

AGENDA
WOOD COUNTY BOARD OF SUPERVISORS

DATE: Tuesday, October 21, 2025
TIME: 9:30 AM
LOCATION: Courthouse – Room 300

CALL TO ORDER

ROLL CALL

EXCUSALS: Supervisor Hamilton

INVOCATION: Supervisor Hahn

READING OF THE MINUTES OF THE PREVIOUS MEETING

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

Ethics Committee – 3-year term – Matt Susa, Supervisor Hahn
Veterans Service Commission – 3-year term – Michael Feirer
Civil Service Commission – 5-year term – Dave Laude
South Central Library Board of Trustees – 3-year term – William Clendenning

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS & RECOGNITIONS

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

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

SPECIAL ORDER OF BUSINESS – Annual ADRC Report – Mike Rhea

FUTURE AGENDA ITEMS

SET DATE FOR NEXT COUNTY BOARD MEETING

Wednesday, November 12, 2025 (pursuant to Wis Stats 59.11 (1)(a))

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Access code: 2493 666 6912

Join by WebEx App or website

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mcb0ed7a0d675815957c7d9b80715b4ae>

Webinar number: 2493 666 6912
Webinar password: 102125

PROCEEDINGS OF THE WOOD COUNTY BOARD OF SUPERVISORS

September 16, 2025 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Tuesday, September 16, 2025.

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

Supervisors present: Brehm, Breu, Buttke, Clendenning, Hahn, Hamilton, Hokamp, Hovendick, Leichtnam, Penzkover, Perlock, Polach, Pliml, Rozar, Schulz, Thao, and Voight.

Excused were Valenstein and Zurfluh.

Supervisor Voight gave the invocation led the Pledge of Allegiance.

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

There was no public comment.

There were no referrals.

Committee minutes presented: Operations.

RESOLUTION 25-9-1

Introduced by: Public Safety and Operations Committees

INTENT & SYNOPSIS: To accept Auburndale School District funding totaling \$60,000 annually for 3 years and create a School Resource Deputy position. (1.0 FTE)

FISCAL NOTE: The remainder of 2025 will be entirely funded by school district funds. County budgeted funds in addition to the \$60,000 annual contribution from Auburndale School District will be used to continue the position. Additional grant funding has been applied for that would support the position for the next 3 years.

Motion by Rozar/Hamilton to adopt Resolution 25-9-1. Motion carried unanimously. Excused were Valenstein & Zurfluh.

RESOLUTION 25-9-2

Introduced by: Operations Committees

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

FISCAL NOTE: Paid Amount - \$5,460.60.

Motion by Breu/Voight to adopt Resolution 25-9-2. Motion carried unanimously. Excused were Valenstein & Zurfluh.

Committee minutes presented: Health & Human Services, Public Safety, Civil Service Commission,

Conservation, Education, & Economic Development, Golden Sands Resource Conservation & Development Council, Citizens Water Group.

RESOLUTION 25-9-3

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: To adopt the Wood County Bicycle and Pedestrian Plan so that Wood County is eligible for future grant funding opportunities.

FISCAL NOTE: No fiscal impact to Wood County.

Motion by Leichtnam/Hamilton to adopt Resolution 25-9-3. Motion carried unanimously. Excused were Valenstein & Zurfluh.

Committee minutes presented: Judicial & Legislative.

Introduced by: Judicial & Legislative, Highway Infrastructure & Recreation, Property & Information Technology, Junior Fair Board, McMillan Library Board of Trustees, South Central Library Board of Trustees.

RESOLUTION 25-9-4

Introduced by: County Board of Supervisors

INTENT & SYNOPSIS: Related to the life and public service of Marion Hokamp.

Supervisor Hokamp was recognized and thanked the board for their expressions of sympathy and this resolution honoring his immediate predecessor and mother.

Motion by Rozar/Buttke to adopt Resolution 25-9-5. Motion carried unanimously. Excused were Valenstein & Zurfluh.

Without objection, Chairman Pliml adjourned the meeting at 10:47 AM. Next scheduled county board meeting is October 21, 2025.

Trent Miner
County Clerk

REFERRALS FOR OCTOBER 21, 2025 – COUNTY BOARD

- NONE

MINUTES OPERATIONS COMMITTEE

DATE: Wednesday, September 24, 2025
TIME: 10:00 AM
PLACE: Courthouse – County Board Room

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

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

1. Chair Valenstein called the committee to order at 10:00 AM.
2. There was no public comment.
3. Finance Director Yang provided the committee with the current overview of the 2026 budget as it stands as of today.
4. Department Heads and Committee Chairs listed below presented further clarification of their budget requests to the committee:
 - a. Maintenance – Reuben Van Tassel – related to the additional FTE for automation infrastructure
 - b. Edgewater Haven – Justin Cieslewicz – Reviewed a calculation error in Medicare revenues and various changes to the budget made to compensate for the error.
 - c. Human Services (Community & Norwood) – Brandon Vruwink – Reviewed the positions approved by county board and possible census adjustments that could be made to increase revenue projections.
 - d. Highway Dept. – Roland Hawk & John Peckham – Reviewed increased costs and adjustments made to date to lower levy request.
 - e. Sheriff's Dept – Shawn Becker & Quentin Ellis – Reviewed increases in FTE counts, two of which have been approved by county board previously. The other two are correction officers needed in the new jail.
 - f. Coroner – Yang reviewed the vehicle request, which is dependent on the Emergency Management CIP being approved in the budget, whereby their vehicle would be transferred to the coroner.
 - g. Clerk of Courts – Kimberly Stimac and Chair Clendenning – Review of additional hours from 2015 to 2080 for full time employees due to increase of Assistant District Attorneys and an additional judge.
 - h. Criminal Justice Coordinator – Dillon Ksionek and Chair Clendenning – Review of both Dept. of Justice grant funding for diversion courts, as well as grant funding of jail programming and their effect on FTE count and services.
 - i. District Attorney – Jonathan Barnett & Chair Clendenning – Review of additional FTEs coinciding with additional ADAs the state is providing.

- j. Extension – Jason Hausler & Chair Leichtnam – Review of new fully county funded nutrition position (80% FTE) to replace federally funded position that has been cut by the federal budget.
 - k. Information Technology – Amy Kaup & Chair Breu – Review of additional FTE request.
5. Yang reviewed the following proposed budgets:
- a. Library Tax
 - b. UWSP at Marshfield
 - c. Ho-Chunk Nation funding
 - d. Contingency
 - e. Payment in lieu of taxes
6. The committee will continue to review the budget numbers as they are amended by the departments.
7. Chair Valenstein declared the meeting adjourned at 12:37 PM.

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

Operations Committee
September 24, 2025

NAME	REPRESENTING
Bill Clendinning	WCB #15
DENNIS POLACH	WCB - #14
Darrin Steinbach	Finance
Panyia YANG	Finance
Katie Miloch	WCHSD
Bill Leichtnam	WCB #19
Kim Shmal	Clerk of Courts
SHAWN BECKER	SHERIFF'S DEPT
QUENTIN ELLIS	"
JOHN PECKHAM	HIGHWAY
AL BREU	PIT, HIRC WC#6
AMY KAUP	IT
Katie DeKleyn (Web Ex)	County Clerk
Jodi Liegel (Web Ex)	Human Services
Quentin Ellis (Web Ex)	Sheriff's Dept
Justin Cieslewicz (Web Ex)	Edgewater Haven
Amy Kaup (Web Ex)	IT
Jason Hauster (Web Ex)	Extension
Katie Haganstad (Web Ex)	Human Services
Roland Hawk (Web Ex)	Hwy
Nick Flanagan (Web Ex)	Corp Counsel
Brad Hamilton (Web Ex)	County Board Dist 18

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, October 14, 2025

TIME: 10:00 AM

PLACE: Courthouse – Rm 300

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

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. Wellness Coordinator Peterson reviewed updates of the Wellness Program.
5. Ben Jennings returned to the committee in regards to the statue out front of the Port Edwards mill. This item is currently being reviewed by the appropriate parties and by Corporation Counsel.
6. Treasurer Gehrt presented 3 resolutions relating to the sale of tax deeded properties. Motion by Hahn/Pliml to approve the resolutions as presented and forward onto the county board for their consideration. Motion carried unanimously.
7. Finance Director Yang presented a resolution amending the Sheriff's Dept budget to expend Traffic Safety Grant dollars. Motion by Zurfluh/Pliml to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. Yang presented the updated 2026 budget to the committee, whereby some adjustments were made to various revenues and expenditures by certain departments. Those included:

Highway (429,868)
Increase Highway GTA Revenue based on estimate received 10/1

Human Services-Community (74,114)
Reductions found in various areas/rev inc in 4035

Health (12,780)
Opioid Settlement Revenue for Admin Costs

Emergency Management (12,000)
Shop Storage Unit - Purchase in 2025 instead with excess wages

Parks (30,000)
Removed UTV and ATV replacements until 2027

IT (98,747)
Removed Network Analyst 1.0 FTE

Maintenance (75,000)
Reduce CIP

Motion by Valenstein/Rozar to approve of the aforementioned changes and adjust the following:

Highway Dept. (350,000)
Remove purchase of 1, out of 2 requested, trucks

Clerk of Courts (25,251)
Remove the increase of 10 staff members from 0.97 FTE to 1.0 FTE

General County (720,000)
Reduce COLA from initial 2.5% increase to 1.0% increase.

Motion by Pliml/Valenstein to amend the motion to add back in the IT Network Analyst position as requested. Motion carried unanimously.

Amended motion was called resulting in the motion being carried 4-1. Voting no was Hahn. (Thinks the Highway Dept. should be able to get additional truck with cuts being made elsewhere).

9. HR Director McGrath presented the AI (Artificial Intelligence) Policy to the committee for review. This policy has passed the PIT Committee previously. Motion by Rozar/Hahn to approve the policy as drafted. Motion carried unanimously.

10. The next regular meeting will be held on Tuesday, November 4, 2025, at 10:00 AM.

11. Chair Valenstein adjourned the meeting at 11:29 AM.

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

Operations Committee
October 14, 2025

NAME	REPRESENTING
JEFF Penzkover	WCB #11
Bill Voight	WCB-7
Katie Miloch	WCHSD
Darrin Steinbeck	Finance
Pamela Yang	Finance
JOHN PECKHAM	HIGHWAY
SCOTT BREHM	WCH #9
TARA JENSEN	PRONKE
Kim McIntire	HR
Kathy Aylx	Health
Hector Gehrt	Treasurer
Bill Lichtnam	WCB #19
Jonathan Barnett	DA
DENNIS POLACH	WCB-14
Dillon Kibonek	Criminal Justice
MATT IVES	IT
Josh Wolf	IT
WebEx	
Tiffany Ringer - Fed of Deeds	Nick Flanagan - Corp Counsel
Nick Pluggur - HR	Kelli Szymanski - HR
Brandon Vruwink - Human Services	Brenda Nelson - Finance
Justin Cieslewicz - Edgewater	Jason Hawker - Extension
Mary Schlagenhaft - Human Services	
Chad Schooley - PAF	



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – October 2025

- This year, I had to compute and forward the Library Tax exemption formulas to those municipalities that have libraries in their respective jurisdictions. This task used to be completed by the South Central Library System, but apparently they are not able to do this any longer. After I computed those amounts, I passed them along to the municipalities so they knew what they had to budget in order to claim exemption from the county library tax. These calculations are all formula based and work off circulation, costs, and equalized values. It reminds me of a mini-apportionment process.
- Along with the library tax exemption rates, I will also be working on the apportionment of taxes and getting those out as soon as the state certifies the charge back amounts they may have. Once the county has final tax numbers, work will commence on those calculations. Unfortunately, the state does not certify the charge back numbers until the day the apportionment is due, which is idiotic and makes no sense, but, as that lovely Doris Day song goes.....que sera, sera.
- Construction of a pressure relief outlet continues in our back storage area. It takes up a nice chunk of space. As of this writing, it is in place, framed out, and in the process of being drywalled and painted. Once complete, we will be bringing down all the items we have stored up in the storage area of the county board room, if there is room.
- ES&S was here the first week of September to conduct preventative maintenance on all of our voting machines in the county. All the clerks dropped off their equipment and we locked it all in the storage area in the county board room, where the maintenance was performed. The room served us well for this process in that the technicians were able to use the county board desks that have power to them to hook up a number of units at once.
- I had ES&S Technical Services here to move the election servers from the county's data center to our programming room. This is a more secure process for us when it comes to elections in that only my office staff and myself have access to our programming room and its contents. Myself, along with Chief Deputy County Clerk DeKleyn, will be going through the training for the self-programming of elections. Our ES&S representative will be onsite for at least two full days to start and then return for additional training as we get closer to an election. Again, with the scrutiny of elections and the various processes involved, it just makes sense to have the statutory chief election official (that would be me) of the county perform this task. While I believe this move to be neutral as far as costs go, it does allow us some flexibility on printing and special election costs, which could see some cost saving associated with it.
- I attended the WCA Conference at the Kalahari at the end of September. Recall, this also serves as the fall meeting of the county clerks, so I was not able to attend many of the breakout sessions. I did attend one on Constitutional Officers put on by Andy Phillips. He did a great job of explaining

the various nuances involved when it comes to counties and their constitutional officers. Our sessions were interesting as well. It is always good to get together with my fellow clerks and learn together, and the Kalahari is a great place to hold these meetings and conferences.

- I have training set up for my municipal clerks and chief election inspectors on Wednesday, October 22nd and Saturday, October 25th, at the Community Hall in Pittsville. If history holds, I should have close to 100 attending on Wednesday and about 30-40 on Saturday. I limit attendance to just those two groups with instructions to take back what they learn to the other election inspectors. If I were to let everyone attend, I would need a place like the Kalahari to accommodate the number of people we have. I am very grateful to the City of Pittsville for letting me use the hall free of charge for these activities. I have submitted my training and been approved for 3 hours of training credit. Since I have been county clerk, I have offered Saturday sessions because a lot of my clerks and some chiefs work during the week and having the Saturday sessions allows them to gain their 6 hours per term required training to remain certified in elections for the next term, which begins on January 1, 2026, without having to take a day off of work.
- I had to go to one more session of training to remain as a state certified trainer for chief election inspector baseline training and municipal clerk core training. This process was more involved than in the past in that I had to attend additional trainings that were not required in the past. Fortunately, I was able to do 2 of them via Zoom, but I did have to truck up to River Falls to attend one of them, as it was not offered via Zoom.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

September 30, 2025

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – September 2025

Human Resources Activity

	September 2025	2025 Year-to-Date
Applications Received	113	1363
Positions Filled	10	138
Promotions/Transfers	3	36
New Hire Orientations	8	107
Terminations, Voluntary	5*	64
Terminations, Involuntary	1	7
Retirements	0	10
Turnover Rate	.80%	.89%
Exit Interviews	5	31

*None of these are casual

Human Resources Narrative

General Highlights

1. Began the Open Enrollment process for 2026 benefit elections including finalizing the Benefits Guide, the Open Enrollment presentation slides, and premium amounts. Again this year we are pleased to offer an electronic benefit election form through Employee Self Service (ESS). Open enrollment meetings are scheduled to take place the week of September 29th with both in-person and virtual attendance options. All benefit-eligible employees are encouraged to attend a meeting or view a recorded session (when available) as there are some important changes being announced, including:
 - Health Insurance premiums are increasing by 5% for 2026
 - Out-of-Pocket maximums on the Traditional PPO plan are increasing slightly: Deductible & Coinsurance: \$1,500 Individual, \$4,500 Family
 - A specialty medication tier (Tier 4) is being added to the Traditional PPO plan at a \$150 copay
 - OptiMed Specialty Pharmacy benefit is being added that provides free specialty medications to plan members
 - Dependent Care FSA contribution limit is increasing to \$7,500 per family

Employees may earn Wellness points for their attendance by logging into the ManageWell portal and completing the required information. All benefit eligible employees must complete and return an enrollment form by November 7th.

2. Earlier this month, we were notified by The Horton Group and Anthem that negotiations with Aspirus Health System are ongoing but have not yet resulted in an agreement. We are hopeful that an agreement will be reached, allowing continued access to these local facilities, however if an agreement is not reached towards the end of the year, we will evaluate all available options due to the significant disruption this will cause our members. We will continue to monitor the negotiations and share any new information when it becomes available.
3. Continued engagement with Mid-State Technical College on both our annual Leadership Retreat and the Employee Engagement Survey.
 - The Leadership Retreat will take place on Thursday, November 13th and will focus on Building High Functioning Teams, Team Problem Solving, and AI Leadership. All Wood County managers and supervisors are invited and encouraged to attend!
 - The survey questions have been finalized and MSTC is currently building our survey in an electronic platform. A January 2026 launch date is anticipated. The survey will be optional and intended for all Wood County employees.

Meetings & Trainings

1. Attended the Operations Committee meeting on September 2nd.
2. Attended the Public Safety Committee meeting on September 8th.
3. Attended County Board on September 16th.
4. Attended the CWSHRM/SPAHRA Conference in Rothschild on September 11th. Topics presented included Servant Leadership, Succession Planning, and Critical Thinking.
5. Attended the WACPD Fall Conference on September 18-19th in Elkhart Lake. Topics presented included Behavioral Health Solutions, the WI Retirement System, the Arbitration and IHO Process Preparation, Best Practices in Workers' Compensation, Conducting Investigations, and Navigating HR Landmines.
6. Attended the monthly conference call with The Horton Group on September 23rd to discuss various benefit topics, including the 2026 renewal process.
7. Attended the WPELRA Member Roundtable on September 24th.
8. Held individual staff and team meetings to discuss and provide updates on the department's identified 2025 goals.
9. Team members attended various webinars related to benefits, employment law, and compliance.

Benefits

1. Receipt of annual Open Enrollment election forms as they are completed and submitted by eligible employees.
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>
Replacements	Clerk of Courts	Court Clerk (2)	Position posted: deadline 10/6/2025
Replacement	District Attorney	Legal Administrative Assistant	Position posted, deadline 10/6/2025
Replacement	District Attorney	Victim Witness Advocate	Position posted; deadline 10/6/2025
Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/8/2025
Replacement	Human Services	Family Interaction Worker	Position posted; deadline 10/6/2025
Replacement	Human Services	Case Mgr/SW-IA	Position posted; interviews conducted, references/background completed, offer extended and accepted, filled 9/22/2025
Replacement	Human Services	Children’s Waiver Case Mgrs (Support & Service Case Mgr) 1-Mfld, 1-WR	Position posted, deadline 10/20/2025
Replacement	Human Services	Case Worker/SW – Ongoing	Position posted; deadline 10/20/2025
Replacements	Human Services	Mental Hlth Case Mgr (CCS Service Facilitator) – 2 - WR	Position posted; deadline 10/20/2025
Replacement	Human Services	Community Resources Receptionist	Position posted; deadline 10/6/2025
Replacement	Human Services	Youth Mentor Case Mgr	Position posted; deadline 10/20/2025
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, and LPN	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding; deadline 10/27/2025
Replacement	Norwood	Casual Receptionist	Position posted; deadline 10/13/2025
Replacement	Planning & Zoning	County Planner	Position posted, deadline 9/15/2025
Replacement	Sheriff	Corrections Officers – Establish Eligibility List	Position extended; applications being reviewed, interviews being conducted. Deadline 10/27/2025
New Position – Resolution 25-8-1	Sheriff	Coordinated Response Specialist	Position posted, closed 9/22/2025, applications being reviewed, interviews to be conducted

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 PRIMA Wisconsin quarterly meeting virtually on September 11th.
4. Attended Norwood Safety Committee on September 16th.
5. Met with Emergency Management, Dispatch, Edgewater, Norwood, and IT staff on various dates to discuss messaging in the Everbridge System.

NEW Workers' Compensation Claims (1)

1. 7/7/25 – Highway – Employee strained R knee while entering truck (late report)

OPEN Workers' Compensation Claims (1)

1. 2/12/25 – EM – Employee slipped on ice, fell on L side hauling debris to bin at EM Shop (surgery required)

First Aid Injuries (3)

1. 9/12/25 – Highway – Employee was struck on top of head by asphalt chunk while unclogging machine at asphalt plant
2. 9/14/25 – Norwood – Employee hit head on sharps container while removing paper from waste basket
3. 9/25/25 – Norwood – Employee cut R thumb while reaching for dish rack in dish room

Property/Vehicle Damage Claims (2)

1. 9/2/25 – Sheriff's – Jail Transport van windshield cracked and required replacement (actual damage \$498.49)
2. 9/2/25 – Sheriff's – Squads contacted each other while responding emergently from Courthouse parking lot (est. damage unknown).

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.

Other

1. Posted multiple announcements on LinkedIn and Facebook throughout the month. These include job advertisements, employee recognition, and other relevant community-focused announcements.
2. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
3. Quarter 3 Random DOT selections completed.
4. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.

5. Facilitated New Hire Orientation on September 2nd and 22nd.
6. Conducted exit interviews on September 5th, 8th, 10th, 26th, and 30th.
7. Responded to multiple verifications of employment.
8. Replied to requests from surrounding counties with varied information.
9. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.
10. Created quarterly employee newsletter and distributed to all employees



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—OCTOBER 2025

1. Attended Wisconsin Counties Association weekly calls on Mondays in September.
2. Attended Operations Committee meeting on September 2
3. Participated in a Zoom meeting regarding an upcoming presentation regarding brownfields on September 4.
4. Met with Planning & Zoning Director Grueneberg to discuss next steps in closing out the Community Development Block Grant program for the county on September 8.
5. Presented at Brownfield Learning Session in Stevens Point on September 10.
6. Participated in a zoom call with Representative Jacobson's Legislative Assistant in regard to a possible legislative proposal regarding waiver of penalties on delinquent property taxes on September 11.
7. Participated in Foundation for Rural Housing Board of Directors meeting virtually on September 15
8. Attended County Board on September 16.
9. Attended WCA Conference in Wisconsin Dells September 21-23.
10. Participated in a zoom meeting with Catalis, our tax software vendor, to make sure that the municipalities were all set up to transfer to the new system on September 25.
11. Had a meeting with the Town of Wood Treasurer to go over questions and the new tax program that the municipalities will be transferring over to on September 29.
12. Avoiding having to go to court on September 30, for an eviction case, as the delinquent taxpayer was able to secure all the necessary funds to make the county whole.
13. Sales tax is about 12.50% behind on where we were at this time last year. Overall, we need about \$2.7 million dollars more, over the next 4 months, to make our budgeted amount.



Wood County

WISCONSIN

Employee Wellness

Riley Peterson

Letter of Comments – September 2025

- This past month, we completed the Q3 Neuro Wellness challenge. The goal of this challenge was to encourage participants to improve their cognitive health through various activities that promote critical thinking skills, positive reasoning, and overall brain health. Participation in the challenge increased compared to last year's Q3 challenge.
- I have been conducting body composition testing this past month via the InBody analysis machine to various locations. Employees had the opportunity to get measurements of fat mass/percentage, skeletal muscle mass, lean dry mass, and water weight.
- I have been working with public health nursing for the upcoming flu shot clinic in October; they have been a tremendous help in organizing and staffing these upcoming clinics. There will be two clinics days at Riverblock in Wisconsin Rapids, and one clinic held at DC Steidle Plaza in Marshfield. Sign-ups are ready and an initial communication to employees has been sent.
- Later this month, registration for our Q4 challenge "You Snooze, You Win" will begin. The focus for this challenge is to practice healthy sleep hygiene habits to improve both the quantity and quality of sleep for improved health.
- I am continuing to work with new hires and/or employees who have previously not enrolled in the Wellness Program to get accounts setup on www.managewell.com so they may begin the process of completing the qualifying activities and become more involved in the Wellness Program.



RESOLUTION#

DATE October 21, 2025
Effective
Date Upon passage & posting

Page 1 of 2

Introduced by Public Safety Committee & Operations Committee

Motion:	Adopted:	☐
1 st	Lost:	☐
2 nd	Tabled:	☐
No: _____	Yes: _____	Absent: _____
Number of votes required:		
☐ Majority	☒ Two-thirds	
Reviewed by: _____	NF _____	, Corp Counsel
Reviewed by: _____	PY _____	, 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 November 1, 2025 through December 31, 2025

FISCAL NOTE: The costs to be funded in the 2025 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		\$4,600.80
43521	State Traffic Aids	\$4,600.80	

WHEREAS, it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2025 operational year, and

WHEREAS, the Wood County Sheriff's Department overtime budget is restricted in nature and would be compensated \$4,600.80 for additional patrol for seat belt enforcement through December 2025, 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 \$4,600.80 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, October 21, 2025

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 (52140) Budget for 2025 to add \$4,600.80 of unanticipated revenue from the Bureau of Traffic Safety into the traffic revenue account (43521) known as State Traffic Aids.

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 October 21, 2025
Effective
Date October 21, 2025

Page 1 of 2

Introduced by Operations Committee

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

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

FISCAL NOTE: Offered Amount	\$77,513.00
R.E. Taxes	(3,035.73)
Publication Fees	(413.20)
Tax Deed Expense	(405.00)
GAIN	\$73,659.07

		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, a sealed bid process was held and these were the best offers received on the below mentioned properties, and,

WHEREAS, proceeds will be distributed in accordance with Act 216, and,

WHEREAS, it is beneficial for Wood County to sell tax deeded property so as to obtain deficient tax revenues and to place the property back on the tax roll.

NOW THEREFORE BE IT RESOLVED, that the following offers be accepted.

Town of Port Edwards

1300672J The South 231 feet of the North 538 feet of the West 66 feet of the East 360 feet of the SE ¼ of the SW ¼ of Section 33, Township 22

North, Range 5 East, Town of Port Edwards, Wood County, Wisconsin.

MINIMUM BID
\$850.00

OFFER
\$10,603.00

Property is vacant land on Griffin Lane, Town of Port Edwards.

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman

Town of Sigel

21-00081A Lot 1 of Wood County Certified Survey Map No. 5253 recorded in the office of the Register of Deeds for Wood County, Wisconsin, in Volume 18 of Certified Survey Maps at page 153 as Document No. 749017; being a part of the SE ¼ of the SE ¼ of Section 4, Township 23 North, Range 5 East, in the Town of Sigel, Wood County, Wisconsin.

MINIMUM BID

\$59,300.00

OFFER

\$60,100.00

Property is located at 6919 Lundberg Rd., Town of Sigel.

Village of Arpin

32-00024C Outlot 2 of Wood County Certified Survey Map No. 10390 recorded in the office of the Register of Deeds for Wood County, Wisconsin, in Volume 39 of Certified Survey Maps at page 90 as Document No. 2018R05092; being part of the SW ¼ of the SE ¼ of Section 21, Township 24 North, Range 4 East, in the Village of Arpin, Wood County, Wisconsin.

MINIMUM BID

\$810.00

OFFER

\$810.00

Property is vacant land between Pleasant Ln. and Park Ln., Village of Arpin.

City of Wisconsin Rapids

34-03108 Lot 3 of West Side Assessor's Plat No. 28, City of Wisconsin Rapids, Wood County, Wisconsin.

MINIMUM BID

\$5,800.00

OFFER

\$6,000.00

Property is vacant land on corner of Park Ave. and Robert St., City of Wisconsin Rapids.

**RESOLUTION#**DATE October 21, 2025Effective
DateOctober 21, 2025

Page 1 of 1

Introduced by Operations Committee

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

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

FISCAL NOTE:	Offered Amount	\$250.00
	R.E. Taxes	(10.55)
	R.E. Tax Interest	(2.68)
	Publication Fees	(49.00)
	Tax Deed Expense	(125.00)
	GAIN	\$62.77

WHEREAS, during the sealed bid process no offer was received on the below mentioned property; and**WHEREAS**, an open bid process was held and this was the best offer received on the below mentioned property; and**WHEREAS**, proceeds will be distributed in accordance with Act 216; and**WHEREAS**, it is beneficial for Wood County to sell tax deed property so as to obtain deficient tax revenues and to place the property back on the tax roll.**NOW THEREFORE BE IT RESOLVED**, that the following offer be accepted:**City of Wisconsin Rapids**

34-14461 Outlot 2 of Wood County Certified Survey Map No. 7887 recorded in the office of the Register of Deeds for Wood County, Wisconsin, in Volume 27 of Certified Survey Maps on Page 87 as

Document No. 2004R00560; being part of the NE ¼ of the SE ¼ of Section 29, Township 22 North, Range 6 East, in the City of Wisconsin Rapids, Wood County, Wisconsin. Property is the entrance to Rosewood Estates on 16th St. South, City of Wisconsin Rapids.**OFFERED AMOUNT**

\$250.00

APPRAISED AMOUNT

\$700.00

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman



RESOLUTION#

DATE October 21, 2025

Effective
Date

October 21, 2025

Page 1 of 2

Introduced by Operations Committee

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

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

FISCAL NOTE: Paid Amount \$2,342.42

WHEREAS, by Resolution No. 25-7-4, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 18-00565DA, more particularly described as:

Parcel 1: Lot 2 of WCCSM No. 3154 (recorded in Volume 11 of Survey Maps at Page 154 as Document No. 632839) being part of the NE ¼ of the NE ¼ of Section 33, Township 21 North, Range 6 East, Town of Saratoga, Wood County, Wisconsin. Together with an existing easement of ingress and egress purposes.

Parcel 2: A part of the NE ¼ of the NE ¼ of Section 33, Township 21 North, Range 6 East, described as follows: Commencing at the NE corner of said Section 33 run thence North 88°34'35" W 1,076.55 feet to the NW corner WCCSM No. 828 as corrected, said point being the NE corner of Lot 1 of WCCSM No. 3154 thence South on the East line of said CSM No. 3154 1,043.55 feet to the point of beginning; thence S 88°34'35" E 33 feet; thence North on the West line of WCCSM No. 2355 and 877 to the South line of WCCSM No. 2827 thence West on the South line of said CSM No. 2827 to the East line of WCCSM No. 3154; thence South to the point of beginning, all in the Town of Saratoga, Wood County, Wisconsin. Said property is subject to an easement for ingress and egress as described on WCCSM No. 3154. Together with an existing easement for ingress and egress purposes.

WHEREAS, Wood County Ordinance 904 and Wis. Stat. § 75.35(3) authorizes Wood County to sell tax deed property back to the former owner upon payment of all taxes, interest, fees, and special charges and assessments,

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on September 30, 2025 will compensate the County in full for the amounts due and owing,

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman

NOW THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors authorize the County Clerk to sell the above referenced property back to the former owner by Quit Claim Deed.

MINUTES HEALTH & HUMAN SERVICES COMMITTEE

DATE: Thursday, September 25, 2025
TIME: 5:00 PM
PLACE: Edgewater Haven Nursing Home – Conference Room

MEMBERS PRESENT: Donna Rozar, Tom Buttke, John Hokamp, Lee Thao, Laura Valenstein, Rachel Stankowski, Marie Topping, Dr. Tim Golemgieski (WebEx, arrived 5:47 PM)

MEMBERS EXCUSED: Leslie Kronstedt

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

1. Chair Rozar called the meeting to order at 5:00 PM and declared a quorum present.
2. Under public comment, Chair Rozar reported that Administrator Kornack delivered a healthy baby boy and both are doing very well. Congratulations expressed by the committee and those in attendance.
3. The consent agenda was reviewed with inquiries being addressed. Motion by Buttke/Hokamp to approve the consent agenda as presented. Motion carried unanimously.
4. Public Health Nursing Supervisor Erica Sherman, along with staff of the Health Department, provided an update and overview on the Family Health Injury Prevention Program as well as the Maternal Health Program for the committee.
5. The committee reviewed changes to the 2026 budgets of the departments they oversee and noted and acted on the following:
 - a. Edgewater Haven Administrator Cieslewicz reported an error in the Medicare formula which necessitated changes to the proposed budget. The formula error resulted in an approximate \$82,000 addition to the levy request than what was originally proposed, but this is still well below the ask of 2025. Motion by Buttke/Topping to approve the amended Edgewater Haven budget. Motion carried unanimously.
 - b. An inquiry was brought forth from the Operations Committee regarding whether or not the county was maximizing usage of the administrative fees from the opioid settlement dollars. The Opioid Settlement Task force has not been open to this as of yet. Motion by Valenstein/Hokamp to transfer \$12,780 of the opioid settlement dollars to offset personnel costs for the 2026 budget. Motion carried unanimously.
 - c. Human Service Director Vruwink stated that they are looking for additional revenues/cost savings within the other Human Services

budget as directed by the Operations Committee. More information will be forthcoming as the budget is finalized.

6. Vruwink provided an update on the Norwood water system replacement and hopes to have numbers by the end of October.
7. Cieslewicz reported the bid for the conduit cleanout came in from E-Con for \$54,417, which was lower than expected. Once the entire project is complete, a resolution to amend the budget to cover these costs will need to be drafted.
8. Vruwink and Health Department Director Smith presented tuition reimbursement requests for employees in each of their respective departments who are eligible. Motion by Buttke/Valenstein to approve the tuition reimbursement requests as presented. Motion carried unanimously.
9. Vruwink presented a resolution requesting state funding to offset federal funding cuts to counties for the SNAP Program. Motion by Buttle/Golemgeski to approve the resolution and forward it onto the county board for their consideration. Motion carried unanimously.
10. The next meeting will be held on Thursday, October 23rd at 5:00 PM at the Wood County Annex & Health Center Classroom.
11. Chair Rozar declared the meeting adjourned at 6:02 PM.

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

September 25, 2025

29



North Central Community Action Program- Board Meeting Minutes-8/11/25

The annual meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, August 11, 2025, at the Community Partners Campus. The meeting was called to order at 6:02 pm by President Jennifer Lemmer.

Pam took roll:

Present	Absent	Staff
Robinson	Fischer (ex)	Diane
Dorava	West (ex)	Pam
Valenstein	Guerrero	Tony
Rotter	McGivern	
Zacher	Conway	
Kearns		
Kieper		
Vorpagel		
Breit		
Lang		
Lemmer		

Guests: Diane introduced our new Board member, Michelle Kearns, Compliance Manager at Prevail Bank. Staff and Board members introduced themselves.

Minutes: Jennifer Lemmer asked if there were any changes or questions. A motion was made by Laura Valenstein to accept the June minutes as presented. Second was made by Matt Zacher. Motion carried.

Approval of June/July expenses: Pam reviewed the financial statements. Pam reported we did not need the line of credit and will not need it now until at least June of 2026. It appears the AmeriCorps program caused our largest cash flow issues and we no longer operate that program so it alleviated our cash flow issues. Pam reported the Other Liabilities account is larger at the end of June due to closing out the weatherization contract and accruals for June payroll and PTO that gets allocated to the contract closing on June 30th. The remaining other liability amount is the first and second quarter pension accruals. Pam reviewed the statement of revenue and expenditures. Beneficiary expenses are higher as with contracts that overlap years, the beneficiary amounts are always higher with new calendar year united way budgets. There are also increased costs due to higher PSH and TBRA funding. Our insurance costs have increased with the higher contractor payments as well as the purchase of two new vehicles. Motion was made by Steve Robinson to approve the financial statements as presented. Second was made by Joe Dorava. Motion carried.

Point in Time update: Diane discussed the point in time homeless count requirement. Diane reported 5 homeless were found on the street in Wausau and an additional 5 they could count from the Salvation Army; none were found in Marshfield or Merrill; and 2 were found in Wisconsin Rapids. Mandy Lang asked how our counts compared to last year and Diane explained only 3 were found on the street in

Wausau during the last count. There were many found in vehicles, however, those can no longer be counted. Diane reported the shelter counts totaled about 61. Lenore Breit asked if there was additional space above the 61 and Diane explained there were additional beds if needed. Steve Robinson asked if the Bridge Street mission was counted and Diane explained they couldn't be counted as they are faith based.

CSBG application 2026: Diane distributed and reviewed the 2026 CSBG application and the 2024 annual report. We are requesting \$287,501 for 2026. Diane explained we need CSBG funding as many of our housing programs do not have adequate staffing dollars and no funding for office space, phones, supplies, etc.. which is all covered by our Community Services Block Grant. Motion was made by Steve Robinson to approve the application as presented. Second was made by Christine Vorpapel. Motion carried.

WHEAP applications: Diane reported the State DEHCR staff contacted us about administering the Low-Income Energy Assistance program in Lincoln County. Tony discussed how it would work closely with our weatherization program.

Weatherization: Tony discussed the Weatherization program and processes from application to job completion. Tony explained to apply for weatherization you actually must apply for energy assistance as it is a dual application program. Tony understands the WHEAP staff taking applications are so busy they don't have time to do a lot of extra explaining about the weatherization program and that is one benefit of us taking the applications. Tony explained the energy audit, SIR savings to investment ratio calculations, limited baseload jobs, the deferral process, and homeowner and renter differences. Christine Vorpapel asked about the different types of insulation and Tony explained the different insulation measures we complete.

Board Elections: The slate of officers is as follows: Lenore Breit, President; Jennifer Lemmer Vice-President; and Mandy Lang for Secretary/Treasurer. Steve Robinson made a motion to close nominations and cast a unanimous ballot for Lenore Breit as Board President, Jennifer Lemmer as Vice President, and Mandy Lang as Secretary/Treasurer. Second was made by Christine Vorpapel. Motion carried.

Next Meeting Date: Our next meeting will be October 13, 2025, via Zoom, 5:30 p.m.

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

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

ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN, CPM

- I would like to extend my deepest sympathy to Supervisor Hokamp for the loss of his mom, Marion. Marion served on the Wood County Board for many years and was a member of the Board of Health for many years as well. She was a wonderful lady and a joy to work alongside.
- **Safe Haven Baby Box:** The city attorney has been working on a contract with the SHBB organization. There seem to be a few hiccups. I attended the Finance Committee meeting, and they did direct legal counsel to enter into a contract with the SHBB organization, so it appears it is moving forward. Linda Casper and I met with Sue Schill, the city attorney, to talk through ways we can support the city as this moves forward. We will begin fundraising soon and are seeking out an organization to serve as a fiscal agent and hold the funds, pay expenses, etc. Linda Casper and I were interviewed by James for a WFHR Rapids Report (thank you to Supervisor Penzkover for setting that up). That podcast is available here: [Bing Videos](#)
- **Opioid Settlement:** The current balance remains at \$374,336.43. We are working on scheduling a meeting of the Opioid Task Force to make some tweaks to our grantmaking process and then put out a request for applications. We plan to present the task force recommendations for funding to HHSC in November and Operations and the County Board at their December meetings.
- **Legislative Update:**
 - There have been some confusing changes to **regulations of electronic vaping devices**. There is a state law (WI Statute 995.15) as well as federal regulations that were recently implemented that outlaw many vaping devices. Our local coalition is working on gathering clear information and I will share that when it is available. At the present time, local retailers are confused about specifics, and many are clearing out any devices that are clearly not allowed under the new regs. The Department of Revenue (DOR) is the enforcement agency for this law, and they have been communicating to retailers the requirements of this policy.
 - This is the definition of an electronic vaping device: “Electronic vaping device” means a device that may be used to deliver any aerosolized or vaporized liquid or other substance for inhalation, regardless of whether the liquid or other substance contains nicotine, including an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah. “Electronic vaping device” includes a component, part, or accessory of the device, and includes a liquid or other substance that may be aerosolized or vaporized by such device, regardless of whether the liquid or other substance contains nicotine. “Electronic vaping device” does not include a battery or battery charger when sold separately.
 - Only products listed on the Electronic Vaping Device Directory are allowed in WI. The directory is created, maintained, and enforced by DOR. The policy was passed in 2023 through Act 73 and went into effect July 1, 2025. An update for electronic vaping devices that contain hemp was passed on July 3rd, 2025, through Act 15 (state budget). All electronic vaping devices must be listed on this directory to be sold in Wisconsin. However, appearance on the directory does not indicate a device complies with all applicable state, local, and federal laws.
 - Requirements of manufacturers of electronic vaping devices:
 - *Electronic vaping devices that are not hemp devices:* By July 1, 2025, manufacturers of electronic vaping devices must submit a list of all products available for sale in Wisconsin and provide proof that these products have either (1) received marketing authorization order from the FDA; or (2) the device was marketed as of August 8, 2016 and they’ve submitted a Premarket Tobacco Product Application (PMTA) to the FDA and the application is still under review or a final decision on the application has not taken effect. Starting September 1, 2025, manufacturers and retailers will be fined \$1,000 per day for each device that is being offered or sold that is not listed on the directory.
 - *Electronic vaping devices that only contain hemp:* Act 15 included changes to 995.15 related to requirements for hemp devices. DOR will be updating their publication document to reflect those changes. By July 1, 2026, manufacturers of electronic vaping devices that contain hemp and not nicotine must submit a list of all products available for sale in Wisconsin and provide a certificate of analysis from an independent laboratory showing that the electronic vaping device is a hemp device and does not contain nicotine. Starting September 1, 2026, manufacturers and retailers will be fined \$1,000 per day for each device that is being offered or sold that is not listed on the directory.
 - Devices must be certified through DOR each year with a \$500 fee per device.
 - The directory will be listed on DOR’s Cigarette, Tobacco, and Vapor Products webpage and is available here: [DOR Electronic Vaping Device Directory](#).
 - Electronic vaping device directories are being challenged around the country. A lawsuit was recently filed in Wisconsin. At this time, we don’t know how this will impact the implementation and enforcement of the directory.
 - We are also keeping an eye on the **Assembly Bill and Senate Bill 192, which establishes fatality review teams under state law**. The bills require the WI Department of Health Services (DHS) to develop a fatality review program and authorizes, but does not require, DHS to create state fatality review teams. The bill requires DHS to perform

various duties, in consultation with other state agencies as appropriate, such as: 1) facilitate local team development; 2) identify training needs and make available training resources; 3) provide technical assistance and support; 4) in the absence of a local team or upon request, assign review of deaths to a state fatality review team, if established; 5) educate the public on causes and recommendations for prevention of reviewable deaths; and 6) provide information to the legislature, state agencies, and local communities on the need for modifications to law, policy, or practice.

- The bill identifies examples of the types of deaths that may constitute a reviewable death, including overdose, suicide, maternal death occurring during or within a year of a pregnancy, or any unexpected or unintentional death of a child, among others.
- Under the bill, a fatality review team has the purpose of gathering information about reviewable deaths to examine risk factors and understand how deaths may be prevented, through identifying recommendations for cross-sector, system-level policy and practice changes, and promoting cooperation and coordination among the agencies involved in understanding causes of reviewable deaths or in providing services to surviving family members.
- The bill authorizes a fatality review team to access records from a variety of sources, such as certain state agencies, law enforcement, medical examiners and coroners, health care providers, social or human service agencies, schools, and the prescription drug monitoring program, among others, subject to certain restrictions under the bill and current law.
- Information and records provided to or created by a fatality review team are confidential, subject to limited exceptions provided under the bill, and are not subject to Wisconsin's public records laws.
- The bill also exempts fatality review team meetings from Wisconsin's open meetings law.
- Finally, we are tracking **AB and SB 211 - The Tobacco Bar Bill**. As you might have heard, the [Tobacco Bar Bill](#) was on the floor for a vote in the Assembly on September 11. At first glance, some lawmakers think this bill simply creates a narrow exception for adults-only cigar bars. The reality is very different. Here is a summary: *This bill exempts tobacco bars from the general prohibition under current law against smoking in indoor locations if the tobacco bar satisfies all of the following: 1) the tobacco bar came into existence on or after June 4, 2009; 2) only the smoking of cigars and pipes is allowed in the tobacco bar; and 3) the tobacco bar is not a retail food establishment. Current law defines a "tobacco bar" as a tavern that generates 15 percent or more of its annual gross income from the sale on the tavern premises, other than from a vending machine, of cigars and pipe tobacco. Also, under current law, tobacco bars that existed on June 3, 2009, are exempt from the general prohibition against smoking in indoor locations.*
 - This legislation creates a significant loophole in Wisconsin's 15-year strong, extremely popular smoke-free air law.
 - It **does not grant local control**, meaning communities cannot limit or regulate so-called "tobacco bars."
 - It risks **increased secondhand smoke exposure** in public places.
 - It puts **service workers back in unsafe conditions**.
 - It introduces **confusion into what has been a clear, effective law** that has protected health for years.
 - Here is [more educational information from the Partnership for Tobacco Free Wisconsin](#).

SUPERVISOR OF STRATEGIC INITIATIVES REPORT – KRISTIE RAUTER EGGE, MPH

- Staff conducted an employee input survey to assess employee satisfaction, well-being, and workplace culture and refined a process for staff to create individual development plans for workforce development purposes.
- Staff updated employee orientation checklist and are working on an internal Strategic Planning workgroup.
- Staff are serving as a mentor for a group of 3 residents in the N2PH (New to Public Health) residency program.

Communication/Branding

- Staff continue to attend and provide support to the Wisconsin Department of Health Services Communications Strategy Workgroup meetings. Staff met with the Leadership Team to plan the Statewide Public Health Public Information Officer Network meeting.
- Staff provided updates for the HPWC website and facilitated an internal WCHD Communications Committee meeting.
- Handouts for Healthy People Wood County have been created for staff and partners to utilize to help communicate and share information, current Community Health Improvement initiatives, efforts, and details about the Advisory Council.
- Staff published new pages to the Healthy People Wood County website. Visit healthypeoplewoodcounty.org to explore information, initiatives, and support aimed at enhancing community health.

Community Health Improvement Plan Work

- The Healthy People Wood County Advisory Council convened in September. This meeting included a partner presentation on 2-1-1 data and updates on the Community Health Improvement Plan and other initiatives.
- Dissemination and implementation of the Improvement Plan is ongoing through a variety of channels, including actively engaging with elected officials, conducting outreach to municipalities and villages, facilitating group discussions, holding one-on-one meetings, and sharing at community events. We invite partners and organizations interested in learning more about the action plan or exploring potential collaboration opportunities to connect with us to schedule a meeting or presentation.
- Staff meetings are currently ongoing to review and update the 2025-2027 Community Health Improvement Monitoring and Evaluation plan, ensuring it reflects current efforts and resources.
- Ongoing meetings and engagement with partner health systems are taking place to align efforts and outline future collaborative initiatives.
- Staff are serving as a preceptor for a UW-Madison DNP student who will be working on the access to care CHIP priority.

Mental Health

- Meetings with partners and organizations are being held to align efforts, foster collaboration, and provide support.
- Activities outlined in the action plan are being implemented to address the use of technology and social media on youth mental health, social isolation, and loneliness, and the impact of adverse childhood experiences (ACEs).
- Staff participated in the MACY Mental Health Task Force Meeting. The task force is actively engaged in strategic planning and identifying the needs of Marshfield youth to develop strategies and initiatives to impactfully move forward with.
- Staff attended the Prevent Suicide Wisconsin Coalition meeting to learn about the Wisconsin Suicide Prevention Plan, strategies, best practices, resources, and recommended actions for suicide prevention.
- Throughout September, we recognized Suicide Prevention Awareness Month by creating awareness social media posts and writing an article for the Pittsville Record.
- Staff attended the Commit to Connect Annual National Summit to Increase Social Connections. This summit brings together local, state, and national leaders from across sectors to address social isolation.

Financial Security

Staff met with partners to discuss incorporating financial security into employee wellness programs and orientation processes.

Farmer's Market

On Saturday, August 16, a severe weather event struck the downtown farmer's market, causing significant damage. Despite closely monitoring weather advisories, the storm arrived more quickly and with greater intensity than expected. As a result, many vendors experienced losses to both product and equipment. Still, the month of August brought many positives. We welcomed 69 vendors and several local businesses, filling the market with fresh food, handmade goods, and the warm presence of our community. Here a quick look at the impact for August:

- \$1,112 in Debit/Credit transactions
- \$984 in SNAP/EBT transactions
- \$240 in SNAP/EBT Double Dollar Match benefits
- \$220 in Aspirus Fruit and Veggies RX redemptions
- \$59,927 in total vendor sales

USDA Regional Farmers Market Collaboration

- Staff organized and hosted our Central WI Farmers Market Collaborative bimonthly virtual meeting with guests from Manitowoc County to share information about the efforts to reduce food waste and donate healthy food to pantries from farmers markets (gleaning).
- Staff entered and collected data for our Farm2Fact portal, hosted a treasurer training for the Waupaca Farmers Market, attended partner meetings with: PartnersHP, Wisconsin Nutrition Initiative (WINI), created updated marketing materials for Farmers Market of Wausau: A Frame sign & banner, were awarded \$6,000 in grant funds to assist Wood County Farmers Markets through the CEED committee, and completed a Farmers Market Information Booth Process Document for the Stevens Point Farmers Market in conjunction with Graduate students.

Safe Kids Wood and Clark Counties

- Staff completed Department of Transportation (DOT)/car seat reporting. Staff held a child death review meeting and entered the case information into our case reporting system.
- A mock drunk driving car crash will be held on October 1 at Pittsville for their homecoming week. A helicopter will be flying in. Robin (another coordinator of Safe Kids- took Liz's spot) with Marshfield Clinic has been planning this event.
- Staff completed training via webinars focused on teen driving as we are trying to target that with homecomings coming up and school starting.

Housing

Staff researched housing strategies to support people who are homeless. A connection was made with a business owner in the community who wants to support this work.

Substance Use

- *LifePoint Program*: LifePoint is a satellite syringe service program of Vivent Health in which participants receive resources, overdose reversal medication, and sterile supplies needed to reduce their risk of injury and harm while using substances. Most participants of the program are living with a substance use disorder and share about the struggles they face every day. There were two program participants in August who additionally helped nine others with supplies and resources from the program.
- *Marshfield Area Coalition for Youth (MACY)*: The MACY Drug Task Force continued strategic planning in August to complete the working action plan for Year 2 of the Drug Free Communities (DFC) Support program for northern Wood County (Marshfield, Hewitt, Arpin, and Auburndale). The plan focuses on upstream youth prevention of alcohol, nicotine, and THC use. The Drug Task Force also had a display booth at the Central Wisconsin State Fair in Marshfield, which was an opportunity to educate people about what MACY is and the work the group does.

- *Overdose Fatality Review (OFR) Team:* The Wood County OFR Team met for the first time in August to talk through individual fatality cases that will shed light on ways the community can prevent future fatalities. Partners from across the county met to discuss a case from multiple perspectives including responding agencies, case investigators, and any other agencies who may have interreacted with the decedent. A unique element of OFR cases is Next of Kin interviews to help the team understand the decedent's life story. This group will determine how future meetings will be structured, as the first meeting was paired with the Child Death Review Team.
- *HOPE Consortium Conference:* The substance use team participated in the 9th Annual HOPE Consortium Virtual Conference August 7 and 8. The conference brought together various professionals in substance use-related fields for a two-day learning and networking opportunity focused on prevention, treatment, recovery, and risk reduction. The conference also offered five tracks on Ethics & Boundaries, Specific Substances, Professional Skills & Development, Community Engagement, and Neonatal Abstinence Syndrome. Pamela Lee, Community Health Worker with WCHD, presented on Wood County's six public health vending machines with co-presenters sharing about machines located in Portage, Taylor, and Jackson counties.
- *Northwoods Coalition (NWC):*
 - NWC held a four-part virtual Opioid Academy that concluded with an in-person legislative breakfast on August 20. Wood County was invited to present a success story on our Opioid Settlement process where several community coalitions from northwestern Wisconsin were in attendance. Ashley Normington (Public Health Strategist, WCHD) and Elizabeth Walter (Executive Director, Three Bridges Recovery) shared information from the Opioid Task Force. Wisconsin Department of Health Services Director of Substance Use Initiatives, Michelle Haese, also presented, providing an overview of the opioid landscape in Wisconsin. Langlade County reached out following the presentation, as they would like to replicate a similar process to what Wood County has in place.
 - NWC held a virtual member meeting in August with a presentation from the Wisconsin DNR on why the DNR should be at the coalition table. The presenter shared alarming information about trends they are seeing with alcohol use and ATV/UTV operators, including underage individuals operating while intoxicated. Maureen Busalacchi, Medical College of Wisconsin and Alcohol Policy Project, shared information about the federal budget process.
- *Public Health Vending Machines:* Wood County vended a total of 441 resources from Public Health Vending Machines. The River Block Building machine remains the most used machine in Wood County. Top supplies vended were Naloxone, vending 88 boxes, followed by 53 wound care kits and 45 menstrual pads.
- *Providers and Teens Communicating for Health (PATCH):* The new PATCH Site Coordinator, Pamela Lee, completed the 20-hour Teen Consultant training. Additionally, five amazing teens will start offering free Teen Consulting to organizations in Wood County and the surrounding counties to anyone looking to have youth voices at the table.
- *IMPACT Community Team Meeting:* The full IMPACT community team met on August 12. A representative from the Wisconsin Wellness Council provided a mental health training session titled "Make It Okay" to the team. During the meeting, the team discussed data fact sheets and the upcoming 2025 Community Opinions Survey on Alcohol and Other Drugs. The team will meet again on November 11.
- *Alcohol Workgroup:* The workgroup compiled mid-year data regarding the Place of Last Drink (POLD), identifying locations mentioned in alcohol-related incidents as places where individuals had their last drink. This data supports the coalition and law enforcement in addressing over-serving and preventing harms related to excessive alcohol use. Members presented on the process for Wood County's Place of Last Drink at the 2025 Wisconsin Governor's Conference on Highway Safety. The presentation assisted other counties across the state in implementing data collection and developing educational and outreach strategies.
- *School Orientation:* IMPACT members set up booths at Nekoosa, Port Edwards, and Wisconsin Rapids High Schools. These booths offered informational materials about the IMPACT substance prevention coalition, along with data on the use of nicotine, alcohol, and THC in Wood County. Members engaged with students, parents, and teachers to share information about the IMPACT coalition, provided resources, and encouraged participation in coalition efforts.
- *THC Committee:* Members of the committee met with local THC retailers to gain an understanding of what materials and resources would be beneficial for retailers to prevent youth access and to comply with age restrictions on sales to individuals 21 and over. Wisconsin Rapids adopted the Wood County hemp derivative ordinance language in July of 2025, which has now been adopted by all municipalities in Wood County. This ordinance restricts the sale of hemp-derived psychoactive products to individuals 21 years of age and older, and these products cannot be sold within 750 feet of a youth gathering location. The committee has begun discussions with law enforcement about conducting compliance checks in Wood County to ensure all retailers are following the ordinance. Staff created a summary report of THC survey results for Pittsville.

Transportation and Recreation

- *Catch a Ride:* Staff finalized Central Wisconsin Catch a Ride's Pledge Form to share out to the public and potential donors for the program and continued work with a UWSP student to collect local transportation data. Staff met with Mid-State Technical College staff to discuss potential grants and partnerships to apply for transportation projects and created a comparison chart for Catch a Ride services compared to other existing transportation in Wood County.
- *River Riders Bike Share and Marshfield Area Bike Share:* River Riders Bike Share hosted their annual fall community bike ride with Sheriff Becker on Wednesday, September 10 at South Wood County Park - White Sands Beach Lake Wazeecha. Photo to come next month! The season continues in Marshfield and Wisconsin Rapids throughout the month of October. Planning is taking place to implement a community-wide survey at the end of the season to hear from the community about our program.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

New Businesses and Consultations

A pre-licensing inspection was completed for The Market in Pittsville. A consultation was completed for a mobile food establishment in the Wisconsin Rapids area. Environmental health staff also completed Standardization with the Department of Agriculture, Trade, and Consumer Protection last month. This exercise ensures our inspections are in line with inspectors across the state of Wisconsin.

Complaint Investigations

Eight complaint investigations were completed in the month of August.

- A complaint was received regarding solid waste and tires being disposed of on a property. Environmental health staff were onsite and took photographs of the property from the road. No public health violations were noted, but some abandoned vehicles, tires, and boats were observed.
- A caller reported poor handwashing at a licensed food establishment. Environmental health staff conducted an onsite complaint inspection and reviewed proper handwashing practices.
- A complaint was received regarding cockroaches and garbage on a rental property. Environmental health staff spoke with both the tenant and landlord in this situation. Garbage has been picked up and professional pest control has been scheduled for the cockroaches.
- A caller reported an illness after eating at a licensed food establishment. Environmental health staff conducted an onsite complaint inspection and discussed the complaint with the operator. No ill staff were onsite, nor any other illnesses reported.
- A complaint was received regarding a food worker sneezing into his or her hand. Environmental health staff visited the establishment and reviewed proper handwashing practices with the manager.
- A complaint was received regarding poor living conditions inside a home. Environmental health staff conducted an onsite inspection of the property. No public health hazards were noted at the time of inspection.
- A complaint was received regarding poor bathroom conditions inside a licensed food establishment. Environmental health staff were onsite, but the bathrooms had since been cleaned. EH Staff discussed the complaint with management.
- A complaint was received regarding a lack of maintenance in a rental unit. Environmental health staff explained that it was not a public health hazard, and the tenant needs to reach out to property management.

HEALTHY SMILES FOR WOOD COUNTY REPORT – NICOLE BURLINGAME, RDH

Healthy Smiles was awarded \$31,350.00 from Wisconsin Seal-A-Smile for the 2025/2026 school year. Oral screenings and fluoride varnish for Head Start Centers will start this later this month.

PUBLIC HEALTH NURSE SUPERVISOR REPORT – ERICA SHERMAN, MSN, RN, IBCLC

Family Health/Parents as Teachers (PAT)

- PAT hosted a Splash into Summer event on August 14 in Wisconsin Rapids. PAT families gathered at the splash pad to learn about water safety and enjoy social networking with other families.
- The PAT team continues to work in partnership with Human Services to host Parent Cafes. Two cafes were hosted in August titled Backyards to Backpacks. Trained café hosts guided discussions focused on a smooth transition back to school. Both events (one in Marshfield, one in Wisconsin Rapids) were a great success with several families participating in each event.
- The PAT program is currently accepting new families. Referrals can be made at: <https://form.jotform.com/wchd8911/pat-registration-form>
- Families interested in any family health service offered at the health department can also complete an interest form at: <https://form.jotform.com/wchd8911/interest-form>

Maternal-Child Health (MCH)

- **WellTAP:** The MCH team has resumed offering fee-exempt well water testing to eligible families. This program has been revitalized and rebranded by Wisconsin DHS as WellTAP. To qualify for WellTAP, all of the following criteria must be met:
 - The well serves someone who is pregnant, a child 12 or under, or a person with weakened immune system.
 - The well serves your primary residence.
 - A financial or other burden prevents you from testing on your own.
 - Qualified well users can request a sample kit, and it will be analyzed by the Wisconsin State Lab of Hygiene.
- **Lactation Support:** We have increased the number of hospital-grade breast pumps available through our pump rental program. Individuals needing lactation support can schedule an appointment with a certified lactation professional for services via phone or in-person (office or home). Support services include breastfeeding education and support, weight monitoring, feeding assessment, troubleshooting, resources, and assistance obtaining necessary supplies.

Communicable Disease (CD)

- We are advising residents to continue to protect themselves against mosquito bites as we have identified this year's first human case of [West Nile virus](#) in a resident of Wood County. [West Nile virus activity](#) has been detected in other parts of Wisconsin this year, including other human cases as well as mosquitoes and animals.
- Wisconsin's measles outbreak has grown to 24 cases. All 24 cases are unvaccinated. Two have been hospitalized. We have had no measles activity in Wood County thus far.

Emergency Preparedness (EP)

- The Health Department's emergency preparedness efforts have focused on strengthening our communicable disease response and maintaining workforce readiness this month. Planning is underway for a measles discussion-based exercise with public health nurses to test surveillance, case investigation, and communication protocols. All staff are also completing refresher training on Incident Command System certifications to ensure we remain a competent and coordinated response team.
- In addition, we are closely monitoring the measles outbreak in Oconto County. Lessons learned from that response; particularly in rapid case identification, vaccination outreach, and public messaging—are being reviewed and incorporated into our local plans to enhance readiness and protect the health of our community.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HOFER, RD, CD, IBCLC

- The Farmers Market Nutrition Program (FMNP) usually starts June 1 but was delayed until July 1 due to a decrease in program funding. WIC has issued 437 FMNP voucher packets valued at \$25 each to eligible WIC participants from July 1 through September 8 and will continue issuing through the end of September.
- WIC is partnering with MCH and Aspirus this year to help families gain additional access to farmers market produce through the Aspirus Fruit and Veggie Rx Program. We have issued 15 of these \$20 vouchers to eligible families with a determined need for additional access to local produce.
- We've had a drop in caseload over the past couple of months. There has been an increase in families that are ineligible for the WIC program due to no longer being eligible for BadgerCare and also an increase in families moving out of state and dropping off our WIC program. After discussing with our regional state WIC representative, we also discovered our Wood County WIC agency is experiencing higher categorical ineligibility meaning more children are aging out of the program compared to other WIC agencies in the state. We are actively working on reenrolling families that may have fallen off the program due to missed appointments and continuing outreach work with HMOs, schools, and health care providers.

Caseload for 2024 (Contracted caseload 1676)

	Dec 2024	Jan 2025	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1517	1531	1532	1528	1504	1471	1398	1387	1364				
Active (final)	1529	1534	1541	1527	1508	1478	1416	1395					
Participating	1518	1534	1540	1527	1504	1479	1408	1395	1392				

Educational Points: Tobacco Bar Bills (July 10th, 2025)

New tobacco bar bills, Senate Bill 211 ([SB 211](#)) and Assembly Bill 211 ([AB 211](#)) were recently introduced in the WI state legislature. SB 211 was referred to the [Senate Committee on Government Operations, Labor and Economic Development](#) and AB 211 was referred to the [Assembly Committee on State Affairs](#) and passed the committee on 6/25/25.

This is similar to bills that were introduced last session. This law would weaken Wisconsin's Smoke-free Air Law, which has been in place since July 2010. Current law defines tobacco bars as any tavern that generates 15 percent or more of its annual gross income from cigar and/or pipe tobacco sales. Tobacco bars are currently only allowed if they existed before June 3, 2009. The proposed legislation would increase the number of places that could allow indoor smoking of cigars, brown cigarettes or pipe tobacco products by allowing any bar that meets the 15 percent sales threshold to become a tobacco bar. It prohibits retail food establishments from becoming tobacco bars.

Local municipalities do not really have the ability to keep tobacco bars out of their communities

- Cities, towns, and villages in Wisconsin will not entirely have the authority to keep tobacco bars out of their neighborhoods. According to Wis. Stat. § 134.65, local governments cannot deny tobacco retail licenses except for very narrow circumstances outlined in state law.
- This law does not require a separate license for tobacco bars, making them hard to track and the law hard to enforce. This means that it will be difficult for law enforcement to identify whether taverns meet the 15% sales threshold, enforce what products are being smoked, and ensure public health protections.
- This proposed law does not create a separate tobacco bar license. This license is the same one used for selling cigarettes in bars. But it doesn't clearly show which taverns are just selling cigarettes and which ones allow people to smoke cigars, pipe tobacco, or other products like brown cigarettes.
- The current smoke-free air law is straightforward and self-enforcing. The proposed bill would pose significant enforcement challenges. It allows taverns to operate as tobacco bars by simply obtaining a tobacco retailer license (the same license that gas station owners need to sell tobacco products). However, there is no mechanism to track these tobacco bars, as there is no separate tobacco bar license.
- Neither the current state law or proposed bill include any age restrictions for who can enter taverns. It would be up to each business whether or not people would need to be older than 21 years old to enter.

Allowing tobacco bars would create a loophole in Wisconsin's Smoke-free Air Law.

- These changes would weaken Wisconsin's current clean indoor air protections and degrade decades of progress in both reducing exposure to secondhand smoke and preventing tobacco use.
- For 15 years, Wisconsin's smoke-free air law has prohibited smoking in indoor public places and protected workers and customers. A loophole would undermine the law, create confusion, put people at risk of serious health issues, and force workers to choose between their health and a paycheck.
- Smoke from a cigarette or cigar can stay in a room for hours. Using ventilation does not get rid of secondhand smoke.¹ This smoke can also impact neighboring businesses and buildings.
- Individuals who work at and visit Wisconsin's taverns and restaurants do so expecting a smoke-free environment. If establishments become cigar bars, those employees and customers will be in a position where they must leave their employment (or, in a customer's case, stop visiting their favorite place to enjoy an Old Fashioned) to protect their health.
- This bill would weaken Wisconsin's smoke-free air law to allow cigar, brown cigarette and pipe tobacco smoking in so-called "tobacco bars." Current law defines a tobacco bar as a tavern that generates 15 percent or more of its annual gross income from the sale of cigars and pipe tobacco. While that percentage may seem significant, small taverns could pass that threshold relatively easily with the sale of just a few high-end cigars.
- Unlike Native American traditional tobacco, cigars contain the same toxic compounds and chemicals that are found in cigarette smoke. While respecting cultural traditions is important, it can't be at the expense of endangering other people's health.

Creating loopholes for indoor smoking would make the law difficult to enforce.

- Little cigars can be identical to cigarettes (some are even the same color as cigarettes), making it hard for employees and law enforcement officers to distinguish which products are being used by customers. There's no need to add this kind of confusion to what's currently a straightforward and self-enforcing law.
- Wisconsin would have to create new procedures to track the location and revenue of tobacco bars. This would be logistically difficult, expensive for taxpayers, and could create new red tape for all taverns.
- Wisconsin has not conducted compliance checks around indoor smoking in public spaces in 15 years because the law is self-enforcing and allows few exceptions for indoor smoking. The proposed change complicates the law, would require training for law enforcement, and would cost taxpayers.

¹ Semple S, Latif N. [How long does secondhand smoke remain in household air: analysis of PM2.5 data from smokers' homes](#). *Nicotine Tob Res.* 2014;16(10):1365–1370.

Smoke-free indoor air in Wisconsin is widely supported and plays an important role in preventing tobacco use.

- Wisconsin's clean indoor air law is broadly popular, with 77.5% of Wisconsinites supporting the current law, 18.3% neither support nor oppose, and only 4.2% oppose the clean indoor air law.²
- We know there is no safe amount of secondhand smoke, and for 15 years, Wisconsin residents have enjoyed the protections of our smoke-free law.
- By chipping away at the protections provided through the smoke-free air law, we risk re-normalizing smoking. Exposing our youth to a perceived "acceptable smoking culture" sends the wrong message and endangers the progress we've made in reducing youth tobacco use this last decade and a half.
- Tobacco is still the leading cause of preventable death in WI. The smoke-free air law is a critical component of the state's multi-pronged approach to reducing tobacco use and deaths due to smoking-related causes. Since 2010, adult smoking rates have dropped from 19% to 12% in 2023³. Smoking among youth has decreased significantly since the law's passage. From 2009 to 2023, the smoking rate of Wisconsin high schoolers has dropped from 17% to 3%.
- With public health funding facing cuts at the national level, it's critical to keep best practice health policies like the smoke-free air law in place to sustain progress made in reducing the impact of tobacco products on Wisconsin.

¹ Siegel RL, Miller KD, Wagle NS, Jemal A. Cancer Statistics, 2023. CA: A Cancer Journal for Clinicians. 2023; 1-32.

² Wisconsin Tobacco Facts: Adults. February 2023.

³ Palmersheim KA. Wisconsin Tobacco Facts: Adults (January 2025). Milwaukee, WI: University of Wisconsin-Milwaukee, Center for Urban Population Health; 2025 (January). Available at: <https://www.cuph.org/tobacco.html>.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT

September 2025

Director Update by Brandon Vruwink

The Operations Committee has invited the Human Services Department-Community and Norwood to their September 24 meeting to review the budgets. We will plan to attend the meeting and answer the Operations Committee's questions about our 2026 budget proposal. We will keep the Health and Human Services Committee informed of the outcome of this discussion.

Recruiting and retaining licensed mental health professionals remains a concern for us. The demand for mental health providers continues to rise, while there is a shortage of licensed staff. Within our department, we are required to have licensed staff provide supervision and to sign off on notes to ensure we are eligible for reimbursement from Medicaid. Currently, we are at the minimum staffing for licensed professionals. We have staff working on completing their hours for licensure, which will assist with backup in case staff retire or move on to other opportunities. I share this with the committee, so you are aware of this challenge. Looking to the future, we have several staff members who are nearing retirement age. To address this issue, we are working on an application to become designated as a Health Professional Shortage Area. (HPSA). We have worked through this process in the past, but were denied. With the changes over the past couple of years and the loss of professionals in Wood County, we are hopeful we can become a designated area. This designation would open up the opportunity for those licensed and practicing in Wood County to be eligible for Student Loan forgiveness. Many of those new to the field are carrying large student loans. If Wood County receives the HPSA determinations, it will assist us with our recruitment and retention efforts.

We were just informed of the out-of-home care rate increases for 2026. As expected, all of the rates have increased. Treatment Level Foster Care rates increased by 8.23%, Group homes by 4.55% and Residential Care Centers by 11.13%. We anticipated rate increases when working on our 2026 budget and have accounted for the increases. However, with rates continuing to rise every year and no additional funding included in the state budget, the increases are going to be a significant challenge moving forward.

The Wisconsin Counties Association has collaborated with NACO to hold virtual meetings with members of Congress to discuss the impact SNAP changes will have on counties in Wisconsin. I was recommended to sit on this panel by Chelsea Shanks from WCA. The meeting is an opportunity to provide data to Representative Van Orden on the cost shift to counties as a result of the passage of federal legislation.

I have also been asked to serve as a panelist for a virtual Q&A session about the changes to Medicaid and SNAP and how they may affect Wisconsin residents. The program is called "Wisconsin Knowledge Boost." The session will begin with Wisconsin Medicaid Director Bill Hanna providing an overview of the changes from a state-level perspective. Then, questions will be answered by the panelists. I look forward to this opportunity to learn more and also share my knowledge from a county perspective.

Administrative Services Update by Mary Schlagenhaft

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to:

- Divisional budget meetings conducted, continued communication on budget.
- Triple check meeting review for completeness participating: DON, MDS, billing and new therapy provider
- Additional accomplishments: Ongoing EHR SmartCare learning, cross training, workflows and processes reviewed and updated as need

Accounting and Accounts Payable Team

- Contract Coordinator completed 2 new contracts.
- Fiscal Assistant attended 1 CLTS teleconference & 1 CCOP Forum
- 10 new CLTS enrollment (8 cases off CLTS waitlist)

- Assisted entering budget into Questica & verified control document, prepared and printed documents for August H&HS meeting
- Submitted State aids for July 2025 Timely
- AR/AP Specialist had been trained as back up for PBJ entry for both NHC & EW
- EW had 4 new hire orientations
- EW & NH fiscal assisted entering budget into Questica and control doc and completing budget needs
- NH & EW continue to review SNF audit. Review and meet with Wipfli-representative

Support Services Team

Behavioral Health Clinic service notes: we are transcribing 8/26/25; 0 notes are outside a 14-day window. We currently have a total of 63 dictations waiting for transcriptionists as of 9/10/25

Total service notes created in August 190, 152 entered

Records Released:

Behavioral Health Records Released: 71

Family Service Record / Background checks released: 26

Records pending/in progress: 17

Total Completed: 97

Other Unit Information

- Support Services staff updates – no vacant positions; 1 staff on intermittent FMLA
- Attended Smartcare superuser mtgs & SHS WI users mtgs
- Participated in Smartcare mtgs and design- OPC electronic documents build
- HIPAA:
 - 1 (one) HIPAA/ Confidentially breaches - investigated /resolved
 - No Personal Health Information included in records found, error corrected, issues resolved
- Privacy/Security: in progress- SRA risk mitigation 3 of 11 completed; partnership with *MetaStar- BH Connect* ; DHS funded
- Attend *MetaStar- BH Connect follow-up privacy mtg w/Sheboygan County*
- Attend HIPAA COW Privacy Workgroup bi-weekly mtgs
- Updates effecting 42 CFR part 2 and 45 CFR 160 & 164
 - update forms, practices, EHR-capabilities
- IMS/TCM migration to Laserfiche- in progress- retention list was provided to IT- 4/1/2025. IT began granting permissions to designated staff for viewing draft of repository
- Dictation Software Updates-Winscribe is sunseting; in progress -Coordinate with IT on Dragon Professional. Purchased 5 licenses w/ annual maintenance packages. Downloads in progress on user's workstation, trainings began.
- Records Retention: Continue w/ destruction of past retention client documents
 - FS MFLD records 4th floor - up to date
 - RB- FS records destruction/move to vault in progress

Claims & Accounts Receivable, Client Interactions

- Testing of 835 Electronic EOB file at NHC location continues
- Meet for triple check meeting with new therapy service provider at Edgewater to verify all billing needs are correct to service notes
- Monthly A/R review to determine collectability at all locations
- Updated rate changes for OPC services effective 10/1/2025
- Attended BH and claims meeting for continuity in claim/service documentation needs

Insurance Claims created and submitted for current reporting period

- Norwood: 276 claims billed: \$1,256,317
- Edgewater: 87 claims billed: \$769,413
- Community: 5,684 claims submitted in the amount of \$575,920. Cash receipts \$451,089

Service Admission Intakes - by Location

- NHC Admissions: 27 hospital, 1 LTC
- Edgewater: 8
- Community
 - 40 intakes for new clients conducted (currently no waiting list for therapy at OPC)
 - 1,430 appointments scheduled, 1,104 attended (71%)

2025 TRIP Monies received YTD:

- Norwood: \$34,492
- Community: \$29,445

Family Services Update by Jodi Liegl

Out of Home Care Numbers: As of the end of August, we have the following number of youth in restrictive placements:

Type of Facility	Number of Youth	Cost Per Day Range
Group Homes	1	\$300/day
Residential Treatment Centers	5	\$649.80 - \$1,000/day
Secure Detention	1	\$150 - \$500/day
Corrections	0	\$501/day
Mental Health Hospital (pending accepted placement)	0	\$1632/day with some MA reimbursement
Psychiatric Residential Treatment Centers (out of state)	2	\$1,350 - \$1,500/day

As we prepared for budget, we learned that with the evolving changes to facilities, there are differing interpretations with residential and corrections placements based on how they are coded and billed throughout the state. After consulting with fiscal, we determined that Corrections will only be facilities through Department of Corrections including Lincoln Hills, Copper Lake, Mendota, and GROW Academy. Residential treatment centers will encompass the traditional residential centers around the state such as Northwest Passage, Tomorrow's Children and Lad Lake as well as 180/360 programs and the new facility in Wisconsin RISE=UP. Given this, the one youth who was previously counted in the corrections line has been moved to the residential treatment center line as they are placed at the RISE=UP facility.

Moving forward, the Secure Detention line will represent the number of youth who served time in secure detention throughout the month. Rarely, do we place youth in secure detention. It is more common for youth to be sanctioned to secure detention short-term if they are non-compliant with their court order or commit additional crimes while on juvenile supervision. In the month of July, we had four different youth serve time in secure detention for a total of 22 days. In the month of August, we had one youth serve time in secure detention for a total of five days.

Our team recognizes the costs for out of home placement, specifically restrictive placements, and the significant impact it has on the overall budget. We work diligently to prevent sending youth to restrictive placements by addressing their needs in the community and creating programs/services to prevent placement needs. As we were reviewing our internal data, we learned in 2023, the Youth Justice team had 27 youth placed in out of home care. In 2024, the Youth Justice team had 16 youth placed in out of home care. So far in 2025, we have had 11 youth placed in out of home care. As we interpret these declining numbers, we concluded that the services and work being done is having a positive impact on our youth. Unfortunately, the costs of placements have significantly increased, and it is becoming more challenging to place youth especially when they have high needs. This has resulted in the team having to place youth outside of the state in facilities that are extremely costly.

Education/Training Opportunity: On July 15, 2025, the Youth Justice team met with members from Department of Children and Families (DCF), Children's Court Improvement Program (CCIP), and our court partners for an

introductory training into Tailored Dispositional Orders project which is a research-based approach. The child protection teams went through a similar training in 2022 have been using the conditions developed through this process since implementation in 2023. The tailored conditions capture the specific behavior changes needed to ensure child and community safety, thus assisting families and youth to successfully exit the formal system. Through this project and review of the current court ordered conditions used in Wood County, the team will ensure the expectations are clearly and plainly written at a reading level that youth can understand, focus on the underlying issues, are measurable, defines behavioral and cognitive changes, and concentrates on the required changes necessary to end court ordered supervision. Specifically in youth justice, adolescent brain development research suggests tailored conditions reduce rates of incarceration for violations of conditions and reduce the length of supervision of youth. Furthermore, research indicates a combination of rewards and sanctions is best to promote success towards achieving goals, promoting incentives, and maintaining conditions that are certain, immediate, proportionate, and fair.

Personnel: We welcomed Daryl Green to the team. She is our newest child protective services ongoing case manager in our Marshfield office. We continue to actively recruit for a child protective services initial assessment worker.

Youth Diversion Update by Angela O'Day

Parent Cafés- The Wisconsin Child Abuse and Neglect Prevention Board awarded Human Services a \$30,000 supplemental primary prevention grant to bring community Parent Cafes to Wood County between 7/1/25-6/30/26. The grant is renewable for two years. Parent Cafes are based on the five protective factors that represent essential qualities and resources that families need to support the well-being of their children and deal more effectively with the challenges and stresses of life. The five protective factors are social and emotional competence of children, knowledge of parenting and child development, social connections, parental resilience, and concrete support in times of need. Parent cafes are not typical parent education. Parent cafes engage parent participants in learning about the protective factors through deep self-reflection and peer to peer learning. The grant focus is parents of children 0-5, but all Wood County parents are welcome to attend. A long-term goal of this initiative is to reduce the number of young people involved in the youth justice system. There is a strong connection between youth justice involvement and prior child welfare system experience. By providing support to caregivers in the early years, childhood trauma can be mitigated and the parent's capacity to nurture their child is increased which supports the healthy development of the child and the adolescent. The five protective factors promotes modeling and teaching social-emotional skills to children, supports healthy family communication, and empowers parents to reach out for help from outside supports when it is needed.

Parent Café Host two-day training was completed in early August through Be Strong Families. Twenty participants from Human Services, the Health Department, as well as several community partners became certified hosts. Twenty-four cafes will be offered throughout Wood County between 7/1/25-6/30/26. Each café will have a unique theme and protective factor focus. The theme of our first two cafes was routine and back to school transitions. Nine participants attended in Wisconsin Rapids, and 11 participants attended in Marshfield.

Community Art Project- The youth programming teams (ADP, TPOP, 4Sight, and Youth Mentors) worked with Rise Up Central Wisconsin to install a teen focused exterior mural in Wisconsin Rapids in August. The mural is painted on the side of the Parent Engagement Center facing Wisconsin Rapids City Hall. The mural depicts a flower garden, watering can, and the Youth Mentor program tagline "Your life, your future." The image reminds community members to invest time and resources into their goals and to make time to picture a positive future for themselves. Youth completed a series of 8 workshops to brainstorm images for the mural, helped create splatter paint features for the final mural image, and supported the mural installation.



Employment and Training Programs Update by Lacey Piekarski

On 7/30/25, the FoodShare Employment & Training (FSET) Program hosted DHS for an annual on-site visit at our Portage County FSET office. The monitoring included review of recorded customer appointments provided in advance, in-person shadowing of customer appointments with FSET case managers, and discussion with the FSET leadership team. In addition, we reviewed contractual requirements of the FSET Program, which have been met by the NorthCentral FSET Program in the following areas (05/2025 data):

1. Percent of FSET Customers Assigned to Education and Training Activities: 41.70% (Benchmark: 25%)
2. Participation Rate in the FSET Program: 67.49% (Benchmark: 40%)
3. Timely Contacting of Referred Customers to FSET: 100% (Benchmark: 95%)
4. Customers Enrolling in FSET (Enrollment to Referral) Ratio: 39.76% (Benchmark: 25%)

Best practices shared by DHS following the visit include:

"All participants are treated with dignity and respect and the participant is always the priority."

"Staff provide excellent customer service and are committed to serving members. DHS appreciates your ongoing efforts and commitment!"

We commend our NorthCentral FSET team for their continued commitment to providing opportunity to our FSET customers. Following the monitoring, DHS continues to request feedback from our FSET Program to support various state-level projects including system enhancements and marketing materials to share program information.

Edgewater Haven Update by Justin Cieslewicz

Census Update: In the month of August, we had 8 admissions and 2 readmissions. Current Memory Care census is 16 residents. Census comparison to last year:

August 2024 – 44.10 average census with 5.65 rehab

August 2025 – 45.06 average census with 9.35 rehab

August 2024 – Admissions 8/Discharges 8/Readmissions 8/Deaths 1

August 2025 – Admissions 8/Discharges 8/Readmissions 2/Deaths 3

Personnel Update: Open positions of writing this:

Nursing: Licensed Nurses: 3 Full-time Nurses, 1 80% Nurse, and 1 Part-time Certified Nursing Assistant

Norwood Health Center Update by Marissa Kornack

The hospital unit (Admissions) received their unannounced CMS (Centers for Medicare and Medicaid Services) survey the week of August 18. The last survey occurred March of 2022. I am very proud to report that we received no health citations, and just two Life Safety Code (LSC) citations. The LSC citations were related to the existing waivers we have had in place for years related to fire dampers/air plenum returns, and our elevator opening to a staircase. The cost of construction and disruption it would cause to correct these citations would be too burdensome, which is why we have requested and been granted these waivers in the past. We have requested the renewal of these waivers with the submission of our plan of correction and await a response/approval from the state and CMS.

For the congregate meal/Meals on Wheels program, we submitted our 2026 meal cost proposal to the ADRC, for which we only bid a one-year contract extension, instead of a new three-year contract. This is due to the decrease in meals in 2025 being much larger than the estimated cuts provided to us by the ADRC, which has led to increased volatility and a decrease in confidence in their projections. If our projections based on trend hold for the rest of the year, we are looking at approximately a \$100,000 reduction in revenue compared to 2025 budget, which we have had to work to offset through reducing labor and supply expenses. Additionally, due to the large volume decrease, our costs continue increasing year to year, putting the possibility of future contracts with the ADRC in jeopardy because the cost per meal could become unreasonable due to the overhead costs associated with our operation. Following the submission of our proposal, Food Services Supervisor Burt, Assistant Administrator Haanstad, and I recently met with ADRC staff Ronda James and Mike Rhea to discuss our proposal and the factors at play.

Norwood Nursing Department by Liz Masanz

For nurses, we have a 60% weekender position and one casual position vacant. We still have one agency nurse on board covering the 60% weekend position. For CNAs, we have offers out for our last two benefited positions and may only have one or two vacant casual positions available. The updating of shift differentials and the addition of the weekend differential increased our applicant traffic and our ability to fill vacant positions.

We have been working with Health Direct (contracted pharmacy) on some issues with the assigned consultant pharmacist. We are expecting a new consultant pharmacist to take over the consulting in the next month.

Admissions Unit: The average census for the month of August was 9.97 and 8.13 YTD through August. Average length of stay for August was 9.86 and 8.46 YTD. There were 27 admissions and 28 discharges, with two 30-day readmissions.

The wait is over, as we finally had our CMS hospital survey, with amazing outcomes. We received no health citations, and the surveyors were very complimentary about the unit, treatment program, documentation, and the staff. We are all very proud of the hospital staff for this accomplishment.

Long Term Care: The long-term care unit had one admission and two discharges in August, with an average census of 11.35 on Crossroads and 12.87 on Pathways, and 11.96 and 13.29 YTD respectively, all of which are above budgeted census. We have four discharges moving into the community in the coming weeks and have at least four pending referrals/admissions to the unit in the next few weeks, as well.

Melanie, new head nurse, completed her two-month MDS training with Engage Consulting, and is now completing the MDS process on her own, which is going very well.

Melanie, Megan (social services coordinator), and Liz have been working on streamlining/creating efficiencies in the EHR by adding more electronic forms/assessments and evaluating charting/assessment workflows.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of August were 4,427 with revenue of \$33,320. Congregate meals year to date were 37,989 (20% decrease compared YTD to last year), with revenue of \$290,150 (17.3% decrease compared YTD to last year). Meal reductions and impact on budget continue to be monitored and managed closely.

Of the 9,389 meals decrease YTD compared to August of 2024, Marshfield site makes up 68% of the decrease at 6,430. The Marshfield site also makes up \$49,083 of the total revenue decrease. Since the closing of Cedar Rail in October of 2024, the Marshfield site located at the Senior Center, has not made up the gap in meals lost due to the closing.

Norwood Maintenance Department by Lee Ackerman

CIP Updates:

Water Pipe Replacement- The design team continues to work on the design plans for this project. A call to discuss front end specifications for the bids was held on September 3rd.

Circulating Fans- The materials for the Circulating Fan Repairs project came in higher than anticipated, leaving less funds for the installation portion of that work. Should the installation costs exceed the CIP budgeted amount, the overage will be covered out of Operations budget, which will be supplemented by approximately \$16,000 in Focus on Energy incentives this year.

I reached out to PaNyia to ask if the CIP funds that were allocated for project # 20-25-005 (Laundry Water Heater, which was removed from the 2025 CIP to be addressed in the Pipe Replacement Project in 2026) could be used towards the fan installation if those costs exceeded the allotted amount and any such overage could not be covered by Operating budget. PaNyia responded that this would be allowable. Installation is set to begin in Sept.-Oct.

Passenger Elevator Repairs- This project was completed in August. The process went very well and there were no unexpected issues to address.

Badge Readers- Maintenance staff has begun to pull wire for this project, we plan to have the installation occur in September.

Other Maintenance:

Chiller- The refrigerant leak was repaired on the chiller. We are still working on issues with the chiller not communicating with the Desigo platform; we hope to address this in the next few weeks.

Cameras on the Admissions Unit- Maintenance has most of the wire pulled for this project and we plan to have the cameras installed in September.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: September 25, 2025

August 2025 Activity: During the month of August, we completed/submitted 388 federal forms to include:

- 49 Intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 29 Appeals – Higher Level Review, Notice of Disagreement (appeal), appeals to Board of Veterans Appeals (Veterans Law Judge)
- 33 New claims for disability compensation
- 1 New claim for veterans' pension
- 5 New claims for surviving spouse benefits (DIC or surviving spouse pension)
- 18 New applications for VA Healthcare
- 29 Appointments of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 29 Burial and marker applications
- 38 Request for individual's VA or private medical records

Activities:

1. Completed as of September 18, 2025:
 - a. August 19-24 Central Wisconsin State Fair booth.
 - b. September 4 – Wisconsin Inter-Service Family Assistance Committee (Hosted by Marshfield Clinic)
 - c. September 5- Fort McCoy military retirement appreciation day.
 - d. September 16 - VA Regional Office Director's Veteran Service Officer call in.
 - e. September 18 – State Senate Committee on Natural resources, Veteran and Military Affairs public hearing on SB 411 relating to UW MIA Recovery and identification Program, Veterans Housing and Recovery Program and the Disabled Veteran and Surviving Spouses Property Tax Credit.
2. Near Future:
 - a. October 3 -Marshfield Senior Health Fair
 - b. October 20-24 County and Tribal Service officer Association of Wisconsin fall Training conference Eau Claire WI.
 - c. November 4 Tomah VA Medical Center Fall Into Wellness Expo at the Marshfield American Legion Hall.
 - d. November 5 – Financial Security Coalition Meeting (includes the homeless coalition) McMillian library.

Office updates:

Use of Veterans Conference Room. The Veterans Office after review by Corporation Counsel has signed a Memorandum of Understanding with the Federal VA VET Center LaCrosse Office. Soon Individual and group counseling sessions will be held in room 134 of the Courthouse (Veterans Conference room). Instead of having to go to Wausau or LaCrosse.

Fall into Wellness Veteran Expo

Tomah VA Medical Center and community partners invite Veterans to take part in their health and wellness.

Join us to learn about wellness resources in the area and VA.
You can get your flu shot.

Tuesday, November 4, 2025
10:00 a.m. - 2:00 p.m.

Marshfield American Legion Post 54
2100 S. Maple Avenue
Marshfield, WI 54449

For more information, please contact:

Tomah VA Medical Center

Whole Health Services

1-800-872-8662, Ext. 61417

500 E. Veterans Street

Tomah, WI 54660

Monday - Friday 7:30 a.m. - 4:30 p.m.

(Excluding Federal Holidays)

VA



U.S. Department of Veterans Affairs

Veterans Health Administration
Tomah VA Medical Center

VHE 6033A 8-2025



RESOLUTION#

DATE October 21, 2025

Effective
Date

October 21, 2025

Page 1 of 2

Introduced by Health and Human Services Committee

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

INTENT & SYNOPSIS: To request additional state funding to offset the federal funding cuts to counties for administration of the Supplemental Nutrition Assistance Program (SNAP) or Food Share in the State of Wisconsin.

FISCAL NOTE: No cost to Wood County.

WHEREAS, the federal budget reconciliation package enacted in July of 2025, makes changes to the SNAP (FoodShare) program that would reduce federal costs and significantly impact county-administered services; and

WHEREAS, these changes extend SNAP work requirements to individuals up to age 64, lower the child age threshold for parent exemptions, and eliminate waivers for areas with high unemployment, thereby increasing referrals to the FoodShare Employment and Training (FSET) program and workload for county human service departments; and

WHEREAS, the legislation requires states to contribute a minimum of 5% toward the cost of SNAP benefits if their error rate is 6% or higher, facing penalty funding of between 5% and 15% of total SNAP costs; and

WHEREAS, Wisconsin's current SNAP payment error rate is 4.47%, but without additional investment in eligibility and administrative systems, heightened workloads could push the state above the 6% threshold, triggering significant penalties; and

WHEREAS, if Wisconsin's error rate reaches 6% on or after October 1, 2027, the state's 5% cost share would be approximately \$69 million annually, with potential penalty payments increasing the state's financial burden—costs that could ultimately cascade down to counties; and

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman

WHEREAS, the SNAP administrative match rate for Income Maintenance (IM) activities has been reduced from the previous 50% federal / 50% state-local to 25% federal / 75% state-local, substantially reducing federal revenue available to counties to administer SNAP; and

WHEREAS, the reduction in administrative funds could lead to a reduction in IM staff, which could result in an increased payment error rate; and

WHEREAS, county IM administrative costs are approximately \$123 million annually, with SNAP-related workload accounting for about \$49 million of those costs; and

WHEREAS, the new administrative match rate results in an estimated \$17 million annual loss in SNAP administrative funding to counties; and

WHEREAS, these federal cuts result from shifting the benefit and administrative costs to states and counties (reducing resources available for local administration), tightening work requirements (increasing county workload), and penalizing minor payment errors (resulting in more cost to the states); and

WHEREAS, counties operate under state-imposed property tax levy limits, restricting their ability to offset such funding losses without additional state or federal relief, and

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors urges the State of Wisconsin to provide funding to offset the county fiscal impact caused by the enacted federal SNAP changes, and to work with counties to ensure adequate resources for the administration of FoodShare and related programs; and

BE IT FURTHER RESOLVED, that the Wood County Clerk is hereby authorized and directed to send a copy of this Resolution to the Governor of the State of Wisconsin, Wisconsin State Legislators with a constituency within Wood County, the Wisconsin Counties Association, and the Wisconsin County Human Service Association.

MINUTES PUBLIC SAFETY COMMITTEE

DATE: Monday, October 13, 2025
TIME: 9:00 AM
PLACE: Courthouse – Conference Rm #302

MEMBERS PRESENT: Joseph Zurfluh, Dennis Polach, Jeff Penzkover, William Voight, Brad Hamilton

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

1. Chairman Zurfluh called the meeting to order at 9:00 AM.
2. The minutes of the previous meeting were reviewed. Motion by Hamilton/Penzkover to approve the minutes as presented. Motion carried unanimously.
3. There was no public comment.
4. The next meeting will be held on Monday, November 10, 2025, at 9:00 AM.
5. The Communications Department presented their report and bill listing for review.
6. The Emergency Management Department presented their report and bill listing for review.
7. The Dispatch Department presented their report and bill listing for review.
8. The Coroner presented their monthly report and bill listing for review.
9. Sheriff Becker reviewed various reports and activities of the Sheriff's Department. He highlighted the following:
 - Sheriff Rescue Deputy Mike Wiberg was named EMS Person of the Year
 - MSTC Leadership Training for staff.
 - Auburndale SRO began duties at the school.
 - COPS are still filming in the jail.
10. Becker presented a resolution to amend the 2025 budget for a Traffic Safety Grant being received for seat belt enforcement. Motion by Hamilton/Voight to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
11. Motion by Voight/Polach to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.
12. Chairman Zurfluh declared the meeting adjourned 9:25 AM.

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

Public Safety Committee

October 13, 2025

[illegible]



September Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

September Training Descriptions		
Date	Type	Description
2-Sep	Business Meeting	September Business Meeting
9-Sep	Work Night	Truck inspections + paperwork.
16-Sep	Project Lifesaver	PLS review.
23-Sep	Extrication	Door removal with spreaders + cutters.
30-Sep		

Call Summary						Call Summary						Call Summary						Call Summary					
Call #	68	69	70	71	72	Call #	73	74	75	76	77	Call #	78	79	80	81	82	Call #	83	84	85	86	
Date	9/9/2025	9/9/2025	9/9/2025	9/9/2025	9/7/2025	Date	9/9/2025			9/13/2025	9/15/2025	Date	9/16/2025	9/16/2025	9/16/2025	9/19/2025	9/20/2025	Date	9/24/2025	9/27/2025	9/29/2025	9/29/2025	
Time	3:36	17:26	18:52	21:04	11:31	Time	15:54			16:21	6:11	Time	10:37	12:33	13:00	15:47	22:27	Time	2:14	22:49	15:47	17:29	
Day of Week	Wednesday	Friday	Friday	Saturday	Sunday	Day of Week	Tuesday			Saturday	Monday	Day of Week	Tuesday	Tuesday	Tuesday	Friday	Saturday	Day of Week	Wednesday	Saturday	Monday	Monday	
Township	Sarasota	Rushton	Grand Rapids	Sarasota	Rushton	Township	Grand Rapids			Sarasota	Sarasota	Township	Grand Rapids	Grand Rapids	Wisconsin Rapids	Grand Rapids	Rushton	Township	Rushton	Nebosha	Sarasota	Port Edwards	
Location	4736 CTH D	6714 CTH D	64TH ST N & PLOVER RD	1ST 138 & EVERGREEN AVE	5TH AVE & RECON RD	Location	EAGLE RD & 9TH SW			24TH ST S & CHURCH AVE	13846 CTH Z	Location	6611 GROVE AVE	46TH ST S & GRIFFITH AVE	1740 17TH AVE S 86	45TH ST S & KELLNER RD	CTH D & ELM RD	Location	975 TOWER RD	5TH 73 & MARKET ST	PINE ST & 5TH 73	HWY 54 W	
Rescue 1	B. Franz	M. Wiberg	T. Young	M. Wiberg	Out of Service	Rescue 1	D. Westfall			D. Westfall	C. Stufel	Rescue 1	D. Westfall	T. Young	T. Young		T. Young	Rescue 1	B. Franz	C. Stufel	T. Young	Out of Service	
Rescue 4						Rescue 4						Rescue 4						Rescue 4					
Rescue 5						Rescue 5						Rescue 5						Rescue 5					
10-22nd						10-22nd						10-22nd	Yes					10-22nd					
Call Type	10-50 w/ Injuries	10-50 w/ Unknown Injuries	10-50 w/ Injuries	10-50 w/ Injuries	10-50 w/ Injuries	Call Type	10-50 w/ Injuries			10-50 w/ Unknown Injuries	10-50 w/ Injuries	Call Type	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	Medical Aid	10-50 w/ Injuries	Call Type	Missing Person	10-50 w/ Injuries	10-50 w/ Injuries	Screenmobile/RTV		
Medical Extraction						Medical Extraction	Extraction					Medical Extraction					Extraction	Medical Extraction					
Ambulance	UEMR	UEMR	WWPD	WWPD		Ambulance	UEMR			WWPD	WWPD	Ambulance		UEMR	WWPD	UEMR		Ambulance	UEMR	WWPD	WWPD		
Unit	Vesper	Rushton	Grand Rapids	Sarasota		Unit	Grand Rapids			Sarasota	Sarasota	Unit	Grand Rapids	Grand Rapids	Rushton	Rushton		Unit	Rushton	Sarasota	Sarasota		
Fire	Vesper	Rushton	Grand Rapids	Nebosha		Fire	Grand Rapids			Grand Rapids	Nebosha	Fire	Grand Rapids	WWPD		Rushton		Fire	Rushton	Nebosha	Nebosha		
Air						Air						Air						Air				1 Skylink II	
Tools/Equipment Used						Tools/Equipment Used	Cutlery, Res-O-Jacks					Tools/Equipment Used						Tools/Equipment Used			1.2 beacon lights		
Notes			UEMR also on scene.			Notes						Notes						Notes					
Other members on scene				D. Westfall B. Franz		Other members on scene	M. Wiberg			D. Westfall T. Young		Other members on scene				M. Wiberg		Other members on scene	T. Young	M. Wiberg D. Westfall			



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Sept 30th 2025

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – Sept 2025

The Crime Stoppers program received 21 tips in the month of Sept 2025 that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The last monthly board meeting was held on Sept 10th, 2025. The next regular meeting will be on Oct 8th, 2025, at 6:30 P.M.

Respectfully Submitted,

Daniel Berres
Investigator Sergeant
Wood County Sheriff's Department



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

2025 K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	12	2	0
K9 Bingo	14	0	0
K9 Timo	13	5	1
K9 Rosco	14	3	0
K9 Lola	SEE	BELOW	

TRAINING (MONTHLY) –

Wood County Sheriff's Department trained with the Stevens Point Police Department K9 team. Training venues included WOSO/WRPD Range, Aspirus house owned on Chestnut St, and MSTC property. Training areas consisted of odor detection (interior building, luggage, and vehicles), mock traffic stops, leg specific apprehensions, and building search for person civil.

TRAINING (INDIVIDUAL) –

- Deputy Beathard and K9 Rosco completed 2 hrs of on duty training time to include narcotics and obedience, and K9 specific podcasts on apprehension K9 case law.
- Sergeant Arendt and K9 Timo completed 1 hour of on duty training consisting of obedience and odor detection.
- Lieutenant Christianson and K9 Bingo completed training on duty in the areas of obedience, odor detection and tracking.

USEAGE –

- Deputy Beathard and K9 Rosco had three deployments for the month of September. One deployment for Mary's place in Marshfield with no CIB or indications, and LHS high school with no CIB or indications on areas searched. K9 Rosco was also utilized for an open area search for a Domestic battery suspect who had fled from the scene. K9 Rosco completed a search of the exterior of the residence, an adjacent field, and a tree line area. The suspect was not located during this search, it was believed suspect had returned inside the residence and was hiding.



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

- Sergeant Arendt and K9 Timo had 5 deployments in the month of September. All 5 of these deployments were for odor detection. Sergeant Arendt and K9 Timo assisted with a school sniff at LHS. The other 4 deployments were vehicle sniffs. Two of these sniffs resulted in no indications/searches and the other two resulted in indications and searches. Drug paraphernalia was located inside these vehicles.
- Deputy Pidgeon and K9 Sig were deployed 2 times in the month of September. One of these deployments was for a school sniff at LHS. The other deployment was assisting Portage County during the AMBER Alert search.

DEMO/COMMUNITY –

- Sergeant Arendt attended a Kiwanis meeting and received a donation from the 2025 Charity Golf Outing for the K9 Program.

ADDITIONAL INFORMATION –

- Wood County K9s Bingo, Timo, Sig, and Rosco assisted with a school sniff at LHS

Lola's September 2025 Training and Work Schedule

September 4th

ABC Training with Lola

September 5th

Jail Interview

September 8th

Meeting with Sheriff

September 9th

MSTC Corrections and Community Advocacy Advisory Committee

Sheriff's Dept. Lt. Meeting

September 10th

Jail Interview

Visited 2nd and 3rd floor Pods

September 12th

Lola hosted Therapy Dog Training for the State of WI- 8 dogs present Went through 4th floor with all pups.

September 16th



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Visited 2nd floor Pods

September 23rd

Jail Interview

Meeting with the gentlemen from COPS

September 24th

Assisted with Inmates seeing Provider

September 25th

MH Services and Human Services Jail Tour

Respectfully,

Brandon Christianson

Brandon Christianson
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

HUMANE OFFICER

08-17-25 to 09-13-25

Animal Bites:	<u>Dog</u>	<u>Cat</u>	<u>Squirrel</u>
• Arpin	1	0	0
• Auburndale	0	0	0
• Grand Rapids	2	0	0
• Nekoosa	2	0	0
• Wis. Rapids	1	2	0
• Wood	1	0	0
• Marshfield	0	0	0
• Saratoga	1	0	1
• Port Edwards	1	0	0
• Richfield	0	1	0
• Lincoln	1	0	0
• Cranmoor	1	0	0

Neglect/Abuse Case: 0

Abandonment: 0

Animal vs Animal: 1

Abatement Order: 0

Animals at Large: 0

Major Incidents: 0

Follow-up-Brooke: 3

Follow-up-Susa: 2

Monthly Hours: 24.50

2025 YTD Hours: 252.75

Submitted by: Mitzi Forde



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

September 2025

ATV

- Patrol Hours – 72.5
- Citations - 0
- Warnings - 3

BOAT

- Patrol Hours - 2
- Citations - 0
- Warnings - 0

SNOWMOBILE

- N/A

Submitted by

Sgt. Matt Susa



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

September 2025 (08/31/25to 09/27/25)

Patrol

Overtime hours:	55.75
Comp time hours:	188.875
Holiday Pay/Comp hours:	108

Investigations

Overtime hours:	43.25
Comp time hours:	23.555

Security Services

Overtime hours:	6
Comp time hours:	23.75

TOTAL CALL OUT:	9
-----------------	---

Submitted By: Charles Hoogesteger – Operations Captain



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Shawn Becker
SHERIFF

Public Safety Committee Meeting

Security Services September 2025 Report

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

Guns -	0
Knives -	71
O.C. -	3
Misc. Items -	6

The miscellaneous items that were located were five (5) screwdrivers and a pair of scissors.

Security Services screened 7,224 people entering the courthouse in September. Security Services helped with a jury trial this month and had 36 security requests from different departments within the Courthouse. Security also assisted with security for Judge Nolan Plutchak's investiture.

Security served three (3) civil process papers, fulfilled 9 warrants and handled a report of a fight between two inmates.

I just want to inform everyone that Deputy McCormick is retiring on October 3rd and Deputy Phillippi will be replacing her in Security Services. I had four employees put in letters of interest for the opening and Deputy Phillippi was appointed. His start date is still being worked out.

During the Month of September, I utilize part-time employees for 4 hours to fill employee shortage hours. Several shifts ran short due to no part-time employees able to help.

Report submitted by: Lieutenant Bryan D. Peterson



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

US HWY 10 Cross Traffic Monthly Report

SEPTEMBER 2025 (09/01/25 to 09/30/25)

MINUTES – 1483

WARNINGS – 2

CITATIONS – 0

CRASHES – 2 (1 Deer and 1 property Damage)

Intersection	Time Spent (min)	Citations	Warnings
USH 10/Day RD	180	0	0
USH 10/CTH T	720	0	0
USH 10/CTH E	0	0	0
USH 10/STH 186	278	0	2
USH 10/North RD	0	0	0
USH 10/CTH K	60	0	0
USH 10/Blueberry RD	80	0	0
USH 10/CTH N	0	0	0
USH 10/CTH S	0	0	0
USH 10/Brookside RD	0	0	0
USH 10/CTH F	0	0	0
USH 10 Patrol	165	0	0
Totals:	1483	0	2

Submitted By: Charles Hoogesteger – Operations Captain

WOOD COUNTY JAIL

January - June 2025

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	189	77	30	198	75	30	188	71	29	188	0	24	192	0	24	193	0	35
2	189	77	30	197	75	30	188	71	29	185	0	25	185	0	27	194	0	35
3	187	76	28	201	75	30	189	71	28	188	0	24	187	0	30	185	0	35
4	190	75	27	195	72	30	177	69	26	179	0	25	191	0	30	190	0	35
5	193	75	27	199	72	34	181	69	25	187	0	25	189	0	29	187	0	34
6	193	75	27	202	73	34	184	70	25	185	0	24	188	0	29	189	0	34
7	189	73	28	198	69	34	183	69	26	185	0	24	187	0	29	194	0	34
8	194	72	29	194	69	34	179	68	26	179	0	23	187	0	29	198	0	34
9	193	69	29	193	69	32	177	68	26	184	0	23	184	0	29	200	0	34
10	193	68	31	195	69	32	175	68	23	187	0	23	185	0	28	204	0	34
11	197	73	32	197	69	32	178	65	23	192	0	26	188	0	28	202	0	33
12	196	73	32	200	67	32	177	65	24	193	0	25	189	0	26	198	0	31
13	198	73	32	199	64	33	179	62	24	196	0	24	189	0	27	196	0	33
14	195	70	31	202	67	33	178	61	26	200	0	24	185	0	27	196	0	33
15	195	70	30	200	70	34	180	59	27	197	0	24	185	0	28	195	0	31
16	201	73	31	201	70	33	179	59	27	198	0	24	194	0	32	198	0	31
17	194	72	30	202	70	32	180	59	27	202	0	24	194	0	32	198	0	31
18	200	74	31	193	68	32	180	56	28	196	0	24	194	0	32	200	0	31
19	205	74	31	187	66	32	181	53	28	196	0	25	190	0	32	198	0	33
20	207	74	31	194	72	32	177	50	30	197	0	25	190	0	33	192	0	32
21	208	74	31	191	70	31	180	47	30	200	0	25	187	0	33	194	0	32
22	203	74	32	195	72	31	184	44	30	202	0	24	188	0	35	193	0	32
23	204	75	32	195	72	31	189	44	30	200	0	24	192	0	35	191	0	31
24	200	77	32	197	72	30	188	44	29	197	0	24	192	0	35	194	0	30
25	204	74	32	186	70	31	182	41	29	192	0	24	191	0	33	188	0	30
26	202	73	32	185	69	29	190	35	28	194	0	25	191	0	33	186	0	30
27	203	73	32	187	71	29	191	33	28	192	0	25	190	0	33	189	0	29
28	201	73	33	183	70	29	192	30	28	193	0	25	195	0	36	190	0	28
29	199	72	34				205	10	27	190	0	26	187	0	35	195	0	28
30	201	76	34				199	10	27	188	0	24	183	0	34	199	0	28
31	198	74	33				198	0	27				185	0	35			
WCJail	197.5			195.2			184.1			192.1			188.8			194.20		
Shipped	73.5			70.3			52.3			0.0			0.0			0.00		
EMP	30.8			31.6			27.1			24.4			30.9			32.03		
Avg Length of Stay (Days)	30.20			44.90			30.50			33.30			24.30			28.30		

WOOD COUNTY JAIL

July - December 2025

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	202	0	28	191	0	31	201	0	28	183	0	22	0	0	0	0	0	0
2	201	0	26	187	0	31	201	0	28	182	0	23						
3	202	0	25	187	0	31	196	0	27	189	0	25						
4	201	0	23	188	0	29	202	0	27	192	0	24						
5	201	0	23	186	0	30	202	0	26	190	0	24						
6	208	0	22	185	0	29	196	0	27	190	0	24						
7	213	0	22	186	0	30	197	0	26	186	0	24						
8	205	0	24	192	0	31	197	0	26									
9	200	0	26	190	0	31	192	0	26									
10	203	0	26	192	0	31	186	0	25									
11	196	0	27	192	0	31	188	0	25									
12	196	0	27	186	0	31	194	0	25									
13	200	0	28	185	0	30	188	0	25									
14	199	0	28	186	0	29	188	0	25									
15	192	0	28	183	0	30	192	0	25									
16	190	0	27	183	0	30	191	0	25									
17	192	0	27	186	0	30	195	0	25									
18	189	0	27	184	0	30	195	0	25									
19	191	0	28	186	0	29	198	0	24									
20	196	0	28	186	0	28	191	0	23									
21	195	0	28	185	0	28	193	0	23									
22	195	0	30	188	0	28	193	0	22									
23	196	0	30	183	0	27	189	0	22									
24	195	0	32	183	0	26	191	0	22									
25	195	0	32	188	0	26	186	0	21									
26	194	0	31	189	0	26	184	0	21									
27	194	0	31	184	0	28	180	0	21									
28	191	0	30	184	0	28	184	0	21									
29	188	0	30	189	0	28	186	0	21									
30	186	0	31	189	0	28	181	0	21									
31	190	0	31	199	0	28												
WCJail	196.65			187.16			191.90			187.43			0.00			0.00		
Shipped	0.00			0.00			0.00			0.00			0.00			0.00		
EMP	27.61			29.13			24.27			23.71			0.00			0.00		
Avg Length of Stay (Days)	32.50			30.20			28.2											

2025 Yearly Averages

Total	191.50
EMP	28.15

Date Population

Color indicates low population	3/10/2025	175
Color indicates high population	7/7/2025	213

Orange indicates the last day of Safe Keeper housing

Electronic Monitoring 2025	
Month	Monthly Average
January	30.80
February	31.60
March	27.10
April	24.40
May	30.90
June	32.03
July	27.61
August	29.13
September	24.27
October	0.00
November	0.00
December	0.00
TOTAL	28.65

Wood County Sheriff's Department Kitchen Report 2025						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	3559	3500	3446	0	10505	\$26,833.08
February	2891	2875	2790	0	8556	\$21,648.28
March	2968	2959	2902	0	8829	\$21,999.17
April	6348	6304	6159	30	18841	\$37,158.87
May	4907	4817	4748	8	14480	\$28,526.84
June	5097	4855	4919	0	14871	\$29,281.01
July	6667	6466	6494	0	19627	\$38,698.73
August	4991	4897	4927	0	14815	\$29,170.74
September	5307	5247	5264	0	15818	\$31,145.63
October	1278	1282	1252	0	3812	\$7,505.83
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
TOTAL	44013	43202	42901	38	130154	\$271,968.18

Cost per meal **\$2.09**

Cost per day **\$6.27**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$251,935.30	\$247,728.79
Number of Meals	122,668	111,439	81,970	86,838	80,356
Cost per Meal	\$2.14	\$2.36	\$2.85	\$2.90	\$3.08
Cost per Day	\$6.41	\$7.08	\$8.54	\$8.70	\$9.25
	2023	2024	2025	2026	2027
Food & Labor	\$248,125.14	\$269,109.64	\$271,968.18	\$0.00	\$0.00
Number of Meals	87,953	104,072	130,154	0	0
Cost per Meal	\$2.82	\$2.59	\$2.09	#DIV/0!	#DIV/0!
Cost per Day	\$8.46	\$7.76	\$6.27	#DIV/0!	#DIV/0!
	2028	2029	2030	2031	2032
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

WOOD COUNTY SHERIFF'S DEPARTMENT
JAIL DIVISION
TEK84 INTERCEPT BODY SCANNER 2025

MONTH	FOUND ITEMS Male or Female		CONTRABAND FOUND INTERNAL EXTERNAL		DRUGS MALE or FEMALE		TOTAL SCANNED MALE FEMALE		Monthly Total
JANUARY	1	0	1	0	1	0	130	53	183
FEBRUARY	0	0	0	0	0	0	33	18	51
MARCH	0	0	0	0	0	0	48	13	61
APRIL	0	0	0	0	0	0	149	50	199
MAY	0	0	0	0	0	0	141	44	185
JUNE	0	0	0	0	0	0	149	51	200
JULY	0	0	0	0	0	0	145	53	198
AUGUST	0	0	0	0	0	0	124	50	174
SEPTEMBER	1	0	0	1	1	0	124	60	184
OCTOBER	0	0	0	0	0	0	9	1	10
NOVEMBER	0	0	0	0	0	0	0	0	0
DECEMBER	0	0	0	0	0	0	0	0	0
TOTALS	2	0	1	1	2	0	1052	393	

TOTAL SCANNED

1445

MINUTES

CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, October 1, 2025
TIME: 9:00 AM
PLACE: Courthouse – Conference Rm #302

MEMBERS PRESENT: Bill Leichtnam, Wayne Schulz, Russ Perlock, Tim Hovendick, George Gilbertson

MEMBER EXCUSED: Tom Buttke

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

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment.
3. The minutes of the September 3, 2025, meeting were presented. Motion by Hovendick/Schulz to approve the minutes as presented. Motion carried unanimously.
4. Motion by Schulz/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
5. Under the risk & injury report, Land & Water Conservation Director Wucherpennig reported a motor vehicle accident involving himself in the county vehicle. As it just happened, they are waiting for insurance to decide whether it will be totaled or able to be fixed.
6. Amy Golding from C2 Makerspace in Marshfield gave a presentation on the activities of the various clubs working out of the space at UWSP and Marshfield. She noted the equipment purchased with the economic development grant funds and is requesting the release of those funds. Motion by Perlock/Hovendick to approve the release of \$1,750 of economic development grant funds to C2 Makerspace. Motion carried unanimously.
7. Jeremy Sickler from the South Wood County Airport Commission highlighted the committee on various projects and ventures of the airport and is requesting the release of \$15,000 of economic development grant funding. Motion by Schulz/Hovendick to approve the release of \$15,000 of economic development grant funding to the airport. Motion carried unanimously.
8. Meredith Kleker from the Wisconsin Rapids Convention & Visitors Bureau requested REDI Implementation Funds to help fund a feasibility study being conducted for an indoor sports facility in Wisconsin Rapids. They are requesting \$5,000 of REDI Implementation Funds to be able to add to the other donations to be able to complete the study. Motion by Schulz/Hovendick to approve the release of \$5,000 of REDI Implementation Funds for the feasibility study. Motion carried unanimously.
9. Extension Associate Dean Jason Hausler introduced Mallory McGivern as the interim area extension director. She will be in place for the next few months. They reviewed that the current

funding for the Food Wise educator was ending, and until the county decides what to do with this position, Hausler proposed using unspent funds from the budget from vacancies during the year to fund its continuance until the end of the year. Motion by Leichtnam/Schulz to approve the use of unused Extension funding to fund the Food Wise educator position until the end of the year. Motion carried unanimously.

10. Wucherpfennig reviewed the current status of the Nitrate Well Testing and the funding of reverse osmosis systems as well as the number of systems currently being used. He reviewed various measurements along Mill Creek Water Shed and action being taken along the watershed. He also discussed current violations and their respective status.
11. A field day is coming up highlighting various land conservation practices will be held at Albert Acres' in Junction City on October 7th. The committee was advised that if they plan to attend to let the Land & Water Conservation Dept. and the County Clerk's office know so that it can be noticed in accordance with the Open Meetings Law.
12. Planning & Zoning Director Grueneberg, along with Extension Educator Rombalski reviewed a draft of the economic development grant request with the committee. Some adjustments were made to the document, which will be brought back next month for final approval.
13. The next regular meeting will be held on Wednesday, November 5th, at 9:00 AM, and will contain a possible closed session.
14. Motion by Schulz/Hovendick to adjourn. Motion carried unanimously at 11:07 AM.

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

Conservation, Education, & Economic Development Committee

October 1, 2025

NAME	REPRESENTING
Jeff Furton	WCB #11
Bill Clendenning	WCB #15
Russ Perlock	WCB #4
Jason Greenberg	P+2
Barb Peeters	LWCD
George Gilbertson	LWCD Rep
Andy Guidry	C7 makerspace
Dennis Polach	wcb-14
Wayne Schmitz	WCB-1
Meredith K. Koster	WCB Rapids Area C/B/WCB
Kayla Rombalski	Extension
Jason Hausler	Extension
Mallory McGivern	Extension
Jeremy Sickler (Web Ex)	Alexander Field
Victoria Wilson (Web Ex)	P+3
Darrin Steinbach (Web Ex)	Finance
Katie DeKleyn (Web Ex)	County Clerk
Lance Pliml (Web Ex)	CB Chair
Ben Jeffrey (Web Ex)	Health Dept
Kayla Rombalski (Web Ex)	Extension
Kayla Yang (Web Ex)	Finance

NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP BOARD OF DIRECTORS

July 31, 2025

Wood County Courthouse
Wisconsin Rapids, Wisconsin

MINUTES

CALL TO ORDER: Chair Brad Hamilton called the meeting to order at 10:02 a.m.

ROLL CALL: PRESENT: Mike Miller, Forest County; Keri Beck, Langlade County; Terry Poltrock, Langlade County; Greg Hartwig, Lincoln County; Stephanie Holman, Oconto County; Megan Vruwink, Stevens Point Area CVB; James Przybylski, Shawano County; Lance Pliml, Wood County; Brad Hamilton, Wood County; and Clyde Nelson, Merrill Chamber.

EXCUSED/ABSENT: Chase Erickson, Florence County; Ginger Deschane, Marinette County; Autumn Timblin, Marinette County; Ray Reser, Portage County; and Jacob Hartwig, Shawano County. **OTHERS PRESENT:** Christopher Jennings, Travel Wisconsin and Jim Rosenberg, WEDC. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Pliml, second by Hamilton, to approve the minutes of the January 30, 2025 meeting. Motion carried.

CHAIR'S REMARKS: Chair Hamilton discussed the state waterski show (over 10,000 in attendance) and the fair in mid-August. Lance Pliml discussed the cancellation of events due to the Canadian wildfires.

NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP FINANCIAL REPORT: Sarah Diedrick-Kasdorf reviewed the financial report provided to members. Revenues in 2025 total \$10,441.97; expenses paid in 2025 total \$2,418.59; the account balance is \$40,993.40; 2025 expenses approved but not paid total \$8,244.41; and unallocated revenue totals \$32,748.99.

ELECTION OF OFFICER: With the resignation of William Chaney, a vacancy was created in the position of secretary of the North Central Wisconsin Tourism Partnership board. Chair Hamilton opened the floor for nominations. Mike Miller was nominated. Motion by Pliml, second by Hamilton, to close nominations and cast a unanimous ballot for Mike Miller. Motion carried.

BYLAWS DISCUSSION – QUORUM REQUIREMENTS: As there was not a quorum at the May meeting, members asked for a quorum discussion at the July meeting. A brief discussion was held on tying quorum to number of counties present as opposed to number of board members present. The board took no action (concern counties v members could make things worse) but noted that meetings are accessible via Zoom and meeting dates are scheduled months in advance.

REPORT OF THE NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM COMMITTEE: Staff and Tourism Committee members discussed the following: Tourism Committee to hold a marketing plan and budget planning session on September 10 in Antigo; North Central Wisconsin Visitor Survey; recording of the podcast Round Trip with Colleen Kelly; ask of members to request support of the North Central Wisconsin Tourism Partnership in 2026 county budgets – members available to provide updates to county boards as requested; 2026 Green Bay Sports Show to be held January 29 – February 1; looking into website domain host issue.

2024 AREA TOURISM NUMBERS: The 2024 state tourism economic impact numbers were released. Statewide, 2024 was a record-breaking year for Wisconsin's tourism industry. Numbers for the North Central Wisconsin Tourism Partnership counties can be found in the draft PowerPoint presentation shared with board members.

CONSIDERATION OF 2026 NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP DUES: Motion by Pliml, second by Hamilton, to maintain 2026 dues at 2025 levels. Motion carried.

PARTNER REPORTS:

Travel Wisconsin: Christopher Jennings reported on the following: recording breaking visitation in 2024 (114.4 million visits), offer to come to counties to present on the power of tourism; what's new in 2026 running survey on Travel Wisconsin website; new grant portal will be live September 2; free coverage on Travel Wisconsin website; blackout of partner portal starts August 15; recent webinars on promoting points of interest; PR calls – shippable Wisconsin goodies, accessible trips and activities; Brand USA holiday events; and international tourism.

WEDC: Jim Rosenberg reported on the following: WEDC reviewing state budget; Office of Rural Prosperity.

WCA REPORT: Sarah Diedrick-Kasdorf reported on the following: WCA Annual Conference; 2025-27 state budget summary available; federal budget; County Board Chairs Forum; WCA Resolutions Committee; In the Board Room.

NEXT MEETING: The next meeting will be held on September 25, 2025 in Portage County.

NCWTP Board of Directors Minutes

Page 3

July 31, 2025

ADJOURN: Chair Hamilton adjourned the meeting at 10:58 a.m.

NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM COMMITTEE

August 13, 2025

Zoom Meeting

MINUTES

CALL TO ORDER: Chair Clyde Nelson called the meeting to order at 2:00 p.m.

ROLL CALL: VOTING MEMBERS PRESENT: Mike Miller, Forest County; Keri Beck, Langlade County; Clyde Nelson, Merrill Chamber; Autumn Timblin, Marinette County; Ann Maletzke, Spur of the Moment Ranch (Oconto County); Malorie Paine, Plover CVB; Michelle Eron, Shawano County; James Przybylski, Shawano County; and Brad Hamilton, Wood County. **OTHER MEMBERS PRESENT:** Kelly Schwartz, TEDCOR (Oconto County) and Megan Vruwink, Stevens Point Area CVB. **EXCUSED:** Matt McLean, Visit Marshfield. **OTHERS PRESENT:** Lance Pliml, Wood County and Christopher Jennings, Travel Wisconsin. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Hamilton, second by Maletzke, to approve the minutes of the July 9, 2025 meeting. Motion carried.

FINANCIAL REPORT: The financial report, dated July 28, 2025, was emailed out as part of the meeting packet. There were no changes from the July meeting's report. Sarah reported that the North Central Wisconsin Tourism Partnership board approved the dues recommendation at its July meeting.

REVIEW OF 2025 MARKETING PLAN: Malorie shared that Round Trip with Colleen Kelly was recorded but not yet aired. Autumn indicated that the NCWTP is registered for the Green Bay Sports Show at the end of January.

STRATEGIC PLAN: The North Central Wisconsin Visitor Survey was completed – the results will be discussed at the planning session. The September 10 planning session will be held at Northcentral Technical College in Antigo from 10:00 a.m. to 3:00 p.m. A Zoom option is available for those that cannot attend the full day.

TRAVEL WISCONSIN UPDATE: Christopher Jennings reported on the following: Travel Wisconsin booth at the State Fair – group discussed the potential of sharing a booth over two

days; 2026 Travel Wisconsin co-op program – webinar on September 3, new packages and platform, sell sheets available on August 28, sign up opens on October 2 at 10:00 a.m.; fall/winter Wisconsin Traveler just dropped, will be last printed version, most of the content will be moved online; What's New in 2026 survey is open; America 250; new grant portal will be live on September 2; free coverage items e.g., Fall Color Report and Travel Green; call for PR – accessible attraction activities and shippable Christmas goodies.

NEXT MEETING DATE AND TIME: The next meeting is the planning session on September 10, 2025 starting at 10:00 a.m. in Antigo.

ADJOURN: Chair Nelson adjourned the meeting at 2:37 p.m.



Monday, Sept. 15, 2025 @ 2:00pm (Riverblock Auditorium, room 206)

- 1.) The meeting was called to order by Chairman Bill Leichtnam at 2:03 pm.
- 2.) Agenda order was switched so presenters could go first.
 - a. Presentation: *An Overview of Neonicotinoid Insecticides and the Risks They Pose to Our Aquatic Resources* by Mike Miller, WDNR
 - b. *Overview of Pollinator Protection Legislation* by 71st Assemblyman Vinnie Miresse
- 3.) Public Comment: Bruce Dimmick wanted to publicly thank the driver of the County bus driver from Health and Human Services for her excellent service today getting into the meeting
- 4.) Motion to approve August 18, 2025 meeting minutes as they were presented was made by Rhonda Carrell and seconded by Gordon Gottbeheut. Motion passed unanimously.
- 5.) Correspondence / Updates / Handouts / Reports on meetings attended
 - a. An article from Municipal Swer and Waste was shared. Article is attached to the meeting minutes.
 - b. There were questions about the potential for bringing back cows to the large farm in southern Wood County. However, no one knew any definitive information regarding the matter.
- 6.) CEED recognizes CWG; Resolution on County Board floor on Aug. 19th—Subcommittee Structure & Responsibilities
 - a. There was discussion from the Committee around who could represent CWG at CEED and whether an entire subcommittee was needed.
 - b. Bill Clendenning will serve as the representative from CWG to CEED for now and Bill L and Bill C will have a discussion with Corp Counsel.
- 7.) Science by the River Booth
 - a. CWG will have a booth at Science by the River.
 - b. CWG agreed that hosting a nitrate screening booth/event would be good. They will see if Wood Co Land and Water would be interested in co-hosting.
 - c. Bill L, Bill C, Gordon Gottbeheut and possibly Rhonda Carrell will volunteer at the booth.
- 8.) Discussion on items from the floor
 - a. IT will hopefully have the webex situation fixed for the Oct. meeting. Please watch the agenda to see if there will be an online option.
 - b. Shane Wucherpfennig from Wood Co Land and Water has RO systems going as part of the ARPA funding.
- 9.) Next mtg.—Oct. 20, 2025, 2:00 pm

- 10.) Adjourn – A motion to adjourn was made by Gordon Gottbeheut and 2nd by Ken Winters. No discussion was had and the motion passed unanimously.

Chairman Bill Leichtnam adjourned the meeting at 3:24 pm.

Present in the meeting: Bill Leichtnam, Jen McNelly, Rhonda Carrell, Bill Clendenning, Bruce Dimmick, Ken Winters, Gordon Gottbeheut, Vincent Miresse, Myra Gottbeheut, Lance Pliml, Tom Raymon, Shane Wucherpennig

Respectfully submitted by Jen McNelly on September 22, 2025

DRAFT

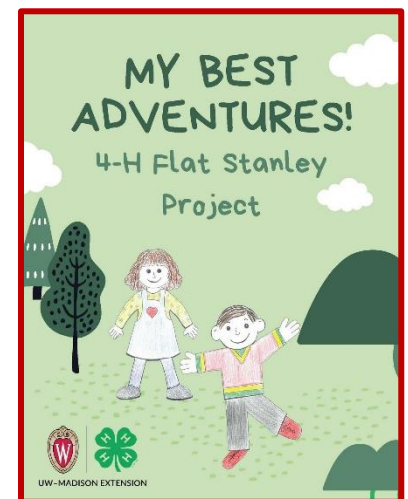
Extension Wood County staff led, delivered, planned or collaborated on all of the following activities:

4-H POSITIVE YOUTH DEVELOPMENT

Laura Huber, 4-H Program Educator

Trina Bores, 4-H AmeriCorps member

- A direct education program for high school juniors and seniors in which we help youth build independent living skills.
- Preparation for a travel opportunity for youth ages 13-17 to travel to Washington DC on a Herb Kohl Learning Journey to learn about the history of the United States and the structure of representative democracy. We will travel in October 2025.
- A series of hands-on activities for fairgoers at the Central Wisconsin State Fair. Youth were able to take part in hands-on activities free of charge. The activities stations were designed to promote 4-H and engage youth in 4-H's experiential learning style.
- Monthly meetings with the Central Wisconsin State Fair's Junior Fair Board in which I represent the interest of youth exhibitors as the Board reviews the last fair and plans the next. The goal is to ensure a successful fair that meets the educational needs of youth.
- A multi-county pen pal project for youth in kindergarten - 2nd grade featuring Jeff Brown's book "Flat Stanley." This project will incorporate developing literacy skills with social skills. The program will include two virtual meetings.



AGRICULTURE

Matt Lippert, Agriculture Educator

- Planning for a cost of raising heifers survey. The goal is to (what do people learn or what will they do, or what will get done?), so that (impact/bigger picture/the 'so what').
- An article was written that explores the fundamentals of grouping strategies within Automatic Milking Systems (AMS). Thoughtful cow grouping in AMS herds can improve cow flow, AMS efficiency, reduce feed costs, and support management goals. This article provides an unbiased summary of concepts and research related to grouping cows in AMS situations.

COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- Planning for a strategic planning meeting with "Build the Basin", a collaborative regional advancement effort in Northcentral Wisconsin, in collaboration with UW Stevens Point. The goal of this meeting is for

the group to establish a shared vision, mission, and priorities of this work in order to support entrepreneurial and placemaking efforts in the region.

- **Total Reach:** *12 planning committee members*
- Planning for a regional rural housing summit hosted in Stevens Point in collaboration with state and regional CDI educators, and local, regional, and state housing partners. The goal is to engage developers, local government, and housing practitioners around rural housing solutions and best practices in order to increase affordable workforce housing and local economies in their area.

CRANBERRIES

Allison Jonjak, Cranberry Outreach Specialist

- A Cranberry Communications Virtual Brown Bag Lunch was hosted in coordination with the Wisconsin State Cranberry Growers' Association, assisting growers on understanding current discussion topics, 2025 crop predictions, and modeling live discussions to improve grower confidence.
- Archived copies of Cranberry Virtual Brown Bags are being reviewed, captioned, and added to Extension's YouTube channel so that growers who attended Brown Bags can refresh themselves on content, and newly hired cranberry employees can catch up on recent presentations.
- Work continues on revising the Nitrogen for Bearing Cranberries in North America to reflect modern hybrids and the establishment of new plantings of modern hybrids.

FOODWISE

Hannah Wendels, FoodWise Nutrition Educator

Mallory McGivern, FoodWise Administrator

Michelle Van Krey, Healthy Communities Coordinator

- A direct education program for high school juniors and seniors in which we help youth build independent living skills.
- A partnership with United Way/Hunger Coalition, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
- Planning for and supporting the StrongBodies volunteers in the start-up of the upcoming 11-week StrongBodies series in Nekoosa.
 - *This class is full with 30 participants registered and a waitlist of 11 participants - the demand for StrongBodies in Wood County continues to grow in positive ways!*
- A 12-week series of strength training sessions (StrongBodies) at the Pittsville Community Center for older adults/adults in the community, where participants engage in regular, progressive strength training

and health education to improve their physical and mental health and enhance social connectedness. This series is led by two Extension StrongBodies volunteers.

- *This class is full with 30 registered participants and a waitlist of 4 participants! Wood County is also excited to welcome another StrongBodies leader to our volunteer team!*
- A food waste audit was conducted at Grove Elementary School in partnership with the WRPS Food Service team to identify and quantify the types and reasons for food waste in the cafeteria. Two food waste audits were held one week apart. After the first audit, a new share cart was introduced into the cafeteria with an update cart and branding to bring better awareness to the share cart for students to use! Share carts help to reduce food waste by allowing students to donate uneaten, unopened food to classmates who are still hungry and helps combat food insecurity by providing nutritious foods at no cost to students.



HEALTH AND WELL-BEING

Ka Zoua Thao, Bilingual (Hmong) Community Health Worker

- A bi-monthly support group for Hmong elementary students in grades four and five, where they learn about feelings, safety, and respect through storytelling, art, and guided conversations. Using age-appropriate terms, basic concepts of mental health, personal boundaries, and trusted adults while honoring Hmong traditions and values will be introduced. Through this program, Hmong students will feel safe, heard, and confident to lay the foundation for lifelong emotional well-being and opening the door to healthier conversations in their families and communities.
 - **Total Reach:** 7 students in grades four and five
- A bi-weekly meeting for Hmong middle and high school students to engage in open conversations, cultural storytelling, and guided activities to learn about mental health, domestic violence, and sexual assault within the Hmong community. They gain tools to recognize signs of trauma, understand healthy boundaries, and access support systems - all in a safe, judgement-free environment. Through this effort, we are fostering a generation of informed, compassionate youth who feel seen, heard, and empowered to break cycles of silence and advocate for healing and change in their families and communities.
 - **Total Reach:** 33 students in grades 6-8
 - **Total Reach:** 8 students in grade 9-12
- A Tai Chi class for older adults and individuals with arthritis, where participants learn gentle, low-impact movements designed to improve balance, flexibility, and joint health. Through this activity, the program

help reduce the risk of falls and empower participants to lead healthier, more active lives, fostering independence and confidence in their daily routines.

- **Total Reach:** 20 participants
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.
- Ongoing one-on-one meetings with Hmong clients, where resources and referrals are made. Through these efforts, individual clients are able to receive support navigating through the healthcare and legal systems and get connected with community resources.
 - **Total Reach:** 13 one-on-one clients
- The Hmong Women's Social Space serves as a monthly gathering for Hmong women to engage in discussions about often overlooked topics within their community. This initiative aims to foster relationships among participants and empower them to advocate for the recognition of their voices.
 - **Total Reach:** 8 participants

HORTICULTURE

Janell Wehr, Horticulture Educator

- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.

HUMAN RELATIONSHIPS & DEVELOPMENT

Ben Eberlein, Human Development & Relationships Educator

- A direct education program for high school juniors and seniors in which we help youth build independent living skills.
 - **Total Reach:** 57 students
- A coaching program for families and individuals, where participants learn how to create financial goals and gain money management skills. The goal of this program is to enable participants to prepare for and take charge of household financial situations that occur due to changes in income or unforeseen hardships.
 - **Total Reach:** One 60-minute session with one individual.
- A 6-session course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, those with negative rental records and those new to renting are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.
 - **Total Reach:** 4 individuals met for three 2-hour sessions.

NATURAL RESOURCES

Jen McNelly, Natural Resources Educator

Anna Mitchell, Natural Resources Educator

- A meeting with stakeholders in the Fourmile Creek Watershed to discuss proposed water quality monitoring work in the Nepco and Wazeecha Lakes and how stakeholders could work together on future collaborations to benefit the water resources of the watershed.
 - **Total Reach:** 10 participants
- Planning for a Health and Conservation Fall Summit for County Health and Land and Water Conservation Department Staff, as well as state agency representatives in collaboration with Wisconsin Land and Water. The goal is for county representatives to learn more about emerging water-related health and conservation issues, so that they can use the information from the summit to address these issues in their counties.
- Planning for a nutrient loss reduction strategy stakeholder roundtable event for agricultural producers, partners and agency representatives in collaboration with the Wisconsin Department of Natural Resources, Wisconsin Land and Water, and UW-Madison Division of Extension. The goal is for stakeholders to come together at a one-day event to discuss nutrient loss reduction strategy actions that can help inform and guide an updated state nutrient loss reduction strategy.
- A meeting with stakeholders to develop a monitoring plan for the Nepco Lake watershed, that will outline plans for gathering data that can help inform management decisions in the watershed and activities of the Nepco Lake District in the future.
 - **Total Reach:** 10 Stakeholders from the Nepco Lake Watershed
- Facilitation of monthly meetings of the Wood County Citizen Water Groups, where stakeholders meet to discuss ways to implement their annual action plan, learn about water related issues in Wood County, plan events and activities, update each other on work being done in Wood County, and identify new collaborations for future work/projects.
 - **Total Reach:** 15 Citizen Members of the Wood County Citizen Water Group
- A facilitated discussion for Farmers of the Roche-A-Cri, a producer-led watershed protection group, where members collaboratively identified goals, objectives, cost-share programs, and outreach activities for their 2026 Producer-Led grant application through Wisconsin Department of Agriculture, Trade and Consumer Protection. Through this activity, participants gained strategic clarity on priority efforts to pursue, with the overarching goal of improving water quality in the Big and Little Roche-A-Cri watersheds. This discussion is designed to strengthen the group's capacity to implement impactful conservation practices and enhance community engagement around watershed health.
- A presentation for the Portage County Agriculture and Extension Committee, where Anna Mitchell and Guolong Liang shared their education and outreach efforts in Portage County. Through this presentation, committee members gained insight into the relationships Anna and Guolong have



cultivated within the county's agricultural community, and how those connections have supported conservation focused education and outreach initiatives aimed at improving water quality. This presentation is designed to build awareness and support for ongoing efforts focused on improving water quality through farmer-led and on-farm solutions.

- A meeting with Nepco Lake District, where members reviewed results from a stakeholder engagement survey and outlined the strategic planning process. Through this meeting, participants learned how to incorporate community feedback into planning efforts, ensuring diverse perspectives are considered in decision making. This meeting is designed to foster inclusive and informed strategic planning, laying the groundwork for future meetings and conversations that will guide the Lake District's long-term goals and initiatives.
- An educational station for Nekoosa High School environmental science students during a field trip in the 14 Mile Watershed, where students engaged in a watershed board game. Through this activity, students learned about different watersheds and explored how human actions and land use decisions impact water quality and overall watershed health. This activity is designed to build environmental literacy and foster stewardship among youth by connecting classroom concepts to real-world conservation challenges.
 - **Total Reach:** 29 students in grades ten, eleven, and twelve
- Planning for Science by the River, a free, one-day, outdoor event for community members of all ages from Wood County and surrounding areas. The goal of this event is to celebrate science and the outdoors through Discovery Stations that explore different fields of science through information, demonstrations, and hands on learning opportunities. Through this event, attendees will learn about opportunities to engage in science and conservation related organizations and will gain a better understanding of science and conservation efforts within their communities.



Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Barb Peeters - September 2025

- Completed LWCD payroll percentages and forwarded to Finance prior to the September 4th and 18th payrolls. Reviewed payroll reports and verified distribution by accounts/departments.
- Attended virtual Teams meeting to discuss planning and logistics for Albert Acres Field Day event on 10/7/25 with Caleb Armstrong, Marathon Co. Land & Water/EPPIC and Kendra Wilhelm, Wood Co. LWCD.
- Assisted Conservation Program Coordinator with mailing nonmetallic mine reclamation permit and processing of 2025 permit fee (for new Mathy-Marshfield site with Mathy Construction Co.).
- Worked with I.T. to order dept. cell phone. Phone will be used to communicate with landowners/farmers who prefer to communicate via text as well as to take field photos as needed. Set up phone and trained staff on use/process.
- Assisted Conservation Program Coordinator with printing and mailing Wildlife Damage Abatement and Claims Program enrollment applications to landowners.
- Processed payment and placed customer seed order through Pheasants Forever. Contacted customer regarding notification from supplier of potential order delay due to some seeds in the mix being out of stock until the end of Sept.
- Attended September 3rd CEED committee meeting in person and reported on behalf of County Conservationist.
- Published Public Notice Class I for Milestone Materials nonmetallic mine reclamation permit application for a new mine site in the Town of Hiles in the Wis. Rapids Daily Tribune. Also sent letters to landowners within 300 ft. of the boundaries of the parcels of land on which the proposed nonmetallic mine site is located as notice of the application per Wood County ordinance.
- Ordered department supplies and processed invoices/payments.
- Created flyer regarding public access to hunting lands through the Wildlife Damage Abatement & Claims Program.
- Generated 8 cost-share contracts for reverse osmosis (RO) systems and recorded 4 contracts with the register of deeds (R./J. Millard, D./D. Pearson, M. Sorenson, D. Newman, D./S. Davies, N. Oltesvig, L. Goodwin, J. Daugherty).
- Downloaded the DATCP monthly report for September and shared with LWCD staff.
- Purchased supplies for CEED tour and followed up with Hauke Honey CEO to verify date/time of tour stop.
- Worked with Finance to submit the 2026 LWCD Mission Statement for 2026 budget.
- Assisted with sending letter to landowner via certified mail for a violation of the Animal Waste, Nutrient Management and Groundwater Protection Ordinance #801 (D. Rogney).
- Attended Sept. 9th Wellness Committee meeting and shared updates with LWCD staff & Parks/Forestry staff via email.
- Processed payments for rental of no-till drill as received and took calls to reserve the no-till drill.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Assisted Kendra Wilhelm in proofreading two Surface Water Grant applications that she is writing and provided feedback.
- Worked with caterer for Oct. 7th Field Event our dept. is co-sponsoring to set menu/arrange for delivery, etc.
- Attended CEED Tour on September 12th. The stop at Hauke Honey was VERY interesting and informative. Hauke Honey works with our department through the Wildlife Damage Claims & Abatement Program to address bear abatement issues with bee hives in Wood County. He runs over 3,000 bee colonies across Wood, Clark, Marathon & Portage counties.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.
- Generated two cost share contracts for cover crops (McMillan Farms Inc.) totaling \$997.50.
- Processed first grant reimbursement payment for Nutrient Management Farmer Education totaling \$34,980.00.
- Out of office September 18, 19, 22, 23 & 26.
- Processed 3 cost-share reimbursements for the installation of nitrate removal systems totaling \$18,960.00 with ARPA grant funds.
- Processed deposit of nonmetallic mine review fees as received.
- Scheduled, created agenda, attended and took minutes at September 24th staff meeting.
- Served as point of contact for LWCD staff while County Conservationist was out of the office Sept. 3, 15, 16, 24, 25.
- Recorded/tracked RSVPs as received for Albert Acres' Demo Trials Field Day being held on October 7th and responded to email and phone inquiries regarding the event.
- Electronically submitted staff reports/packet materials to the County Clerk's office for the CEED meeting packet.

Activities Report for Kyle Andreae – September, 2025

- September 1 – Holiday
- September 2 – Heiman Plan Review, No-till Drill Repair
- September 3 – No-till Drill Repair, Heiman Plan Review
- September 4 – Heiman Plan Review, Liquid Coin Plan Review
- September 5 – Liquid Coin Plan Review
- September 8 – Liquid Coin Plan Review, move no-till drill
- September 9 – AWO Violation Inspection
- September 10 – Heiman Permit Posting and Site Visit, Lippert design
- September 11 – Lippert design
- September 12 – Lippert design
- September 15 – Lippert design, Cohort Meeting
- September 16 – Lippert design
- September 17 – Crop Assessments
- September 18 – Lippert design
- September 19 – Eastling site visit
- September 22 – Lippert design, move no-till drill
- September 23 – Lippert design, no-till drill assessment
- September 24 – Staff meeting Lippert design
- September 25 – Lippert design
- September 26 – Lippert design
- September 29 – no-till drill repair
- September 30 – no-till drill repair

Activities Report for Emily Salvinski

-September 2025-

- **Tuesday, September 2.** Created a nutrient management plan in the new online snapplus for a potential user of NMP and cover crop cost-share.
- **Wednesday, September 3.** Attended NMP update regional meeting in Stevens Point. They reported on the progress of updating the nutrient management standard and other topics.
- **Thursday, September 4.** Typed up notes from the previous day's meeting. Converted/combined/compressed 49 checklists to send to DATCP for NMFE reporting.
- **Thursday, September 11.** Took baseflow measurements at 5 out of the 6 usual locations within SE Wood Co (1 was dry). Added results to SWIMS and to tables. Prepared and sent maps to farmer interested in cost-share.
- **Friday, September 12.** Attended the CEED committee tour.
- **Tuesday, September 16.** Sent out many emails with specific info needed from each regarding NMFE. Prepared for next day's sampling.
- **Thursday, September 18.** Took samples at 4 sites within the Mill Creek to be tested for total phosphorus and total suspended solids. Organized pictures and paperwork from sampling.
- **Tuesday, September 23.** Took gathered NMFE information (in-kind) and added it to spreadsheet for final report. Made a shapefile for where water treatment systems have been installed and mapped where some of the locations.
- **Wednesday, September 24, 2025.** Attended staff meeting. Worked on putting together Mill Creek testing data in brochure form.



Activities Report for Kendra Wilhelm – September 2025

- Coordinated the use and transport of the no-till drill for 6 operators.
 - This consists of answering questions via phone, managing the schedule of the no-till drill, and transporting the no-till drill to renters.
- Participated in a meeting with Jen McNelly, UW-Extension and Scott Provost, DNR to discuss two grant applications for baseline water quality testing at inlets and outlets of Nepco and Wazeecha Lakes as well as within areas of the Fourmile Creek watershed in order to identify sources of nutrient and sediment pollution.
 - Wrote the narrative and made adjustments as needed to the application.
- Participated in a meeting with Ben Ewoldt, DNR to discuss our presentations for the upcoming educational session for the Nepco Lake District.
 - Finalized the presentation after the meeting.
- Completed Dexter Lake and Wazeecha Lake water quality testing for the month of September.
- Picked up the last Clean Boats Clean Waters data sheets from the Nepco Lake District and entered the data into the SWIMS database.
- Created a presentation for the rusty crayfish trapping project at Pittsville High School and a presentation for the biology 2 class regarding the conservation poster contest.
 - Both presentations occurred on September 11th.
 - Traps were also set for the rusty crayfish trapping project.
- Attended the virtual component of an ordinary high-water mark and stream navigability training on September 10th and attended the in-person training on September 17th in Merrill.
- Participated in the CEED tour on September 12th.
- Submitted the 2026 Lake Monitoring & Protection Network grant application to DNR.
- Finalized and submitted the pre-application for two comprehensive management plan surface water grants to the DNR.
 - One is for the water quality testing at the inlets and outlets of Nepco and Wazeecha Lakes and the other is water quality testing within the Fourmile Creek Watershed.
- Submitted a County Lake surface water grant on behalf of Shane to the DNR.
- Put together parcel data for cost-share contracts.
- Assisted the Wood County Highway Department with a question about invasive species management.
- Assisted Rod with multiple days of crop damage appraisals.
- Attended the Nepco Lake District September Board meeting.
- Completed the mapping of harvestable buffers for Pep Acres.
- Completed the mapping of harvestable buffers for R. Knuth.
- Assisted the Nepco Lake District with technical assistance on the Clean Boats Clean Waters grant reporting and reimbursement process along with the application process for 2026.
- Presented about aquatic invasive species, Clean Boats Clean Waters, and Snapshot Day at an educational event hosted by the Nepco Lake District.
- Began mapping the data from the Nepco Lake Shoreline Assessment that was completed at the end of August in conjunction with Portage County Land & Water Conservation Department.
 - Preliminary maps have been shared with members of the Nepco Lake District for review.

Activities Report for Rod Mayer – SEPTEMBER 2025

- Vobora, Autumn Cranberry Bostovitz, Urban, Breuch, Schlaefer, Behrend, Mueske, Spreeman, Newby, Vruwink - Act 82 enrollments for wildlife crop damage shooting permits – mapped enrolled lands, acre calcs, enrollment application, permit application, site access, landowner signatures, processed, sent to DNR.
- Correspondence to Milestone for differences in Non-metallic reclamation Dupee plan review – vs what DNR stormwater received.
- Bohn 48th site vegetation inspection – created site visit picture document – emailed to DNR – not meeting vegetative standards. Correspondence to Bohn on DNR responses – etc.
- Mathy Marshfield site updates – created in spreadsheet, permit spreadsheet, created site and financial assurance in software, updated file, processed payment, approval letter, permit laminated, updates to permit binder, emailed & mailed permit and approval letter to Mathy.
- Draft 2 Milestone Dupee review (132 pages). Correspondence sent to Milestone for clarification on financial assurance acres and berm construction.
- Drafted and sent public notice for Milestone Dupee mine site – mailed drafted letter to all landowners within 300' of property and sent for Class 1 public notice for the 30 day time period pending approval. (Landowner letter and Public Notice write up)
- Contact to missing processor signatures to participate in the deer donation program. Obtained signatures, reviewed forms, sent to DNR for enrollment. (3 processors for 2025)
- Created deer donation advertisement – posted several on own time.
- Contacted Travis Marti for crop info on enrolled claim fields. Created field maps for appraisals and appraisal worksheets for calculations. 19 fields – broke into 16 appraisals.
- Worked with landowner for bear damage issue. Gave advice and explained program – crop owner was able to find hunter and harvest bear.
- Bohn 48th site inspection – GPSed, mapped, calculated areas still in need of vegetation for active acres going forward.
- Earth 186 mine site inspection – GPSed, mapped, calculated mine site with violation expansion for updating financial assurance by renewal date.
- Review – update IBrandl financial assurance. Update software, spreadsheet, and file.
- Drafted Ron Bohn mine site for fee and financial assurance agreement – to go inactive and provide financial assurance for final seeding.
- Correspondence to Quest engineering for Bach Mid WI setbacks to the mine site plan.
- Completed Marti Corn Field Appraisals – done in 16 appraisal sheets for 19 fields. (3 days)
- Correspondence to pond exemption for possibility for extension beyond 1 year.
- Review- update Earth 186 financial assurance – spreadsheet, software, file.
- Review – update Ron Bohn FA
- Correspondence with Bank and Corp Counsel for Brehm violation site with expiring financial assurance. Drafted violation warning letter giving timeline of 7 days to have in place or penalties will be issued.
- Processed Marti corn appraisals. Conversions to bushels undamaged and damaged, GIS mapping of damage with acre calcs., input into worksheets for total loss calcs., input all figures into DNR database, downloaded all documents and attached to database, etc.



LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Shane Wucherpennig – September 2025

- Zoom meeting with UWSP intern advisor Rob Michitsch to discuss internship program and the 2025 summer intern
- Attended EPPIC Farm Tour at the Pat Socha Farm in Edgar
- Sat down with 15 private landowners in their home discussing in-home Nitrate Removal Systems
- Tested water in homes with existing R.O. systems before/after treatment to see if systems were working
- Approved timesheets and payroll percentages.
- Participated in GIS Discussion/Meeting regarding data disruption/availability of Aerial Photos and moving of files
- Attended Wood Co Citizens Groundwater Group Meeting
- Met with Jen McNelly – UW Ext. to discuss Nitrate Sampling equipment
- Attended Golden Sands RC&D meeting
- Inspected first round of Nitrate Removal in-home installations
- Staff activity report and CEED agenda.
- Reviewed new contracts and signed for various grants.
- Attended PACRS meeting in Monroe
- Staff Meeting
- Met with several landowners to interview and use the “High Nitrate Questionnaire” as part of the pre-application to determine eligibility for treatment systems using ARPA Funds.
- Met with Barb Peeters to discuss department budget.
- Attended EPPIC Tour – Fransen Farm, Stratford



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Emily Arndt, County Planner
Paul Bernard, Land Records Coordinator
Brad Cook, Code Administrator
Kayla Rautio, Code Technician
Victoria Wilson, Program Assistant
Julie Mancl, Program Assistant

RE: Staff Report for October 1st, 2025

1. Economic Development (Jason Grueneberg)

Wood County Housing Repair Program – On September 8th I met with Heather Gehrt to coordinate the close out of the Wood County Housing repair program. These efforts are being guided by and coordinated with the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR). County Treasurer Gehrt will continue to process loan payments on existing loans and transfer funds to the State.

Conservation, Education, and Economic Development (CEED) Tour – The annual CEED Tour was held on Friday, September 12th. This year's educational tour was a great success that highlighted some of the projects that the Planning & Zoning Department, Land & Water Conservation Department, and UW Extension have been involved with. Over 20 people participated in the tour and some highlights included the "Triangle Development", Jim Freeman Boat launch in Nekoosa, the mapping of Powers Bluff, Hauke Honey Corporation, and Snyder 4-H Club. A big thank you to Victoria Wilson for coordinating the tour, staff for presenting at each stop, and the Wood County CEED Committee for sponsoring the tour.

Central Wisconsin Economic Development Fund (CWED) – On September 17th I participated in the CWED Board of Directors' Meeting. Some of the agenda items included 2025-2026 Budget approval, loan activity and financial reports, review of a Start Up loan application, and Administrator/Service Provider report. Loan activity with CWED is very high right now with 17 loan applications in the pipeline.

Triangle Block Development – All of the remaining buildings on the Triangle Block have been razed. With the buildings gone, we will continue to work with the City of Wisconsin Rapids on implementing the Development Agreement that was approved on August 19th. Some of the next steps will include vacating Market St., relocating utilities, amending the Courthouse Planned Development District, and design of the County parking lot.

County Planner – The County Planner position will be posted until October 27th. I am hoping that we have some qualified applicants apply so that we can conduct interviews in early November. In the meantime, I will continue to take care of Planner job responsibilities and pause a few projects until the department is fully staffed.

2. Planning & Zoning (Vacant)

3. Land Records (Paul Bernard)

- Digitizing Building Footprints
- Georeferencing Historic Imagery
- Parcel Mapping
- Address Mapping
- Custom map requests for Auburndale Fire Department, City of Nekoosa Assessor

4. Code Administrator (Brad Cook)

8-28-2025- (3) Reviewed soils, plan review, issued permit for new HT, rep mound, and rep conv TN: 09,15,18 phone calls and inquires with POWTS, SL, FL.

8-29-2025- Office staff meeting, answer phone calls and inquires with POWTS, SL, FL.

9-1-2025- Holiday

9-2-2025- (1) Reviewed soils, plan review, issued permit for new conv TN:18 , -(1) mound abs cell insp TN: 17, (1) new HT insp TN: 11, answer phone calls and inquires with POWTS, SL, FL

9-3-2025- (1) new HT insp TN:16, (1) rep HT insp TN: 06, answer phone calls and inquires with POWTS, SL, FL

9-4-2025- (1) new conv insp TN:18, answer phone calls and inquires with POWTS, SL, FL

9-5-2025- (2) HS letter 25-031 &25-032 written and sent, answer phone calls and inquires with POWTS, SL, FL.

9-8-2025- (1) well permit reviewed and issued TN:19, answer phone calls and inquires with POWTS, SL, FL.

9-9-2025- (1) Reviewed soils, plan review, issued permit for new mound TN: 02, (1) mound insp TN: 02, answer phone calls and inquires with POWTS, SL, FL.

9-10-2025- (1) mound plow insp, abs cell, and tank insp TN 14, (1) new HT insp TN: 12 answer phone calls and inquires with POWTS, SL, FL.

9-11-2025- (2) well permits reviewed and issued TN: 07,18, (1) POWTS/HS insp 25-032 TN:08, answer phone calls and inquires with POWTS, SL, FL.

9-12-2025- CEED Tour and Well Demonstration

9-15-2025-(1) Reviewed soils, plan review, issued permit for rep HT TN:15, answer phone calls and inquires with POWTS, SL, FL.

9-16-2025- (1) mound plow insp TN:15 answer phone calls and inquires with POWTS, SL, FL

9-17-2025- (1) mound plow insp TN: 21, (1) POWTS violation insp TN: 18, answer phone calls

and inquires with POWTS, SL, FL.

9-18-2025- (1) Reviewed soils, plan review, issued permit for new conv TN:07 , (1) mound abs cell insp TN: 21.answer phone calls and inquires with POWTS, SL, FL.

9-19-25- (2) Reviewed soils, plan review, issued permit for rep HT TN:06, 18, answer phone calls and inquires with POWTS, SL, FL.

9-22-25- (4) well permits reviewed and issued TN: 07,12,14,20, answer phone calls and inquires with POWTS, SL, FL.

9-23-2025- (1) Reviewed soils, plan review, issued permit for rep mound TN: 14, (1) HS 25-034 letter written and sent, (1) mound & tank insp TN:21, answer phone calls and inquires with POWTS, SL, FL.

5. Code Technician (Kayla Koziczkowski)

- A.** Reviewed and approved POWTS & well permit applications
- B.** Completed inspection reports
- C.** Reviewed and approved Shoreland zoning permit
- D.** Sent Shoreland zoning and Health Sanitary correspondence letters
- E.** Continued education and reviewed shoreland zoning
- F.** Studied POWTS GeoMat component manual
- G.** Assisted with daily phone calls/emails/office questions
- H.** Inspections/Investigations:
 - 8-28-25: Conventional inspection TN: 18
 - 9-2-25: Holding tank inspection TN: 11
 - 9-4-25: Mound plow inspection TN: 04
 - 9-10-25: Health sanitary correspondence letter follow-up with owner & pumper; Holding tank inspection TN: 10; Well inspection TN: 03
 - 9-11-25: Mound plow inspection TN: 02; Inspection for septic failure TN: 08
 - 9-15-25: Mound tanks inspection TN: 02
 - 9-18-25: Mound plow inspection TN: 16; Mound tanks & reinspection TN: 16
 - 9-23-25: Mound plow inspection TN: 22; Mound dose tank & pipe inspection TN: 22
- I.** Attended Meetings/Trainings/Etc.
 - 8-29-25: Demonstration of new Land Records Viewer meeting
 - 9-9-25: DSPS POWTS chat update
 - 9-10-25: OHWM & navigability virtual training
 - 9-17-25: OHWM & navigability field training
 - 9-24-25: Staff meeting

6. Office Activity (Victoria Wilson & Julie Mancl)

- a. Monthly Sanitary and Well Permit Activity – There were 9 sanitary permits, 1 shoreland permit, 1 floodplain permit and 9 well permits issued in September 2025. 4 CSMs were processed and 4 were recorded in September 2025.

- b. ArcGIS Pro Software Project – Julie continues to assist Paul with various GIS mapping projects.
- c. Septic Maintenance 2nd Notices – 589 notices were mailed on September 23rd to the property owners who have not yet completed their septic maintenance for this year. Septic maintenance was due to be completed by August 8th, 2025.
- d. Triennial Program Fee Notices – Approximately 4,645 triennial program notices will be mailed out on October 20th to the property owners that owe the \$25 triennial fee for the period of 2023-2025.
- e. Attended the following meetings/trainings & activities:
 - i. September 3rd CEED meeting (VW)
 - ii. September 12th CEED tour (VW)
 - iii. September 22nd Economic Development grant application meeting (VW)

MINUTES JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Friday, September 26, 2025

TIME: 9:00 AM

PLACE: Courthouse – Room 155

MEMBERS PRESENT: Bill Clendenning, Bill Leichtnam (Via WebEx, arriving 9:07 AM), 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 Voight/Hovendick to approve the minutes of the previous meetings as presented. Motion carried unanimously.
4. There were no claims against the county.
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. Chairman Clendenning is attending the Legislative Breakfast hosted by Heart of Wisconsin Chamber of Commerce and would like to claim per diem for it. Motion by Voight/Hovendick to approve per diem for Chairman Clendenning for this meeting. Motion carried unanimously.
7. A bill from Castlerock Veterinary Hospital was received as a claim against the dog fund. Motion by Voight/Perlock to direct the County Clerk to pay the invoice as presented. Motion carried unanimously.
8. Supervisor Leichtnam provided a verbal report from the recent meeting of the Citizens Water Group.
9. After review of the email that was sent by the Finance Director concerning the 2026 budget, the committee decided to meet and review all of the budgets they oversee.
10. The next meetings will be the following dates:
 - a. Review of 2026 budget proposals – Thursday, October 9th at 9:00 AM.
 - b. November monthly meeting – Friday, November 7th at 2:00 PM. (to include department head evaluations)
11. Motion by Leichtnam/Clendenning to adjourn. Motion carried unanimously at 9:26 AM.

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

Judicial & Legislative Committee
September 26, 2025

[illegible]



Wood County WISCONSIN

**CHILD SUPPORT
AGENCY**

OCTOBER 2025

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- On September 8th DCF visited the agency to conduct an onsite visit of the ELEVATE Program and the Child Support Agency. They also toured the Parent Engagement Center.
- I submitted the annual FTE count to the Bureau of Regional Operations.
- I attended the WCA Annual Conference on September 22nd.
- I will be attending the WCSEA Board meeting on October 8th.
- Three staff members and I will be attending the WCSEA Fall Conference in Appleton from October 8-10th.
- Agency performance is very close to meeting all four performance measures for the year.
- The current IV-D case count is 3,724.



Wood County

WISCONSIN

Kimberly A. Stimac

CLERK OF
CIRCUIT COURT

October 2025

Monthly Report to the Judicial and Legislative Committee
Prepared by Kimberly Stimac, Clerk of Circuit Court

Meetings Attended:

- Judicial & Legislative Committee meeting on 8/29/2025.
- Presented the Clerk of Courts budget at the Judicial & Legislative meeting on 9/9/2025.
- Property and Information Technology Committee meeting on 8/4/2025.
- Monthly judges meeting on 9/11/2025.
- Wood County Board of Supervisors on 9/16/2025.

On 9/12/2025 we received the list of potential jurors for 2026. We are reviewing these carefully before mailing them. We will be focusing on providing more information on completing these questionnaires electronically. Last year we mailed out 3,196 questionnaires. 1,367 of those were returned electronically, roughly 43%. I'm hoping for a return rate of 60% or higher for this years questionnaires. I will be asking HR to place a post on the Wood County Facebook page again this year that residents should watch for these in the mail. That seemed to work out very well last year. I would encourage all of the board members to share that post if you are able to.

On 9/15/2025 the Branch 4 Audio Visual upgrades along with HVAC upgrades began. We have not had to rearrange courtroom use as the judge had a planned vacation during that time. On September 29th, the Branch 3 upgrades will begin so we will be utilizing the reserve courtroom or another courtroom during that two weeks. We will be having additional signage up for litigants during this time so parties are aware of the appropriate room they should appear in.

On 9/16/2025 Four staff members attended the Dementia training at Riverblock. They found the information extremely interesting and were happy they attended the session. I also received a resignation from Abigail Ashbeck. She will be moving out of the area and is unable to make the extended drive, especially during the winter months. We will miss her greatly but wish her all the best in her new adventures! The request for hire form has been completed and I hope to have that posted soon. Until Abigail's replacement is hired, the remaining 3 court clerks will be helping to cover court in the Branch 3 courtroom.

I am set to present my budget to the Operations Committee meeting on September 24, 2025.

The remainder of the month will be training with the jury clerk on the return of the juror qualification questionnaires.



Wood County

WISCONSIN

CORPORATION
COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

September 2025

Hearings and Court Cases:

Health & Human Services – The following is a breakdown of Ch. 51 (mental commitment) and 54/55 (guardianship/protective placement) matters handled by my office in the month of September 2025:

- 17 Mental Commitments (includes Probable Cause, Final Hearings, and Recommitments)
- 8 Guardianship/Protective Placement Hearings
- 18 WATTS Review/Contested Hearings

Child Support – During the month of September, the Corporation Counsel's office participated in six dates for Child Support-related hearings (in custody and hearing days)

Appellate Court Brief– In August, our office prepared and filed an Appellate Brief with the District IV Court of Appeals on behalf of the Wood County Human Services Department. Year to date, our office has handled three appeals with one pending disposition from the Court.

Wood County Library Board Bylaws:

During the month of September, I assisted representatives from the Wood County Library Board with an initial discussion, formulation and review of proposed bylaws. The Wood County Library Board was established and operates by virtue of Wis. Stat. Ch. 43, and the Wood County Board Resolution #7, adopted in 1973. To date, the Library Board has not had formal bylaws adopted and operated pursuant to the authority granted in Wis. Stat. ss. 43.57 and 43.58. Formulating and adopting bylaws will provide valuable framework for Library Board governance (i.e. appointment of Officers and their roles), and also allows for a reconciliation and aggregating the statutory authority and duties the Board has, along with powers conferred to them, for easier reference in the future when needed.

Annual Corporation Counsel/Defense Counsel Forum:

Last month, I attended the 32nd Annual Corporation Counsel/Defense Counsel Forum in Stevens Point, WI. The conference served as a great opportunity to meet and talk with my counterparts from other counties, as well as take part in sessions of relevancy to topics my office regularly works on. Specifically, sessions regarding Public Records/Open Meetings Law, Appellate Court updates of relevancy to Corporation Counsel, zoning and land use updates, and procedural/timing considerations regarding employment-related cases handled by the Equal Rights Division (ERD) were all particularly informative and valuable to take part in.



Wood County WISCONSIN

WOOD COUNTY CRIMINAL
JUSTICE DEPARTMENT

September 2025

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator, Dillon Ksionek

Meetings Attended:

8/20/2025: Mental Health Court Staffing/Court
8/21/2025: Drug Court Sustainability Meeting
8/21/2025: RSAT Monthly Collaborative Meeting
8/21/2025: Wood County Outpatient Clinic Weekly Staffing
8/25/2025: Wood County Overdose Fatality Review Team
8/27/2025: Wood County Department Head Meeting
8/27/2025: Mental Health Court Staffing/Court
8/29/2025: Collaborative Meeting with the Hannah Center
8/29/2025: Judicial and Legislative Committee Meeting
9/3/2025: Mental Health Court Staffing/Court
9/8/2025: Drug Court Staffing/Court
9/9/2025: Judicial and Legislative Committee Budget Meeting
9/9/2025: Oxford House Board Meeting
9/10/2025: Mental Health Quarterly Meeting
9/10/2025: Mental Health Court/Staffing/Court
9/15/2025: Drug Court Staffing/Court
9/16/2025: Collaborative Meeting with Wood County Sheriff's Department
9/16/2025: County Board Meeting

Adult Drug Treatment Court:

Current Participants: 25
Active Referrals: 1
Pending Referrals: 0
2025 Admissions: 18
2025 Terminations: 4
2025 Graduations: 11
2025 Referrals: 32

We continue to have monthly sustainability meetings with representatives from the district attorney's office, the division of community corrections, the state public defender, the criminal justice department, and with our treatment court judge. The conversation centers around all aspects of sustainability but varies from month to month. August's meeting resulted in several recommendations that I have been looking into for the last 30 days. It is worth noting that September's meeting is cancelled due to conflicts in the schedule of the treatment court judge and the criminal justice coordinator. We will meet as scheduled in October.

TAD funding has been announced for 2026, and Wood County has the opportunity to apply for the same amount of federal funding as we did in 2025. I look to receive federal funding in the same areas of my budget as in 2025, and my cash match portion of the grant also should look very similar to 2025. I am

currently working on collecting the necessary supporting documents for the application, and then I will be working on a final budget and a submission of the grant (it is due October 2nd).

Jail Programming (STRONG):

Medication Assisted Treatment Program (MARF):

Current Participants: 30

Year to date participants: 107

Jail Residential Treatment Program (RSAT):

Current Participants: 7

Year to date graduates: 3

Year to date participants: 25

The residential treatment program continues through its second cycle in the new facility. As per usual, we have lost some participants along the way. Some were removed due to behaviors, but just as many left due to moving on from the facility. Some of our treatment pod participants reach their discharge date prior to getting to finish, and others get sent to treatment through probation and parole with little warning (and that has always been the case). The Department of Justice has given us the opportunity to extend our current grant through September of 2026 (originally it was supposed to end October 1st, 2025). They also offered us a 100,000-dollar expansion on the grant to continue the work that we have been doing. Furthermore, they have stated that they will have another contract available once we finish spending the expansion money on this one. All of this leads me to believe that they are committed to continuing to support our jail residential treatment program here in Wood County. In the coming weeks I will create a budget for the expansion, but I expect that the majority of it will be spent to support existing staff, existing contracts with treatment providers and peer support, and medication costs.

A large portion of our jail programming is funded by an Opiate Settlement Fund allotment from DHS. This allotment ran from July 2024-June 2025 and we have finally received our final spend-down amount from our previous contract. We will be utilizing these 142,847 dollars to create a new contract from July of 2026-June of 2027. I have a little over one week to create a budget for this, and I anticipate that it will be used to mostly support existing staff, existing contracts, and to pay for some medication costs for our MARF program.

Other Matters:

Our team participated in another community outreach opportunity, along with Three Bridges Recovery, at the Thursday Farmer's Market here in Wisconsin Rapids on 9/11/2025. We are scheduled to make one more appearance next month. This gives my staff and recovery coaches from Three Bridges Recovery an opportunity to discuss our various programs, harm reduction information, and information about peer support and recovery coaching with individuals from the community.

The County has announced that they are accepting applications for the next round of County Opioid Settlement Dollars. We did receive funding from this source in 2025, and I hope to obtain funding again in 2026 in this area. I have not yet determined which specific programs or areas I would like to apply this funding to.

As this report reflects, I have several opportunities to secure funding for my department's programs right now. I anticipate that the next couple of weeks will mostly be spent completing all of the necessary applications and budget extensions in order to make that a reality.



Wood County

WISCONSIN

DISTRICT ATTORNEY
Jonathan E Barnett

September 26, 2025
Report to Judicial and Legislative Committee

There was one trial in the last month. ADA Zima obtained a conviction for OWI 5th and Disorderly Conduct as Domestic Abuse in a trial before Judge Jerabek.

Since the last report, the District Attorney attended the Department Head Meeting on August 27, 2025. Additionally, on September 4, 2025, the District Attorney attended a Department of Justice Data Projects Feedback meeting through Microsoft Teams. This meeting was to discuss the current case managing software used statewide and possible changes and revisions being recommended. On September 5, 2025, the District Attorney and ADA Michael Montgomery met with the supervisors in the Department of Human Services Family Services Division to coordinate on CHIPS and Juvenile Justice processes. On September 9, 2025, the District Attorney presented at before this committee in the budget review process and also attended the Judges' Meeting over the lunch hour. On September 10, 2025, the District Attorney attended the Wood County Mental Health Court Quarterly Meeting. On September 16, 2025, the District Attorney attended the monthly meeting of the Wood County Board of Supervisors.

Between August 29, 2025 and the filing of this report, there have been 243 charges referred to this office. 159 of those have been reviewed and filed as appropriate. 53 cases are still being reviewed for possible charges. Additionally, this office has created and put in place a Policy and Procedure Manual for the first time.

ADA Michael Montgomery started with the office on August 25, 2025. ADA Lisa Temich started with the office on September 8, 2025. At this point the office has a full staff of Assistant District Attorneys. We did have the loss of Victim Witness Coordinator Alicia Parenteau who had her last day on September 11, 2025. Additionally, Kim Thurber (Legal Assistant) left to take a position with the Public Defender's Office. We have begun interviews and hope to have both positions filled shortly. The District Attorney's Office is also taking applications for the two new ADA positions that will be assigned to Wood County starting October 5, 2025 as part of the new State Budget.



Wood County

WISCONSIN

REGISTER IN PROBATE

October 2025

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- Attended Wisconsin Counties Association weekly Zoom meetings on Mondays.
- September 5 – Attended the Investiture of Judge Emily M. Nolan-Plutchak
- September 9 – Judicial and Legislative Committee Meeting – presented budget
- September 11 – Monthly Judges Meeting
- September 16 – County Board Meeting
- September 17-19 – Attended the WI Register in Probate Association Fall Educational Conference – Fond du Lac
- September 26 – Judicial and Legislative Committee Meeting

Tara Jensen
Register in Probate
Probate Registrar

Karrie Moore
Deputy Register in Probate
Juvenile Clerk



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

OCTOBER 2025

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

- I attended WCA's County Leadership meetings for the month.
- Fidlar Technologies hosted their Fidlar College conference virtually this year. All ROD staff attended numerous informational training sessions free of charge.
- On September 9th, I attended the Fidlar User Group meeting. The majority of Fidlar user counties across the State of Wisconsin were in attendance.
- I attended WRDA District 7 meeting on September 11th.
- Thank You to Supervisor Rozar for sharing Wood County Property Fraud Alert information. Articles were printed in the Marshfield Hub City Times and the Wisconsin Rapids City Times. From September 1st to September 17th, an astounding 561 Wood County residents signed up for this service!
- LRB 1580 – comprehensive cleanup of Chapter 59.43, was sent out by Senator Jesse James and Representative Scott Krug for co-sponsorship. WRDA appreciates the work of the legislators and their staff to move this along.
- I will be attending the Wisconsin Counties Association conference. Please be sure to stop by the Wisconsin Register of Deeds Association booth for a visit.

MINUTES

HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Thursday, October 2, 2025
TIME: 8:00 AM
PLACE: Highway Dept., Conference Room

MEMBERS PRESENT: Jake Hahn, Al Breu (WebEx), Lee Thao, John Hokamp

MEMBERS EXCUSED: Scott Brehm

OTHERS PRESENT: Trent Miner, County Clerk, see attached sign-in sheet

1. Chairman Hahn called the meeting to order at 8:00 AM and declared a quorum present.
2. There was no public comment.
3. The minutes of the previous meeting were presented. Motion by Hokamp/Breu to accept the minutes as corrected. Motion carried unanimously.
4. The Highway Dept. staff reports were highlighted and reviewed.
5. The Highway revenue report was reviewed.
6. Motion by Hahn/Hokamp to approve the Highway Dept. vouchers. Motion carried unanimously.
7. Highway Commissioner Hawk informed the committee he was able to push back the request for the Dexterville Salt Shed to 2027 due to the state funding coming later in 2026.
8. Highway Commissioner Hawk reviewed the county set back rules that have been in place with the subdivision ordinance passage of 1969. Hawk presented an ordinance update to put into place the same set back rules so that they are enforceable along the county highway system. Motion by Thao/Hokamp to approve the ordinance update as presented and forward onto the county board for their consideration. Motion carried unanimously.
9. Hawk reviewed the current status of the 2026 Highway Dept. budget and the variance associated with it. They were able to find some cost savings to bring down the overage in the levy amount from over \$1 million to \$764,000. Motion by Hahn/Breu to approve the revised budget as presented. Motion carried unanimously.
10. There is a resident on CTH A that put a concrete paver driveway in the road right-of-way that goes against the ordinance and without a permit. A letter was sent to the landowner, with no response. This type of driveway can cause significant damage to plow trucks and wings during winter snow removal. Motion by Hahn/Breu to authorize Hawk to send a registered/certified letter to the landowner to remedy the situation per Highway Dept. ordinance. Motion carried unanimously.
11. The Parks & Forestry staff reports were reviewed.

12. Fred Heider from the North Central Wisconsin Regional Planning Commission reviewed the draft Open Spaces Plan that was emailed to the committee. The committee should review the document, propose any changes needed to Schooley, and be ready to approve it at a future meeting. A resolution to the county board approving the finalized document will be forthcoming.
13. Forest Administrator Schubert presented a Rules and Reservation Policy for the handicap accessible hunting blinds. Motion by Hahn/Breu to approve the policy as presented. Motion carried unanimously.
14. Schubert presented a resolution for the land trade that was discussed at last months meeting, whereby Nekoosa Marsh Road Cranberry will acquire a parcel of land to trade for land located next to their current marsh. Motion by Hokamp/Thao to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
15. The Parks & Forestry revenue reports were reviewed.
16. Motion by Hokamp/Thao to approve Parks & Forestry vouchers. Motion approved unanimously.
17. The next meeting will be held on Thursday, November 6th, at 9:00 AM at the Highway Department Conference Room.
18. Chairman Hahn declared the meeting adjourned at 9:15 AM.

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

Highway Infrastructure & Recreation Committee

October 2, 2025

[illegible]



Wood County WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

September 25, 2025

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, PE Highway Commissioner

Subject: Commissioner Report for October 2, 2025, HIRC meeting

Department Activities

Personnel/Administration

The Highway Department currently has no vacancies.

The Commissioner proposes revising the access policy as discussed at the September HIRC to incorporate the same building setback distances as described in the Planning & Zoning Land Division Ordinance.

Highway staff are working with IT and Delasoft in preparation for a new online permitting software. Anticipate the new program to go live in November or December 2025.

Commissioner and staff have been working on the proposed 2026 budget and project list. We are considering revisions to maintenance plan and impacts to level of service.

A Grand Rapids resident purchased a property through a sheriff's sale next to Lake Wazeecha Park property. The previous owners installed a septic field that is partially on County owned land. The County parcel was obtained in 1946 for "street purposes." The resident has requested the Highway Department and/or Park Department to consider selling a portion of this parcel (currently vacant) so the property owner's septic can be on privately owned land. Commissioner is working with Corporation Council to find a way to resolve the issue.

Wisconsin Department of Transportation is evaluating intersection alternatives for 8th Street and Griffith Ave, (Wis 13 & CTH Z). Options being evaluated will require both the County and City of Wisconsin Rapids to have some cost sharing. The project is currently scheduled for construction in 2027.

Highway/Facility Projects

- WisDOT STP Project CTH F & HH Intersection **Construction 2026**
 - R/W acquisition complete.
 - Utility relocations in progress.
 - Project will be LET for Bids November 2025
- WisDOT STP Bridge CTH N (STH 186 – CTH N) **Construction 2025**
 - LET for Bids on 12-10-24 (\$416,823) Pheifer Brothers Construction Co
 - Issues with ATC and scheduled power outage, DOT considering moving to 2026.
- WisDOT STP Urban (BIL) CTH U Village of Biron **Construction 2026**

- Design Complete, working on final plans for Bidding.
- Final R/W parcel purchased 9/24/25. Need to Raise the structure during winter 2025.
- Borrow site (pond) started 9/22/2025, anticipate completion by 10/2/2025..
- Box culvert installation completed 9/19/2025
- CTH BB Realignment Project
 - Project completed August 2025
- CTH AA Lynn Creek
 - Preliminary Road & Structure Plans 90% complete.
 - Preliminary Estimate \$1.9 million
 - Commissioner exploring funding options
 - Commissioner reassigned \$139,651 LRIP funds to the Lynn Creek Bridge replacement
- Marshfield Facility Fueling Station
 - Work began July 29, anticipating completion by 10/24/2025.

Highway Maintenance

Work in September included:

- Sign replacements
- Culvert replacements
- Mowing roadside vegetation
- Bridge repairs, CTH F in Town of Sherry
- Pavement marking
- Ditching & drainage maintenance

WCHA Events & Misc. Meetings since the last HIRC meeting

Commissioner attended the following events/meetings:

- September 4 – NACE NC Region Quarterly Meeting, Virtual
- September 10 – WisDOT Bridge Inspection Quality Assurance Review
- September 10 – Traffic Safety Commission Meeting, Highway Conference Room
- September 11 – Meeting with resident on CTH BB regarding speed limit and intersection site distance
- September 11 – Meeting with City of Wis Rapids regarding 2026 projects
- September 16 – County Board Meeting
- September 17 – NC Region Commissioner Meeting, Merrill, Lincoln County
- September 18 – CTH AA Progress Meeting, Virtual
- September 19 – Stadt Road Bridge abutment pre-pour meeting, Virtual
- September 22 – WisDOT LRIP web training, Virtual
- September 23 – 24, NACE BOD Meeting/ Short Span Steel Bridge Alliance Conf. Indianapolis, IN.
- September 24 – Operations Committee, Budget Meeting,

EQUIPMENT

A new high-capacity brine maker will be installed at the Marshfield facility likely in November 2025. WisDOT is providing 100% of the funding to purchase the brine maker and equipment.

WisDOT has also committed to funding 60% of a new salt shed to be constructed on the Dexterville site located near the intersection of STH 80 and STH 54. The WisDOT funding is available as part of their FY 2026 budget. The Highway Department will be requesting \$300,000 for the County's share of the salt shed in the 2027 budget and will be preparing the site for construction starting in late 2026..

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues and Expenses

We have done a number of Road and Bridge Aid projects that bump up revenues as the invoices are approved and sent. Crews are continuing to work, as well, on some State Discretionary Maintenance projects. Revenues from all those projects will be booked as the projects are completed.

We will receive the final GTA payment from the State soon.

County construction projects continue to wind down.

Other

At the time of the HIRC meeting, Jake, Roland, and I will have met with the Operations Committee and received direction on the 2026 budget.

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Tuesday, September 30, 2025

		2025		
		Budget	Variance	Variance %
	Actual			
REVENUES				
Intergovernmental Revenues				
43300	Federal Grants-American Recovery & Reinvest Act	\$172,714.73	\$400,000.00	(\$227,285.27) (56.82%)
43531	State Aid-Transportation	1,909,049.31	2,497,341.00	(588,291.69) (23.56%)
43534	State Aid-LRIP	470,745.05	844,061.00	(373,315.95) (44.23%)
	Total Intergovernmental	2,552,509.09	3,741,402.00	(1,188,892.91) (31.78%)
Licenses and Permits				
44101	Utility Permits	24,002.50	30,550.00	(6,547.50) (21.43%)
	Total Licenses and Permits	24,002.50	30,550.00	(6,547.50) (21.43%)
Intergovernmental Charges for Services				
47230	State Charges	1,337,870.14	1,264,109.00	73,761.14 5.84%
47231	State Charges-Highway	213,040.47	268,014.00	(54,973.53) (20.51%)
47232	State Charges-Machinery	26,423.91	(14,629.00)	41,052.91 (280.63%)
47300	Local Gov Chgs	340,613.74	848,896.00	(508,282.26) (59.88%)
47330	Local Gov Chgs-Transp	894,862.05	1,964,726.00	(1,069,863.95) (54.45%)
47332	Local Gov Chgs-Roads	128,023.61	267,134.00	(139,110.39) (52.08%)
47333	Local Gov Chgs-Bridges	41,844.99	117,697.00	(75,852.01) (64.45%)
	Total Charges to Other Governments	2,982,678.91	4,715,947.00	(1,733,268.09) (36.75%)
Interdepartmental Charges for Services				
47470	Dept Charges-Highway	1,835,604.11	2,731,559.00	(895,954.89) (32.80%)
	Total Interdepartmental Charges	1,835,604.11	2,731,559.00	(895,954.89) (32.80%)
	Total Intergovernmental Charges for Services	4,818,283.02	7,447,506.00	(2,629,222.98) (35.30%)
Miscellaneous				
48340	Gain/Loss-Sale of Salvage and Waste	3,744.60	10,605.00	(6,860.40) (64.69%)
	Total Miscellaneous	3,744.60	10,605.00	(6,860.40) (64.69%)
Other Financing Sources				
49110	Proceeds from Long-Term Debt		2,451,500.00	(2,451,500.00) (100.00%)
49280	Transfer from Trust Funds	470,745.05		470,745.05 0.00%
	Total Other Financing Sources	470,745.05	2,451,500.00	(1,980,754.95) (80.80%)
TOTAL REVENUES		7,869,284.26	13,681,563.00	(5,812,278.74) (42.48%)
EXPENDITURES				
Public Works-Highway				
53110	Hwy-Administration	311,248.21	437,391.41	126,143.20 28.84%
53120	Hwy-Engineer	162,847.92	210,931.64	48,083.72 22.80%
53191	Hwy-Other Administration	292,017.61	402,931.49	110,913.88 27.53%
53210	Hwy-Employee Taxes & Benefits	(939,170.18)		939,170.18 0.00%
53220	Hwy-Field Tools	30,322.13	(45,534.22)	(75,856.35) 166.59%
53230	Hwy-Shop Operations	119,329.21	397,971.95	278,642.74 70.02%
53232	Hwy-Fuel Handling	(18,526.17)	(17,766.00)	760.17 (4.28%)
53240	Hwy-Machinery Operations	(1,431,521.04)	(71,912.30)	1,359,608.74 (1,890.65%)
53250	Hwy-Crushing Operations	42,371.27	17,936.97	(24,434.30) (136.22%)
53251	Hwy-Crushing Operations Production	122,533.97	103,564.60	(18,969.37) (18.32%)
53260	Hwy-Bituminous Ops	125,114.89	214,888.22	89,773.33 41.78%
53266	Hwy-Bituminous Ops	1,399,063.34	2,017,610.84	618,547.50 30.66%
53270	Hwy-Buildings & Grounds	234,940.96	233,326.35	(1,614.61) (0.69%)
53290	Hwy-Salt Brine Operations	(8,013.70)	(1,013.49)	7,000.21 (690.70%)
53291	Hwy-Salt Brine Operations	15,708.55	(4,800.49)	(20,509.04) 427.23%
53281	Hwy-Acquisition of Capital Assets	586,599.08		(586,599.08) 0.00%
53310	Hwy-Maintenance CTHS		65,522.15	65,522.15 100.00%
53311	Hwy-Maint CTHS Patrol Sectn	1,601,207.20	2,296,960.44	695,753.24 30.29%
53312	Hwy-Snow Remov	829,223.60	990,000.16	160,776.56 16.24%
53313	Hwy-Maintenance Gang	263,459.29	217,072.03	(46,387.26) (21.37%)
53314	Hwy-Maint Gang-Materials	2,572.98	8,302.00	5,729.02 69.01%
53320	Hwy-Maint STHS	1,432,481.01	1,264,109.05	(168,371.96) (13.32%)
53330	Hwy-Local Roads	1,399,092.55	1,964,726.04	565,633.49 28.79%
53340	Hwy-County-Aid Road Construction	230,982.00	330,037.42	99,055.42 30.01%
53341	Hwy-County-Aid Bridge Construction	90,070.84	250,731.09	160,660.25 64.08%
53490	Hwy-State & Local Other Services	417,838.36	848,895.86	431,057.50 50.78%
53491	Hwy-ATV Route Signage		17,346.37	17,346.37 100.00%
	Total Public Works-Highway	7,311,793.88	12,149,229.58	4,837,435.70 39.82%
Capital Outlay				
57310	Highway Capital Projects	3,129,676.27	3,423,665.39	293,989.12 8.59%

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Tuesday, September 30, 2025

		2025		
		Actual	Budget	Variance Variance %
	Total Capital Outlay	3,129,676.27	3,423,665.39	293,989.12 8.59%
	Other Financing Uses			
59210	Transfers to General Fund	470,745.05		(470,745.05) 0.00%
	Total Other Financing Uses	470,745.05		(470,745.05) 0.00%
	TOTAL EXPENDITURES	10,912,215.20	15,572,894.97	4,660,679.77 29.93%
	NET INCOME (LOSS) *	(3,042,930.94)	(1,891,331.97)	(1,151,598.97) 60.89%



Parks & Forestry Department Reports

October 2, 2025

Director Report, by Chad Schooley

- Powers Bluff Trailhead Shelter project has started. Footings have been poured and frost walls will be poured by 9/26/25.
- Continue design work for Dexter Beach House construction project. I received correspondence from WIDNR that we will be awarded the \$300,000 Stewardship grant that I submitted this year for this project. This amount will be added to the \$300,000 ARPA funds that have been approved for this project.
- Continue planning for other ARPA projects: South Park shower building, playground equipment replacement, Powers Bluff old shop site, etc..
- Continue assisting with update of Parks, Recreation, and Open Spaces plan. A draft copy will be sent to members prior to the meeting to review. Fred Heider will be at meeting to address any questions/concerns.
- Following the meeting we will have the annual Parks, Forestry, and Hwy Tour. A tour schedule is included in the packet. Tour stops are all weather and time dependent. We will be back to the WR Hwy Shop no later than 3:00 pm.
- **Special Use Permits**
 - None at this time

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- South Park-cap north fireplace chimney on Red Beach Stone Shelter.
- South Park-Campground Storage Shed is ordered and site is prepped.
- CERA Park-Reroofing small pumphouse and old scoreboard buildings.
- Dexter Park: Old beachhouse ready for demolition by Highway and designs for new shelter being determined.
- Dexter Park: Shelter had new concrete approach put in on all four sides and side walk to Hwy. 80 boat landing put in. Parking lot was resurfaced.
- North Park: Looking at replacing hand railing on Suspension Bridge.
- Powers Bluff: New Trailhead Shelter started with frostwalls poured. Gates installed for trailhead entrance road & new shop.

Maintenance Operations

- ALL Parks: Closed beaches after Labor Day Weekend.
- Dexter Park: Landscaping around new side walk and parking lot at shelter area.
- South Park: Continue storm cleanup, from June 23 storm, that took down many trees throughout park.
- Powers Bluff: Painting gates, staining tongue & groove planking for new Trail Head Building.

- Powers Bluff: New Shop setup. New work benches, air compressor with hose adapters, racking, etc. Old Shop ready for demolition by Highway.
- CERA Park: Doors rekeyed in all buildings to common keys.
- CERA Park: Following park closing September 30- Winterizing park: docks pulled, buildings shutdown, water lines blown out, clean out shop buildings.

Employee Matters

- Benefit open enrollment meeting slated for Oct. 8 at Highway Dept.
- LTE's finishing up for the summer. All will be done by the end of September.
- Looking at updating three FTE's from Class B CDL to a Class A through Highway Department CDL training program.

Snowmobile/ATV

- Auburndale (DH) Snowmobile Bridge project off of CTH N east of Arpin is being done by Earth Inc. Abutments are installed, rip-rapped, and bridge is set. Project approaches will be completed once things dry up in area and frost firms things up.
- 2024-2025 ATV Trail Maintenance Grant Reimbursement Request was sent in and awaiting payment.
- 2024-2025 ATV Intensive Use Area Grant Reimbursement Request was sent in and awaiting payment.
- Range Road ATV Connector Trail to Intensive Use Area is being stripped of stumps and shaped up by Highway Dept. Hoping to install road base this fall/winter.
- Hay Creek-Peterson Road ATV Trail will be closed for season on October 26, along with Jackson County Trails, for deer & snowmobile seasons.

Office Supervisor Report, by Stacie Kleifgen

- Reconciled 2025 Accounts Receivable Year to Date and updated documentation process.
- Worked with Corp. Counsel to update proper documentation and process for unpaid violations. Forwarded unpaid violations to Sheriff's Department.
- Reconciled Non-Lapsing and ARPA Accounts

Forest Administrator Report, by Fritz Schubert

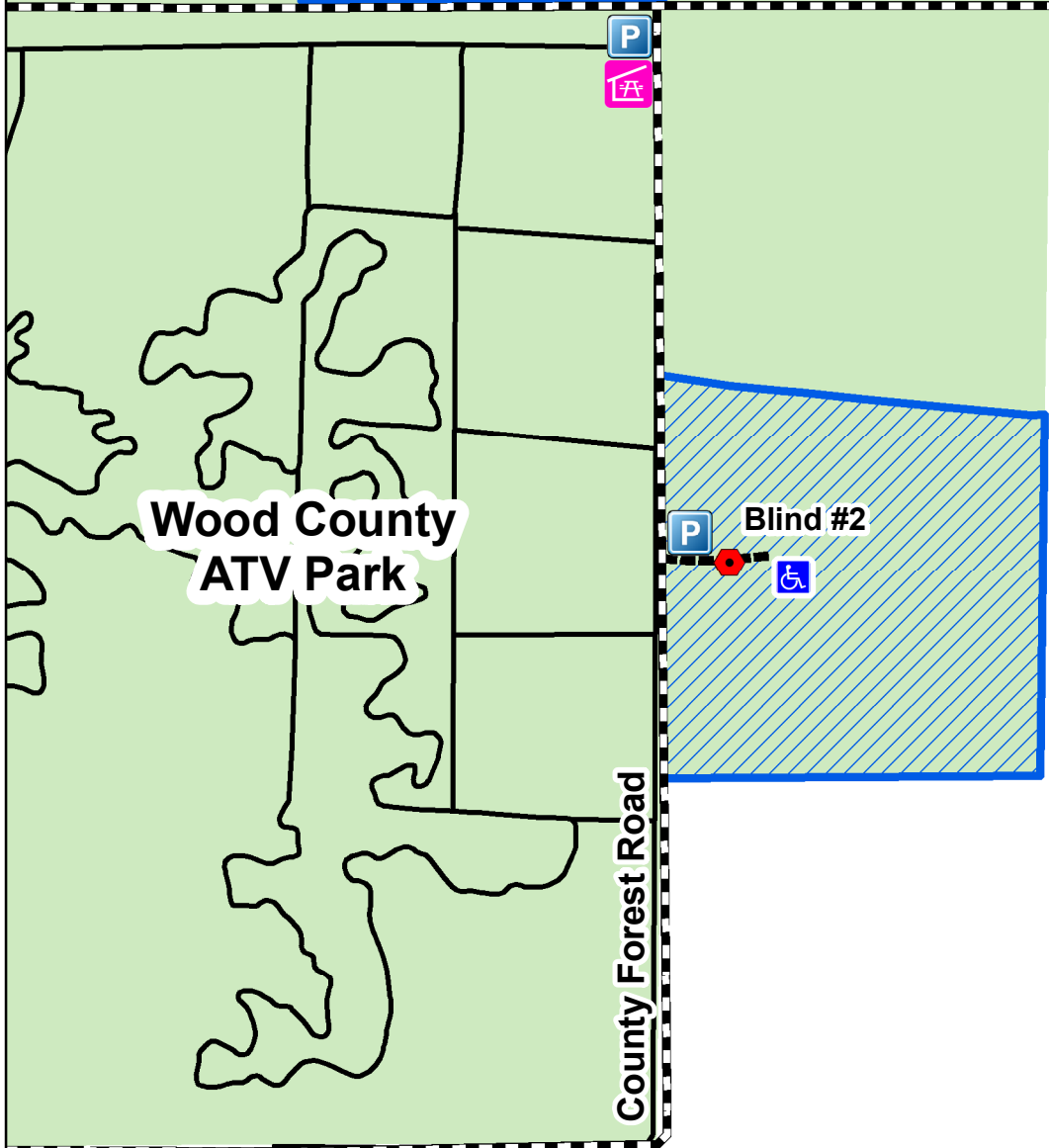
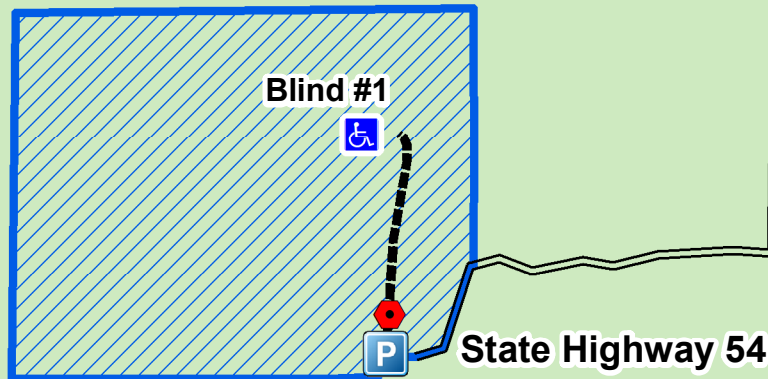
- Timber Sales: Two active timber sales in September. Although some mills have curtailed deliveries due to maintenance and repairs, logging activity may increase in the next couple months once their maintenance is completed and wood consumption increases (weather permitting).
- Worked with Nick Flanagan Corp. Counsel on Accessible Hunting Blind Policy and land trade proposal discussed at September HIRC. Materials for both are included in HIRC packet.
- Timber sale establishment in compartment 37.
- Worked with snowmobile coordinator on trail reroute in Wood County Forest.
- Forestry Technician: Cleaned and mowed shooting range. Painted forestry gates. Skid steer maintenance and repairs. Mowed county forest roads and trails. Improved /graded Hazelnut Trail including delivery of 15 loads of road base. Began work on snowmobile trail reroute.

ACCESSIBLE HUNTING BLIND RULES AND RESERVATION POLICY

- **Location:** Wood County has two Accessible Hunting Blinds which may be reserved by filling out an application. The hunting blind locations are both west of the intersection of CTH G and STH 54 and are depicted on a map accompanying the application. Applications must designate which blind they wish to reserve.
- **Reservation and Rules:** Hunters wishing to reserve a blind must complete an Accessible Hunting Blind Application. Reservations may be made on-line, by phone, or in the Parks and Forestry office at 111 W. Jackson Street, Wisconsin Rapids 8am-4pm M-F. The following rules shall apply to hunting blind reservations:
 - Hunters wishing to reserve a blind are required to possess a Wisconsin DNR Class A, B, C, or D Hunting Disability Permit.
 - Blinds are reservable for dates coinciding with any Wisconsin Deer or Turkey season. Blinds are not reservable for any other timeframe.
 - The reservation fee is \$20.00/day and **is not refundable.** Payment can be made with cash, check, or credit card.
 - Reservations are on a first come first served basis and can be made for up to two consecutive days maximum. The same individual may not make back-to-back reservations. Reservations by the same individual shall be separated by a minimum of two days.
 - Reservations are based on a 24-hour clock, start at 00:00 and end at 24:00. Blinds may be occupied at any time within the reservation period.
 - Blinds may be reserved up to one year in advance. Consecutive days may be reserved up to one year in advance of the initial day.
- **Cancellation Policy:** There will be no refunds for cancellations. However, hunters who find themselves unable to keep their reservations are encouraged to cancel in consideration of others who may want to use the blind(s). Cancellations may be accomplished on-line, by phone, or in the Parks and Forestry office at 111 W. Jackson Street, Wisconsin Rapids 8am-4pm M-F.
- **Capacity and Guest Limitations:** Reservations allow one hunter and up to two hunter's assistants maximum. The hunter is the only person allowed to utilize a firearm, bow, or crossbow in the blind.
- **Hunting Area:** Permitted hunter must hunt from the established blind or immediately adjacent to it.
- **Animals:** All animals are prohibited in the blind except service animals that are reasonably necessary for the applicant. Service animals shall be under the immediate control of the person in need of service at all times. Animals are allowed outdoors if they are under the immediate control of an adult by a leash that shall not exceed six feet in length at full extension.
- **Responsibilities:** Permitted hunter is responsible for possessing appropriate licenses and permits, knowing and understanding all appropriate hunting regulations and hunting during appropriate dates and times.
- **County Forest Use:** The hunting area is part of the Wood County Forest. The public does have the right to use all areas of the County Forest, but they do not have the right to intentionally disrupt the hunting experience.

- **Parking:** Only one vehicle is allowed within designated hunting areas (i.e. behind gates). Parking is available in the public parking area outside gates but must not block route through gates. Personal mobility devices used as a transport aid do not require a permit for use within designated hunting areas by those who have reserved a blind.
- **Access to Blind:** Access of the blind will be locked with a combination lock. The combination to open it will be given at the time of reservation. Access Gates are to be closed and locked when blinds are unoccupied.
- **Revocation and/or Removal:** The County, in its discretion, may revoke any rental agreement for any violation of the Agreement, order the Lessee and all guests/invitees to leave the accessible blind area immediately, and seek law enforcement assistance for noncompliance.
- **Alcohol:** Individuals may not consume any form of alcohol when using the hunting blind or engaged in any other activities associated with the hunting blind. Violation of this provision will result in revocation of a permit and being asked to leave the blind and/or hunting area and may result in a bar from use of the hunting blind and denial of future applications for its use.
- **Blind Care and Damages:** Individuals are responsible for any cleanup and welfare of the blinds and surrounding area. Additionally, users are required report any damage to the facilities by said users. Users are also encouraged to report any damage or inadequacies noted upon entry to the blind/facility.

Wood County Forest Handicap Hunting Blinds Location Map



Legend

- Roads
- ATV Trails
- Handicap Blind Access Roads
- WCF Access Roads
- Handicap Hunting Blinds
- Gates
- Parking Area
- ATV Park Shelter Building
- Handicap Hunting Areas
- Wood County Forest Property

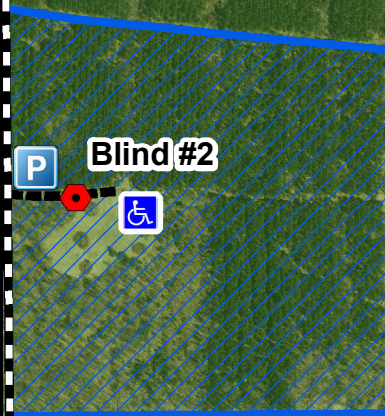
Scale 8in=1Mile

Wood County Forest Handicap Hunting Blinds Location Map



Wood County
ATV Park

County Forest Road



Legend

- Roads
- ATV Trails
- Handicap Blind Access Roads
- WCF Access Roads
- Handicap Hunting Blinds
- Gates
- Parking Area
- ATV Park Shelter Building
- Handicap Hunting Areas
- Wood County Forest Property

Scale 8in=1Mile

CAUTION



ACCESSIBLE
HUNTING AREA

WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2025

September Revenue - October HIRC

BUDGETED REVENUES 2025	46721	FEES	YTD REVENUE	YTD REVENUE	SEP REV	SEP REV	ACTUAL REV
	SOURCE		2025	2024	2025	2024	2024
\$ 612,000.00	Camping Reservations	\$10 Resv. Fee+/\$21/\$26/\$29/\$36	\$559,726.33	\$ 493,204.33	\$77,403.74	\$ 60,870.51	\$ 559,084.56
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$34,035.81	\$ 34,595.60	\$5,531.64	\$ 5,231.38	\$ 39,888.11
\$ 10,000.00	Ice	\$4 (small) /\$7 (large)	\$6,636.80	\$ 7,555.29	\$841.79	\$ 944.99	\$ 7,887.62
\$ 3,900.00	Non-Camper Dump Station	\$20	\$1,852.43	\$ 2,197.36	\$180.09	\$ 151.00	\$ 2,905.41
\$ 400.00	Camper Storage	\$20/wk - \$300/mo	\$0.00	\$ 93.46	\$0.00	\$ -	\$ 99.87
\$ 900.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$636.49	\$ 707.11	\$99.29	\$ 139.34	\$ 802.85
\$ 59,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$45,460.96	\$ 48,349.04	\$5,070.10	\$ 4,655.96	\$ 62,254.51
\$ 13,000.00	Shelters - Open	Various Fees based on location of shelter.	\$13,023.51	\$ 11,788.15	\$183.15	\$ 411.81	\$ 12,862.13
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$75 / \$10 per picnic table	\$1,109.00	\$ 450.24	\$0.00	\$ -	\$ 450.24
\$ 38,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$13/\$22/\$515/\$655/\$515/\$725/\$865	\$13,987.01	\$ 1,824.33	\$0.00	\$ 94.79	\$ 1,824.33
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$2,708.33	\$ 4,116.45	\$245.58	\$ 289.49	\$ 4,936.78
\$ 8,500.00	Disc Golf	\$3 / \$5 / \$25 / \$50	\$3,651.46	\$ 4,338.65	\$280.39	\$ 437.55	\$ 4,677.66
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$21,741.82	\$ 23,850.94	\$972.08	\$ 1,109.49	\$ 24,755.49
\$ 17,000.00	Miscellaneous		\$4,136.60	\$ 9,074.77	\$334.47	\$ 2,307.39	\$ 19,360.22
\$ 8,800.00	Gift Certificates	Gift Certificates	\$0.00	\$ 241.69	\$0.00	\$ -	\$ 9,035.75
\$ 850,000.00			\$708,706.55	\$642,387.41	\$91,142.32	\$76,643.70	\$ 750,825.53
\$ 400,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$203,338.34	\$ 302,058.08	\$1,610.37	\$ 1,101.28	\$ 377,740.88
\$ 1,250,000.00		TOTAL REVENUE:	\$912,044.89	\$944,445.49	\$92,752.69	\$77,744.98	\$1,128,566.41

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

September 2025 Revenue (October HIRC)

Budget Year 2025

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
780	2-16	MIDWEST HW	\$42,886.00	7/10/2020	7/31/2026		\$31,778.92	\$31,778.92	\$0.00
790	4-21	SCHREINER	\$15,600.00	11/24/2021	12/31/2025		\$0.00	\$0.00	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2026		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	\$16,440.00	5/27/2022	7/31/2026		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	\$11,750.00	8/4/2022	7/31/2026		\$0.00	\$0.00	\$0.00
803	9-22	KOERNER	\$21,057.80	11/16/2022	12/31/2025		\$0.00	\$0.00	\$0.00
804	10-22	KOERNER	\$84,093.60	11/16/2022	12/3/2025		\$103,155.10	\$103,155.10	\$0.00
807	13-22	FLINK	\$9,450.00	12/31/2022	12/31/2025		\$2,274.03	\$2,274.03	\$0.00
812	4-23	FLINK	\$11,813.85	6/1/2023	6/30/2026		\$7,418.12	\$7,418.12	\$0.00
814	6-23	FLINK	\$21,055.00	4/28/2025	3/31/2028		\$0.00	\$0.00	\$0.00
816	8-23	KOERNER	\$31,625.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
817	9-23	KOERNER	\$17,310.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
818	10-23	MIDWEST HW	\$51,768.30	1/4/2024	12/31/2026		\$0.00	\$0.00	\$0.00
819	11-23	TNT Timber	\$124,257.30	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
821	1-24	KOERNER	\$26,270.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
824	5-24	KOERNER	\$53,280.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
826	6-24	BIEWER	\$158,818.20	12/19/2024	12/31/2026		\$0.00	\$0.00	\$0.00
827	7-24	MEDDA	\$60,286.80	12/19/2024	12/31/2026		\$0.00	\$0.00	\$0.00
828	8-24	MIDWEST HW	\$75,328.40	12/19/2024	12/31/2026		\$0.00	\$0.00	\$0.00
832	2-25	KOERNER	\$19,840.00	6/18/2025	6/30/2027		\$0.00	\$0.00	\$0.00
833	3-25	KOERNER	\$7,740.00	6/18/2025	6/30/2027		\$0.00	\$0.00	\$0.00
834	4-25	WEEKLY	\$36,980.00	6/18/2025	6/30/2027		\$0.00	\$0.00	\$0.00
835	7-25	FLINK	\$10,350.00	7/7/2025	6/30/2027	\$1,769.30	\$4,015.07	\$2,542.70	-\$1,472.37
836	9-24	WEEKLY	\$34,063.30	6/18/2025	6/30/2027		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$20.00	\$144.66	\$144.66	

Total Active Contract Value

\$972,833.55

Payments Received This Month:

\$1,789.30

						\$ RECEIVED CURRENT MONTH			
2025 Budgeted Total Revenues					\$400,000		Jobs Finished		
2025 Total County Forestry Revenues this month (90%)					\$1,610.37		Jobs Started		
2025 Total Township Revenues this month (10%):					\$178.93		Jobs Continuing/Reactivated		
							Jobs Gone Inactive		
2025 TOTAL NET FORESTRY REVENUE TO DATE:					\$202,161.72				



RESOLUTION#

DATE October 21, 2025
Effective
Date Upon passage and posting

Page 1 of 2

Introduced by Highway Infrastructure and Recreation Committee

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

INTENT & SYNOPSIS: To amend Access Ordinance #401, Highway Access Control Ordinance to include building setback lines.

FISCAL NOTE: None

WHEREAS, the current Access Ordinance #401 does not include building setback lines.

WHEREAS, the current Zoning Ordinance No. 701 Land Subdivision covers building setback lines on newly divided land.

WHEREAS, building set back limits are needed to ensure that buildings do not encroach on the highway right-of-way to maintain safety for the traveling public, provide space for essential utilities, provide space for vehicles stored on driveways, and provide space to maintain drainage and snow storage.

NOW THEREFORE BE IT ORDAINED, that the Wood County Board of Supervisors hereby adopts the proposed amendments to Wood County Highway Access Control Ordinance #401, adding Chapter 401-6 Setback Lines.

Chapter 401-6 Setback Lines 6.1 Building Setback Lines

Building setback lines shall conform to the requirements of the applicable zoning ordinance or the following, whichever is more restrictive.

- A. Federal and State Highways. One hundred-ten (110) feet from the center line of the highway or fifty (50) feet from the right-of-way line, whichever is greater.
- B. County Highways. Seventy-five (75) feet from the centerline of such highway or forty-two (42) feet from the right-of-way line, whichever is greater.

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman

C. Town Roads. Sixty-three (63) feet from the centerline of such highway or thirty (30) feet from the right-of-way line, whichever is greater.

D. Visual Clearance Triangle.

1. In each quadrant of every public street intersection there shall be a visual clearance triangle per Zoning Ordinance 701-34.
 - a. At intersections with speeds of thirty-five (35) miles per hour or greater in both directions of travel, the visual clearance triangle shall be determined by measuring sixty (60) feet along the property line for any "uncontrolled" traffic (not regulated by stop sign) and thirty (30) feet along the property line for any "controlled" traffic (regulated by stop sign).
 - b. At intersections with speeds of less than thirty-five (35) miles per hour in either direction of travel the visual clearance triangle shall extend fifteen (15) feet along the lot line in all directions of travel.
2. Objects permitted within highway setback lines and visual clearance triangles:
 - a. Open fences.
 - b. Utility poles and lines, and portable equipment.
 - c. The planting and harvesting of field crops, shrubbery and trees except that no trees or shrubbery shall be planted within a visual clearance triangle so as to obstruct the view.
 - d. Corner lots shall meet building setbacks from both streets.

E. Penalties

1. Failure to comply with setback limits can result in a penalty of not less than \$50 and not more than \$500 pursuant to and in accordance with Wisconsin Statute ss. 66.0113 and 86.07(2)(a).

BE IT FURTHER ORDAINED, that the Wood County Highway Ordinance #401 as amended by this action become effective upon passage and posting as required by statute.



RESOLUTION#

DATE October 21, 2025

Effective
Date

October 21, 2025

Page 1 of 2

Introduced by Highway Infrastructure & Recreation Committee

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

INTENT & SYNOPSIS: To acquire land for addition to the Wood County Forest in exchange for land currently enrolled in the County Forest Program, and to seek Wisconsin Department of Natural Resources approval of the proposed addition and withdrawal of Wood County Forest Land.

FISCAL NOTE: In addition to the land exchange, Wood County will pay the trading partner \$9,100.00 based on the appraised land value. Wood County will be responsible for paying associated closing and recording fees.

		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, Nekoosa Marsh Road Cranberry LLC (NMRC) has operations adjacent to the Wood County Forest; and

WHEREAS, NMRC has proposed a land trade with Wood County in which they would acquire 20 acres of Wood County Forest Land located in the Town of Seneca, in exchange for 46.95 acres of land which they own in the Town of Dexter; and

WHEREAS, NMRC has proposed a 2:1 ratio of value in favor of Wood County based on qualified land appraisals; and

WHEREAS, NMRC has ordered and paid for said land appraisals which value the 20-acre Wood County parcel at \$60,000 and the 46.95-acre parcel at \$129,100; and

WHEREAS, sufficient funds exist in the non-lapsing County Forest Land Fund account 243-2100-34112-000-000 in order pay \$9,100.00 to achieve the 2:1 ratio previously stated; and

WHEREAS, removal and enrollment of said lands are subject to WDNR approval as established in Wisconsin Statute 28.11; and

Adopted by the County Board of Wood County, October 21, 2025

County Clerk

County Board Chairman

WHEREAS, the Wood County Highway Infrastructure and Recreation Committee has studied this land trade proposal and considered the recommendation of Wood County Forest Administrator and believes it to be in the County's best interest to pursue.

NOW THEREFORE BE IT RESOLVED, the Wood County Board of Supervisors accepts the recommendation of the Wood County Forest Administrator and the Wood County Highway Infrastructure and Recreation Committee and hereby approves the ownership exchange as proposed herein, contingent upon approval of the Wisconsin Department of Natural Resources approving the removal and enrollment of said property in the County Forest Law program. To effectuate the trade, the Board of Supervisors:

- A. Authorize and direct the Wood County Forest Administrator to submit applications to WDNR for withdrawal of the 20-acre parcel from, and entry of the 46.95-acre parcel into the County Forest program.
- B. Authorize and direct the Wood County Clerk and County Board Chairperson to execute all legal documents necessary to complete the transaction mentioned above and enroll the newly acquired property into County Forest Law pursuant to Chapter 28.11(4) of the Wisconsin Statutes.
- C. Direct \$9,100 to be paid as expenses from the County Forest Land Fund (account# 243-2105-56912-000-340)

MINUTES

PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, October 6, 2025

TIME: 9:00 a.m.

PLACE: Courthouse – Room 302

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, Scott Brehm, Brad Hamilton

OTHERS PRESENT: Katie DeKleyn, Chief Deputy County Clerk; See attached sign-in list

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the previous meeting were reviewed. Motion by Hamilton/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed and discussed.
6. Supervisor Brehm highlighted his attendance at the NACo AI Conference in Hennepin County, Minnesota, which he and two IT staff members attended.
7. The AI Policy Draft was reviewed. Motion by Hamilton/Brehm to approve the policy as presented. Motion carried unanimously.
8. IT Director Kaup gave an update to the committee on the 2026 IT budget. No action taken.
9. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
10. The Maintenance Report was reviewed and discussed.
11. Facilities Manager Van Tassel gave an update to the committee on the 2026 Maintenance budget. No action taken.
12. The next meeting will be held on Monday, November 3rd, 2025, at 9:00 AM.
13. Chairman Breu declared the meeting adjourned at 9:55 AM.

Minutes taken by Katie DeKleyn, Chief Deputy County Clerk and are in draft form until approved at the next meeting.

October 6, 2025

130



Wood County WISCONSIN

INFORMATION TECHNOLOGY

September 2025

1. Staff continue to work on items related to the Law Enforcement Center occupancy. The network team re-configured the network for the new jail to allow for a physical key switch to be installed between the Wood County network and the Detention networks. This will allow isolation of the Detention networks, unless the key switch is intentionally turned to allow access to vendors and Wood County staff for troubleshooting or maintenance purposes. This configuration also makes the network more redundant by creating multiple paths between all of the network switches.
2. Started working on making sure all devices are upgraded to Windows 11 as Windows 10 will be end of life soon. Configuration templates and documentation have been created. Updates to devices have begun.
3. Worked with HR to complete the County's Cyber Insurance renewal form.
4. Implementation phase continues for a project for the Highway Department to replace the current Highway permit system with Delasoft vendor software. Research is scheduled concerning an app requested by Highway staff that will assist in tracking Caterpillar equipment.
5. Network staff worked to identify GIS files that were removed from a share and restored them to the original location.
6. A new IT request form and procedure has been developed and implemented to improve handling user requests to recover accidentally deleted data. Data recovery often consumes excessive IT staff resources and the new procedure should help mitigate that resource loss.
7. Worked with Sheriff's Admin and staff to replace numerous cell phones. This included transferring data from old phones and configuring the new devices.
8. The Wood County firewalls and management server were patched to address some critical issues that were disclosed on the morning of 9/26/25.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

9. IT staff begin work to outline and document proper procedures and best practices for system administration, especially in regard to server and application maintenance and/or upgrades that may affect accessibility and functionality.
10. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, system for payroll reports and employee benefits open enrollment. Preparations for 2026 open enrollment are complete.
11. Progress continues to be made on the Courthouse network refresh project. This project is one of the CIP projects that was approved for this year. There is one set of switches that need to be placed at the Courthouse and a set of switches configured for placement at Riverblock. Migration at Riverblock will need to occur over a weekend due to the number of devices that rely on the hardware.
12. Network staff worked to restore the high speed network connection between Riverblock and the Courthouse after the router experienced a critical error. Replacement equipment capable of the high capacity was received a few days later and immediately put in place after business hours.
13. Assisting Port Edwards with new server and O365 migration to transition out-of-date systems to supported operating systems. This Includes updated end-user computing devices for staff and Trustees.
14. Network staff continue to work with the Communications Department on the radio upgrade project. The vendor was onsite for installation the week of June 16th. Network staff had taken steps to meet requirements as outlined and provided remote access to verify. Upon switchover, issues were found by the vendor. Staff continue to work with the Communications Department and vendors to address these before the next switchover is scheduled. Staff worked with a vendor to ensure the network is properly configured for the Radio over IP project. Documentation and testing results have been provided to the radio vendor. Once the vendor is satisfied with results Go-Live will be scheduled.
15. Network staff continue work to draft and update Network Diagrams and a Network Map Topology for official IT use and assisting with current and future networking projects.
16. Upgrades to the Cradlepoint mobile routers in the squad vehicles have been pushed out. These are required for continued support coverage and bug fixes.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
17. Monitoring daily software installs for all computers managed by Desktop Central. Removed unapproved or questionable software as needed.
 18. Provided support for Finance staff as 2026 Budget work continues.
 19. Completed rollout of Software Restriction Policy to all IT staff, effectively blocking software installation in known exploitable locations, massively shrinking the potential for users to install unapproved software either on purpose or by consequence of visiting a malicious internet site. Planning the rollout of this system to other departments in the near future.
 20. Triaged and followed up with 28 alerts from the County's end point protection system. Manually investigated and cleaned up each detection and worked with the vendor as needed. In every instance, when an alert was triggered the end point protection system quarantined and stopped the process until an investigation could be completed.
 21. Investigated 5 alerts received from the County's SIEM, Security Information and Event management system. In each instance, IT staff reached out to the user in question to verify if the attempt was legitimate.
 22. Staff continue to work with CIS, Countywide law enforcement software, on a request for an interface to transmit electronic referrals to the DA's office.
 23. The IT Security Team continues the Security Awareness Program. Second quarter training was assigned and completion was monitored. Accounts were disabled and/or enabled with minimal access for users who failed to complete training.
 24. Members of our team have been virtually attending mentoring meetings with leaders in the cybersecurity area, as arranged by the MS-ISAC (Multi-State Information Sharing and Analysis Center). This includes monthly update meetings with the State of Wisconsin CRT (Cyber Response Team).
 25. Researched, evaluated, and identified a replacement dictation software for Human Services. Licenses have been purchased and the new Dragon Professional software has been installed.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
26. AI usage guidelines have been outlined and terms of use agreement forms made available. Users can now request AI access. AI general access is blocked. An AI policy is being drafted and was shared with HR and HR has provided valuable feedback. A draft policy will be brought to PIT for review at the October meeting.
 27. Employees submitted approximately 170 phishing emails to IT for review. Each submittal was reviewed. Several were identified as legitimate phishing attempts. Filters were put in place to disallow mail from known phishing senders.
 28. The vendor who provides laundry and housekeeping services for Edgewater and Norwood will be upgrading the software on the timeclocks used by their employees. Network staff identified the areas and network access currently being provided to the timeclocks to ensure that the upgrades can be completed successfully.
 29. Programming staff work to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff work to compose an RFP for replacement systems for HRMS and payroll is nearly complete.
 30. Sage HRMS related servers have been upgraded to Server 2019 to support the Q3 2025 release.
 31. Worked with CIS Computer Aided Dispatch (CAD) software to be able to download crash citations from TraCS to RMS, records management system. Instructions have been sent to each agency and added to the Central Records SharePoint site. The upload transfer went live August 26th and the crash forms are now being imported into CIS.
 32. Staff continue the review of the configuration of O365 to ensure the environment is properly configured, easy to use and has the proper security in place as we begin to implement SharePoint, Teams, and One Drive and work to migrate email servers to Exchange Online. The email migration process is working. Staff continue to review plans for backup and email encryption for the new environment.
 33. Discovery phase continues and implementation phase begins for a project request from the Highway Department to replace the current Highway permit system with Delasoft vendor software. Research is scheduled concerning an app requested by Highway staff that will assist in tracking Caterpillar equipment.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
34. The Courtrooms A/V system project progress continues. This update will improve reliability for in room and video conference communication. A room to house the new equipment has been located. The vendor has completed cable installation. The data closet buildout is underway. A schedule to install new equipment begins in September and will continue throughout October. All four branches will be updated. Branch IV update was completed in September and has received positive feedback.
 35. System\code improvement for the in-house Planning & Zoning permitting system continues.
 36. Staff completed a project request for a Data Management Portal for the GLOVE and light/sound shield. The GLOVE and light/sound shield are de-escalation devices that can be used by jail staff and officers. The Data Management Portal is used to manage users, to set the date and time on the devices and to upload the device usage data
 37. Received a project request from the Division Chief of EMS/Service Director for WR Fire Department to have WRFD ambulances dispatched similar to law enforcement units in CIS, the Countywide law enforcement software. This requires additional configuration in CIS to map out areas, activity codes and assigned units.
 38. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 39. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication (MFA) migration to a new system evolving constantly. Account work for new backup procedures for Claims Management continues. Research progresses to address a request by Edgewater Haven Director to utilize AI supported software that can vet and speed up admission referral processes.
 40. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Preparations begin for migrating the 34 municipalities to the new system by late 2025. Security and best practice research continues to address a request by the County GIS specialist for the City of Marshfield GIS specialist to obtain direct access to the County tax database.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
41. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. IT support works to improve the user reliance on IT for basic system functionality. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system. Research and preparation work begins for another annual change to the reporting procedures for hospital pricing transparency required by CMS (Centers for Medicare and Medicaid).
 42. For the month of August, 628 helpdesk requests were created, with staff completing 628 tickets and leaving 153 open requests. In addition, there are currently 185 project requests.
 43. Support is ongoing for Cyber Recruiter upgrades and super user support, the HRMS extension system and website used for new hire applications. IT staff worked to resolve multiple serious issues that were caused by a very poorly developed error prone vendor supplied system upgrade. We plan to eliminate and replace the Cyber Recruiter\Careers software as part of the HRMS and payroll system replacement project. IT staff worked to resolve application access issues that were caused by an unplanned OS upgrade.
 44. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. PBJ mapping update work is scheduled so we can support new job codes.
 45. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis.
 46. The 2025 PC replacement 3rd quarter order has been received, and the 4th quarter order will be placed soon. Quarter 3 device replacements are being scheduled. Reviewing department needs for tablets and mobile devices to replace equipment due for refreshing.
 47. Continue conversion of TCM client financial data for import into Laserfiche.
 48. Network and the lead technician worked together to identify the new standards for the Wood County PC replacement schedule. This process is done annually to ensure that the specifications for new computers will meet the needs of our users and the software that they use.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
49. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL servers, begins a new cycle. This ongoing project that takes considerable time to plan, test, and implement.
 50. Continue to apply numerous security patches to servers and network hardware. These updates include fixes for functionality and security patches that keep servers and network hardware as secure as possible.
 51. Research is scheduled for a Veteran's office record system for a user request for client notifications via text messaging functionality.
 52. IT staff is researching an Always On VPN. This will ensure that all communications from Wood County devices are secure using an encrypted connection even while connected to public or home networks. Additional options for restricting internet access are also being researched.
 53. Staff attended the NaCO AI Central Regional Forum in Hennepin County, Minnesota. This was a two-day conference focused on artificial intelligence (AI).
 54. Several staff attended the GIPAW, Government Information Processing Association of Wisconsin, Fall Conference in Superior, WI. This conference helps government IT professionals from across the State share their experiences, successful resolutions and known caveats while supporting similar systems and users. Sessions included Cybersecurity Grant Program Updates & Opportunities, MS-ISAC, A Live Demonstration Inside the Dark Web, and Storage.
 55. Discussions with Maintenance continue regarding space needs for the IT department. There is significant increase of technology being supported in the LEC and the increase of staff and services in other Departments within the County increases the demands on IT support as well. IT will need additional IT staff and space in order to properly support the County's expanded facilities, staff, software, hardware, systems and the increased reliance on technology. The IT Conference room now serves as our vendor staging area, network setup area, equipment storage and conference room. We have repurposed and triple purposed as much space as possible. IT needs more space to function properly.



ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY USE **DRAFT**

POLICY STATEMENT

The Wood County Artificial Intelligence (AI) Technology Use (Policy) outlines fundamental practices and procedures that are required to provide the highest level of protection of the Wood County network, infrastructure and information.

As Wood County Government embraces technological advancements to streamline operations and enhance productivity, the use of Artificial Intelligence (AI) and Generative Artificial Intelligence (Gen AI) has become increasingly prevalent. AI technologies, including Gen AI, offer powerful capabilities for automating tasks, generating content, and improving decision-making processes. However, to ensure the responsible and ethical use of these technologies, Wood County has established this policy to regulate their application within its operations

PURPOSE

This policy aims to regulate the use of Artificial Intelligence (AI) within Wood County Government, ensuring its application adheres to data security, privacy, and ethical standards while enhancing operational efficiency.

SCOPE

This policy applies to all employees, contractors, elected officials, and any person or organization accessing Gen AI technologies or AI platforms within Wood County Government facilities or while conducting official Wood County business.

Departments are encouraged to develop internal policies that align with these standards and address the use of AI within their specific operations.

POLICY

1. Definitions:

- a) Artificial Intelligence (AI) refers to computer systems and software designed to perform tasks that typically require human intelligence. These tasks include problem-solving, decision-making, learning from experience, understanding language, and recognizing patterns.
- b) AI Platform refers to any system or application specifically designed to utilize Generative Artificial Intelligence to automate tasks or generate information.
- c) AI Technology refers to functionality embedded in a software package or system that utilizes Artificial Intelligence to perform tasks specific to the purpose or function of that system or software package.
- d) Generative Artificial Intelligence (Gen AI) refers to Artificial Intelligence systems capable of generating human-like text, images, or other content based on input data.

2. Appropriate Use: Any use of AI authorized under this policy must comply with all applicable laws, regulations, and Wood County policies. Users are expected to limit their use of GenAI systems to official, work-related purposes. Users should only access and use AI systems for which they have received proper authorization and training. AI-generated content should be treated as an informational tool, not a replacement for human judgment or decision-making, and should never be represented as the user's own original work. AI-generated content is considered draft material and must be thoroughly reviewed before use. Before relying on AI-generated content, users are advised to:



ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY USE **DRAFT**

- a) Obtain independent sources to verify the accuracy and reliability of the information provided by AI.
- b) Review prompts and outputs for signs of bias or discrimination and take reasonable steps to mitigate these issues when feasible.
- c) Include a clear statement as needed regarding the use of AI-generated content.

3. Prohibited Use: Users are responsible for ensuring that their use of AI conforms to applicable laws and County policies, including the appropriate use guidelines found in the Technology Use Policy. In addition, users shall not:

- a) Create accounts in their capacity as County users on any publicly available AI platform or technology unless such use has been approved by their Department Head and the IT Department.
- b) Input content that is copyrighted or otherwise protected by law.
- c) Use AI in a manner that does not comply with established regulations and ethical guidelines established for AI.
- d) Generate content intended to be deceptive or misleading.
- e) Use AI to sway public opinion or disrupt internal decision-making.
- f) Use AI to bypass security controls or create vulnerabilities within critical infrastructure.

4. Restricted Use:

- a) Confidential data, including sensitive personal information, proprietary business data, and data considered protected, is not to be processed or generated using AI systems unless the system to be used has been approved for such use by Wood County and the appropriate data security agreements are in place.
- b) Use of Gen AI and AI platforms must comply with all applicable policies and standards established by Wood County.

5. Data Classification and Protection:

- a) Users must verify that no confidential information will be accessed before utilizing Gen AI technologies.
- b) In accordance with item 2 above, users utilizing Gen AI technologies within Wood County Government must ensure that any input data provided to the system does not contain confidential information.
- c) Precautions must be taken to avoid accidental exposure of sensitive data during the input process.



ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY USE **DRAFT**

6. Department Head Approval:

- a) Users intending to use Gen AI technologies or platforms other than those provided by Wood County, must obtain approval from their Department Head prior to initiating any Gen AI project or task.

7. Identification of AI-generated Content:

- a) Users are required to disclose content created using Gen AI as such when disseminating or presenting it outside of the systems that have generated it, ensuring transparency regarding its origin.

8. Responsibility for Content:

- a) The author of AI-generated documents is responsible for verifying the accuracy and appropriateness of the content generated by Gen AI and is accountable for any consequences arising from the use of such content.

9. Use of Wood County Sanctioned AI Platforms:

- a) Only systems provided, or AI platforms sanctioned, by Wood County may be used for Gen AI projects or tasks within Wood County Government.
- b) The IT Department will maintain a list of approved platforms on the IT section of the County Intranet site.
- c) User accounts created and used for access to AI must be assigned by the County or created using a Wood County email address.

10. Training:

- a) All users who are granted access to Gen AI technologies within Wood County Government must undergo training on the proper use of these tools and the importance of data security and confidentiality. This training will be assigned by the IT Department.

11. Records Retention and Disclosure:

- a) Information prepared, produced, collected, received, owned, or retained by County staff in the course of their work is subject to data retention requirements.
- b) Data provided to third-party AI systems for processing must be retrievable for public disclosure or audit purposes.
- c) Staff have an obligation to maintain data entered into AI tools according to applicable data retention schedules.
- d) Records generated, used, or stored by Generative AI solutions may be considered public records and must be disclosed upon request.



ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY USE **DRAFT**

12. Review and Update:

- a) This policy will be reviewed periodically to ensure its effectiveness and relevance in safeguarding confidential information while allowing for the responsible use of Gen AI technologies within the organization.

13. Compliance:

- a) Failure to comply with this policy may result in disciplinary action, up to and including termination of employment or contract.

14. Approval:

- a) This policy is effective upon approval by the Wood County Board and will be communicated to all users and relevant stakeholders.

Portions of this policy were created using Generative AI technology based on the author's input.



ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY USE **DRAFT**

APPENDIX A: EMPLOYEE ACKNOWLEDGMENT FORM

Acknowledgment of Receipt and Review

I, _____ (employee name), acknowledge that on _____ (date), I received and read a copy of Wood County's Artificial Intelligence (AI) Technology Use policy dated [VERSION DATE] and understand that it is my responsibility to be familiar with and abide by its terms. I understand that the information in this Policy is intended to help Wood County's employees to work together effectively to manage information security risks as part of their assigned job responsibilities. This Policy is not promissory and does not set terms or conditions of employment or create an employment contract.

Signature

Printed Name

Department/Location

Date



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments October 2025

Ongoing Projects and Planning

Jail Project – Remaining construction is underway; the new loading dock for Courthouse and Jail deliveries is scheduled to be complete before the end of the year.

Building automation system programming and adjustments are ongoing.

Courthouse – Upcoming accessibility and parking improvements should be easier for us all to imagine now that demolition of the structures across Market Street is complete. The design and engineering process for this will require a lot of collaboration between County and City staff as well as contracted firms. I will continue working with project engineers to coordinate upcoming changes to Jackson and Second Streets that will affect the perimeter of our future parking lot.

HVAC system replacement is ongoing; the work is scheduled to be complete by the end of November. The contractor has been working on startup and programming of the new boilers; employees working in the building have been patient and accommodating of the varying temperatures. Additional work related to the HVAC system update is ongoing throughout the building including control wiring, duct work reconfiguration, and miscellaneous work as needed.

River Block – The second phase of roof replacement is complete. This has given us a much-improved building envelope and lowered the risk of water infiltration that the original design had allowed. Since completion there has been at least one significant rain event that historically would have resulted in water leaking into the building, however, the new roof membrane performed well and kept the rain outside where it belongs.

Miscellaneous

Attended PIT Committee, County Board, and numerous project meetings.

Reviewing budget documents and considering importance of preventive maintenance and service for our facilities as we try to find cost savings.

JUNIOR FAIR BOARD MINUTES

August 6, 2025

Jr. Fair Building - Marshfield

August 6th meeting of the Central WI Jr. Fair Board was called to order by President Megan Kundering at 7:00 pm at the Jr. Fair Building.

MEMBERS PRESENT: Brittany Bauer, Lisa Blanchard, Jodie Budtke, Kitty Bymers, Romelle Bymers, Dale Christensen, George Gilbertson, Lori Haffenbredl, Bob Hartwig, Curt Hartwig, Laura Huber, Katlyn Kohl, Megan Kundering, Betty Peterson, Josh Sabo, Andrew Seefeldt, Beth Spindler, Laura Strigel, Heather Wellach, and Dave Urban.

EXCUSED: Tracy Benson, Amanda Budtke, Mallory Cepress, Steve Redmond, Mark Seefeldt, and Emma Kundering.

MEMBERS ABSENT: Jason Bernick, Virginia Krause, Jessica Lindow, and Tim Heeg.

GUESTS: Richard Haffenbredl, Parker Lepak and Mr. Lepak, Maddie Hensel, and Carter Grove.

ADDITIONS TO THE AGENDA: Fair Assistance, Banking Update, Ag. Olympics

SECRETARY'S MINUTES: Approved as printed.

TREASURER'S REPORT: Approved as presented.

FAIR BOARD REPORT: Everything is ready to go. Volunteers are needed to help in many areas.

EXTENSION REPORT: Educational activities will be ongoing in the Jr. Fair Building during the fair.

OLD BUSINESS:

- Improvements – peg boards, signage – It was decided that we should wait until after the fair to paint the pegboards that have been cut down to 6.5 feet tall. A few were beyond repair. It was recommended that when they are put away after the fair that they are put in a place where we can get them out for painting. Heather agreed to contact a printer to get the three location sign printed.
- Superintendent's Workshop – The workshop was held before the meeting.
- Judges – All judge's position have been filled. It was questioned why judges from out of state are being hired. This results in expensive mileage payments. In some department it was felt that judges from out of state were needed so that they did not know any of the exhibitors. The market sale will pay from half of the mileage for these judges this year.
- Junior Fair Office Coverage – There are still many time slots open to be filled. Hopefully some of these can be covered by building watch groups.
- Entry Issues - Maddie Hensel spoke to group asking that she be allowed to show in the showmanship class even though she will not be able to show in the breed classes on Wednesday. This is the last year for her to show. On Wednesday she will be at the state show. She has spoken to the superintendent and he is okay with allowing her to show. Heather moved to allow Maddie to show in the showmanship class. Josh seconded. MC.
 - Parker Lepak, 12 year old, spoke to the group. He had tried to enter on his phone but had difficulties with the program. He has 2 pigs he would like to show. He has completed all the

market animal requirements. He thought he had entered, but at his 4-H meeting found out that he hadn't completed his entry. Beth moved to allow Parker to show his hogs. George seconded. MC. It was asked how we can prevent this from happening in the future with youth or families that don't understand how to use fair entry.

- Recognition – Discussion was held on recognizing Steve for all the work he does and the improvements he has made for Jr. Fair. Two long time superintendents will be retiring this year – Marge Gehrke and Margaret Lingford – should be recognized also for their dedication to the fair. Heather moved that a \$150 gift card be presented to Steve at the Fair Award's program on Thursday afternoon and plaques be present to the retiring superintendents on Monday. Josh seconded. MC Josh will get the awards. It was also suggested that name plates be added to the cases that Steve has built. Dale added that the fair would like recognize one superintendent from the Jr. Fair and one from the open show each year in the Entertainment Guide.

NEW BUSINESS:

- Work Day - Unloading and setting up in the Jr. Fair Building will begin at 8 and then move to the animal barns. Superintendents and workers were reminded to bring cleaning supplies.

Department Reports:

- Market Sale – About 150 youth will be showing their market animals. There are a lot of new exhibitors.
- Dairy – No report
- Horse – Katlyn reported that the show is up about 10 horses.

AGENDA ITEMS FOR THE NEXT MEETING: Fair Issues, Painting Date of pegboards, Evaluation, ribbon order for 2026.

The next meeting will be September 17 at the Hewitt Village Hall in Hewitt at 7:00 pm. Heather moved to adjourn the meeting. Dave seconded. MC Meeting adjourned at 8:00 pm.

Respectfully submitted,
Romelle Bymers,
Recording Secretary

CWSF Board of Directors Meeting Minutes

Monday, August 11th, 2025, at 6:30 PM – Fair Office

Call to Order: 630 pm By Sandy Leonhard (president)

Roll Call- Dale Christiansen, Gary Bymers, Brad Hamilton, Joyce Karl, Scott Karl, Kara McManus, Sandy Leonhard, Kate Kohl, Dave Lang, Derek Wehrman, Heather Wellach, Nick Wayerski

Not present- Peggy Sue Behselich (excused), Andrew Reigel (New City Rep)

Public Comments: none

Approval of Minutes: Motion by Brad Hamilton to accept as presented, 2nd by Gary Bymers, unanimous approval

Financial Report: Motion by Brad Hamilton to accept as presented, 2nd by Joyce Karl, unanimous approval

Executive Director's Report: Dale Christiansen- All updates fair focused and will be covered by topics to discuss.

Junior Fair Report: Kate Kohl- Superintendent meeting went well dinner was good. Meeting was smooth afterwards. Reviewed needs for the fair all taken care of.

Fair update: Dale Christiansen – will be going through the list and topics to discuss

Topics To Be Discussed:

Executive Report- met before meeting focus on concert, security and set up as well as the ask for volunteers for Friday and Saturday help.

Sponsorship Report- no new sponsors packets put together and taken care of

Market Report-Radio Ads wrapped up. Commercials to run on channel 7, as well as Hub City front page article. Review billboard for after fair and supporting the Christmas show.

Fairest of the Fair Report- doing well. Recognized the support that Heidi is doing and seeing her activity on social media. THANK YOU HEIDI for your representation.

Volunteer Report- Fil ins needed Wed and Thursday. Grandstand scanners needed review of schedule.

Livestock Report- state health inspector coming in – Tuesday following fair to check all records

Draft Horse Report- good no concerns ready for show

Building & Grounds Report- moving everything around for set up minor fixes here and there. Ready for fair.

Fair Park Management Report- increased cameras on the grounds. Nick gave a report of some of the troubling things they are learning through the use of the cameras working with MFLD PD.

Wow (Wonders of Wisconsin) Report- Moving forward great ideas coming through.

Old Business:

Parking- discussion on dog park usage, increased help

New Business:

Fair Preparation / Board Member Schedule- sign up for times available for office to reach out when needed.

Agenda Items: Fair Review

12. Adjournment:

Members of the public have the right to attend public meetings. Members of the public don't

have the right to make motions or vote. When attending public meetings, observers are expected to practice appropriate etiquette by being quiet, observant, and respectful.

Disruptive attendees may be asked to leave.

Marshfield Fairgrounds Commission
1:30 PM Thursday, September 25, 2025 Meeting Minutes

1. CALL TO ORDER:

The meeting was called to order by Chair Buttke at 1:30 p.m.

ROLL CALL:

Present: Commissioners: Tom Buttke; Jen Delis; Jeff Penzkover; Natasha Tompkins & Wayne Schulz

Absent: Rebecca Spiros;

Also Present: Justin Casperson, Parks and Recreation Director; CWSFA representatives: (Gary Bymers); Lance Pliml (via phone), Wood County Board of Supervisors.

2. APPROVAL OF MEETING MINUTES:

Motion: Delis, **Second:** Schulz to approve the August 21, 2025 meeting minutes.

Motion carried: 5-0

3. CONFLICT OF INTEREST: None.

4. PUBLIC COMMENT: None.

5. FAIRGROUNDS COMMISSION:

A. Financial Statement:

Casperson presented the July bank statement from Wood County. The current bank statement balance is \$102,525.44.

B. Approval of Bills:

None.

C. Long Term Loan:

None.

D. Agreements between City, County, CWSFA and Commission:

Delis said she is working with the City Attorney Harold Wolfgram on consolidating the various agreements and cleaning up the wording.

E. Land Swap:

Byrners said they want to move the rabbit barn to the south of 17th. The CWSFA will work on plan to bring forth to the Commission for their consideration. The plans should include measurements, design, utilities, access, costs and funding sources. Delis said Dale is no interested in presenting to the Common Council about a potential land swap. CWSFA would like to focus on moving the rabbit barn first. Then if, timing and conditions are good, consider the discussion on the land swap. As of right not, the CWSFA is not pursuing the land swap.

6. FAIRGROUNDS MANAGEMENT REPORT:

A. Rental fee schedule for the buildings and grounds:

Delis said the CWSFA (Dale) is putting to the reports on the items requested. Since Dale was not able to attend the meeting, nor enough time to develop the reports, Gary handed out the fee schedule, Kennel Club Long Term Lease, photos of improvements of the buildings and grounds and the camera system. Delis explained the various three accounts: Fair Event Account, Grounds Management Account and Commission Account. The Fair Event Account deals directly with the event that happens in August. The grounds management account deals with the maintenance and upkeep of the property like utilities, mowing, snow plowing, repairs, small maintenance projects. The Commission account deals with large capital improvements to the City owned buildings and grounds, like roof replacement, siding, asphalt paving, etc.

Motion: Tompkins, Second: Schulz to approve the fee scheduled shared by Bymers.

Motion carried: 5-0

B. Long-term rental agreements: No Report

C. A report on what is done with the revenue from the rentals: No Report

7. CENTRAL WISCONSIN STATE FAIR REPORT:

Byrners said they are waiting for final numbers and invoices to prepare a report.

8. PARKS & RECREATION REPORT:

School District High School shop class is working on the siding on the press box. The softball fields will be winterized by end of October.

9. FUTURE AGENDA ITEMS:

10. NEXT MEETING: Next meeting will be Thursday, October 16, 2025 at 1:30pm.

11. ADJOURNMENT:

Motion: Schulz, **Second:** Delis to adjourn the meeting at 1:55 p.m.

Motion carried: 6-0

Respectfully Submitted by:

Justin Casperson, Parks and Recreation Director

MINUTES
South Central Library System Board of Trustees
August 28, 2025

Present: Joan Honl (Portage Co.), President; Jacob Wright (Dane Co., online), Vice President; Susan Feith (Wood Co.), Secretary; Mary Nelson (Adams Co.), Treasurer; Brenda Carus (Green Co., online); Chassitti Clark (Dane Co., online); Bill Clendenning (Wood Co.); Joan Fordham (Sauk Co., online); Nancy Foth (Portage Co.); Michael Howe (Dane Co., online); Latonya Jackson, Dane Co., online); Marlee Jorgensen, Dane Co., online); Henry St. Maurice (Columbia Co.); Amanda Smith (Dane Co., online). **Administration:** Shannon Schultz, Director; Kerrie Goeden, HR & Finance Coordinator (online).

Absent: David Peterson (Dane Co.); Ann Mueller (Green Co., Alternate); Gary Poulson (Dane Co., excused) Richard Bloomquist (Dane Co., excused); Gen Carter (MPL Rep., excused).

1. Call to Order

President J. Honl called the meeting to order at 12:15 p.m.

2. Welcome and Introductions

J. Honl welcomed a guest who resides in the city of Stoughton, and newly appointed trustee L. Jackson, representing Dane County.

3. Changes/Additions to the Agenda

None.

4. Requests to Address the Board

None.

5. Approval of the Previous Meeting Minutes

Motion by M. Howe to approve the minutes of the July 24, 2025, Board of Trustees Meeting Minutes. Seconded by H. St. Maurice. **Motion carried with J. Wright abstaining.**

6. Review of Financial Statements

K. Goeden provided an overview the financial statements.

7. Presentation and Approval of Bills for Payment

Motion by N. Foth to approve bills for payment in the amount of \$285,300.43. Seconded by S. Feith. **Motion carried unanimously.**

8. Reports

a. Committees

i. Budget & Finance/Personnel Committees

Budget & Finance Committee Chair M. Nelson stated that the joint committees conducted a line-by-line review the 2026 final draft budget, including the wage grid and director's salary, on August 19 and will make a recommendation to adopt the proposed 2026 budget at the September meeting.

b. System Director's Report

S. Schultz's report is available in the documents online. The report generated discussion about federal funding, the status of the IMLS, and the postcard campaign that has taken place in Wisconsin.

c. SCLS Foundation Report

President J. Honl shared that the SCLS Foundation's Cornerstone Event will take place on October 23, at Fireman's Park Pavilion in Columbus. She asked that all trustees mark their calendars and consider donating a gift basket for the raffle.

9. Unfinished Business

a. Recommendation from the Budget & Finance/Personnel Committees to Approve the Proposed 2026 Annual Budget

This item of business was tabled until the September meeting.

b. Committee Appointments for New Trustees

J. Honl expressed her desire to receive input on interest in serving on the various committees, particularly from newly appointed trustees. S. Schultz agreed to send information about each committee to all board members before the September meeting, at which time President Honl will make committee appointments.

10. Presentation: Financial Statements Overview

K. Goeden presented a detailed review of the Board's financial statements.

11. Announcements and Information Sharing

- a.** The next meeting will take place on September 25, 2025. The bill examiner will be B. Clendenning, with M. Nelson serving as alternate. The meeting will include the approval of the proposed 2026 annual budget.

12. Adjournment

Meeting adjourned by President J. Honl at 1:32 p.m.

Respectfully submitted: S. Schultz, System Director

BOT/Minutes/08-28-2025

County of Wood / LIBRARY BOARD
County Library Board meeting minutes

The Wood County Library Board met on Thursday, July 24, 2025, at 6:00 P.M. at the McMillan Memorial Public Library, Wisconsin Rapids, WI.

County Library Board Members:

Brad Hamilton, President

Bill Voight, Vice-President

Andrea Halbersma, Secretary; excused. (Darla Allen, special guest star secretary)

Susan Feith

Joe Zurfluh

Linda Schmidt

Betsy Mancl; Not present

County Libraries & Library System:

Charles & JoAnn Lester Library, Nekoosa

Everett Roehl Marshfield Public Library

Lester Public Library of Vesper

McMillan Memorial Library, Wis. Rapids

Pittsville Community Library

Lester Public Library of Arpin

South Central Library System - Jean Anderson

AGENDA

1. Call to Order

Brad H. called the meeting to order at 6:03 pm

2. Approve minutes of the previous meeting

Joe Z. made a motion, Bill V. seconded to approve the minutes as presented. Motion passed.

3. Old Business

SCLS Board Report (Susan) – Susan was still in Madison and attended via Zoom. She gave an update on the migration from LibLime to SirsiDynix. Short discussion followed regarding timeframes, how library staff was affected, and final go live date, which is April 16, 2026. Various ILS systems were evaluated by SCLS staff and committees, and consensus was that SirsiDynix offered the most workable solution for our needs. SirsiDynix does seem to offer better functionality in terms of searching. Library staff system-wide will be receiving training February – March 2026.

4. New Business Library and SCLS reports:

Nekoosa (Darla) – We have had a VERY busy Summer Reading program. Megan Cremeens and I collaborated on our SLP and it has been an amazing success. We have had over 1,486 people attend our programs. Our Touch-a-Truck program which featured vehicles and staff from Alliant Energy, Nekoosa, Police Department, Nekoosa Fire Department, Nekoosa Public Works Department, Hamin Trucking, Palm Septic, Flying Fur Trucking, and Wood County Sheriff's Department welcomed over 250 people. ZooZort was another crowd favorite with well over 200 in attendance. I had to turn people away, as I was trying to be respectful of the presenter's maximum limit. Our surprise hit program was our Adopt-a-Pet program with over 160 people in attendance. Every kid got a small stuffed animal to adopt. They got to fill out adoption papers, make a collar and tag, and decorate a kennel for the pet. We used leftover beanie babies, bought some animals, and Darla's son, Sam, unknowingly donated over 30 stuffed animals to the program.

The money we saved in our programming, we allocated to purchasing the ReadSquared app through WILS. It has been AMAZING! The community really embraced the technology. We have 221 people signed up, over 77,893 minutes spent reading, and over 900 titles. Our Plinko game has been a tremendous hit, and our program winds up in late August. Each kid will be able to "build their own" grab bag of prizes. It is also worthy to note that the majority of our participants come from four communities, in equal numbers. Nekoosa, Saratoga, Town of Port Edwards, and Wisconsin Rapids residents all equally represented in our kids, teens, and adult programming.

We are well on our way to a new circulation desk! We have \$10,000 from ALA. We are very thankful for the support from Mead-Witter, with their donation of \$3,000. Incourage has set up a \$2500 matching grant. We also received \$458 from the Nekoosa Area Resident Fund and other private donations. I am in the process of writing a few more donation letters, but I feel confident in saying we will have a new ADA accessible circulation desk by Christmas. As we have been so lucky to have received donations, the Charles & JoAnn Lester Library Board of Directors approved my request to "pay it forward" and donate our current desk to the Lester Library of Vesper.

Arpin (Stacy) – (copied from submitted report) June 17 was the kickoff of our Color Your World Summer Library Program. This year's program offered seven large scale park events including: The Raptor Education Group's Night Moves Owl program, Art in the Park, Therapy Dogs, J & R Aquatic Animal Rescue, Dan Kirk – The Juggler with the Yellow Shoes, Rondini's Bombastic Bubble Show, and the Finale Picnic. We understand that not every schedule allows for attendance of these events. Therefore, park events are only a portion of our program. Participants are grouped into five categories: 1-3, 4-6, 7-9, 10-12 and Teens/Adults. Each age group has their own custom activity booklet and a weekly craft, project, or challenge to complete. Parents continue to express appreciation for the fact that our program is "screen free" allowing their children to use imagination and individual hands-on creativity. Along with reading minutes-which are being tracked this year with age specific Lego builds, completion of these weekly activities allows all ages to participate in the prize drawings.

Arpin (Stacy) – (copied from submitted report)(continued) As with our monthly Take n’ Make activity kits, we want to see children participate that might either struggle with reading or don’t care to read in general; and while they might not see it as “reading,” these activities and instructions are beneficial in so many ways from building reading and comprehension skills, enhancing fine motor skills and hand-eye coordination, along with critical thinking and problem solving. New this year, the teens/adults are meeting on Tuesday afternoons. This year’s teen group has enjoyed creating Kintsugi Bowls, Cracked Gem Magnets, Ceramic Tile Art, Faux Stained Glass, Alcohol Ink Picture Holders, and the Finale Pictionary Party.

In addition to the Summer Program, the library continues to host The Teen & Young Adult Game Night at the Library which continues to be popular with events averaging 12 young people...and a few adults.

August finds us looking for ways to expand the shelving options for both the Young Fiction and Graphic Novel collections as well as making programming plans for the rest of the year and early 2026.

Pittsville (Tammy) Pittsville Community Library (copied from submitted report)

Our summer program wraps up on Saturday. It has been eight weeks of great fun. From our kickoff in early June with over 160 people attending, to our smaller crowds in July but still averaging 65, it has been busy! Tom Pease was by far the program we got the most positive feedback on! You can bet he’s coming back next year. Our famous scratchy tickets were a hit again and could be earned by participating in activities like ‘I Spy’ and checking out books. We have 323 tickets as of this report in the prize drawings. The Teen Advisory Board was awesome this summer with such creative ideas that culminated in a teen led program that the kids loved.

The highlights of the summer include: 1. Having the programs at the community center instead of at Riverside Park – much easier for so many reasons! 2. Our reading challenge centered around Wanda Bookworm who grew this summer by both kids and adults reading. Readers earned “worm circles” to help her grow with the goal of meeting up with her friend, Willy Bookworm, who was located behind the circ desk. I’m happy to report that they are back together! The summer reading was fantastic, and the kids really loved this visual. Final numbers are not in yet, but it looks like we will exceed last year’s participation numbers. 3. Shark Week was great fun and families enjoyed it! ‘Mark the Shark’ made his entrance to the “Jaws” theme music to get our festivities started! So many kids came dressed in shark themed clothes and several wore shark tooth necklaces! 4. The adult Library Walkers club that meets weekly in various locations has been well attended with new people joining us this year and our weekly pickleball continues through early fall. This year some families have participated so it is a great mix of ages having fun together.

The annual Road Apple Contest at the Pittsville Fourth of July parade was another awesome fundraiser for us! The crowd is so generous, and it is a tradition for so many to buy tickets in hopes of a horse apple plopping on their ticket!

August will be a quieter month. We are hosting a Mocktail, Apps, and Painting night on August 12 led by a local talent. We are planning our schedules for September. The elementary student visits, 4K-5th gr, will kickoff September 9. Yarnies and Friends, the Strong Bodies exercise program, and various other programming along with our annual book sale are all on the horizon.

Marshfield (Jill) SLP challenge had 600 registered. ZooZort was a full house as always. Harry Potter program will be as busy as ZooZort. Hub City Days will be happenings soon and the Friends hold a booksale: \$5 for a bag of books. They typically sell over \$1,000 worth of books out of the store monthly. Offsite and outreach programs continue to be well attended

WI Rapids (Heather and Claire excused)

SCLS (Jean) - (copied from submitted report)

July 2025 County Library Board/Director Meeting SCLS Report (compiled by SCLS consultant staff)

SCLS Personnel Heidi Oliversen (Circulation Services Consultant) will be retiring on July 30. A retirement party will be held on July 23rd from 3:00-6:00 pm, at Pooley's (Madison). The Help Desk will not be staffed from 2:30 to 5:00 that day (see the July 14 Top 5 email for details). Madeleine Pitsch has been hired (and has started) as the new Circulation Services Consultant.

SCLS Projects and News:

The 2026-2027 State Budget included an increase to Wisconsin Library System aid. Funding for Recollection Wisconsin is included as well. "Speak Up for Libraries" postcards are being gathered and will be delivered to federal elected officials. The postcards are for an advocacy campaign to support IMLS and libraries across Wisconsin. Details about the campaign are available here. If you have questions, contact Mark Jochem.

ILS Migration project: The ILS Evaluation Lead Workgroup meeting agendas and minutes can be found here. The migration process will start in 2025 and the migration will take place in 2026. More details and updates will be announced.

Events and Meetings:

August 18-21, Trustee Training Week (daily webinars). Details and registration

October 23, SCLS Foundation Cornerstone Event, Fireman's Park Pavilion in Columbus. Details will be announced.

November 20, All Directors Meeting, SCLS (Madison)

Reminders:

- Watch for Top 5 emails (weekly) and Online Update (monthly) for information on services, events, CE opportunities, and upcoming meetings.
- Committee and meeting agendas and minutes are available on the SCLS website.
- If you have information that you would like to share system wide through the SCLS Facebook page, you can email the details to either Shawn Brommer or Mark Jochem

Bylaws for the Wood County Library Board – Susan Feith and Darla Allen will work on a draft of Bylaws based on examples from Dane County, and Sauk County Library Board Bylaws. In addition to the standard bylaws, it was requested by the Board that Susan and Darla make sure to include how to handle absences, with Dane County Library Board Bylaws providing very specific directions. Susan and Darla were also instructed to look into possible supermajority vote to remain on the Board, given the difficulty in finding and retaining board members.

2026 Budget: Excel spreadsheet was shared with attendees. Discussion about funding formula and how the reimbursement request is determined, as well as what is left out of the funding formula. It was also clarified that this reimbursement amount is for library users who reside OUTSIDE of the municipality and do not have a library. Susan made note of the percentages of circulation within the municipality and from outside of the municipality. Jill also explained the challenges Marshfield faces, as they share a border with an adjacent library system, Wisconsin Valley, and many of the surrounding towns are in either Clark or Marathon County, which would mean residents of those counties would need to pay for a library card. Discussion of deposit collection reimbursement to McMillan Memorial Library in the amount of \$398. There was no knowledge of a deposit collection to any of the other libraries from McMillan. Darla stated that Nekoosa used to receive a deposit collection of some large print and audiobooks, but that ceased around 2010. Everett Roehl Marshfield Public Library still sends deposit collections to Pittsville, Arpin, and Vesper libraries. Motion by Susan Feith with a 2nd by Brad Hamilton to remove \$398 from the McMillan Memorial Library deposit collection reimbursement. Motion passed.

Plan of service - deadline: must be submitted to SCLS **by October 2025.**

Brad H. made a request for the following changes and corrections:

- 1.) Correct Heather Kincaid to Heather Kinkade.
- 2.) Remove Wisconsin Rapids from Goal IV, Action A pertaining to rotating collection services.
- 3.) Update Goal VI, Action B to read as follows: “Complete a review and/or revision of the Plan for Library Service no later than July 2028.”
- 4.) Update Goal VII to read; “Review and update bylaws for the Wood County Library Board.”
- 5.) STRIKE Action A “Research if any bylaws exist for the Wood County Library Board.”

Susan F. made a motion to approve the aforementioned changes. Seconded by Linda S. and also by Brad H. All in favor: aye

5. Public comments on agenda items and requests for future agenda items: Public comments: none

6. Date, time and place of next meeting – October 23, 2025 at 6:00pm at the Everett Roehl Marshfield Public Library, with Charles & JoAnn Lester Library, Nekoosa being the backup meeting site. **REVISION: UPDATED MEETING TIME:** Per email dated Sunday, August 10th: **Wood County Library Board Meeting to be held at 6pm on Thursday, October 16th in Marshfield at the Everett Roehl Marshfield Public Library.**

7. Brad H. motioned to adjourn meeting at 7:43 pm All in favor. Meeting adjourned.

MINUTES JAIL CONSTRUCTION ADHOC

DATE: Tuesday, September 16, 2025

TIME: 10:00 AM

PLACE: Courthouse – Room 302

MEMBERS PRESENT: Jake Hahn, Lee Thao, Al Breu, Dennis Polach, John Hokamp, William Voight

MEMBER EXCUSED: Laura Valenstein

OTHERS PRESENT: Trent Miner, County Clerk; see attached sign-in sheet.

1. Supervisor Hahn called the meeting to order at 10:00 AM.
2. There was no public comment.
3. Motion by Breu/Thao to approve the minutes of the previous meetings. Motion carried unanimously.
4. Van Tassel reviewed the various low-cost change orders since the last committee meeting. The item needing committee approval is on the parking structure currently being constructed. Originally, the architect was told that the parking deck should be flush with the existing second floor of the Courthouse, to allow for further expansion in the future if needed, however that did not make it through to the final plan. To make this happen, additional insulation, reinforcement and concrete is needed. In addition, in order to protect the limestone on the current Courthouse where the new parking structure attaches, a barrier is needed to ensure the safety of that limestone. The total cost is \$150,000. Motion by Hokamp/Voight to approve the change order as presented. Motion carried unanimously.
5. Van Tassel and representatives of the Samuels Group reviewed the current status of the construction and demolition. It was noted that the structural engineers approved the usage of the existing back wall without having to rebuild the entire structure. It will be covered in the same manner as the back of the new jail.
6. Supervisor Hahn adjourned the meeting at 10:33 AM.

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

Jail Construction Adhoc

September 16, 2025

[illegible]