doors for Meeting Room and Makerspace. Delivery on 12/17.
- Theater seating. Late January 2022.
- Furniture delivery is ongoing. Some has already arrived, but some will not be here until 2022.

Grand opening. We are having a soft opening, since books will start being moved back in early December. An event and ribbon cutting should be planned for March or April. Ms. Galvan asked for discussion on Surplus Property at the Library.

#### COMMITTEE REPORTS:

Mr. Montag reported on the Service Committee meeting on November 9, 2021. The Meeting Room and Study Room policy was reviewed and sent to Attorney Nick Flanagan. Other policies will be reviewed at future meetings.

Mr. Austin reported on the Building and Grounds Committee meeting on November 10, 2021. Mr. Diagle updated the committee on the project status and recommended the release of 50% of the retainage to J.R. Findorff & Son, Inc.

OLD BUSINESS: There were no items of old business.

NEW BUSINESS: Ms. Kellogg noted that the Personnel Committee will be meeting on December 1, 2021. Any topics for discussion should be forwarded to Ms. Steiner to review for discussion at future meetings.

The Board discussed the handling of Surplus Property.

Ms. Galvan noted that Attorney Flanagan is working on the Solarus donation and contract.

**A motion to adjourn was made by Mr. Clendenning, second by Ms. Schill. Motion carried and the meeting adjourned at 6:50 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on December 15, 2021 at 5:00 p.m.

Respectfully submitted, Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Building and Grounds Committee  
October 13, 2021

**DRAFT**  
Subject to  
Approval

Chairperson Machon called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Douglas Machon, Andrea Galvan, Eric Montag, William Clendenning, Ryan Austin, Scott Kellogg, and Susan Feith.

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owner's Representative Grant Diagle and Eric Blowers from Engberg Anderson.

Mr. Machon established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

A motion to approve the Minutes of the September 9, 2021 Building and Grounds committee and the Joint Building and Grounds/Finance committee Minutes on September 9, 2021 was made by Mr. Kellogg, second by Mr. Broeren. Motion carried.

Mr. Daigle discussed change orders adding a light in an art display area, cost \$792.00 and to replace a grill in in kitchen area, \$799.00 which were approved. The hearing loop in the theater and changes to flooring in the theater were discussed. Further discussion will take place and a change order will be presented when costs are available.

Skylight repairs have been made.

Mr. Barnett presented a report on Building and Grounds-Ongoing and Proposed Projects. Discussion followed.

**Chairperson Machon declared the meeting adjourned at 5:20 p.m.**

The next meeting of the Building and Grounds Committee will be held on November 10, 2021 at 5:00 pm.

Respectfully submitted,  
Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Services Committee  
October 12, 2021

**DRAFT**  
Subject to  
Approval

Chairperson Montag called the meeting of the McMillan Memorial Library Services Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Eric Montag, Andrea Galvan, Kim Heniadis, Douglas Machon, Karen Schill and William Clendenning.

Administration: Andrew Barnett and Vicki Steiner

Mr. Montag established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

Approval of Minutes of the September 14, 2021 meeting was made by Ms. Schill, second by Mr. Machon. Motion carried.

Mr. Montag opened discussion on the Meeting Room Use Policy revisions. Discussion followed. Mr. Montag will update the policy revision and send out a draft for the committee to discuss at the next meeting.

Staff evaluation of Plan of Service is tabled until a future meeting

**A motion to adjourn was made by Mr. Machon, second by Ms. Schill. Motion carried and the meeting adjourned at 6:32 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary

**MINUTES**  
McMillan Memorial Library  
Services Committee  
November 9, 2021

**DRAFT**  
Subject to  
Approval

Chairperson Montag called the meeting of the McMillan Memorial Library Services Committee to order at 5:00 p.m.

Mr. Montag established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Committee Members Present: Eric Montag, Kim Heniadis, Karen Schill, Andrea Galvan, and Doug Machon.

Other Board Members Present: Susan Feith and Scott Kellogg

Administration: Andrew Barnett and Vicki Steiner

**A motion to approve the Minutes of the October 12, 2021 meeting was made by Ms. Schill, second by Ms. Heniadis. Motion carried.**

Mr. Montag opened discussion of the draft policy for Meeting and Study Room Use. Discussion followed.

**A motion to remove “Prorated” from the draft policy by Ms. Heniadis, second by Mr. Montag from 1.9. Motion carried.**

By consensus the committee agreed that waiving fees will be handled by the Library administration.

Section 2 – Meeting Rooms

The Training room name changed to Meeting Room. Requiring meetings be open to the public was discussed.

2.1.1. Meeting Rooms need to be reserved

2.1.3. Room requests that require equipment and room set up require a reservation 72 hours in advance.

Section 3. Study Rooms

3.1.1. Reservations changed to may be made up to two weeks in advance.

Approved study room use for two hours per day and three days in a single week.

3.1.2. 12 years old changed to 14 years. Strike second line on an adult being present in the room.

Section 4. Co-Working

This section is removed at this time and will be discussed separately.

**A motion to edit the policy and send it to Mr. Flanagan for review was made by Ms. Heniadis, second by Mr. Kellogg. Motion carried.**

Next Agenda to include the Plan of Service and an update on the Makerspace.

**A motion to adjourn was made by Mr. Kellogg, second by Ms. Heniadis. Motion carried and the meeting adjourned at 6:19 p.m.**

The next meeting of the Services Committee will be held on December 14, 2021 at 5:00 pm.

Respectfully submitted,  
Vicki Steiner, Secretary

**South Central Library System Board of Trustees Minutes**  
**11/19/2021, 12:15 p.m.**  
**Chester Room**  
**4610 S. Biltmore Lane, Suite 101, Madison, WI 53718**  
**Meeting held remotely via BlueJeans & in person**

**Action Items:**

**Approved Updated Employee policies: Sick Time, End of Employment, Bereavement leave, Severe Weather, Working Remotely**

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

**Absent: N. Brien, S. Feith**

**Recorder: H. Moe**

**SCLS Staff Present: M. Van Pelt, K. Goeden, Corey Baumann**

**Call to Order: 12:15 p.m. J. Healy-Plotkin, President**

- a. Introduction of guests/visitors: Shannon Schultz, DPI
- b. Changes/additions to the agenda: Add Personnel report to committee reports.
- c. Requests to address the Board: None

**Approval of previous meeting minutes: 10/28/2021**

- a. Motion: K. Williams moved approval of the 10/28/2021 minutes. T. Walske seconded.
- b. Changes or corrections:
- c. Vote: Motion carried.

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

**Bills for Payments:** The payment amount is \$247,739.84

- a. Motion: K. Williams moved approval of the bills for payment. M. Nelson seconded.
- b. Discussion: None.
- c. Vote: Motion carried.

**Presentation 1: Shannon Schultz, Public Library Administration Consultant, Wisconsin Department of Public Instruction – Role of Trustees**

You may view her Power Point presentation in the documents online. *Trustee Liability*

Systems in Wisconsin are truly unique and very autonomous. Wisconsin is the only state with this set up. They are “rainbow unicorns”. The statutes are enabling but not prescriptive.

Questions:

Has DPI come across scenarios in Wisconsin where interaction is required with a board or a board member that is not acting appropriately?

Not at a system level, but compliance issues have occurred with local libraries, for instance a director that has not completed the required certification. System Directors meetings are occurring weekly to help engage the directors and share questions and concerns.

It was requested that an explanation of Chapter 43 as “enabling and not prescriptive” be expanded upon. Chapter 43 provides the guiderails, but not how to drive. It doesn’t provide details or step by step instructions but more how to go about doing things without specific details. Chapter 43 has no sense of flow so it can be vague and confusing for boards due to the lack of clear cut answers.

SCLS has insurance for our board, director and Finance Coordinator. Is that necessary?  
DPI has never experienced a need for the insurance. The statute provides the protection. It is uncommon for a public library to be sued for a willful act. The board as a whole takes action, not an individual trustee.

### **Committee Reports**

- a. Advocacy: Trustees are library advocates. What have you done in the last month to promote libraries?
- b. Bylaws: Will meet following this meeting.
- c. Nomination: The slate of officers will be presented to the board at the December meeting and will vote for the following in January: G. Poulson- President; S. Elwell- V. President; M. Nelson- Secretary; N. Foth- Treasurer.
- d. Personnel: M. Nelson noted the committee conducted the 2021 performance review and goals for the System Director. The committee approved the 2022 System Director goals and also reviewed the 5 personnel policies and as a committee recommended the changes as proposed to the updated employee policies.

### **Action Items**

- a. Approve updated employee policies
  - i. Sick Time
    - a. Motion: M. Nelson moved approval of the sick time policy change. S. Elwell seconded.
    - b. Discussion: None
    - c. Vote: Motion carried.
  - ii. End of Employment
    - a. Motion: J. Honl moved approval of the end of employment policy change. M. Furgal seconded.
    - b. Discussion: None
    - c. Vote: Motion carried.
  - iii. Bereavement Leave
    - a. Motion: N. Foth moved approval of the bereavement leave policy change. P. Cox seconded.
    - b. Discussion: None
    - c. Vote: Motion carried.
  - iv. Severe weather
    - a. Motion: G. Poulson moved approval of the severe weather policy change. N. Long seconded.
    - b. Discussion: None
    - c. Vote: Motion carried.
  - v. Working Remotely
    - a. Motion: P. Cox moved approval of the working remotely policy. M. Nelson seconded.
    - b. Discussion: None
    - c. Vote: Motion carried.

**SCLS Foundation Report:** M. Van Pelt noted the committee met 10/28/2021.

**System Director's Report:** You may view the System Director report online. M. Van Pelt noted Marathon County Public Library has hired Leah Giordano as their new director. The Marathon County board also met with the Wisconsin Valley Library System (WVLS) to discuss an expectation assessment and created a task

force with four tenets that WVLS has to improve in order for Marathon County to remain in the WVLS system. They will continue to meet quarterly to discuss the proposed changes to see how things are coming along. SCLS applied for three ARPA grants on behalf of its members and submitted the pre-applications. We will find out the last week of November if we can move to the next step of the process. A BNAW update was provided. J. Healy-Plotkin requested the System Director Report provide a brief update of the building process as well as the timeline of the steps required with the City of Madison.

**Presentation 2: Corey Baumann, SCLS Delivery Services Coordinator – future statewide delivery plan:** You may review the Power Point presentation in the documents online.

**Administrative Council (AC) Report:** Cancelled due to the WLA Annual Conference.

**Other Business:**

- a. 2022 Committees: Start thinking about which committees you would like to serve on in 2022 including staying on your current committee. Send requests and updates to Heidi Moe.

**Information sharing:**

**Adjournment:** 1:55 p.m.

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

BOT/Minutes/11-19-2021

# The University COMMISSION



Marshfield  
UW-Stevens Point



City of Marshfield



## Commissioners

### VOTING MEMBERS

Al Breu, Vice-Chair

Peter Hendler

Jake Hahn, Secretary

Nick Poeschel

Donna Rozar, Chair

Rebecca Spiros

### EX-OFFICIO

### NON-VOTING MEMBERS

Lance Pliml

(UNAPPROVED)

MINUTES OF THE UNIVERSITY COMMISSION (UWSP at  
MARSHFIELD) MEETING OF AUGUST 12, 2021.

Chair Rozar called the meeting to order at 5:00 p.m.

Present: Rozar, Poeschel, Spiros (by Zoom), and Breu (by Zoom),  
Excused: Hahn, Absent: Hendler

Also present: Gretel Stock (by Zoom), Dean; Michelle Boernke, Campus  
Executive; Brian Panzer, Building & Grounds Superintendent; Mike Zsido  
(by Zoom), Asst. Director for Building Services

Rozar declared a quorum.

There were no public comments.

Motion (Breu/Poeschel) to approve the minutes from May 13, 2021, and  
place on file. Motion carried.

Motion (Poeschel/Spiros) to receive and place on file the Year-to-Date  
Register Report. Motion carried. (Year-to-Date Register on file.)

Motion (Breu/Poeschel) to approve and place on file the Financial Activity  
pre-paid bills. Motion Carried. (List of bills on file.)

Motion (Spiros/Poeschel) to approve the 2022 Operations Budget as  
presented and place on file. Motion Carried.

Panzer gave a short overview of his report. No other comments. Motion  
(Breu/Spiros) to receive and place on file the Building & Grounds  
Superintendent of Operations Director's Report. Motion carried. (Report on  
file.)

Motion (Poeschel/Spiros) to approve the snow and ice removal contract  
with Turf Tamers for the UW parking lots and driveways for the 2021-2022  
season.

2000 West 5th Street  
Marshfield, WI 54449  
715-389-6536  
FAX 715-389-6517

Dean Stock and Boernke provided University updates, which included the "Purpose Made Possible" strategic plans for the institution, a progress report of the new C2 Makerspace, fitness center installation of new carpet and flooring, and other space/program updates on campus. The Chancellor will be visiting the Marshfield campus on September 3<sup>rd</sup> to meet faculty, staff, and students. Classes start September 2<sup>nd</sup>. Boernke reported the C2 Makerspace has raised half of their fundraising goal. No further questions or comments from the members. (Campus Executive Report on file.)

There was no formal Chair's report.

Rozar announced the next meeting date is November 11, 2021.

No further business.

Meeting adjourned at 5:34 p.m.

Minutes taken for Jake Hahn, Secretary by Michelle Boernke

## Minutes of the Jail Construction ADHOC Committee

**DATE:** Tuesday, November 9, 2021  
**TIME:** 10:25 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Jake Hahn, Al Breu, John Hokamp, Dave LaFontaine, Lee Thao, Adam Fisher

**EXCUSED:** Laura Valenstein

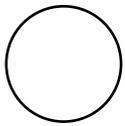
**OTHERS PRESENT** (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Shawn Becker, Ted Ashbeck, Mike Feirer, Ken Curry, Dennis Polach, Robert Ashbeck, Bill Clendenning

1. The meeting was called to order at 10:25 a.m. by Supervisor Hahn
2. Public Comments: None
3. Approve minutes from the previous meeting.

**Motion (LaFontaine/Breu) to approve the minutes from the previous meeting. Motion carried unanimously.**

4. Reuben Van Tassel shared the latest status of the City approval updates. Discussion ensued.
5. Van Tassel handed out preliminary renderings. Discussion ensued
6. The next Committee meeting will be Thursday, December 9, 2021 at 9:00 a.m.
7. Supervisor Hahn declared the meeting adjourned at 10:48 a.m.

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



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

Introduced by Wood County Board of Supervisors

Date: December 21, 2021

**INTENT & SYNOPSIS:** To recognize these Wood County employees for years of devoted and faithful service to Wood County.

**WHEREAS,** the following employees, are being recognized for their long-term employment with Wood County,

Donna Singstock - 25 years - Edgewater Haven

**WHEREAS,** these employees have served Wood County conscientiously throughout these years and in the best interest of all its residents;

**NOW, THEREFORE BE IT RESOLVED,** that this Wood County Board of Supervisors recognize and applaud these employees for their many years of dedication to Wood County and wish them many happy years ahead;

**BE IT FURTHER RESOLVED,** that this resolution be spread at length upon the minutes of this meeting, and that a copy be made available to each employee.

**WOOD COUNTY BOARD OF SUPERVISORS:**

<u>Chair</u> _____	<u>Vice Chair</u> _____
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Adopted by the County Board of Wood County, this 21st day of December 2021.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairperson

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

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF ROSS “ RUSTY” MILTIMORE

**WHEREAS**, it has pleased the Almighty to call from this life former County Board Supervisor Ross “Rusty” Miltimore, and,

**WHEREAS**, Supervisor Miltimore was born September 20, 1930, and passed from this world on November 3, 2021, and,

**WHEREAS**, Supervisor Miltimore was first employed by Nekoosa Edwards Paper Company and ended his working career in a management position at 3M in Nekoosa, and,

**WHEREAS**, Supervisor Miltimore was appointed to the Wood County Board of Supervisors in September of 2003, and served until April of 2005, being succeeded by his son, Ross V. Miltimore, and,

**WHEREAS**, Supervisor Miltimore served with honor and distinction on the General Claims & Judiciary and Transportation & Economic Development Committees, and

**WHEREAS**, Supervisor Miltimore’s public service also included service in the U.S. Navy during the Korean War (1948-1952), and as Clerk for the Town of Port Edwards, and,

**WHEREAS**, Supervisor Miltimore enjoyed the respect of his colleagues and service organizations to which he belonged, including being a founding member of the Christian Life Fellowship Church, and,

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

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

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

**WOOD COUNTY BOARD OF SUPERVISORS**

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Adopted by the Wood County Board of Supervisors this 21<sup>st</sup> day of December, 2021.

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman