

AGENDA OPERATIONS COMMITTEE

DATE: Tuesday, February 3, 2026
TIME: 10:00 AM
LOCATION: Courthouse – Room 302

Join by phone

+1-408-418-9388 United States Toll
Access code: 2492 854 2333

Join by WebEx App or website

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mc89ccaae3cc4a49d2140e49cd59536ba>

Webinar number: 2492 854 2333

Webinar password: 020326

1. Call meeting to order
2. Public Comments
3. **CONSENT AGENDA**
 - a. Review/approve minutes from January 6, 2026, committee meeting
 - b. Review monthly letters of comment from department heads.
 - c. Approval of departments vouchers – County Board, County Clerk, Finance, Human Resources, and Treasurer.
4. **WELLNESS COORDINATOR**
 - a. Monthly update
5. **FINANCE**
 - a. Resolutions – Amend 2026 Budgets
 - i. Sheriff Traffic Safety – BOTS Grant
 - ii. Edgewater Administration – CBRF Design carryover
 - iii. Maintenance Capital Projects – HVAC project carryover
 - b. Resolutions – Amend 2025 Budgets
 - i. Corporation Counsel
 - ii. Dispatch
 - iii. Emergency Management
 - iv. Land Conservation – DATCP
 - v. Parks – Administration
 - vi. Parks – Capital Projects
 - vii. Planning & Zoning – Land Record
 - viii. Register in Probate
 - ix. Treasurer
6. **HUMAN RESOURCES**
 - a. 2025 Metrics
 - i. 2025 Turnover Summary
 - ii. 2025 Recruitment & Retention Summary
 - b. Elected Official Salaries (2027-2030 terms)
7. Consider any agenda items for next meeting
8. Set next regular committee meeting date – Tuesday, March 3, 2026 – 10:00 AM
9. Adjourn

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, January 6, 2026

TIME: 10:00 AM

PLACE: Courthouse – Rm 302

MEMBERS PRESENT: Laura Valenstein, Donna Rozar (WebEx), Lance Pliml, Jake Hahn (WebEx), Joseph Zurfluh (WebEx)

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

1. Chair Valenstein called the meeting to order at 10:00 AM.
2. There was no public comment.
3. Motion by Pliml/Hahn to approve the consent agenda. Motion carried unanimously.
4. County Clerk Miner & Chief Deputy County Clerk DeKleyn presented a draft memorandum of understanding laying out not only the various election tasks currently spelled out within the document, but also a purchasing agreement for the new DS300 tabulators in 2027. Miner had discussed this with the committee previously. The municipalities would pay \$1,000 for each current DS200 in stock with the county picking up the rest of the cost. Miner & DeKleyn do not want to send this out without some assurance of the CIP request moving forward. Consensus of the committee was to go ahead and distribute the letter and MOU.
5. Miner requested permission to request a change in the county board meeting date in June, due to the Wisconsin County Clerks Annual Conference being held the week of county board. Because it is being held in Portage County, DeKleyn is also going to attend the training sessions offered, which would leave nobody to clerk for the county board meeting. Consensus of the committee was to allow the County Clerk to request the date change to the board.
6. Finance Director Yang presented a resolution to authorize a tax bond financing request. This document is required in instances such as what is being presented, relating to a housing project in Wood County. Motion by Rozar/Pliml to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
7. Yang presented a resolution to amend the 2025 budget for Edgewater Haven to fund the emergency water lateral work that occurred last year. Motion by Pliml/Zurfluh to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. The next regular meeting will be held on Tuesday, February 3, 2026, at 10:00 AM.

9. Chair Valenstein adjourned the meeting at 10:17 AM.

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

Operations Committee
January 6, 2026

[illegible]



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – February 2026

	2024	2025
Outgoing Mail Pieces Processed	128,640	125,355
Marriage License Applications	351	361
Passport Applications Accepted	851	780
Timber Cutting Notices Processed	101	73
Elections Administered	4	2
Election Trainings Conducted*	7*	4*

- The above chart is the County Clerk's office numbers for the year. I am adding a new item which is asterisked above, that being Election Trainings Conducted.

A lot of time is spent preparing for those trainings, such as deciding what topics to cover, preparing power points and hand out information, getting approval for certification hours from the Elections Commission, etc. Most of the trainings are 3-hours in length. The number above represent an approximate number of trainings I did in Wood County. I will start keeping better track of this going forward. I will also include the state-mandated trainings I am certified to do for Chief Election Inspector Baseline training and Municipal Clerk Core training. So, for 2026, I have conducted 5 trainings, just in those state mandated trainings. The state-certified trainings are scripted by the Elections Commission, but I always add to them to make them both more interesting and more indicative of the processes in the counties I am presenting to. I am thinking about doing another municipal clerk and chief election inspector training between the Spring Primary and the Spring Election if I have time. There has been a new rule on Election Observers promulgated by the Elections Commission and the State Legislature. Although not much has changed in that rule, I want to make sure they have the current forms and directions as we head into a busy year of elections.

- A couple of items to note. Marriage licenses were up for 2025, but that number seem sporadic at best. It goes up and crashes down again. Passport applications were down from our record number in 2024. The year started off strong but then the numbers started going down as the year went along. Part of it might be that the Portage County Clerk is now offering passport application acceptance in their office and we used to get a few from Portage County. Time will tell. Timber cutting notices were WAY down last year although the number is somewhat misleading. Of the 73 notices we processed, 25 of those were for Invenergy, the company that is doing that new solar array in the Town of Saratoga.
- I am starting to compile information about the feasibility of continuing to lease the mail machine after November of 2027 when our current lease ends.
- After the dust settled after the day of the deadline for turning in nomination papers, we ended up

County Clerk Comments – page 2

with primary elections in County Board Supervisory District 9 (3 candidates filed and we need to get down to 2 for the Spring Election) and in the Marshfield School District (7 candidates need to be pared down to 6). The county board also has a contested race in District 2 that does not require a primary. Myself, along with Chief Deputy DeKleyn did our first ballot design and programming which was pretty intense and involved, even being a small election. It went well, however, and we both learned a lot. The April election will be more intense in the programming room as we will have over 90 different ballot styles over 34 municipalities. The primary was only 21 ballot styles over 12 municipalities.

- I am helping out the Marshfield School District in their publications for the Spring Primary by including their out-of-county districts into our publication. If we didn't, they would have to publish the same exact notices with the exact same information in it in the same edition of the paper to include those municipalities. That would be senseless and a waste of time and money, so I am including it in mine.
- The Wisconsin County Constitutional Officer Conference is coming up in March in Madison, but I will not be attending. The timing is never good as we will be elbow-deep in Spring Election preparation, it really does not provide me with any knowledge I need to fulfill my duties, and I want to use those funds to allow Chief Deputy DeKleyn to attend the Wisconsin County Clerks Summer Camp in June, which we discussed last month.



Wood County

WISCONSIN

Office of
Finance Director

PaNyia Yang
Finance Director

Date: 1/28/2026
To: Operations Committee
From: PaNyia Yang
Subject: Monthly Letter of Comments

Departmental Activities

Finance Department Updates

1. ARPA Funds

As of December 31, 2025, we have roughly \$3.75 million remaining – the majority being \$3.0 million of park improvements/building. The smaller amounts consist of \$503,000 for the radio system updates, Land & Water Conservation of \$105,729 for various projects, and Planning & Zoning of \$94,572 for LiDAR. Funds must be expended by the end of 2026. I'll be reaching out to these departments for a status of ongoing projects.

2. 2025 Budgets

Darrin and I have been reviewing year-end budgets all month long. We worked with several departments on budget amending resolutions, which I've summarized below. We will have just a few more housekeeping resolutions in the next few months as we wrap up any remaining 2025 expenses and revenues.

3. Other Departmental Activities

- a. Step increases for eligible employees went into effect on the 01/09/2026 paycheck.
- b. W-2s will be processed and mailed/distributed before January 31st.
- c. 1099s have been processed and sent out.
- d. I signed up for the Local Government Leadership Academy – a collaborative effort between UW-Madison Division of Extension, the WCA, and Leadership Wisconsin, Inc. It is a nine-month cohort-based program. I am looking forward to the experience and working with other local government leaders.

4. Sales Tax Update

Our total 2025 sales tax revenue came in at \$8,469,660 – a surplus of \$169,660 from our budgeted amount of \$8.3 million.

JAN	FEB	MAR	APR	MAY	JUN
\$697,425.03	\$587,164.67	\$547,506.44	\$838,904.10	\$594,648.85	\$ 867,497.69
JUL	AUG	SEPT	OCT	NOV	DEC
\$761,499.31	\$719,135.88	\$907,123.98	\$552,045.16	\$682,774.39	\$ 713,934.81

\$ 8,469,660.31	2025 Sales Tax
\$ 8,300,000.00	2025 Budgeted
<u>\$ 169,660.31</u>	Surplus



Wood County

WISCONSIN

Office of
Finance Director

PaNyia Yang
Finance Director

Agenda Items

Resolutions – Amend 2026 Budgets

1. **Sheriff Traffic Police – BOTS Grant**

This resolution seeks to amend the 2026 Traffic Police budget for receipt of unanticipated revenue of \$22,000 from the Bureau of Traffic Safety for additional seat belt enforcement from January 1st through September 30th of 2026. There is no fiscal impact.

2. **Edgewater Administration – CBRF Design Carryover**

This resolution seeks to amend Edgewater's 2026 Administration budget for the purpose of rolling over unexpended funds for architectural design services for the Community Based Residential Facility (CBRF). \$72,675 of the original \$200,000 was expended through 2025, leaving a balance of \$127,325. Samuels Group has been working on the design, and the work will continue into 2026. There is no fiscal impact. Available funding is from the 2024 budget surplus that was approved and retained in the Edgewater fund balance/retained earnings.

3. **Maintenance Capital Projects – Courthouse HVAC Project Carryover**

This resolution seeks to amend Maintenance's 2026 Capital Projects budget to carry over funds for the courthouse HVAC project that was in process but not completed at the end of 2025. The boiler project was funded with ARPA and jail contingency funds. ARPA funds of \$1.5 million were first utilized. \$2,128,149 of jail contingency funds were allocated for this project and a total of \$1,784,944 was expended in 2025. The amount to carry over into 2026 is \$343,205.

Resolutions – Amend 2025 Budgets

1. **Corporation Counsel**

This resolution seeks to amend Corporation Counsel's 2025 budget for unanticipated expenditures of personnel costs related to the retirement of the former Corporation Counsel. The source of funding will be unanticipated revenues from Court Fees of \$6,000 and Local Department Charges of \$5,300 for a total of \$11,300.

2. **Dispatch**

This resolution seeks to amend Dispatch's 2025 budget for additional expenditures not anticipated during the budget process. Dispatch Manager, Tony Bastien, applied for and received a grant of \$363,849.94 from the Department of Military Affairs for equipment and system upgrades. Therefore, the source of funding will be unanticipated grant revenue from the Department of Military Affairs.

3. **Emergency Management**

This resolution seeks to amend Emergency Management's Admin budget for 2025 for additional expenditures not anticipated during the budget process. EM received unanticipated revenues of \$358,858 from the Legacy Foundation for the purchase of a vehicle barrier system and \$13,050 in donations for purchases of emergency kits. The additional expenditures total \$366,481 and will be covered with the unanticipated miscellaneous revenues mentioned earlier.



Wood County

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Office of
Finance Director

PaNyia Yang
Finance Director

4. Land & Water Conservation – DATCP

This resolution seeks to amend Land & Water Conservation's 2025 DATCP budget for the purpose of funding expenditures not anticipated during the budget process. This budget incurred additional expenditures for nutrient management farm education incentives. The source of funding will be unanticipated state aid revenues of \$7,054 and available DATCP fund balance of \$11,104.64 for a total of \$18,158.64.

5. Parks Administration

This resolution seeks to amend Parks' 2025 Administration budget for additional expenditures of \$28,335 not anticipated during the original budget process. A new vehicle was purchased to replace one that was involved in an accident. An insurance recovery payment of \$22,500 was received. Additional expenses also incurred for management of Cera Park. County forest revenue exceeded its original budgeted amount by \$59,000. Therefore, there is sufficient unanticipated revenue to cover the budget overage of \$28,335.

6. Parks Capital Projects

This resolution seeks to amend Parks' 2025 Capital Projects budget for additional expenditures of \$244,917 not anticipated during the original budget process. Expenses were incurred for the Powers Bluff Trailhead Shelter building, which is a multi-year project. Grant reimbursement will not be received until completion of the project. Grant reimbursement for the South Park storm shelter was received in 2025, which is sufficient to cover the unanticipated expenditures of the Powers Bluff trailhead shelter project.

7. Planning & Zoning – Land Record

This resolution seeks to amend Planning & Zoning's 2025 Land Record budget for ARPA-related project expenses not anticipated during the budget process. The ARPA Ad Hoc Committee meeting had previously approved ARPA funding for Land Record's LiDAR project of \$242,425 of which \$63,000 was expended in 2025. The source of funding is previously approved ARPA funds.

8. Register in Probate

This resolution seeks to amend Register in Probate's 2025 budget for additional personnel expenditures of \$2,200 not anticipated during the budget process. Register in Probate received additional revenues above the original budgeted amounts for Ordinance Violations and Court Fees & Costs for a total of \$9,646. The source of funding is unanticipated revenues from Court Fees & Costs.

9. Treasurer

This resolution seeks to amend Treasurer's 2025 budget for additional expenditures of \$7,500 not anticipated during the original budget process due to add-on software costs. The source of funding is unanticipated tax increment revenue received from the City of Marshfield for the closure of TID #5-Mill Creek.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

January 30, 2026

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – January 2026

Human Resources Activity

	January 2026	2026 Year-to Date
Applications Received	103	103
Positions Filled	8	8
Promotions/Transfers	2	2
New Hire Orientations	7	7
Terminations, Voluntary	5*	5
Terminations, Involuntary	0	0
Retirements	2	2
Turnover Rate	.65%	.65%
Exit Interviews	2	2

*One of these is casual

Human Resources Narrative

General Highlights

1. The first ever Wood County Employee Engagement Survey was completed this month. This project is the result of a strong partnership with Mid-State Technical College (MSTC), specifically the Workforce Development Department, who we have been working together with for the last six months on this initiative. Employees received their survey link (or QR code) on January 16th and the survey closed on January 30th. Over the next few months, MSTC will analyze the survey data and create a variety of reports - these will be shared with departments for review and action planning.
2. We received our 2025 Health Plan Cost vs Plan Funding report. Our loss ratio for the 2025 plan year was 109% meaning that actual claims slightly exceeded the cost projections for the year. Our Health Plan remains strong going into 2026. It shall also be noted that we had a higher than typical number of high-cost claimants in 2025; 14 plan members exceeded the stop-loss threshold of \$125,000. (For comparison's sake: in 2024, 6 members exceeded the threshold.)
3. Annual Safety Training was communicated to all employees last month and was due January 16, 2026. All current, non-healthcare employees were required to review the updated training electronically and submit a Certificate of Completion. At this point, approximately 105 certificates remain outstanding.

Meetings & Trainings

1. Attended the Operations Committee meeting on January 6th.
2. Attended an annual "Check-In" video call with our rep at WCMIC (County Mutual) on January 9th.
3. Attended Public Safety Committee on January 12th.
4. Attended County Board on January 20th.
5. Attended the monthly conference call with The Horton Group on January 27th to discuss various benefit topics.
6. Attended the Wisconsin Public Employer Labor Relations Association (WPELRA) Annual Training Conference in Madison on January 29-30th. Topics included Resilience through Responsibility, Legal Updates, Leadership, Collective Bargaining Agreements, State Legislative Update, and Navigating Change.
7. Held individual staff and team meetings to discuss and provide updates on the department's identified 2026 goals.
8. Team members attended various webinars related to benefits, employment law, and compliance.

Benefits

1. Submitted medical insurance enrollment information to BlueWater Benefits Consulting for preparation and filing of 1095-C forms. Distribution will be handled internally again this year to reduce the cost of printing and mailing. Distribution will occur in late February.
2. 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.
3. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
4. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
5. Processed COBRA notifications for dependents on the health plan reaching age 26.

Recruitment

1. Updated the Status of Open Positions, Headcount Sheet (FTE Control), New Hire, and Termination spreadsheets daily.
2. Assisted multiple departments with interviews and selection process.
3. Reported new hires with the Wisconsin New Hire Reporting Center.
4. Posted multiple vacancies on Cyber Recruiter and other pertinent employment sites based on the Request for Hire submitted. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
5. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
6. Continue to work with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Continually looking into different options to ensure we are reaching out to interested candidates in a timely manner.
7. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations for applicants offered employment.

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Branch I	Legal Admin Assistant – Floater	Position posted; deadline 1/26/26
Replacement	Clerk of Courts	Court Clerk	Position posted; interviewed conducted, references completed, offer extended and accepted, filled 1/26/26

Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 3/9/26
Replacement	Health	Public Health Admin Specialist	Position reclassified, filled internally 6/7/26
Replacement	Highway	Mechanic II	Position posted; deadline 2/2/26
Replacement	Highway	Truck Operator	Position posted; deadline 2/9/26
Replacements	Human Services	Mental Health Case Manager (CCS Service Facilitator) – 2 - WR	Positions posted, interviews conducted, references/background completed, offers extended and accepted, one filled 11/10/2025 2 nd position filled 1/12/26
Replacement	Human Services	Children's Waiver Case Manager	Position posted; interviews conducted, references/background completed, offer extended and accepted, filled 1/5/26
Replacement	Human Services	Case Manager/Social Worker – Ongoing	Position posted; deadline 1/26/26
Replacement	Human Services	Case Manager/Social Worker – IA	Position posted; deadline 2/9/26
Replacement	Human Services	Mental Health/SUD Therapist	Position posted; deadline 2/9/26
Replacement	Human Services	Family Interaction Worker	Position posted; deadline 2/16/26
Replacement	Human Services	CCS Service Facilitator	Position posted; deadline 2/23/26
New positions (3)	Human Services	CLTS Support & Service Coordinators (I & II)	Positions posted; deadline 2/9/26
Replacement	Human Services	EMH/APS Coordinator	Position posted; deadline 2/16/26
Replacement	IT	Network Analyst	Position posted; deadline 1/25/26
New Position	Maintenance	Building Automation Specialist	Position posted; deadline 1/26/26
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, and LPN	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding; deadline 1/27/2026
Replacement	Parks	Medical 1 st Responders	Position posted; deadline 2/2/26
New position	Sheriff/Human Services	Mental Health Case Manager	Position posted; interviews conducted, filled internally 2/9/26
Replacement	Sheriff	Administrative Asst II	Position posted; interviews conducted, filled internally 1/19/26
Replacement	Sheriff	Deputy Sheriff – Establish Eligibility List	Position posted; deadline 1/11/26. One position filled 12/8/25. Written testing scheduled for 1/31/26
Replacement	Sheriff	Office Supervisor	Filled internally 12/26/25
Replacements	Sheriff	Correction Officers	Position posted; deadline 4/6/26

Safety/Risk Management

1. Managed open claims with Aegis/Charles Taylor throughout the month.
2. Corresponded with various insurers regarding claims and pending litigation.
3. Attended Norwood Safety Committee on January 13th.

NEW Workers' Compensation Claims (2)

1. 1/5/26 – Human Services – Employee was involved in MVC with private vehicle while returning from home visit
2. 1/8/26 – Child Support – Employee slipped on ice on sidewalk across from Courthouse

OPEN Workers' Compensation Claims (7)

1. 2/12/25 – EM – Employee slipped on ice, fell on L side hauling debris to bin at EM Shop (surgery required)
2. 9/26/25 – Land Conservation – Employee suffered L shoulder/neck pain and soreness after MVC (initially reported as first aid only)
3. 10/27/25 – Edgewater Haven – Employee strained R bicep/arm while lifting resident
4. 12/13/25 – Sheriff's – Employee suffered pain/swelling to R hand after going to ground while taking combative juvenile into custody (restitution will be requested)
5. 12/22/25 – County Board – Elected official slipped and fell on snow/ice outside Courthouse
6. 12/26/25 – Edgewater – Employee injured R side of body slipping on ice while leaving work
7. 12/26/25 – Human Services – Employee injured lower back slipping on ice in Centralia lot

CLOSED Workers' Compensation Claims (4)

1. 7/7/25 – Highway – Employee strained R knee while entering truck (late report)
2. 10/17/25 – Sheriff's – Employee suffered R arm/shoulder pain and bruising at school function
3. 11/3/25 – Human Services – Employee sprained R ankle after stepping in hole on city street
4. 11/11/25 – Maintenance – Employee sprained L foot/ankle after stepping on uneven floor in underground parking

First Aid Injuries (2)

1. 1/8/26 – Clerk of Courts – Employee had scrapes and bruises after falling on sidewalk in front of Courthouse
2. 1/14/26 – Highway – Employee bruised L elbow after falling at Pittsville shop

Property/Vehicle Damage Claims (1)

1. 1/20/2026 – Sheriff's – Squad backed into other vehicle in Norwood parking lot (est. damage \$437.61)

Liability Claims

Various mailbox claims were received throughout the month. All claims were investigated by Highway Department and Safety/Risk.

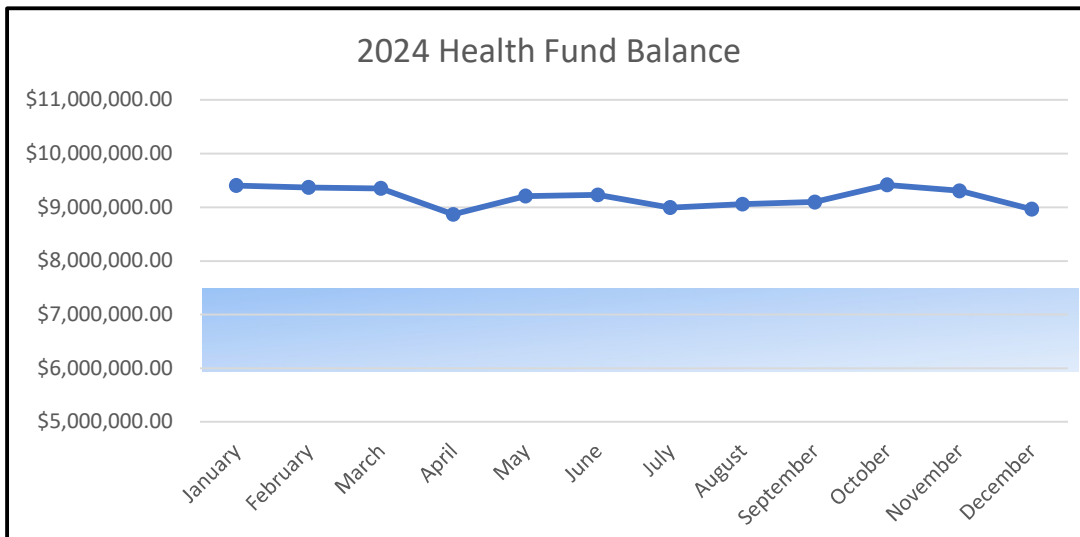
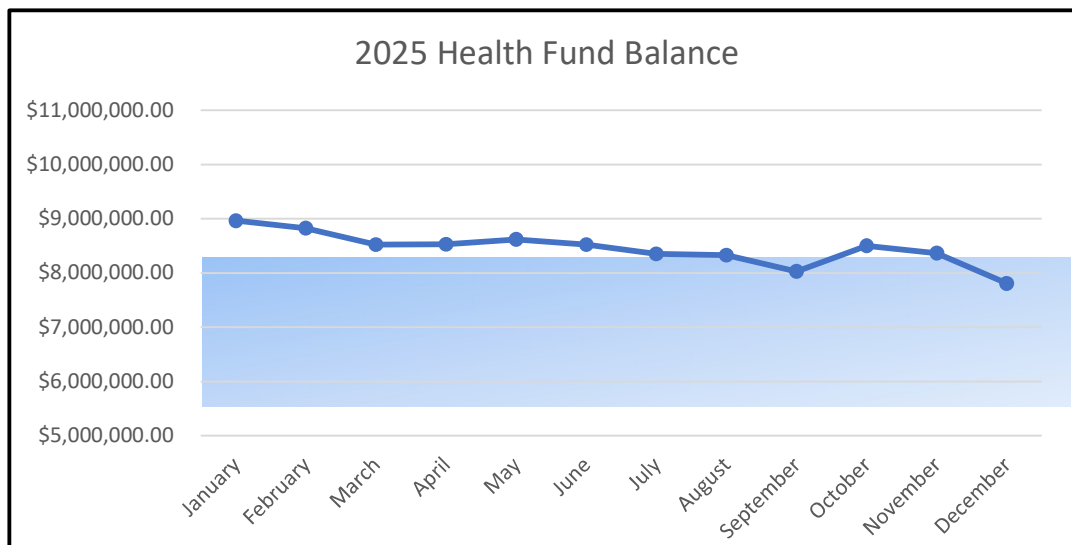
OPEN EEOC/ERD Claims (3)

1. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Equal Employment Opportunity Act (EEO), experiencing discrimination based on creed/religion. We received a Notice of Complaint on February 16, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022. No recent activity.
2. 12/13/24- Former Clerk of Courts employee submitted a claim alleging violation of the Equal Employment Opportunity Act (EEO), experiencing discrimination based on national origin and sex. County Mutual assigned external counsel to Lindner Marsack. Our position statement was drafted, finalized, and submitted to the EEOC on January 21, 2025. No recent activity.
3. 6/4/25- Former Human Services employee submitted a claim alleging violation of the Equal Employment Opportunity Act (EEO), experiencing discrimination based on pregnancy and sex. County Mutual assigned external counsel to Lindner Marsack. Our position statement was drafted, finalized, and submitted to the EEOC on June 18, 2025. No recent activity.

Other

1. Created and distributed the Monthly Manager Resource, titled “Responding to Requests for Office Equipment and How They Might Interact with Requests for Accommodation” to all Wood County managers and supervisors.
2. First quarter Random DOT selections sent, deadline March 3rd.
3. Posted multiple announcements on LinkedIn and Facebook throughout the month. These include job advertisements, employee recognition, and other relevant community-focused announcements.
4. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Facilitated New Hire Orientation on January 5th, 12th, 19th, and 26th.
7. Conducted exit interviews on January 9th and 13th.
8. Responded to multiple verifications of employment.
9. Replied to 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.

	2025 Health Fund Balance	2024 Health Fund Balance
January	\$ 8,964,253.00	\$ 9,404,475.83
February	\$ 8,825,436.93	\$ 9,368,060.10
March	\$ 8,523,449.03	\$ 9,354,191.44
April	\$ 8,528,653.07	\$ 8,866,367.03
May	\$ 8,616,729.58	\$ 9,207,982.91
June	\$ 8,518,696.37	\$ 9,229,652.09
July	\$ 8,352,009.13	\$ 8,995,993.17
August	\$ 8,328,467.11	\$ 9,058,713.98
September	\$ 8,030,198.08	\$ 9,096,993.36
October	\$ 8,500,559.51	\$ 9,413,428.70
November	\$ 8,365,945.25	\$ 9,304,884.87
December	\$ 7,806,444.21	\$ 8,964,742.67



For further information on HR activities, please contact the HR department.



Wood County

WISCONSIN

Employee Wellness

Riley Peterson

Letter of Comments – January 2026

- The cash payout incentives report for the 2025 Wellness Program has been finalized. We had a total of 178 employees who earned a cash incentive. To summarize, there were 89 participants who qualified for the Gold package, 47 participants who qualified for the Silver package, and 42 participants who reached the Bronze package. The payouts were included on their first January paycheck.
- The 2026 onsite biometric screenings are under way. There have been 2 screenings completed thus far, one at Riverblock and the other at the Courthouse. There are 6 more screenings scheduled and will be held at the various Wood County locations.
- The weekly occurrence of working with new hires and/or employees who have previously not enrolled in the Wellness Program has started. I've been working with them to create their wellness portal accounts so they may begin the process of completing the qualifying activities and become more involved with wellness.
- The Quarter 1 challenge will begin in February. The theme for this challenge will be based around improving blood pressure. The topic for this challenge was chosen based on the 2025 aggregate report and due to February being National Heart Month. Participants will learn how different lifestyle choices impact their blood pressure and will be asked to record healthy blood-pressure-supporting habits throughout the challenge.
- Health Coaching (the 3rd qualifying activity) is available earlier this year in hopes to talk to participants closer to their biometric testing date and to have the ability to complete their 3 qualifying activities earlier.
- A resources tab has been added to the 2026 wellness portal. This section includes resources on financial security, gym membership discounts, EAS, Tobacco and vaping.

COUNTY BOARD CLAIMS
Dec-25

District #		MONTH	PER DIEM	MILEAGE	Other Expenses	TOTAL
1	Wayne Schulz Jr	December-25	\$ 300.00	\$ 54.38	\$ -	\$ 354.38
2	Donna Rozar	December-25	\$ 465.00	\$ 419.05	\$ 11.70	\$ 895.75
3	Thomas Buttke	December-25			\$ -	\$ -
4	Russell Perlock	December-25	\$ 350.00	\$ 152.25	\$ -	\$ 502.25
5	Timothy Hovendick	December-25	\$ 400.00	\$ 253.75	\$ -	\$ 653.75
6	Allen Breu	December-25	\$ 365.00	\$ 130.50	\$ -	\$ 495.50
7	William Voight	December-25	\$ 300.00	\$ 100.05	\$ -	\$ 400.05
8	Jake Hahn	December-25	\$ 315.00	\$ 78.30	\$ -	\$ 393.30
9	Scott Brehm	December-25	\$ 300.00	\$ 46.40	\$ -	\$ 346.40
10	Lee Thao	December-25			\$ -	\$ -
11	Jeff Penzkover	December-25	\$ 350.00	\$ 53.65	\$ -	\$ 403.65
12	Laura Valenstein	December-25	\$ 445.00	\$ 65.25	\$ -	\$ 510.25
13	John Hokamp	December-25	\$ 300.00	\$ 53.65	\$ -	\$ 353.65
14	Dennis Polach	December-25	\$ 300.00	\$ -	\$ -	\$ 300.00
15	William Clendenning	December-25	\$ 665.00	\$ 339.30	\$ -	\$ 1,004.30
16	Lance Pliml	December-25	\$ 800.00	\$ 200.10	\$ -	\$ 1,000.10
17	Joseph Zurfluh	December-25	\$ 365.00	\$ 31.90	\$ -	\$ 396.90
18	Brad Hamilton	December-25	\$ 400.00	\$ 92.80		\$ 492.80
19	Bill Leichtnam	December-25	\$ 510.00	\$ 126.15	\$ -	\$ 636.15
	Michael Feirer	December-26	\$ 50.00	\$ 46.40	\$ -	\$ 96.40
	Bev Ghiloni	December-25	\$ 50.00	\$ 7.25	\$ -	\$ 57.25
	Thomas Heiser	December-25	\$ 65.00	\$ 7.25		\$ 72.25
	Marie Topping	December-25	\$ 50.00	\$ -	\$ -	\$ 50.00
						\$ -
			\$ 7,145.00	\$ 2,258.38	\$ 11.70	\$ 9,415.08

Chair

Committee Report

County of Wood

Report of claims for: County Clerk

For the period of: January 2026

For the range of vouchers: 06250177 - 06260013

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06250177	GANNETT WISCONSIN LOCALIQ	Various Ads	12/31/2025	\$404.40	P
06250178	OFFICE ENTERPRISES INC	Mail Supplies	12/02/2025	\$46.68	P
06250179	OFFICE ENTERPRISES INC	Mail Supplies	12/30/2025	\$103.68	P
06250180	OFFICE ENTERPRISES INC	Mail Supplies	11/05/2025	\$357.00	P
06250181	OFFICE ENTERPRISES INC	Mail Suplies	11/05/2025	\$31.63	P
06250182	UNITED MAILING SERVICE	Monthly Mail Fees	12/31/2025	\$967.02	P
06260001	WISCONSIN COUNTIES ASSOCIATION	2026 Dues	01/01/2026	\$11,312.00	P
06260002	WCCA (COUNTY CLERK'S ASSOC)	2026 Dues	01/01/2026	\$175.00	P
06260003	WCCA (COUNTY CLERK'S ASSOC)	2026 Conf Reg Miner/DeKleyn	01/08/2026	\$280.00	P
06260004	QUADIENT LEASING USA INC	Mail Machine Lease Payment	01/05/2026	\$1,496.55	P
06260005	NORTH CENTRAL ITBEC	2026 ITBEC Dues	01/16/2026	\$1,955.00	P
06260006	AMAZON CAPITAL SERVICES	Office Supplies	01/15/2026	\$55.31	P
06260007	OFFICE ENTERPRISES INC	Mail Supplies	01/16/2026	\$368.68	P
06260008	ROTO GRAPHIC PRINTING INC	Inner Election Envelopes	01/19/2026	\$4,077.00	P
06260009	US BANK	Visa Charges	01/19/2026	\$1,512.64	P
06260010	AMAZON CAPITAL SERVICES	Office Supplies	01/21/2026	\$38.70	P
06260011	ELECTION SYSTEMS & SOFTWARE	Ballots - Spring Primary	01/16/2026	\$1,817.02	P
06260012	AMAZON CAPITAL SERVICES	Office Supplies	01/26/2026	\$89.99	P
06260013	VERIZON	Monthly Modem Fee	01/19/2026	\$16.81	P
Grand Total:				\$25,105.11	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: FINANCE

For the period of: JANUARY 2026

For the range of vouchers: 14250238 - 14250239 14260001 - 14260026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14250238	AMAZON CAPITAL SERVICES	FILE FOLDERS	12/30/2025	\$19.28	P
14250239	US BANK	W2 MATE FOR 1099S	01/19/2026	\$293.00	
14260001	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT PAYMENT	01/08/2026	\$761.54	P
14260002	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISAIBILITY INSUR	01/08/2026	\$6,769.48	P
14260003	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/08/2026	\$3,519.42	P
14260004	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/08/2026	\$4,197.08	P
14260005	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	01/08/2026	\$355.85	P
14260006	ARPIN PUBLIC LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$27,050.50	P
14260007	CHARLES AND JOANNE LESTER LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$61,898.00	P
14260008	COLBY COMMUNITY LIBRARY	2026 LIBRARY REIMBURSEMENT	01/01/2026	\$144.65	P
14260009	GRANTON COMMUNITY LIBRARY	2026 LIBRARY REIMBURSEMENT	01/01/2026	\$146.03	P
14260010	GREENWOOD AREA LIBRARY	2026 LIBRARY REIMBURSEMENT	01/01/2026	\$4.32	P
14260011	LESTER PUBLIC LIBRARY OF ROME	2026 LIBRARY REIMBURSEMENT	01/01/2026	\$10,143.00	P
14260012	LOYAL PUBLIC LIBRARY	2026 LIBRARY REIMBURSEMENT	01/01/2026	\$31.81	P
14260013	MARSHFIELD PUBLIC LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$144,282.50	P
14260014	MCMILLAN MEMORIAL LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$345,478.50	P
14260015	PITTSVILLE COMMUNITY LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$38,261.50	P
14260016	UWSP - MARSHFIELD COMMISSION	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$30,994.00	P
14260017	VESPER PUBLIC LIBRARY	2026 1ST INSTALLMENT TAX AID	01/01/2026	\$10,134.50	P
14260018	AGING RESOURCE CENTER OF CENTRAL WISCONSIN	1ST QTR 2026 TAX LEVY	01/05/2026	\$52,048.00	P
14260019	AMAZON CAPITAL SERVICES	1099 ENVELOPES	01/13/2026	\$94.47	P
14260020	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/16/2026	\$46.23	P
14260021	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT PAYMENT	01/22/2026	\$761.54	P
14260022	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	01/22/2026	\$6,741.77	P
14260023	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/22/2026	\$3,608.20	P
14260024	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/22/2026	\$4,195.77	P
14260025	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	01/22/2026	\$355.85	P
14260026	US BANK	LEADERSHIP ACADEMY	01/19/2026	\$1,200.00	
Grand Total:				\$753,536.79	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____

Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____

Committee Report

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: DECEMBER 2025

For the range of vouchers: 17250140 - 17250150 23250063 - 23250066

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17250140	NORTHWOODS LASER & EMBROIDERY	Retirement Plaques	12/18/2025	\$94.00	P
17250141	WELD RILEY SC	Legal Fees	12/15/2025	\$900.00	P
17250142	WELD RILEY SC	Legal Fees	12/15/2025	\$600.00	P
17250143	ASPIRUS OCCUPATIONAL HEALTH	Advisor/Mileage/HRA/Bios/Labs	12/31/2025	\$7,476.50	P
17250144	CONCENTRA HEALTH SERVICES INC	Drug & Alcohol Testing	12/17/2025	\$53.00	P
17250145	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	12/30/2025	\$120.00	P
17250146	WI DEPT OF WORKFORCE DEVELOPMENT	December 2025 Unemployment	12/30/2025	\$1,633.09	P
17250147	US BANK	P-Card Charges	01/21/2026	\$1,452.94	
17250148	ASPIRUS OCCUPATIONAL HEALTH	Drug Testing	01/02/2026	\$265.00	P
17250149	AMAZON CAPITAL SERVICES	Office Supplies	01/27/2026	\$78.94	
17250150	WELD RILEY SC	Legal Fees	01/19/2026	\$300.00	
23250063	TJ'S AUTO & COLLISION REPAIR	Vehicle Damage - Squad #29	12/18/2025	\$13,256.56	P
23250064	WI COUNTY MUTUAL INS CORP	ODIP Workers Comp Prem	12/16/2025	\$321.00	P
23250065	AEGIS CORPORATION	Crime Policy	12/17/2025	\$1,919.00	P
23250066	WI COUNTY MUTUAL INS CORP	Liability Installment 26-27	12/22/2025	\$326,155.00	P
Grand Total:				\$354,625.03	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: JANUARY 2026

For the range of vouchers: 17260001 - 17260003 23260001 - 23260003

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17260001	WACPD	WACPD 2026 Membership	01/07/2026	\$25.00	P
17260002	US BANK	P-Card Charges	01/21/2026	(Voided)	P
17260003	US BANK	P-Card	01/16/2026	\$1,128.39	
23260001	WI COUNTY MUTUAL INS CORP	Annual Prem 1/1/26-1/1/27	12/16/2025	\$228,095.00	P
23260002	WISCONSIN PRIMA	2026 PRIMA Membership	01/14/2026	\$125.00	P
23260003	CHUBB	Policy Rewritten - Employment	01/11/2026	\$14,437.00	P
Grand Total:				\$243,810.39	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: JANUARY 2026

For the range of vouchers: 28250271 - 28250275 28260001 - 28260024

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28250271	GOVERNMENT FORMS AND SUPPLIES LLC	SURVEY MAP BINDERS	12/31/2025	\$950.88	P
28250272	STATE OF WISCONSIN TREASURER	4TH QTR PROBATE & BIRTH FEES	12/31/2025	\$25,449.53	P
28250273	WATER WORKS & LIGHTING COMM	TAX DEED UTILITIES	12/31/2025	\$65.74	P
28250274	WI DEPT OF ADMINISTRATION	DECEMBER WI LAND INFO	12/31/2025	\$6,524.00	P
28250275	WOODTRUST BANK	NOVEMBER SERVICE FEES	12/31/2025	\$77.28	P
28260001	CATALIS TAX & CAMA INC	LANDNAV SOFTWARE FEES	01/07/2026	\$20,550.00	P
28260002	CITY OF NEKOOSA TREASURER	DECEMBER SPECIAL CHARGES	01/07/2026	\$142.58	P
28260003	CITY OF WISCONSIN RAPIDS	DECEMBER SPECIAL CHARGES	01/07/2026	\$3,345.85	P
28260004	PORT EDWARDS WATER UTILITY	TAX DEED UTILITIES	01/07/2026	\$35.48	P
28260005	TOWN OF PORT EDWARDS	DECEMBER SPECIAL CHARGES	01/07/2026	\$427.44	P
28260006	TOWN OF SARATOGA	DECEMBER SPECIAL CHARGES	01/07/2026	\$618.33	P
28260007	TOWN OF GRAND RAPIDS	DECEMBER SPECIAL CHARGES	01/07/2026	\$405.75	P
28260008	TOWN OF MARSHFIELD	DECEMBER SPECIAL CHARGES	01/07/2026	\$1,467.96	P
28260009	TOWN OF RICHFIELD	DECEMBER SPECIAL CHARGES	01/07/2026	\$835.59	P
28260010	TOWN OF ROCK	DECEMBER SPECIAL CHARGES	01/07/2026	\$698.81	P
28260011	VILLAGE OF VESPER	DECEMBER SPECIAL CHARGES	01/07/2026	\$420.93	P
28260012	VILLAGE OF HEWITT	DECEMBER SPECIAL CHARGES	01/07/2026	\$526.50	P
28260013	VILLAGE OF PORT EDWARDS TREAS	DECEMBER SPECIAL CHARGES	01/07/2026	\$279.72	P
28260014	VILLAGE OF RUDOLPH	DECEMBER SPECIAL CHARGES	01/07/2026	\$1,228.11	P
28260015	WI REAL PROPERTY LISTERS ASSN	2026 WRPLA MEMBERSHIP DUES	01/07/2026	\$80.00	P
28260016	WI COUNTY CONSTITUTIONAL OFFICERS	2026 WCCO CONFERENCE	01/07/2026	\$125.00	P
28260017	CATALIS TAX & CAMA INC	MUNICIPAL SOFTWARE FEES	01/14/2026	\$17,000.00	P
28260018	CITY OF MARSHFIELD	TAX DEED MAINTENANCE	01/14/2026	\$115.00	P
28260019	STATE OF WISCONSIN TREASURER	DEC CLERK OF COURTS REVENUE	01/14/2026	\$117,221.18	P
28260020	WISCONSIN CO TREAS ASSN SEC TR	WCTA DUES	01/14/2026	\$100.00	P
28260021	WISCONSIN LAND INFORMATION ASSC	2026 WLIA DUES	01/14/2026	\$65.00	P
28260022	WISCONSIN LAND INFORMATION ASSC	2026 WLIA CONFERENCE	01/14/2026	\$480.00	P
28260023	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/21/2026	\$75.46	P
28260024	US BANK	WLIA CONFERENCE HOTEL	01/28/2026	\$196.00	P
Grand Total:				\$199,508.12	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____

Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____



RESOLUTION#

DATE February 17, 2026

Effective
Date

Upon passage & posting

Page 1 of 2

Introduced by Public Safety Committee & Operations Committee

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

INTENT & SYNOPSIS: To provide for unanticipated revenue from the Bureau of Traffic Safety, housed with the Wisconsin Department of Transportation's Division of State Patrol, to finance additional patrol for seat belt enforcement from January 1, 2026 through September 30, 2026

FISCAL NOTE: The costs to be funded in the 2026 budget are in lines 101-2504-52140-000-115 (Traffic Police Overtime). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52140	Sheriff Traffic Police		\$22,000.00
43521	State Aids Traffic	\$22,000.00	

WHEREAS, it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2026 operational year, and

WHEREAS, the Wood County Sheriff's Department overtime budget is restricted in nature and would be compensated \$22,000.00 for additional patrol for seat belt enforcement through the Bureau of Transportation Safety (BOTS) 2026 seat belt grant, and

WHEREAS, Wood County will be the fiduciary of the Bureau of Traffic Safety (BOTS) Grant and the Sheriff's Department will be responsible for all programmatic reporting requirements outlined in the grant award and seeing that grant funds are administered according to the approved application materials and certifications, and

WHEREAS, Wood County Sheriff's Department will allocate a portion of the \$22,000.00 awarded grant funds to Marshfield Police Department, Grand Rapids Police Department, Nekoosa Police Department, Port Edwards Police Department and Pittsville Police Department to assist with the additional traffic patrol within the boundaries of Wood County, and

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman

WHEREAS, Rule 5.03 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 Sheriff Traffic Police budget (52140) for 2026 by appropriating \$22,000.00 of unanticipated revenue from the State Aids Traffic (43521) revenue account.

BE IT FURTHER RESOLVED, that pursuant to Wis Stats 65.90(5) the County Clerk is directed to post a notice of this budget change within 15 days.



RESOLUTION#

DATE February 17, 2026
Effective
Date Upon Passage & Posting

Page 1 of 2

Health & Human Services Committee & Operations Committee

Introduced by

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

INTENT & SYNOPSIS: To Amend the 2026 Edgewater Administration (54219) budget to include expenditures for the CBRF architectural design which was in progress but not completed as of December 31, 2025.

FISCAL NOTE: No Cost to Wood County. The source of funding is from previously approved 2024 Edgewater Haven budget surplus.

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
54219	EW Administration		\$127,325
33900	EW Retained Earnings	\$127,325	

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

WHEREAS, on April 15, 2025, the Wood County Board of Supervisors approved the Resolution from the Health and Human Services and Operations Committee to approve architectural design services for a Community Based Residential Facility (CBRF) on the Edgewater Haven Campus which will not exceed an amount of \$200,000.00, in which would be funded through Edgewater Haven's 2024 Budget Surplus, and

WHEREAS, Edgewater Haven has engaged with The Samuels Group for CBRF architectural design, and

WHEREAS, The Samuels Group has been developing the architectural design of the CBRF and work will continue through 2026, and

WHEREAS, The Samuels Group has billed Edgewater Haven for a total of \$72,675.00 for services incurred in 2025, and

WHEREAS, it is anticipated that CBRF design costs will total \$127,325 for 2026, and

WHEREAS, rule 5.03 of the Wood County Board of Supervisors states that an amendment to the budget is required any time the actual cost will exceed the budget at the function level", and

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman

NOW THEREFORE BE IT RESOLVED, to amend the 2026 Edgewater Haven Administration (54219) budget by appropriating \$127,325 of unexpended 2024 budget surplus for the CBRF architectural design from Edgewater Haven's retained earnings (33900) account, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.



RESOLUTION#

DATE February 17, 2026
Effective
Date Upon passage and posting

Page 1 of 1

Introduced by Property & Information Tech & Operations Committee

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

INTENT & SYNOPSIS: To amend the 2026 Maintenance Capital Projects (57119) budget to include expenditures for the Courthouse HVAC project that was in process but not completed on December 31, 2025.

FISCAL NOTE: No cost to Wood County. The source of funding is previously approved and unspent jail contingency funds placed in the capital projects fund balance:

Function	Account Name	Debit	Credit
34113	Capital Projects Fund Bal.	\$343,205	
57119	Maintenance Capital Projects		\$343,205

WHEREAS, Resolution 25-4-3 was passed at the April 15, 2025 County Board meeting to approve the use of jail contingency funds of \$2,128,149 to fund the remaining unfunded portion of the courthouse heating system, and

WHEREAS, a total of \$1,784,944 was expended in 2025 leaving an unappropriated amount of \$343,205 to be used on 2026 expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the 2026 Maintenance Capital Projects (57119) budget by appropriating \$343,205 of unexpended jail contingency funds from the Capital

Projects Fund Balance (34113), and

BE IT FURTHER RESOLVED, that pursuant to Wis Stats 65.90(5) the County Clerk is directed to post a notice of this budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026

Effective

Date

Upon Passage & Posting

Page 1 of 1

Introduced by Judicial & Legislative and Operations Committee

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

INTENT & SYNOPSIS: To amend the 2025 budget for Corporation Counsel function (51320) for purpose of funding higher than anticipated personnel costs.

FISCAL NOTE: The source of funding is unanticipated revenues from Corporation Counsel Court Fees (46140) and Corporation Counsel Local Department Charges (47413). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51320	Corporation Counsel		\$11,300.00
46140	Court Fees	\$6,000	
47413	Local Department Charges	\$5,300	

WHEREAS, Corporation Counsel's budget incurred additional expenses for personnel costs not anticipated during the 2025 budget; and

WHEREAS, unanticipated revenues from Court Fees and Local Department Charges are sufficient to cover the overage in expenditures, and

WHEREAS, rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the Corporation Counsel (51320) budget for 2025 by transferring \$6,000.00 of unanticipated revenues from Corporation Counsel Court Fees (46140), and \$5,300.00 of unanticipated revenues from Corporation Counsel Local Department Charges (47413), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026

Effective

Date February 17, 2026

Page 1 of 1

Introduced by Public Safety & Operations Committee

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

INTENT & SYNOPSIS: To amend the 2025 Dispatch (52601) budget for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No cost to Wood County. The source of funding is unanticipated grant revenues from the Department of Military Affairs (DMA). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52601	Dispatch		\$363,849.94
43528	State Grants	\$363,849.94	

WHEREAS, the Dispatch function incurred unexpected 2025 expenditures for equipment and system upgrades, and

WHEREAS, unanticipated Department of Military Affairs (DMA) grant revenues were received and will be sufficient to fund the additional expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the 2025 Dispatch (52601) budget by appropriating \$363,849.94 of unanticipated DMA grant revenues from State Grants (43528), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post notice of this budget change within 15

days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE 02-17-2026
Effective
Date 02-17-2026

Page 1 of 1

Introduced by Public Safety and Operations Committee

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

INTENT & SYNOPSIS: To amend the 2025 Emergency Management Admin (52520) budget for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from donations and the Legacy Foundation. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
48500	Donations	\$7,623	
48900	Other Misc. Revenue	\$358,858	
52520	Emergency Mgmt. Admin		\$366,481

WHEREAS, the Emergency Management Admin budget incurred additional expenditures that were not anticipated during the original budget process due to the purchase of a vehicle barrier system and emergency kit supplies, and

WHEREAS, payments received from Donations and the Legacy Foundation will be sufficient to cover the unanticipated expenditures, and

WHEREAS, Rule 5.03 of the Wood County Board of Supervisors states that amendment to the budget is required any time the actual costs will exceed the budget at the function level, and

NOW THEREFORE BE IT RESOLVED, to amend the 2025 Emergency Management Admin (52520) budget by appropriating \$7,623 of unanticipated revenues from Donations (48500) and \$358,858 of

unanticipated revenues from Other Miscellaneous Revenue (48900), and

BE IT FURTHER RESOLVED, that pursuant to Wis Stats 65.90(5) the County Clerk is directed to post a notice of this budget amendment change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026

Effective

Date February 17, 2026

Page 1 of 1

Conservation, Education, Economic Development & Operations Committee

Introduced by

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

INTENT & SYNOPSIS: To amend the 2025 Land Water Conservation Department of Agriculture, Trade, Consumer Protection (DATCP) (56122) grant budget for additional expenditures not anticipated during the original budget process.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated DATCP State Aid grant revenues and use of DATCP grant fund balance. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
43586	State Aid	\$7,054.00	
34112	Fund Balance – DATCP	\$11,104.64	
56122	DATCP Grant		\$18,158.64

WHEREAS, the Land Water Conservation DATCP grant (56122) budget incurred unexpected additional 2025 expenditures for nutrient management farmer education (NMFE) incentives, and

WHEREAS, unanticipated DATCP State Aid revenues and the existing DATCP grant fund balance are sufficient to fund the additional expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the 2025 Land Water Conservation DATCP grant (56122) budget by appropriating \$7,054.00 of unanticipated revenues from DATCP State Aid (43586) and

\$11,104.64 of existing DATCP fund balance (34112), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post notice of this budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026
Effective
Date Upon passage & posting

Page 1 of 1

Highway Infrastructure & Recreation Committee and Operations Committee

Introduced by

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

INTENT & SYNOPSIS: To amend the 2025 Parks and Forestry Department Administration Budget (55210) for additional expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Insurance Recoveries (48440) and County Forest Revenue (46813) accounts. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
55210	Parks and Forestry Admin		\$28,335
48440	Insurance Recoveries	\$22,500	
46813	County Forest Revenue	\$ 5,835	

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

WHEREAS, the Parks and Forestry Administration Budget has incurred unanticipated expenditures due to purchasing a replacement vehicle that was involved in an accident, and from taking over management of Cera Park, and

WHEREAS, revenues from Insurance Recoveries and Forestry timber sales exceeded the 2025 budget and will offset the unanticipated expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the Parks and Forestry Administration Budget (55210) for 2025 by appropriating \$22,500 of unanticipated revenues from Insurance Recoveries (48440) and \$5,835 of unanticipated revenues from County Forest Revenue (46813), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stat. 65.90(5), the County Clerk is directed to post a Class 1 notice of the budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026
Effective
Date Upon passage & posting

Page 1 of 1

Highway Infrastructure & Recreation Committee and Operations Committee

Introduced by

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

INTENT & SYNOPSIS: To amend the 2025 budget for the Parks & Forestry Capital Projects function (56913) for expenditures not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Parks State Aid (43576). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
56913	Parks & Forestry Capital Projects		\$244,917
43576	Parks State Aid	\$244,917	

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

WHEREAS, the Parks Capital Projects expenditures function (56913) costs were not anticipated or budgeted for during the 2025 Parks and Forestry budget process, and

WHEREAS, current capital projects with pending grant reimbursement are multi-year projects, and

WHEREAS, awarded grant reimbursement is not received until project completion, and

WHEREAS, unanticipated grant reimbursement received in 2025 is sufficient to cover the unanticipated expenditures, and

WHEREAS, Rule 5.03 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 2025 Parks & Forestry Capital Projects (56913) Budget by appropriating \$244,917 of unanticipated revenues from Parks State Aid (43576), and

BE IT FURTHER RESOLVED that pursuant to Wis. Stat. 65.90(5), the County Clerk is directed to post a Class 1 notice of this budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE 02-17-2026
Effective
Date 02-17-2026

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Conservation, Education, Economic Development and Operations Committee

Introduced by

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

INTENT & SYNOPSIS: To amend the 2025 Planning and Zoning Land Records (56320) budget to reflect additional expenditures funded by the American Rescue Plan Act (ARPA).

FISCAL NOTE: No additional cost to Wood County. The source of funding is American Rescue Plan Act (ARPA) funds. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
43300	Other Federal Grants	\$63,000	
56320	Land Records		\$63,000

WHEREAS, the ARPA Funding Ad Hoc Committee has previously authorized funding for the Planning and Zoning Land Records LiDAR project, and

WHEREAS, payments received from ARPA funding will be sufficient to cover the additional expenditures for the approved project, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the 2025 Planning and Zoning Land Records (56320) budget by appropriating \$63,000 of ARPA funding from Other Federal Grants (43300).

BE IT FURTHER RESOLVED, that pursuant to Wis Stats 65.90(5) the County Clerk is directed to post a notice of this budget amendment

change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026

Effective
Date

February 17, 2026

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Introduced by Judicial and Legislative & Operations Committee

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

INTENT & SYNOPSIS: To amend the 2025 Register in Probate (51215) budget for additional expenditures not anticipated during the original budget process:

FISCAL NOTE: No cost to Wood County. The source of funding is unanticipated revenues from Court Fees & Costs. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51215	Register in Probate		\$2,200
46144	Court Fees & Costs	\$2,200	

WHEREAS, the Register in Probate Department incurred unexpected 2025 expenditures for personnel costs, and

WHEREAS, revenues in excess of anticipated amounts budgeted to the Register in Probate Department for Court Fees & Costs will be sufficient to fund the additional expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the 2025 Register in Probate (51215) budget by appropriating \$2,200 of unanticipated revenues from Court Fee and Costs (46144), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post notice of this budget change within 15

days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



RESOLUTION#

DATE February 17, 2026

Effective
Date

February 17, 2026

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Introduced by Operations Committee

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

INTENT & SYNOPSIS: To amend the 2025 Treasurer (51520) budget for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No cost to Wood County. The source of funding is unanticipated revenues from Tax Increment Revenues. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51520	Treasurer		\$7,500
41120	Tax Increments	\$7,500	

WHEREAS, the Treasurer's Department incurred unexpected 2025 expenditures for software costs, and

WHEREAS, revenues in excess of anticipated amounts budgeted to the Treasurer's Department will be sufficient to fund the additional expenditures, and

WHEREAS, Rule 5.03 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

NOW THEREFORE BE IT RESOLVED, to amend the Treasurer (51520) department budget for 2025 by appropriating \$7,500 of unanticipated revenues from Tax Increment Revenues (41120), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

Adopted by the County Board of Wood County, February 17, 2026

County Clerk

County Board Chairman



2025 TURNOVER SUMMARY

Overview:

Wood County experienced a total of 129 terminations in 2025. This is an overall turnover rate of 16.9%. Our adjusted turnover rate (excluding casuals/seasonal staff) is 12.5%. This report breaks down the data into several different areas.

2025 Dashboard

Number of New Hires

163

Number of Terminations

129

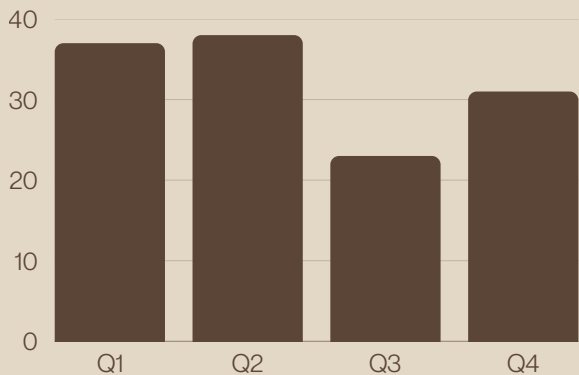
Overall Turnover Rate

16.9%

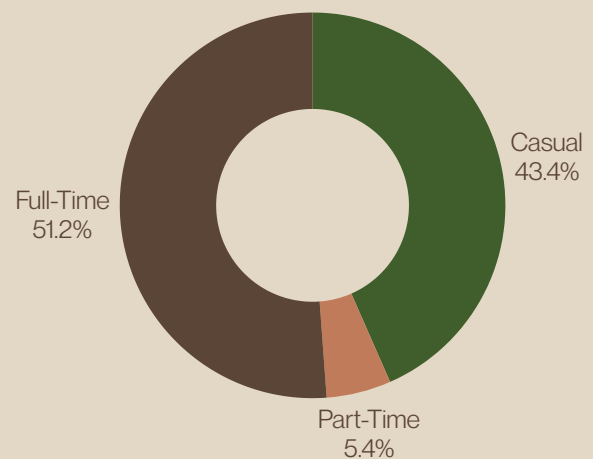
Adjusted Turnover Rate

12.5%

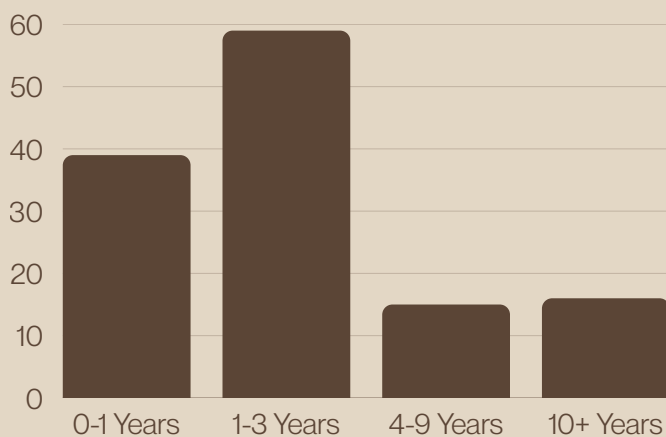
Turnover by Quarter



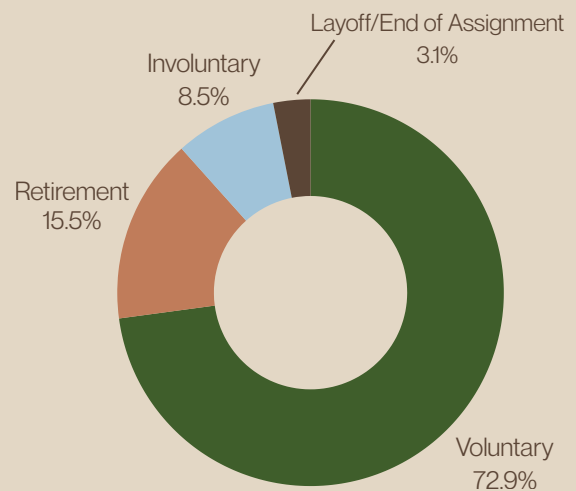
Distribution of Terminations by Status



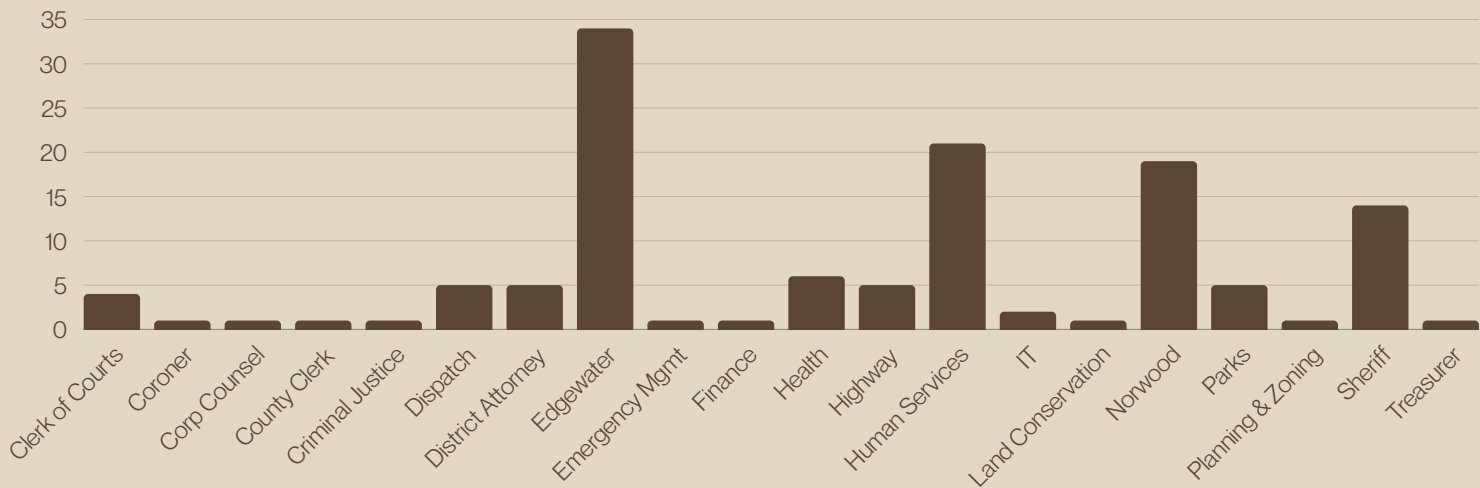
Turnover by Years of Service



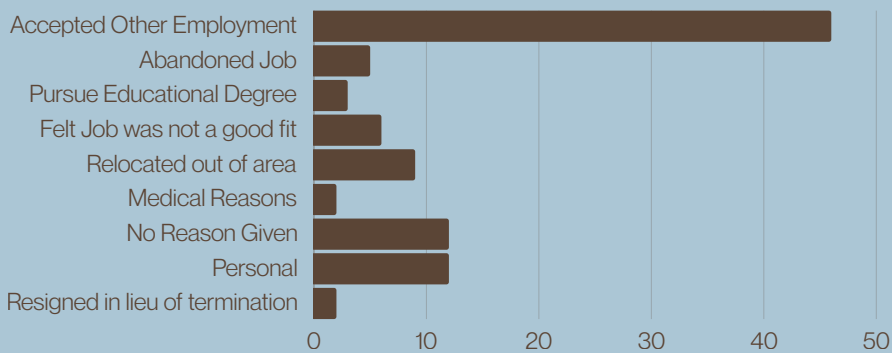
Distribution of Terminations by Reason/Type



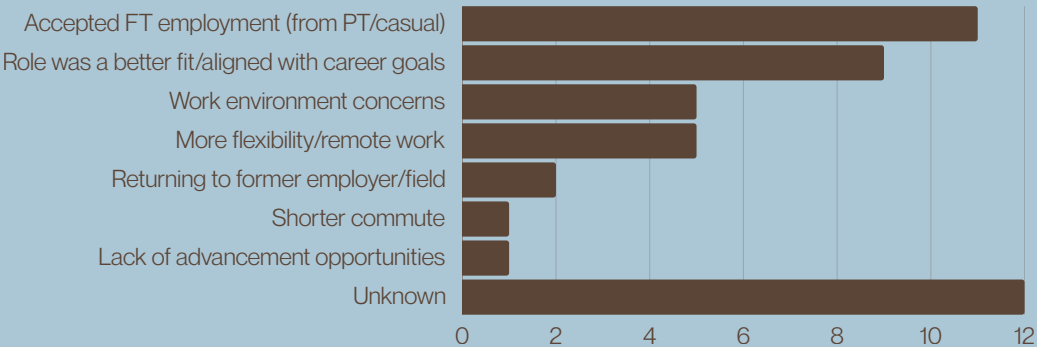
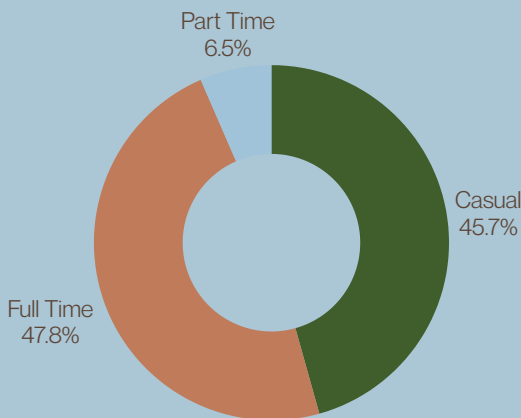
Turnover by Department



Voluntary Terminations



Of those that left to Accept Employment Elsewhere:



How do we compare:

The Bureau of Labor Statistics Labor Turnover report indicates that the average turnover for state and local government (non-education) in the US in 2025 is 17.9%.

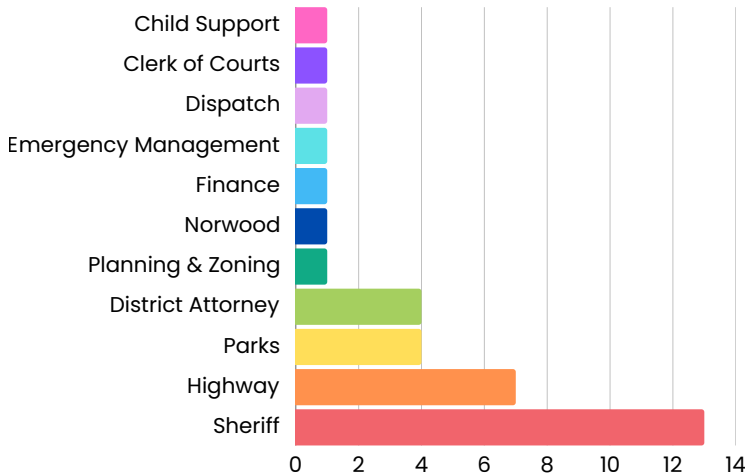




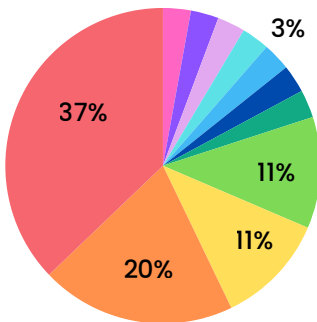
2025 Recruitment & Retention Policy Summary



Use By Departments (Total Number)



Use By Departments (Percentage)

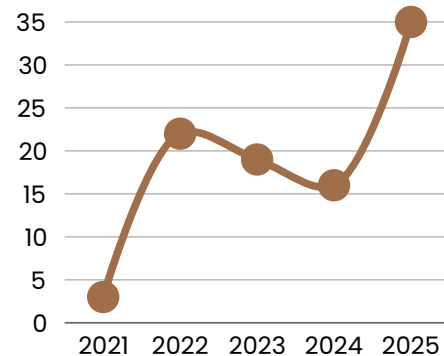


Strategic Highlights

- ✓ 35 employees impacted
- ✓ 3 impacted employees resigned (8.5%)
- ✓ 13 impacted employees were repeat recipients (37%)
- ✓ 17 impacted employees are supervisors/managers (48.5%)



Year over Year Usage Growth



2025 Performance Evaluation Ratings

1	2	3	4	5
0%	0.3%	63%	32.8%	3.7%

In 2025, 618 performance evaluations were completed. Of those, 36.5% received an overall rating of 4 or 5 (above average). 15% of those employees were rewarded through this policy.