

**AGENDA**  
**JUDICIAL & LEGISLATIVE COMMITTEE**

**DATE:** Friday, April 10, 2026  
**TIME:** 9:00 AM  
**LOCATION:** Courthouse, Room 302

1. Call meeting to order & declaration of quorum.
2. Public comments. Now or at the time the item is taken up. Rules may apply.
3. Review minutes from previous meeting of March 6, 2026.
4. Review any claims, notices of injury, or litigation against the County, as necessary.
5. Review any Dog License Fee Fund claims.
6. Review for approval the vouchers and monthly reports of departments the committee oversees to include any reports by outside entities submitted at the request of the committee.
7. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
8. Consideration of resolutions amending 2025 department budgets.
  - a. Criminal Justice
9. Attendance at meetings.
10. Consideration of agenda items for next meeting.
11. Set date and time of next meeting. (To be set by new committee)
12. Adjourn.

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***Join by phone***

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Webinar number: 2490 952 4114

***Join by WebEx App or website***

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m28965a51c2cde6498de381740e0be0e5>  
Webinar number: 2490 952 4114  
Webinar password: 041026

## MINUTES JUDICIAL & LEGISLATIVE COMMITTEE

**DATE:** Friday, March 6, 2026  
**TIME:** 9:00 AM  
**PLACE:** Courthouse – Room 133

**MEMBERS PRESENT:** Bill Clendenning, Bill Leichtnam, William Voight, Russ Perlock, Tim Hovendick

**OTHERS PRESENT:** Trent Miner, County Clerk; See attached sign-in list

1. Chairman Clendenning called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment.
3. Motion by Hovendick/Perlock to approve the minutes of the February 6, 2026, meeting as presented. Motion carried unanimously.
4. The 2 dog license claims from Castlerock Veterinary Hospital were received. Corp Counsel Flanagan noted items within the invoices that are not allowable expenses of the dog fund and recommended deducting those. Motion by Voight/Hovendick to pay the following:
  - Invoice #288769 - \$118.15
  - Invoice #289327 - \$445.80Motion carried unanimously
5. The vouchers and reports from the departments the committee oversees were reviewed and discussed. Motion by Hovendick/Perlock to approve them as presented. Motion carried unanimously.
6. Criminal Justice Coordinator Jolee presented a resolution amending the 2026 Victim Witness budget in order to hire a 0.5 FTE program assistant with grant funds. Motion by Leichtnam/Hovendick to approve the resolution and forward onto the county board for their consideration.
7. A resolution amending the 2025 budget for Child Support was reviewed. Motion by Clendenning/Hovendick to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. The committee reviewed County Board Rule 4.04(A) – Recognition. The long standing rule has been to rise when addressing the county board after recognition by the chair. The committee reviewed the current practice and decided to recommend to the county board that the rule remain with the edit “if able”. Motion by Leichtnam/Voight to direct the County Clerk to develop a resolution with the suggested wording to stand “if able”. Motion carried unanimously.
9. Register of Deeds Ringer requested approval of out-of-state travel to attend the Fidlar Symposium in Illinois. Motion by Clendenning/Voight to approve the out-of-state travel request. Motion carried unanimously.

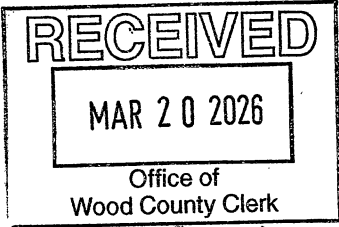
10. Criminal Justice Coordinator Ksionek, District Attorney Barnett, and Human Services Deputy Director Miloch reviewed a current pilot diversion program that has been started in the county. It is being patterned after the Portage County example and has proven to save on jail bed days and lowers recidivism rates. They discussed funding moving forward and how the program is anticipated to operate.

11. The next meeting will be held on Friday, April 10, 2026, at 9:00 AM.

12. Motion by Clendenning/Leichtnam to adjourn. Motion carried unanimously at 9:43 AM.

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





NOTICE OF INJURY AND CLAIM

To: Wood County Clerk  
400 Market Street  
Wisconsin Rapids, WI 54494

cc: Corp Counsel  
HR  
Hoy

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

THE INCIDENT

Date: 3-16-2026

Time: 11:00 AM - 11:30 AM

Place: 9440 State Hwy 13 south Wis. Rapids WI 54494

The circumstances giving rise to my claim are as follows:

On 3-16-2026 at approximately 11:20 am  
a wood county plow truck hit my mail  
box and broke the receptical to receive  
mail right off. I do have an eye witness  
and pictures available. I am looking for the  
wood county to replace my mail box with  
an equal mail box.

The names of county personnel involved are: Im not sure who the  
driver was

The names of other witnesses are: Van Winters

THE CLAIM

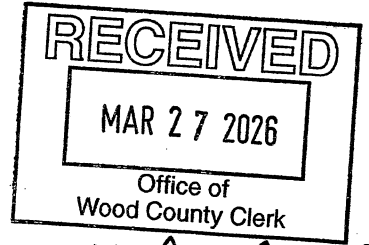
I request the following monetary or other relief: I am looking to  
get my mail box replaced with the  
same kind that is or was existing  
for a total not to exceed \$100.00

Date: 3-20-2026

Signature: Carlotta Ashbeck

Print Name: Carlotta Ashbeck  
Address: 9440 State Hwy 13  
South, Wisconsin  
Rapids WI 54494  
Phone: 715-451-6650

NOTICE OF INJURY AND CLAIM



To: Wood County Clerk  
400 Market Street  
Wisconsin Rapids, WI 54494

cc: Corp Counsel  
HR  
Hoy

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

THE INCIDENT

Date: 2-9-26  
Time: Morning AM  
Place: 8241 Lake Road, WI Rapids WI 54494

The circumstances giving rise to my claim are as follows:

Your snow plow driver hit my mail box and knocked down broke the post down and broke the mail box

The names of county personnel involved are: I don't know  
the driver's name "Wood County"  
The names of other witnesses are: \_\_\_\_\_

THE CLAIM

I request the following monetary or other relief: Mail box, Post and hardware \$150.00, Labor \$50.00  
Total 200.00

3-4-26  
Date

Signature \_\_\_\_\_  
Print Name: Kurt Cook  
Address: 8241 Lake Rd  
WI Rapid Wis  
54494  
Phone: 715-459-9057

## Policy #5

### *Mailbox Policy*

Rural mailboxes have been and are allowed on the highway right-of-way as a matter of convenience to the land owners or occupants and not as a matter of right. Encroachments upon the highway right-of-way are governed by Section 86.04 of the Wisconsin Statutes which states, in part, as follows:

“If any highway right-of-way shall be encroached upon, under or over by any fence, stand, building or any other structure or object, ...the County Highway Committee (in the case of a County Trunk Highway), ...may order the occupant or owner of the land through or by which such highway runs, and to which the encroachment shall be appurtenant, to remove the same beyond the limits of such highway within 30 days”

Thus, it is the intention of this policy that, if a mailbox is accidentally damaged in the process of removing snow, mowing the right-of-way, graveling the shoulder, or any other act of maintaining the right-of-way, it is the land owner's or occupant's obligation to repair or replace the mailbox.

It is further the intention that the above policy shall also be applicable to tubes or boxes for newspaper delivery and it is also required that such tubes or boxes be located adjacent to the mailbox, if any.

Should, for some reason, there be no mailbox for a particular residence, then the tube or box shall be located on the same side of the roadway as are the mailboxes which serve other residences along the route.

Mailbox installations that present hazards to trucks, cars, motorcycles, and bicycles include those mounted on massive supports such as plowshares, concrete pillars, horizontal planks, and concrete-filled milk cans. The owner may be liable to others for personal injury or property damage resulting from such hazards and should be so informed during contact by the engineer.

(Adopted February 9, 1990)

Due to the large amount of telephone calls in regard to mailbox damage and to eliminate the question as to whether the plow or snow damaged the mailbox, we are, therefore, placing in effect today the following policy:

Plow and wing operators shall plow no closer than two feet to mailboxes, unless directed by a supervisor to plow closer. This does not mean that you should stay four or five feet away, either. Just do the best you can to plow two feet away from the mailboxes.

(Adopted January 12, 1994)

If a mailbox owner believes their mailbox was damaged by County equipment, the owner must fill out a Claim and Injury form and submit it to the County Clerk. A Patrol Superintendent will investigate the claim and if damaged is deemed to have been caused by County equipment, the owner of the mailbox would be reimbursed up to \$100 for the damages.

(Revised March 29,2022)

# Committee Report

County of Wood

Report of claims for: BRANCH 1

For the period of: MARCH 2026

For the range of vouchers: 03260006 - 03260008

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
03260006	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/18/2026	\$12.99	P
03260007	WEBER LISA M	TRANSCRIPT FEE 25CF105	02/25/2026	\$76.00	P
03260008	SWITS LTD	INTERPRETER FEE 25CT522	03/16/2026	\$112.50	
<b>Grand Total:</b>				<b>\$201.49</b>	

## Signatures

Committee Chair:

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Committee Member:

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Committee Member:

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# Committee Report

County of Wood

Report of claims for: BRANCH 2

For the period of: MARCH 2026

For the range of vouchers: 04260003 - 04260006

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04260003	MENDEZ JOHN	FEB INTERPRETER BR 1, 3 & 4	03/05/2026	\$405.00	P
04260004	TERRILL JULIE	REIMB FOR HUMIDIFIER	02/25/2026	\$35.68	P
04260005	STAPLES ADVANTAGE	SUPPLIES	03/11/2026	\$152.98	
04260006	SWITS LTD	INTERPRETER FEES	03/16/2026	\$380.00	
<b>Grand Total:</b>				<b>\$973.66</b>	

## Signatures

Committee Chair:

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Committee Member:

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# Committee Report

County of Wood

Report of claims for: BRANCH 3

For the period of: MARCH 2026

For the range of vouchers: 05260004 - 05260007

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05260004	STATE BAR OF WISCONSIN	JUDICIAL BENCHBOOK UPDATES	02/25/2026	\$96.50	P
05260005	SWITS LTD	INTERPRETER FEES	03/16/2026	\$245.50	
05260006	PETERSON MICHELLE L	TRANSCRIPTS 22CF431 22CF604	03/10/2026	\$20.00	
05260007	PETERSON MICHELLE L	TRANSCRIPTS 25CF394 25CF331	03/12/2026	\$38.00	
<b>Grand Total:</b>				<b>\$400.00</b>	

## Signatures

Committee Chair:

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Committee Member:

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# Committee Report

County of Wood

Report of claims for: BRANCH 4

For the period of: MARCH 2026

For the range of vouchers: 34260010 - 34260011

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34260010	SWITS LTD	INTERPRETER FEES	03/16/2026	\$562.50	
34260011	LIVERNASH ALICIA	TRANSCRIPTS 24CF18	03/20/2026	\$34.00	
<b>Grand Total:</b>				<b>\$596.50</b>	

## Signatures

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

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

# Committee Report

County of Wood

Report of claims for: CHILD SUPPORT AGENCY

For the period of: MARCH 2026

For the range of vouchers: 02260018 - 02260028

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02260018	CW SOLUTIONS LLC	A&V PROGRAM COSTS	03/31/2026	\$910.98	
02260019	CW SOLUTIONS LLC	ELEVATE PROGRAM COSTS	03/31/2026	\$8,381.84	
02260020	CW SOLUTIONS LLC	ELEVATE PROGRAM COSTS	03/31/2026	\$4,726.61	
02260021	DNA DIAGNOSTICS CENTER INC	24-GENETIC TESTS	03/31/2026	\$672.00	
02260022	LEGAL LOGISTICS LLC	12-PROCESS OF SERVICE FEES	03/31/2026	\$1,004.00	
02260023	ODP BUSINESS SOLUTIONS LLC (OFFICE DEPOT)	OFFICE SUPPLIES	03/31/2026	\$97.11	
02260024	PORTAGE COUNTY SHERIFF'S DEPT	1-PROCESS OF SERVICE FEE	03/31/2026	\$75.00	
02260025	STATE BAR OF WISCONSIN	2026 FAMILY CODE STAT BOOK	03/31/2026	\$109.10	
02260026	SWITS LTD	INTEPRETER FEES	03/31/2026	\$73.00	
02260027	WAUPACA COUNTY SHERIFF'S DEPT	1-PROCESS OF SERVICE FEE	03/31/2026	\$35.00	
02260028	WI DEPT OF ADMINISTRATION	CSA/DHSS SHARED ROUTER COST	03/31/2026	\$50.00	
<b>Grand Total:</b>				<b>\$16,134.64</b>	

## Signatures

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

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

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

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## Committee Report

County of Wood

Report of claims for: Clerk of Circuit Court

For the period of: March 2026

For the range of vouchers: 07260114 - 07260218

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07260114	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25JC41 OHP	02/24/2026	\$180.00	P
07260115	ABTS GRUBOFSKI & VRUWINK LLC	Att yFee 25PA66	02/24/2026	\$200.00	P
07260116	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25JC33 IHP	02/24/2026	\$130.00	P
07260117	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25PA75	02/24/2026	\$200.00	P
07260118	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25JC7	02/24/2026	\$180.00	P
07260119	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25CM569	02/25/2026	\$550.00	P
07260120	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 21GN32	02/19/2026	\$650.00	P
07260121	HILL & WALCZAK ATTYS	Atty Fee 24JC77, 78, 79 IHP	02/18/2026	\$395.00	P
07260122	HILL & WALCZAK ATTYS	Atty Fee 24JC04,08,09,10 OHP	02/18/2026	\$705.00	P
07260123	HILL & WALCZAK ATTYS	Att yFee 24TP33 OHP	02/24/2026	\$235.00	P
07260124	KRYSHAK LAW LLC	Atty Fee 25CM469	02/17/2026	\$475.45	P
07260125	LLOYD PETER C LLC	Atty Fee 25CM235,25CF133	02/25/2026	\$845.80	P
07260126	LLOYD PETER C LLC	Atty Fee 25CM235, 25CF133	02/25/2026	\$160.74	P
07260127	LLOYD PETER C LLC	Atty Fee 25CF331	02/25/2026	\$1,114.86	P
07260128	LLOYD PETER C LLC	Atty Fee 25CF331	02/25/2026	\$741.03	P
07260129	LLOYD PETER C LLC	Atty Fee 25CM322	02/25/2026	\$1,182.22	P
07260130	LONG JOSEPH ATTY	Atty Fee 26JC6 OHP	02/23/2026	\$510.00	P
07260131	MEYERS FAMILY LAW LLC	Atty Fee 25CV522	01/31/2026	\$760.00	P
07260132	MEYERS FAMILY LAW LLC	Atty Fee 26CV3	01/31/2026	\$400.00	P
07260133	MEYERS FAMILY LAW LLC	Atty Fee 26CV23	01/31/2026	\$210.00	P
07260134	WEILAND LEGAL SERVICES	Atty Fee 20GN08	02/19/2026	\$110.00	P
07260135	WEILAND LEGAL SERVICES	Atty Fee 23GN12	02/25/2026	\$140.00	P
07260136	AMAZON CAPITAL SERVICES	Office Supplies	02/24/2026	\$27.17	P
07260137	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23CM13,130,131,256	03/02/2026	\$10.00	P
07260138	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25TP8 OHP	03/09/2026	\$1,270.00	P
07260139	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JC16 OHP	03/09/2026	\$110.00	P
07260140	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24GN11	03/09/2026	\$290.00	P
07260141	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24GN14	03/09/2026	\$180.00	P
07260142	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 26JG2, 3 OHP	03/09/2026	\$330.00	P
07260143	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 25CT539	03/09/2026	\$270.00	P
07260144	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 26GN19	03/09/2026	\$650.00	P
07260145	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 25JM104	03/08/2026	\$360.00	P







































