

**AGENDA**  
**WOOD COUNTY BOARD OF SUPERVISORS**

**DATE: Tuesday, November 12, 2024**  
**TIME: 9:30 AM**  
**LOCATION: County Board Room/Branch 3 Courtroom**

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CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hamilton

READING OF THE MINUTES OF THE PREVIOUS MEETING

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS

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.

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, December 17, 2024

ADJOURN

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**Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 2488 421 5058

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m523ea875e0c88e49999922452df61850>

Meeting number (access code): 2488 421 5058

Meeting password: 111224

PROCEEDINGS OF THE WOOD COUNTY BOARD OF SUPERVISORS

October 15, 2024 – 9:30 a.m.

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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, October 15, 2024.

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

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

Absent was Brehm.

Supervisor Voight gave the invocation led the Pledge of Allegiance.

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

Sheriff Becker recognized Investigator Sergeant Doug Christensen for his 25 years of service to the Sheriff's Dept.

Under public comment, two people spoke against putting any wind energy apparatus on the Wood County owned land in Marathon County, currently used by the Experimental Station. Information on various ordinances, etc. were offered and subsequently placed on file with the County Clerk.

Referrals were noted.

Committee minutes presented: Operations.

**RESOLUTION 24-10-1**

Introduced by: Operations Committee

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

FISCAL NOTE: Offered Amount	\$48,500.00
R.E. Taxes	(4,959.99)
Special Charges	(1,175.05)
Delinquent Utilities	(1,079.50)
Publication Fees	(477.30)
<u>Tax Deed Expense</u>	<u>(375.00)</u>
GAIN	\$40,433.16

Motion by Clendenning/Zurfluh to adopt Resolution 24-10-1. Motion carried unanimously. Absent was Brehm.

By unanimous consent, Item 1-2 was withdrawn from consideration.

**RESOLUTION 24-10-2**

Introduced by: Operations Committee

INTENT & SYNOPSIS: To amend the 2024 budget for Health Department’s budget (54121) for the purpose of disbursing funds for approved Opioid Remediation applications with Opioid Settlement Funds.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent Opioid Settlement Funds. The adjustment to the budget is as follows:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>DEBIT</u>	<u>CREDIT</u>
48900	Other Misc Revenues	\$453,619.74	
54121	Grants & Donations		453,619.74

Motion by Voight/Hamilton to adopt Resolution 24-10-2. Motion carried unanimously. Absent was Brehm.

Committee minutes presented: Health & Human Services, Conservation, Education & Economic Development, North Central Wisconsin Tourism Partnership Board of Directors.

**RESOLUTION 24-10-3**

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Approve an amendment to the Town of Saratoga Official Zoning Ordinance.

FISCAL NOTE: NONE

Motion by Schulz/Leichtnam to adopt Resolution 24-10-3. Motion carried unanimously. Absent was Brehm.

Committee minutes presented: Judicial & Legislative.

**RESOLUTION 24-10-4**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To create one (1) PT 80% Addiction Medicine Nurse Practitioner Position.

FISCAL NOTE: Anticipated wages and benefits based recommendations by Human Resources for health care workers compensated outside of the Wood County Wage Plan,, with an effective start date of November 4, 2024 is:

Wages:	\$104,000
<u>Fringe:</u>	<u>\$31,355</u>
Total:	\$135,355

Motion by Buttke/Hovendick to adopt Resolution 24-10-4. Motion carried unanimously. Absent was Brehm.

Committee minutes presented: Highway Infrastructure & Recreation.

**ORDINANCE 24-10-5**

INTENT & SYNOPSIS: To amend Wood County Ordinance #400, Speed Limits Ordinance, to change the speed limit on parts of County Trunk Highways HH, U and W.

FISCAL NOTE: None

Motion by Hamilton/Breu to adopt Ordinance 24-10-5. Motion carried unanimously. Absent was Brehm.

SPECIAL ORDER OF BUSINESS  
ADRC-CW Update

ADRC-CW Executive Director Mike Rhea presented his yearly update to the board, highlighting the tenure of the intergovernmental agreement that provides both federal and state mandated services to seniors and disabled citizens of the 4-county consortium. The goal is to keep people as healthy and independent as possible for as long as possible. Statistics are available through his office.

Without objection, Chairman Pliml adjourned the meeting at 10:04 AM. Next scheduled county board meeting is November 12, 2024.

Trent Miner  
County Clerk

## **REFERRALS FOR NOVEMBER 12, 2024 – COUNTY BOARD**

- Email from County Clerk Miner in reference to the documentation provided by the public comment speakers at the October 15, 2024 county board meeting stating it is on file and available for inspection in the County Clerk's office. Referred to the County Board of Supervisors.

## MINUTES OPERATIONS COMMITTEE

**DATE:** Tuesday, November 5, 2024

**TIME:** 9:00 a.m.

**PLACE:** Courthouse – Room 114

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

**OTHERS PRESENT:** See attached sign-in list

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Zurfluh/Rozar to approve the consent agenda. Motion carried unanimously.
4. Chairman Pliml indicated the next ARPA meeting is scheduled for Friday.
5. Human Resources Director McGrath indicated Judicial & Legislative Committee referred Criminal Justice Coordinator oversight be moved to Branch 3. Motion by Rozar/Pliml to approve the change in oversight of Criminal Justice to Branch 3. Motion carried unanimously.
6. Wellness Coordinator Boeshaar provided a departmental update.
7. Finance Director Newton provided a departmental update. Work continues on the budget presentation and year end processes.
8. Human Resources Director McGrath shared information regarding Finance Director Newton's retirement in February 2025.
9. Motion by Rozar/Hahn to go into closed session pursuant to 19.85 (1)(c) Wis.Stats., to discuss qualification of a past candidate for Finance Director. Motion carried unanimously.
10. Motion by Rozar/Pliml to return to open session at 9:29 AM. Motion carried unanimously.
11. The next regular meeting date will be held on Tuesday, December 3, 2024, at 9:00 AM.
12. Chair Valenstein adjourned the meeting at 9:30 AM.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next meeting.

**Operations Committee  
November 5, 2024**

<b>NAME</b>	<b>REPRESENTING</b>
JEFF PERKOWSKI	WCB # 14
Ed Newton	Finance
Penny Yang	Finance
Bill Clendinning	WCB # 15
Kim McBrath	HR
DENNIS POLACH	WCB-14
Jue Smith	Health
NIKOLE GESSERT	WCMaint
Heather Gehrt	Treasurer
R VANTASSEL	WC MAINT
Ryan Boeshaar (webEx)	Wellness
Brad Hamilton (webEx)	WCB # 18
Tiffany Ringer (webEx)	Register of Deeds
Scott Porehm (webEx)	WCB # 9
Mary Schlagenhaft (webEx)	Human Services
Justin Cieslewicz (webEx)	Edgewater Haven
Amy Kaup (webEx)	I.T.
Brandon Vruwink (webEx)	Human Services
Tony Bastien (webEx)	Dispatcher
Nick Fugawr (webEx)	H.R.
Michelle Weiler (webEx)	Finance
Katie Miloch (webEx)	Human Services



# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

### Letter of Comments – November 2024



Anthony C. Ruesch  
1927-2024



David E. Hoks  
1951-2024

- One of the things this office does is compose the condolence resolutions for those supervisors who have passed away. It gets to be harder to compose a one-page document when you happen to know the decedent personally. As was the case with former Supervisors Josephson & Schulhauser, both of whom I served with during my time on the county board, it was even more so with my predecessor, Tony Ruesch. Tony's life was one of public service, serving over 35 years as a town officer in his beloved Town of Sigel, as well as his service on the county board from 1970-1982. I got to know Tony during his Chairmanship of Sigel when I was a new Chairman of the Town of Hiles, as well as when he was county clerk. Back when we had central count here at the courthouse, all the municipalities had to race to the courthouse after the polls closed to get our ballots counted. Tony was the one in the back room running all the ballots, always with a humorous one-liner for those of us coming in. One Spring Primary for State Superintendent of Public Instruction, knowing the Town of Hiles has the smallest population and voter total, he made a comment as I walked in with my ballot box, "Here comes the Town of Hiles with their 8 votes!". I had him on this one though.....I said, "Nope, only 5 this time!" We had sat that entire day for only 5 voters, three of which were us poll workers. Tony was also one of the first one who emailed me after I was confirmed by the county board to be the County Clerk in 2018. He said congratulations, and stated how it was the BEST job in the courthouse! Of course, he then reminded me, that he had to run for the office, and I was just appointed, making sure I knew it was harder to run than to be appointed. He kept up with county affairs up until about a year ago, when his health started to decline. And if I ever had a historical question as it relates to this office and county board, he was my go-to. I will miss our emails back and forth, but am happy I have my "Ruesch File" in my desk full of his wisdom. Tony served as county clerk from 1983-2002.

- I got to know Dave Hoks when I was Chair of the Parks & Forestry Committee, and he was a member of the Wood County Gun & Rifle Club. The club had come to the committee requesting an extension to the lease of the club area on the county forest. During that interaction, he went through the request and invited the committee out to that area to take a tour. We did do that about a year later, where he explained the different lanes of use and how the area is used and managed. Before retirement, he worked for the City of Wisconsin Rapids for 35 years, retiring as the Director of the Parks & Rec Dept. After retirement he went on to serve as a poll worker and was a member of the County Board of Canvass during Cindy Ceyress' time in this office. After Cindy retired, Dave agreed to continue in the role for me as well. He also served as a bailiff for the Wood County Courts. During both the 2011 State Supreme Court recount and the 2016 Presidential recount, Dave's calm demeanor help ease the stressful atmosphere of, what can be, a pretty stress-packed process. His ability to calmly explain procedures and thought processes that the Board of Canvass takes during those sessions was so valuable to the participants and the observers. One of the toughest calls I took was at this year's WCA Conference in LaCrosse, when Dave called my cell phone and stated he was in hospice care. Whenever Dave stopped into the office, his signature good-bye was "See you down the road!". Our last call ended with that very statement, said by me to him. His response, "We certainly will!". A true gentle man and gentleman.
- I conducted some last-minute training with the municipal clerks and chief inspectors on Wednesday, October 16<sup>th</sup> and Saturday, October 19<sup>th</sup>. I had close to 110 participants over the two sessions. This was a good opportunity to go over some changes and review some procedures before the November election.
- In Dave Hoks' place on the County Board of Canvass, I have appointed Deb Hall, the retired City Clerk of the City of Marshfield to that position as an unaffiliated member.
- We have started to prepare for a possible recount after the presidential election. I have had some discussions with Security Services as well as Human Resources on preliminary plans. The timeline would most likely be the weekend prior to Thanksgiving (opening of deer season) going all the way through the Thanksgiving holiday weekend, including Thanksgiving Day. I have solicited volunteers out of my municipal clerk and chief inspector group, so should be able to staff it. We would conduct it here in the courthouse.
- Along with the Judicial & Legislative Committee, Katie and I will be re-writing the County Board rules to better reflect some best practice guidance from the WCA Legal Counsel. They have provided a draft, which has been shared with the Judicial & Legislative Committee, and Katie and I will incorporate some of our rules within a new document. We will start this process in 2025 once things calm down in here.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

October 31, 2024

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – October 2024

### Human Resources Activity

	October 2024	2024 Year-to-Date
Applications Received	122	1,509
Positions Filled	13	159
Promotions/Transfers	1	50
New Hire Orientations	11	110
Terminations, Voluntary	8*	100
Terminations, Involuntary	3	18
Retirements	0	9
Turnover Rate	1.10%	1.40%
Exit Interviews	2	38

\*Five of these are casual

### Human Resources Narrative

#### General Highlights

1. Open Enrollment meetings occurred the week of October 7<sup>th</sup> with both in-person and virtual attendance options. 183 employees attended the meetings. The recorded Open Enrollment meeting session is now available on the HR page of the Employee Intranet for employees that were unable to attend a live session. At this point, roughly half of all benefit eligible employees have returned their enrollment forms. All benefit eligible employees must complete and return an enrollment form by November 8<sup>th</sup>.
2. Continued preparations for the 2024 Leadership Retreat to be held at Mid-State Technical College on Wednesday, November 20<sup>th</sup>. The leadership topics to be presented this year are Leader Identity, Team Building, and Communication. We have over 70 accepted invites from Wood County supervisors, managers, and Department Heads. We are looking forward to another successful retreat!
3. Annual Safety Training is currently underway! All non-healthcare, current employees are required to review the updated training electronically and submit a Certificate of Completion by December 31<sup>st</sup>.

#### Meetings & Trainings

1. Attended the Operations Committee meetings on October 1<sup>st</sup>.

2. Attended County Board on October 15<sup>th</sup>.
3. Met with our Aspirus Business Health team on October 16<sup>th</sup> to discuss Wood County's wellness program, rates, and renewal of our agreement for services.
4. Held the monthly conference call with The Horton Group on October 22<sup>nd</sup> to discuss various benefit topics.
5. Met with our Risk Management Consultant from County Mutual Insurance Corporation on October 23<sup>rd</sup>.
6. Attended von Briesen's Breakfast Briefing: Defending Discrimination Claims webinar on October 24<sup>th</sup>.
7. Attended Seyfarth Shaw's webinar titled "Navigating EEOC Trends and Compliance Insights" on October 29<sup>th</sup>.
8. Held individual staff and team meetings to discuss and provide updates on the department's identified 2024 goals.
9. Team members attended various webinars related to benefits, employment law, and compliance.

**Benefits**

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
3. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
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. Met with Emergency Management and the Department of Workforce Development to determine if the Windows to Work program may be an option to assist in the Work Relief Program.
7. Continuing to work with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
8. 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.**

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
New Position	Criminal Justice	Addiction Medicine Nurse Practitioner	Position posted, deadline 10/30/2024.

Replacement	Dispatch	Dispatcher-Eligibility List	Vacancy filled utilizing eligibility list; position filled 11/4/2024. Position posted, deadline 12/2/2024.
Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/10/2024.
Temporary Replacement	Emergency Management	EM Relief Worker – Temporary	Position posted, deadline 11/4/2024.
New Position	Health	Regional Farmers Market Coordinator	Position posted, deadline 11/4/2024.
Replacement	Highway	Equipment Operator – End Loader	Position posted, interviews conducted, references/DL check completed, offer extended and accepted, filled 10/7/2024.
Replacement	Human Services	Family Interaction Worker	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 11/4/2024.
Replacement	Human Services	CCS Program Manager	Position posted, deadline 12/9/2024.
Replacement	Human Services	CCS Service Facilitator (2)	Position posted, interviews conducted, one position filled internally 11/4/2024, other position posted until 11/4/2024.
Replacement	Human Services	FSET Case Managers (2) Wisconsin Rapids & Adams	Positions posted, interviews conducted, WR position filled 10/7/2024, Adams position reposted, deadline 11/4/2024.
Replacement	Human Services	Casual Bus Drivers	Position posted, deadline 11/25/2024.
Replacement	Human Services	Case Manager-EMH/APS Coordinator	Position posted, interviews conducted, background/references completed, offer extended and accepted, filled 10/28/2024.
Replacement	Human Services	Birth to Three Service Coordinator	Position posted, deadline 10/21/2024, interviews being conducted.
Replacement	Human Services	Economic Support Specialist (Mfld)	Position posted, interviews conducted, references/background completed, offer extended and accepted 11/4/2024.
Replacement	Human Services	Case Mgr/SW-Ongoing	Position posted, interviews conducted, references/background completed, offer pending 10/28/2024.
Replacement	Human Services	Case Mgr/SW – Youth Justice	Position posted, deadline 11/4/2024.
Replacement	IT	Network Analyst	Position posted, deadline 11/3/2024.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 11/11/2024.
Replacement	Parks	Medical 1 <sup>st</sup> Responders	Position posted, deadline 11/4/2024.
New	Sheriff	Corrections Officer	Filled through eligibility list 10/28/2024.
Replacement	Sheriff	Part-Time Deputies	Position posted, deadline 10/31/2024.

### **Safety/Risk Management**

1. Managed open claims with Aegis/Charles Taylor throughout the month.
2. Corresponded with various insurers regarding claims, including for the River Block power failures in March and September of 2023, and Park sign damage this month.

3. Attended Edgewater Haven's Safety Committee on 10/2/24 and Norwood's Safety Committee meeting on 10/8/24.
4. Met with Emergency Management, Dispatch, and IT staff on various dates to discuss messaging in the Everbridge System.
5. Performed N95 fit testing for 7 MSTC Nursing students at Edgewater Haven on 10/4/24, and 8 MSTC CNA student on 10/14/24.
6. Attended County LEPC meeting on 10/16/24 in the County EOC.

#### NEW Workers' Compensation Claims (3)

1. 10/10/24 – Land Conservation – Employee injured R knee entering patrol truck at County Highway Shop
2. 10/17/24 – Coroner – Employee strained lower back while moving decedent at private residence
3. 10/21/24 – Sheriff's – Deputy was spit upon in the face and near the mouth while arresting a combative subject at a private residence

#### OPEN Workers' Compensation Claims (5)

1. 5/1/24 – Edgewater – Employee tripped forward, landing on both knees and hands
2. 6/4/24 – Highway – Employee bruised R knee after slipping while surveying culvert
3. 6/21/24 – EM – Employee injured R shoulder while moving rototiller at North Park Shop (late report)
4. 8/14/24 – Sheriff's (Corrections) – Employee injured L ring finger falling while walking upstairs in the new jail
5. 8/16/24 – Edgewater Haven – Employee strained R upper back while assisting resident off commode

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

1. 8/2/24 – Edgewater – Employee suffered upper back/arm/shoulder strain while lifting resident
2. 8/22/24 – Highway – Employee struck in L eye by metal shaving while cutting signpost (PPE was in use)

#### First Aid Injuries (3)

1. 10/21/24 – Sheriff's – Deputy burned R forearm on semi-truck exhaust while giving directions at accident scene
2. 10/27/24 – Corrections – Employee suffered R knee pain when kicked by combative inmate
3. 10/27/24 – Corrections – Employee injured L thumb while attempting to restrain combative inmate

#### Property/Vehicle Damage Claims (3)

1. 3/6/23 - River Block power loss - the claim has been accepted by Hartford Steam Boiler and will be paid under the County's equipment breakdown coverage. As of current, a total of \$114,645.34 has been received from various property and liability insurance providers.
2. 9/25/23 - River Block power surge - we received some of the final invoices for replacing HVAC components damaged during the power surge and have now exceeded the County's deductible. A claim was submitted to Aegis/County Mutual for cost reimbursement. As of current, Wood County has paid \$47,166.16 in repair and replacement costs. This includes repairing control drives in the building's HVAC units, elevator controls, lighting modules, and security panels and various pieces of equipment within the building, as well as replacing several hundred surge suppressors and three pieces of electronic equipment within departments. On 6/3/24, a proposal to replace existing surge suppressors, troubleshoot the lighting system, and upgrade outside lighting for \$25,986.00 was authorized by the Facilities Manager. A claim was opened by County Mutual, and this has been submitted to the appropriate insurer.

3. 10/2/2024 – Parks & Forestry – RV driver ran over Nepco Lake Park sign on Griffith Ave/CTH Z (est. damage unknown – estimate I/P). Contact made with driver’s insurance, they have accepted responsibility and will be paying County for repairs.

#### Liability Claims (1)

1. 8/26/24 – Highway – Claimant alleges window broken on residence by mower (actual damage \$256.28)

#### OPEN EEOC/ERD Claims (2)

1. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. 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. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August 26, 2022. The claimant filed a timely appeal and a hearing was held on July 19 & 20, 2023. Hearing decision was received on March 21, 2024. The judge found no probable cause on three counts and probable cause on one count. Mediation was held on July 30, 2024; all settlement offers were rejected by both parties.

#### 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. Continuing to work on updating job descriptions as jobs evolve and vacancies occur.
3. Notified Parks and Highway Departments of 4<sup>th</sup> Quarter DOT Random Selection, deadline 12/2/2024. As of 10/25/2024, all testing has been completed and results received.
4. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
5. Reconciled and processed the September Unemployment Insurance payment.
6. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
7. Facilitated New Hire Orientation on October 7<sup>th</sup>, 14<sup>th</sup>, and 28<sup>th</sup>.
8. Conducted exit interviews on October 7<sup>th</sup> and 11<sup>th</sup>.
9. Responded to multiple verifications of employment.
10. Replied to requests from surrounding counties with varied information.
11. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



# Wood County

## WISCONSIN

OFFICE OF THE  
TREASURER

*Heather L. Gehrt*

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### LETTER OF COMMENTS—NOVEMBER 2024

1. Attended Wisconsin Counties Association weekly calls on Mondays in October.
2. Attended the Operations Committee meeting on October 1.
3. Met with representatives from Associated Bank for yearly review of accounts on October 2.
4. Attended 2025 benefits meeting for employees on October 8.
5. Attended County Board meeting on October 15.
6. Attended the Wisconsin County Treasurers Association Fall Conference held in Juneau County, October 16-18.
7. Attended a meeting with City of Wisconsin Rapids and Planning & Zoning regarding the old burned-out Northern Steel Castings building on October 31.
8. The office is busy entering special assessments and special charges on parcels for tax bill creation received from the municipalities.
9. The office sent letters out to successful bidders on the tax deed properties with amounts owed and timeline to come and pay for properties.
10. Sales tax seems to be steady, and I have no doubt that we will exceed our budgeted amount for this year and exceed last years' total. With 3 months left of the year, we are only about \$1,000,000 behind.



# Wood County

## WISCONSIN

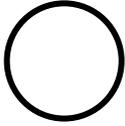
Employee Wellness

*Ryan Boeshaar*

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### Letter of Comments – October 2024

- Flu shot clinics for the 2024 season wrapped up last week. We had a total of 3 onsite flu clinics, one held in Marshfield and two in Wisconsin Rapids. There was a total number of 87 participants who received the flu vaccine. Similar to last year, all remaining vaccines will be brought to Edgewater to be used. I plan to connect with all those involved in this process to see if there needs to be any changes for future flu shot clinics.
- The Quarter 4 Wellness Challenge “*Financial Fitness*” started October 27 and will run for 4-weeks. The emphasis of this activity is to provide basic financial practices/tips to participants so they can apply these into their everyday life and improve their financial literacy. Topics include planning & budgeting, saving strategies, investing basics, and retirement planning. There was a total of 129 employees who registered for the challenge.
- Follow-up Health Coaching is in full swing for the last quarter of the year. I met with 44 employees to discuss goal(s) progress, address potential barriers, and create an action plan for goal success moving forward. Additional dates and times for health coaching have been added for November. Those interested can schedule a session by login into their wellness portal at [www.managewell.com](http://www.managewell.com).
- I have begun planning for the 2025 Wellness Program campaign. On the top of my list is preparation for next year’s onsite biometric screenings. I have dates & times scheduled and rooms reserved for the screenings at various Wood County locations. These screenings will be held from January – March. Further details will be shared in the next coming months.
- I am continuing with program administration and answering any questions that employees have regarding the Wellness Program. Along with this, I have been looking into participation rates of the various activities offered through the Wellness Program and sending out appropriate communications and reminders when needed.



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#

DATE

November 12, 2024

Effective Date

Upon passage and
publication

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

INTENT & SYNOPSIS: To establish Wood County's Tax Levy for 2024 collectable in 2025.

FISCAL NOTE: This resolution establishes the tax levy for the 2025 Wood County Budget. The total levy is \$34,279,503, the components of which are the following:

Table with 2 columns: Category, Amount. Rows: Operating (\$23,028,026), Debt service (10,137,394), Aid to libraries\* (1,114,083), Total Levy (\$34,279,503)

\* apportioned to municipalities operating a public library: Township of Arpin, Village of Vesper, and the Cities of Marshfield, Nekoosa, Pittsville and Wisconsin Rapids.

Table with 5 columns: ID, Name, NO, YES, A. Rows 1-19 with names like Schulz, W, Rozar, D, etc.

WHEREAS, the Wisconsin Department of Revenue has established the Equalized value of Wood County properties for the 2024 apportionment at \$7,619,832,500 (TID values removed); and

WHEREAS, the Operations Committee has formulated a budget proposal and presented it to the County Board; and

WHEREAS, to operate the County, a levy of \$34,279,503 is needed with associated levy rates per \$1,000 of: general operating: \$3.0221, debt service: \$1.3304, library aid: \$0.2926; and

WHEREAS, the levy is in compliance with the levy limit imposed by law, plus an adjustment for the change in the debt service cost. Library aid levies are exempt from the levy limit under Wisconsin Statutes § 66.0602(3)(e)(4); and

WHEREAS, pursuant to Wisconsin Statutes § 65.90, a formal publication of a summary of the proposed budget and announcement of the public hearing were posted on the county's website and at the Wood County Courthouse on Monday, October 28, 2024; and

NOW THEREFORE, BE IT RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS that a property tax levy of \$34,279,503 is hereby authorized in support of the 2025 budget.

( )

LAURA VALENSTEIN (CHAIR)

JAKE HAHN

DONNA ROZAR

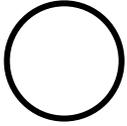
JOSEPH ZURFLUH

LANCE PLIML

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

County Clerk

County Board Chairman



RESOLUTION#

Operations Committee

Introduced by
Page 1 of 1

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

INTENT & SYNOPSIS: ADOPTION OF THE 2025 WOOD COUNTY BUDGET.

EN

FISCAL NOTE: This resolution adopts the 2025 Wood County Budget of \$151,707,779 including the appropriations, revenues and use of fund balances proposed by the Operations Committee as outlined in the 2025 Wood County Proposed Budget document.

WHEREAS, the Operations Committee has conducted various budget meetings in formulating the 2025 County budget; and

WHEREAS, the Chair of the Operations Committee has presented the budget to the County Board of Supervisor's, and

WHEREAS, pursuant to Wisconsin Statutes § 65.90, a formal publication of a summary of the proposed budget and announcement of the public hearing were posted on the county's website and at the Wood County Courthouse on Monday, October 28, 2024; and

WHEREAS, a public hearing on the proposed 2025 Wood County Budget was held, as required by law; and

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE WOOD COUNTY BOARD OF SUPERVISORS that the year 2025 budget of \$151,707,779 is adopted for the fiscal period beginning January 1, 2025.

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, Rozar, Buttk, Perlock, Hovendick, Breu, Voight, Hahn, Brehm, Thao, Penzkover, Valenstein, Hokamp, Polach, Clendenning, Pliml, Zurfluh, Hamilton, Leichtnam).

( )

LAURA VALENSTEIN(CHAIR)

DONNA ROZAR

JAKE HAHN

LANCE PLIML

JOSEPH ZURFLUH

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

County Clerk

County Board Chairman

**MINUTES**  
**HEALTH & HUMAN SERVICES COMMITTEE**

**DATE:** Thursday, October 24, 2024  
**TIME:** 5:00 PM  
**PLACE:** Edgewater Haven Nursing Home – Conference Room

**MEMBERS PRESENT:** Donna Rozar, Tom Buttke, John Hokamp, Lee Thao, Laura Valenstein, Kristin Iniguez (WebEx; arrived 5:55 PM), Rebecca Spiros

**MEMBERS EXCUSED:** Leslie Kronstedt

**MEMBERS ABSENT:** Mary Jo Wheeler-Schueller

**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. There were no public comments.
3. The consent agenda was reviewed. Clarification was offered on pulled items. Motion by Buttke/Spiros to approve the consent agenda. Motion carried unanimously.
4. Ashley Normington & Jacob Wagner from the Health Dept. presented a display called “In Plain Sight”. This deals with the multitude of different containers available on the market that can be related to substance abuse. They are marketed as items being able to hide “valuables”, but in fact are being sold in relation to substance abuse. They also presented on what to look out for in children/grandchildren’s rooms as it relates to substance abuse.
5. Health Director Smith presented the After-Hours Communicable Disease policy for the committee to review. Motion by Buttke/Spiros to approve the policy, taking out the expiration date of 12/31/2024, and making it retroactive to August 1, 2024, pending approval by Human Resources and Corporation Counsel. Motion carried unanimously.
6. Smith presented an out of state travel request for attendance at the NACo Legislative Exchange being held in Washington, D.C. on March 1-4, 2025. Motion by Thao/Hokamp to approve the request as presented. Motion carried unanimously.
7. Human Services Director Vruwink discussed an issue with the Northern Income Maintenance Consortium in that one of the members (Forest County) was not meeting its requirement of having an employee as a part of the consortium. This has since been rectified and they are currently in the recruiting phase for hiring.

8. Vruwink informed the committee of his decision to have his department no longer participate with the Drug Court panel or to participate in the staffing or sustainability meetings, effective December 31, 2024. They will continue to provide therapy and treatment to those in Drug Court. This was communicated to Judge Wolf, as well as the committee chairs of those departments involved.
9. Norwood Administrator Kornack updated the committee on the reviewed the current status of the water supply mitigation plan. She reported that the mitigation infrastructure is in place and working. Planning, engineering, and field surveys continue as well.
10. Edgewater Administrator Cieslewski reviewed the water supply testing and components of the facility and reviewed mitigation strategies in place at the present time. The mitigation component will be covered by the existing budget.
11. Vruwink, Kornack, & Cieslewski presented a request to hire a new assistant administrator position for both Norwood & Edgewater Haven. This is being suggest to avoid burnout of existing managerial staff and for succession planning. They would be assigned to both facilities and be available for call-in situations and be involved in the more day-to-day operations of the facilities. Motion by Thao/Hokamp to proceed with the Assistant Administrator position recruitment. Motion carried unanimously.
12. Cieslewski review the recent Forward Analytics publication “On the Brink – Proving the Coming Senior Care Challenges”. The information within this document will be helpful to Wipfli as they continue their study on the long term viability of the facility.
13. Vruwink presented an out of state travel request for an employee to attend the Trust Based Relational Intervention Practitioner Training, December 9-13, 2024, held in Lake Buena Vista, Florida with all expenses paid using grant funding. Motion by Buttke/Valenstein to approve the request as presented. Motion carried unanimously.
14. Department Head evaluations will be conducted at next month’s meeting.
15. The next meeting will be held on Thursday, November 21<sup>st</sup> at 5:00 PM at the Wood County Annex & Health Center Classroom.
16. Chair Rozar declared the meeting adjourned at 6:44 PM.

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

**Health & Human Services Committee  
October 24, 2024**

NAME	REPRESENTING
Sue Smith	Health
Katie Miloch	WCHSD
Brandon Urquhart	WCHSD
Marilyn Kamaek	Narwood
Rock Larson	VETERANS
Ashley Normington	Health
Jacob Wasner	Health
Marilyn Kamaek	H&HS
JUSTIN CIESLEWICZ	EDGEWATER
Lance Peime	WAR
Bill Clendinning	AB District 15

*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**

- The recommendations for funding from the Opioid Settlement Fund were presented to and approved by the Operations Committee. A resolution was also approved by the full county board on October 15. They were also presented to the Judicial and Legislative Committee and the Public Safety Committee for informational purposes. Contracts are being finalized.
- We are working with Kelly from Childcaring, Inc. to finalize plans for the \$500,000 allocated by the ARPA Committee. Once the budget and objectives are finalized, a contract will be sent to Childcaring, Inc. and then funds will be sent to them.
- We are also in the process of finalizing a contract with the Family Health Center of Marshfield for the ARPA and Opioid Settlement funds to support the clinic construction by the YMCA to begin in the spring.

### **SUPERVISOR OF STRATEGIC INITIATIVES REPORT – KRISTIE RAUTER EGGE, MPH**

- Staff created a plan and have been disseminating the Community Health Assessment (CHA) with partners and the community. This includes flyers, social media posts, and two videos for distribution. Staff have shared these materials with the community and asked partners to do the same.
- Staff analyzed the 2023 YRBS (Youth Risk Behavior Survey) data and created a draft report that was shared with school leadership; school leadership is reviewing and providing feedback with the intent to publish the report by the end of October.
- Staff developed a report for the DHS Qualitative Data Grant to share publicly and created a poster to share the process of gathering the primary data. The poster will be at the American Public Health Association Conference.
- Staff are updating the Wood County Health Department Workforce Development Plan.
- Staff are working with a UW-Madison MPH student to update the alcohol outlet density map for Wood County with 2024-2025 licensee list and working with county GIS to add a crime data overlay by the end of the year. Work was also completed on the development of a guide to improve community health through alcohol policies that will be shared at a presentation to the City of Wisconsin Rapids Common Council in November. Sue has also requested that this information be shared with the Health and Human Services Committee when it's completed.
- Staff presented to UWEC nursing students about the CHA and CHIP (Community Health Improvement Plan) and Healthy Smiles.

### **Community Health Assessment**

The quarterly Healthy People Wood County Advisory Council meeting was held to give updates on the current CHIP and get their input on the CHIP being developed for 2025-2027.

### **Communication/Branding**

Communication policies, guides, and other documents continue to be updated for Public Health Accreditation Board (PHAB) accreditation, the Wood County Health Department Brand Guide and Communication Policy. Staff made further progress in planning for the Building Community Trust Media project.

### **Community Health Improvement Plan (CHIP)**

- Staff attended the Senior Health Fair to provide resources and engage with the community. Attendees were asked questions about transportation and financial health.
- Staff are working with UW-Extension to conduct deliberative dialogues with community members to get input on the CHIP strategies. They formed financial stability, substance use, and mental health workgroups with community partners to determine strategies to work on the financial stability priority within the CHIP.

### **Housing**

Staff co-facilitated the Wood County Housing Task Force meeting on September 18 where they reviewed the housing study recommendations for the next steps. Staff attended the Regional Economic Development Initiative Roundtable to learn more about what other groups are working on and provide a Housing Task Force update. Staff met with a group from Portage County to share the challenges and successes of starting a Housing Task Force. Additional conversations with the Wood County Planning and Zoning Director and Mayor of Wisconsin Rapids were had to help plan for future initiatives within the CHIP for housing.

## Substance Use – IMPACT

- *IMPACT Leadership Committee:* Members of the IMPACT leadership committee met on September 6 for a training session organized by representatives from the Marshfield Clinic Health System. The “Building Your Coalition from the Inside Out,” training helped the coalition understand how to effectively engage the community in the prevention work. The leadership team is scheduled to meet again on December 5.
- *Alcohol Workgroup:* On September 9, the Alcohol Workgroup members met to review a guidance memo outlining best practices for alcohol licensing conditions. Additionally, they discussed a fact sheet regarding alcohol use in Wood County. The team also received updates from the Sheriff’s department about the process for conducting alcohol age compliance checks in the county.
- *THC Committee:*
  - On September 16, members of the THC Committee met to review local evaluation efforts of the hemp ordinance that was implemented in September 2022. A committee member is currently meeting with Wood County THC retailers to identify any gaps in staying compliant with the ordinance and preventing underage access to products. The main goal is to provide educational materials on best practices for selling THC products, offer tools for age verification and signage to assist with compliance, and address any other needs of the retailers to prevent youth access. Each retailer is also being provided with ID check sheets to verify the proper age on licenses and to detect fake, altered, or borrowed IDs.
  - The Wisconsin State Council on Alcohol and Other Drug Abuse (SCAODA) endorsed the Derived Psychoactive Cannabis Product report that was presented to the full council in September. An ad hoc of the Prevention Committee was formed following public comment made at a SCAODA meeting in which a request was made to address the proliferation of cannabis-derived products that are being sold throughout the state without regulation. The charge to the ad hoc committee was to provide recommendations and guidance for addressing the proliferation of hemp-derived, psychotropic cannabis products. As Wood County was one of the first communities in Wisconsin to successfully pass an ordinance placing an age requirement and proximity restriction for selling products near youth-frequented locations, Wood County Health Department was asked to be at the table to produce the report. The report will be published on the SCAODA website and sent to policymakers throughout the state.
  - Northwoods Coalition is the oldest substance use prevention coalition network in Wisconsin. Formed in 1995, the coalition brings together substance use coalitions for trainings, collaboration, funding, technical assistance, and networking opportunities. The Northwoods Coalition Project funding was completed by Healthy People Wood County – IMPACT from November 1, 2023, to May 1, 2024, to enhance efforts around preventing youth hemp-derivative use through education, awareness, compliance, and enforcement of the Wood County hemp ordinance.
- *RX Committee:*
  - Members of the RX Committee promoted the October 26 Drug Take Back in Wood County. Members distributed flyers and cards to pharmacies and businesses in Wood County to encourage people to bring their expired or no longer needed prescriptions to the take-back event. Additionally, the events were announced on local radio WFHR to promote the event and to educate community members about proper disposal and secure storage of prescription medications.
  - The State Opioid Response funding wrapped up in September. This year, IMPACT was successful in participating in the drug take back events twice a year in collaboration with all law enforcement agencies in the county and the Marshfield Area Coalition for Youth (MACY) Drug Task Force to properly dispose of 2,192.5 pounds of medications; distributing 200 Deterra deactivation kits in partnership with Meals on Wheels; hosting 22 community events including Overdose Prevention and Narcan Administration training, Screenagers: Under the Influence screening; and a PATCH Teen event reaching 245 individuals; distributing 130 medication lock boxes; and purchasing resources to enhance Narcan training and Narcan leave-behind programs.
- *Providers and Teens Communicating for Health (PATCH):* In September, eleven PATCH teen consultants were interviewed and hired to be a part of the 2024-2025 program year. Ten of the teens are brand new to the program and one teen will be completing their third year in the program and will serve as the communication assistant for the PATCH coordinator. Training will take place over two days in early October. The teens will be given knowledge on adolescent healthcare privacy and rights as well as growing their skills in public speaking and presentation creation.
- *LifePoint Program:*
  - LifePoint is a satellite site of Vivent Health in which sterile supplies are provided to people who use drugs. Most supplies are for injecting more safely to provide education and support resources for minimizing risk of contracting communicable diseases, avoiding health occurrences commonly associated with injection drug use such as abscesses, and connecting individuals to community resources. According to the CDC, new users of syringe service programs are five times more likely to enter drug treatment and about three times more likely to stop using drugs than those who don’t use the programs. Nearly 30 years of research has shown that comprehensive syringe service programs are safe, effective, and cost saving, do not increase illegal drug use or crime, and play an important role in reducing the transmission of viral hepatitis, HIV, and other infections.
  - Wood County’s LifePoint program saw 13 participants in September, and those participants supported an additional 33 individuals. Participants are sharing concerns with other drug trends in the area, as well as instances they have been successful in reviving someone experiencing an overdose with the naloxone provided through our programs. Naloxone (brand name NARCAN®) is a lifesaving medication that reverses the effects of an opioid overdose with little to no adverse side effects. It is safe to use on children, pregnant women, and pets and will not affect someone who has not taken an opioid. This is the first time our department has been able to collect data on

opioid overdose reversals outside of first responder use, and this information has been an important part of understanding how, when, and where overdoses are occurring outside of the medical setting.

- *Naloxone Direct Program (NDP):*
  - Formerly known as the “Narcan” Direct Program, Wisconsin Department of Health Services announced that the program title would be updated to “Naloxone” Direct Program to be more inclusive of the medication, rather than the brand name for one of many nasal sprays on the market. Wood County Health Department has been participating in this program since its pilot in 2019. In September, Wood County was awarded an additional 10 cases of Narcan (120 two-dose kits) for our site to help get us through the gap in program years. Wood County Health Department intends to apply again to continue the successful programs that have been started.
  - Wood County Health Department’s NDP supports the following community initiatives:
    - Law enforcement officers from all seven agencies in Wood County carrying Narcan for emergency response
    - Two EMS agencies and one law enforcement agency left Narcan kits behind with family members/loved ones in the event that an emergency situation happens again
    - Distributing Narcan to individuals through LifePoint Program
    - Stocking Hope Kits (harm reduction kits) with Narcan and other safety resources to distribute to community members who either know someone using substances or are using substances themselves
    - Stocking the Nalox-Box at River Block for anyone in the community to access free Naloxone and a breathing mask
    - Offering free naloxone kits following community training on Overdose Prevention and Naloxone Administration
    - NEW: Previously, we were unable to provide free Naloxone to our EMS providers for their use in emergencies. Just this week, we were given permission to use our supply of Naloxone from the NDP to provide EMS providers with Naloxone to carry with them.
- *Marshfield Area Coalition for Youth (MACY):*
  - MACY/Marshfield Drug Task Force received notice that they successfully received the federal Drug Free Communities (DFC) Support Program funding. The fiscal year begins October 1 and will continue for 5 years before a competitive renewal for years 6-10 is required. The service region for this grant covers “North Wood County,” defined by zip codes for Marshfield, Hewitt, Auburndale, and Arpin. Substances of focus that were written into the grant include alcohol, nicotine, and tetrahydrocannabinol (THC), and efforts must focus on primary (upstream) youth prevention.
  - The MACY Drug Task Force toured the new Wood County Jail construction for their September meeting. Sheriff Becker provided the tour to 9 members of the Task Force and answered all questions asked. The Task Force will continue holding their regularly scheduled meetings again in October (first Tuesday of the month from 10:30-noon at Marshfield Police Department).
- *Peer Supported Recovery*
  - Three Bridges Recovery (TBR) celebrated September as National Recovery Month with its first annual *Fall into Recovery* event at Wildwood Station in Marshfield. The event hosted several vendors from the central Wisconsin region and invited community residents including those in recovery to enjoy a day of free food, fun, and connections to recovery-supportive organizations. The event was a huge success drawing in hundreds from the area. Wood County Health Department held two tables at the event for the WIC program and Healthy People Wood County – IMPACT.
  - TBR also held a number of mini events in the month of September including the distribution of purple lights (as purple was deemed the color for Recovery Month). The organization has become a staple in Central Wisconsin and continues to flourish as they support people who use drugs on finding and defining their own recovery journeys.
  - Wood County Health Department is hosting our first ever Recovery Corps member (through the Marshfield Clinic AmeriCorps Program) to offer Peer Support services through our department’s various programs. Pamela started in September and will support many programs including LifePoint, Public Health Vending Machines, Naloxone Direct Program, IMPACT, and WI Wins. She is slated to complete a full year of service (roughly 1700 hours) and has a goal of reaching at least 10 peers who she can work with and connect with treatment/recovery support services.

### Transportation and Recreation

River Riders Bike Share will host the annual Fall Community Bike Ride on Wednesday, October 16, at 5pm. Join Wood County Sheriff Becker at White Sands Beach at Lake Wazeecha for a beautiful evening bike ride. Community members can bring their own bike/helmet or ride a River Riders bicycle for free. This is a family-friendly event. Additionally, River Riders Bike Share participated in the Science by the River event on Saturday, October 5. Science by the River is a free outdoor event that celebrates scientific discovery and the exploration of nature all along the walking path along the beautiful Wisconsin River.

### Access to Healthy Foods

Wisconsin Rapids Downtown Farmers Market is coming to an end. The last day will be Saturday, October 12. In September, there were a total of 70 market vendors, and transactions processed at the management booth included:

- \$917 in Debit/Credit transaction
- \$229 in SNAP/EBT Double Dollar Match Program
- \$824 in Food Share EBT transaction
- \$180 in Aspirus Fruit and Veggies RX
- \$48,488 in sales was reported by market vendors

### Safe Kids Wood & Clark Counties

Staff scheduled social media posts for October and completed the Department of Transportation car seat reporting. Staff completed & submitted the Department of Transportation grant application to receive funding for car seats for Oct 2024-Sept 2025. Staff began entering cases into the Case Reporting System for Child Death Review and are following up with agencies to gather more information for one of the cases.

### ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

#### New Businesses and Consultations

Staff completed a pre-licensing inspection for Branding Iron Supper Club due to a change in ownership. A pre-licensing inspection was completed for Snowfruit, a food establishment licensed within Pick n' Save. A pre-licensing inspection was completed for Salt and Peppers Drive In located in Wisconsin Rapids. A pre-licensing inspection was completed for Shorty's BBQ, a mobile food establishment based in Wood County.

#### Complaint Investigations

Ten complaint investigations were completed in the month of September.

- A complaint was received regarding mold inside a rental unit. Environmental health staff are working with the landlord to get better ventilation inside the unit.
- A caller reported cockroaches in a licensed food establishment. Staff completed a complaint inspection at the food establishment. Staff did not find any evidence of cockroaches at the time of inspection. Preventative treatment is being done.
- A complaint was received regarding mold in a rental unit. There was an active eviction at the time of the complaint. No health hazards were observed in the apartment due to mold.
- A complaint was received regarding mold inside a rental unit. Staff was onsite to investigate the mold. No active water damage was observed, nor any obvious health hazards. Information was left for the tenant on cleaning mold and controlling moisture.
- A complaint was received regarding leaking water into the basement of a rental unit. Staff will be reaching out to the landlord to make sure repairs are made before mold concerns become an issue.
- A caller reported unlicensed bakery items being sold on Facebook. Environmental health staff investigated the complaint and provided information to the home baker on what items are exempt from licensure.
- A complaint was received regarding a possible hoarding situation inside a home. Environmental health staff were onsite but unable to gain entry. This investigation is ongoing.
- A caller reported a failing septic. This complaint was reported to planning and zoning for follow up. Orders have been issued.
- A complaint was received regarding poor living conditions inside a home. Environmental health staff were onsite and observed health hazards inside the home. Orders were issued, and the situation has since been resolved.
- A complaint was received regarding a failing septic and improper disposal of septic waste. Environmental health staff were onsite but did not observe any of the reported issues on the property. It is believed the wrong address was provided in the complaint.

### HEALTHY SMILES FOR WOOD COUNTY REPORT – NICOLE BURLINGAME, RDH

Initial screening and fluoride varnish for all Head Start Centers has been completed. Two more visits to all the Centers will be provided during the 2024/2025 school year. The sealant program for North Wood County is in progress.

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

#### Maternal-Child Health

In late winter of 2024, Public Health and WIC joined efforts to begin identifying strategies for screening pregnant and postpartum people for perinatal mood and anxiety disorders (PMADs). By March 2024, WIC began facilitating depression screenings using an evidenced-based screening tool via text message to individuals in their 3<sup>rd</sup> trimester of pregnancy and to individuals who are 2 months postpartum. As of October 2024, nearly 300 WIC participants have been provided the opportunity to complete mental health screening. A Public Health Nurse contacts participants who identify depressive symptoms to provide additional follow-up care, resources, and mental health support. Around a dozen participants have been identified as potentially experiencing PMADs and have been offered additional support, resources, and referrals.

#### Communicable Disease

See Quarter 3 report (attached). We are continuing to see pertussis cases in Wood County. From July 30 until now, we have had 21 confirmed cases. As of September 27, Wisconsin has seen 758 cases of pertussis in 2024. Overall, influenza-like illness is currently below baseline in the state. COVID-19 activity is decreasing, but remains elevated. As we enter respiratory virus season, the health department will be offering community flu clinics for children and adults who are un- or under-insured. Vaccines remain the most effective way to prevent serious respiratory illness this fall.

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

- WIC issued 3,600 WIC Farmers Market Nutrition Program (FMNP) vouchers to 720 WIC participants June-September. WIC participants have until the end of October to use their vouchers.
- Carmela Vital-Maulson and Barb Sosnowski completed the Level 2 WIC Breastfeeding Training to further their knowledge on tips/ideas to help lactating parents with low milk supply and to obtain required continuing education credits for their positions in WIC.
- Camen Hofer and Carmela Vital-Maulson attended the all-day Fit Families Training in Rothschild on Sept 30. We learned about how to engage the community for population health improvement and increased our confidence and knowledge about the Public Health Foundational Model.

**Caseload for 2023 (Contracted caseload 1417)**

	<b>Dec 2023</b>	<b>Jan 2024</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Active (initial)</b>	1447	1444	1477	1481	1494	1480	1477	1501	1520	1521			
<b>Active (final)</b>	<b>1450</b>	<b>1456</b>	<b>1492</b>	<b>1496</b>	<b>1512</b>	<b>1493</b>	<b>1499</b>	<b>1510</b>	<b>1530</b>				
<b>Participating</b>	1448	1444	1482	1493	1512	1487	1485	1504	1524	1529			

**WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT  
October 2024**

**Director Update by Brandon Vruwink**

The state budget process started with departments in the state government submitting their agency requests to the Governor. After my initial review, I noticed two areas that concern me. First, the Department of Corrections has requested to increase the rate charged at Lincoln Hills School for boys and Copper Lake School for Girls. They are requesting a rate increase of \$1037 per day. That would increase the rate from \$1268 to \$2305 per day. If we have one Youth placed in corrections for a year, our annual cost would be \$841,325. Having one Youth placed in corrections would bust our budget. While this rate will be considered in the budget process, I bring it to your attention so you know the significant lobbying efforts we must undertake. The Wisconsin County Human Service Association is concerned about this proposed increase and is working with the Wisconsin Counties Association to begin crafting a strategy to address this through the budget process. I will keep you updated on this process and will likely ask for support through a resolution or a letter to the Governor's office.

Another issue that is of concern in the agency requests is the allocation of resources for Child Welfare. In the State of Wisconsin, 71 counties provide county-based Child Welfare Services, with the exception of Milwaukee County. In 1998, the Bureau of Milwaukee Child Welfare was established and is operated by the State of Wisconsin. While Milwaukee County still contributes to the cost of Child Welfare Services, they are also funded by the State of Wisconsin, through a different process than the rest of the state. The Department of Children and Families budget has requested additional state dollars to fund services for Milwaukee County. The agency acknowledges the increased cost of providing services and the need for additional funding. However, they did not request an additional allocation for the rest of the state's Child Welfare Services. It is concerning that the state is seeking additional resources for the one county they administer Child Welfare Services in, without recognizing the need to provide additional funding to the rest of the state. This is a critical issue that all counties need to address with their legislators.

On October 24th Norwood Health Center Administrator Kornack and I will be attending the Northern Region Directors meeting to discuss the services offered at Norwood Health Center. We will be meeting with Human Service Directors who may have a need for additional mental health services within their respective counties. We plan to highlight the hospital and long-term care units and provide information on contracting with us for these services.

**Deputy Director Update by Katie Miloch**

Last week, the entire APS team and I attended the 2024 State APS Conference. The theme for this year's conference was Partnerships and Protections: Navigating a Changing Landscape in APS. Just as in other human services units, the complexity and challenges we're seeing in APS continue to stretch our resources and it is more important than ever to partner with other community agencies to complete investigations and take steps to protect our vulnerable populations. I was privileged to be asked to present at two different breakouts showcasing how APS in Wood County works; Partnerships for Better Outcomes- Collaboration with Crisis Program and APS, and APS Onboarding. I feel strongly about both of these topics and the sessions were well received.

I continue to meet regularly with the WRPS school district to strengthen our working relationship and we have several tasks we're working on to improve the services we provide to youth. Meetings with Marshfield School District are in the works and I look forward to getting to know this group better as the school year progresses. Additionally, ongoing efforts are being made to provide court related

training to the Family Services division. We are thankful for the help from the Children's Court Improvement Project for providing these trainings and being support for our teams.

### **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:

- Health & Human Service 2024 monthly Budget projection meetings (all locations), Operations, County Board, Team Building, Division Specific Management, Process and Individual Progress Meetings, Review and Updates for Division Policies. Performance Evaluations for team members up to date. All team members worked together to cover shortages for immediate needs due to absences and/or vacancies.
- Additional accomplishments: Ongoing EHR Smartcare learning, updating billable services codes, workflows and processes.

#### *Accounting and Accounts Payable Team*

- Implemented process to review / track / update as need crisis notes from new vendor for WIMCR tracking
- Contracts 2025: Vendor lists to Division Administrators, Service Rates requests out to vendors
- Planning stage for 835 file to bring in Electronic Remittance Advice for Claims submitted electronically at Edgewater and Norwood Health Center (MATRIX software)
- New agency and residents' safes fully being utilized at EW
- Continued work on reconciling Smartcare Accounts Receivable, Credit holding accounts.

#### *Support Services Team*

- Behavioral Health Clinic service notes: We are transcribing 10/1/2024; all notes are within a 10 day window.  
*We currently have a total of 43 dictations waiting for transcriptionists as of 10/11/2024*  
September: Total Service Notes Added 204/219 entered by Units  
All dictation was OPC in September
- Records Released:  
Behavioral Health Records Released: 71  
Family Service Record / Background checks released: 22  
Records pending/in progress: 18  
Total Completed: 93

#### *Other Unit Information*

- Support Services Staff updates- no vacant positions
  - 1 staff on intermittent FMLA
- HIPAA:
  - 1 HIPAA/ Confidentially breach in Sept- investigated resolved
    - 1- found phi- confirmed destruction- notified client- resolved w/no concerns
- Continue with destruction FS MFLD records at NHC. Riverblock- FS records are currently on hold. Will resume in October.

#### *Claims & Accounts Receivable, Client Interactions*

- Ongoing Smartcare meeting, testing, progress and workflows, additional program changes
- Ongoing Testing of 270/271 eligibility verification file transfers
- Planning stage for 835 file to bring in Electronic Remittance Advice for Claims submitted electronically at Edgewater and Norwood Health Center (MATRIX software)

- 9/30/2024 Onboarding of vacancy, BHSU Outpatient Clinic Receptionist.

*Insurance Claims* created and submitted for current reporting

- Norwood: 328 Claims submitted in the Amount of \$1,351,387
- Edgewater: 81 Claims submitted in the Amount of \$563,266
- Community: 7,039 Claims submitted in the amount of \$696,665
- Community: Accounts Receivable receipts: \$471,923

*Service Admission Intakes* - by Location

- NHC Admissions: 26 Hospital, 1 LTC
- Edgewater: 8
- Community
  - 31 intakes for new clients conducted
  - 1,429 Appointments Scheduled, 1,003 Attended (70%)

*2024 TRIP Monies* received YTD:

- Norwood: \$29,895
- Community: \$34,051

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

TBRI: With two workers currently trained as TBRI Practitioners, we continue to work on how to best disseminate this information to our families, staff, providers, and community partners. To begin, we revised our parenting curriculum to incorporate TBRI principles. This has resulted in positive feedback and engagement. To date, we have had our largest cohort of participants consistently attend parenting group. Changes have been made to our visitation spaces to include visual cues and reminders for parents and caregivers. Monthly emails are being sent to share resources and information with the team. Our TBRI Practitioners are also meeting with other teams across the division to share information. A referral form was created to allow workers to refer a family to receive TBRI training from one of our two practitioners. Currently, we are providing TBRI to eight families and have a wait list of several additional families. TBRI has also been incorporated into our monthly Relative Caregiver Support Group which has generated increased referrals as the caregivers see the value of the information. A Lunch and Learn is also being prepared as an opportunity for staff to learn more about TBRI.

Race Bias Training: Data indicates that as a child welfare system, there are racial and ethnic disparities across the state and country. Training to address this through the Wisconsin Child Welfare Professional Development System came to Wood County to facilitate two sessions, on September 11 and September 30, allowing for the entire Family Services team to participate. The training provides an opportunity to explore racial disproportionality and disparity in child welfare and deepen our understanding of how and when race bias enters our decision-making process. Participants experienced a 45-minute virtual reality case scenario followed by a highly interactive and conversational reflection of the experience. Through facilitated conversation, the group then worked together to come to a better understanding of how our experience of race may influence decisions in child welfare. As a leadership team, we discussed next steps in how we will continue to create opportunities and discussions around this topic to address the disparities in the child welfare system.

### **Community Resources Update by Olivia Lloyd**

*Transportation:* In September, the Transportation program provided 677 bus rides. Of these rides, 187 were for employment, and 86 were for medical. The program also provided 113 volunteer rides. Of these, 22 were for employment, and 63 were for medical.

*WHEAP*: The 2024 Energy season ended September 30<sup>th</sup>. In the 2024 season, Wood County provided Energy Assistance services to 2,486 households. The program also issued 1204 crisis payments and 89 HVAC services. The 2025 season begins October 1<sup>st</sup>. Short form applications were mailed out to 1216 households with fixed income.

#### **Youth Diversion Update by Angela O'Day**

Wood County Youth Programming painted an art crosswalk at the intersection of Lincoln and Birch Street in Wisconsin Rapids in September. The project was a partnership between Youth Programming and the City of Wisconsin Rapids. The supplies were funded through a grant from America Walks. Our objective was to involve youth in an artistic, community changing service project. 13 youth helped paint the crosswalk over 3 days. These projects require a great deal of effort from staff, but provide opportunities for skill building that we cannot provide through role playing or worksheets. The project required bravery from the youth to complete something that has never been done in our community, problem solving skills when problems popped up (such as wind knocking over a bucket of paint), creativity and self-control to paint smooth lines on a bumpy road, and discipline to get the project completed. The crosswalk has been received very positively by the community. The Mayor's office held a ceremony for participating youth in the council chamber to celebrate the project and thank the youth for their work.



#### **Employment & Training Programs Update by Lacey Piekarski**

*FoodShare Employment & Training (FSET) Program*: The FSET Program concluded the program year on 9/30/24, beginning a new FSET program cycle 10/1/24 (Federal Fiscal Year 2025). Highlights to end the FSET program year include:

- In July, the Portage County FSET Program transitioned to a new office location in Stevens Point due to planned building closures in the Portage County Health & Human Services building. This new space offers FSET customers additional access for job search and intersection with CW Solutions partner programming in Portage County. In addition, the office is easily accessible to public transportation, the library, and Salvation Army shelter.
- In August, we completed our Disenrollment Reason Code audit, which reviews the reason for and correct application for customers ending their time in the FSET Program. The audit found no errors. The primary reason for disenrolling from the FSET Program are Entered Employment (new employment while enrolled in FSET and successfully maintaining that employment) and Non-Participation (the customer has not engaged in appointments in over 60 calendar days).
- In September, FSET engaged 748 enrolled individuals in the 9-county region, 239 (or 32%) of whom reside in Wood County. We partner with 97 employers throughout the region to connect customers to employment. Through 9/30/24, FSET supported 995 new employment sessions (duplicated data) from 10/1/23 – 9/30/24, averaging \$15.53/hour and 32.2 hours/week. We

look forward to our new program year to connect FSET customers to employment throughout the region.

*Personnel:* The NorthCentral FSET Program employs Wood County employees in our Portage, Adams, and Wood County FSET office locations. Recently, the FSET Case Manager in Wood County - Marshfield resigned from their role, resulting in work location shifts within the current team. As a result, a new FSET Case Manager joined our team in Wood County - Wisconsin Rapids on 10/07/24. In addition, the FSET Case Manager in Adams County will transition to the Wood County - Wisconsin Rapids office location once the posted Adams County FSET Case Manager position is filled.

#### **Edgewater Haven Update by Justin Cieslewicz**

*Census Update:* In the month of September we had 6 admissions and 12 readmissions. Current Memory Care census is 15 residents. Census comparison to last year:

September 2023 - 45.80 average census with 8.40 rehab

September 2024 - 44.40 average census with 5.77 rehab

September 2023 - Admissions 9/Discharges 8/Readmissions 5/Deaths 0

September 2024 - Admissions 6/Discharges 2/Readmissions 12/Deaths 1

*Personnel Update:* Open positions of writing this: Nursing: Licensed Nurses: 2 Full-time Nurses, 2 Part-time Nurses. Activities: 1 Full Time Recreational Therapy Assistant

#### **Norwood Health Center Update by Marissa Kornack**

The Norwood and Edgewater compliance and ethics program policy was due for its annual review this month. This review was completed and no revisions were required, so the policy adopted and approved by the HHSC last year remains unchanged.

At the end of September, the former social worker who committed misappropriation, pled guilty to six felonies, with counts seven through twenty being dismissed, but read in. The sentencing hearing is scheduled for November 8.

In the name of ensuring adequate coverage, back up of duties, and succession planning for the administrators of the care facilities, Brandon, Justin, and I have developed a proposal to add an assistant administrator position. The proposed position description is included in the packet and the topic listed as an agenda item. We look forward to discussing this possibility with the committee at our October meeting.

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

As of writing this, we are fully staffed, as we on-boarded a new casual receptionist to the team in October.

DHS is requiring, beginning January 1, 2025, that all Wisconsin hospitals participate in a Health Information Exchange (HIE) or face a monetary penalty of 1% on Fee for Service Medicaid claims. If implemented by December 31, 2024, hospitals are eligible for an incentive to help offset the cost of initiating this program. The state vendor for the HIE is called WISHIN, Wisconsin Health Information Network. Norwood Health Center has been working with IT, WISHIN, and our EHR, Matrix, to ensure compatibility across all platforms since early 2024 before entering into the contract. Last week, the details were finalized, and a contract was executed for Norwood to participate in the HIE. IT, WISHIN, and Matrix will be working on getting this to go live for the facility by the end of 2024.

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

For nurses, we have 2.6 FTEs vacant, in addition to two nurses out on leave, which has necessitated contracting for two agency nurses on 12-week contracts. Even with these agency employees, nurses have been picking up significant overtime hours to cover the schedule.

For CNAs, we were able to hire and orientate five full time staff members the last part of September/early part of October, which leaves us with 2.5 FTE vacancies. We also have two CNAs out on leave, which has led us to contract for two agency CNAs on 12-week contracts as well. Leading up to being able to hire the four new FTEs, CNAs were also picking up immense amounts of overtime to cover the schedule. We are extremely grateful to our dedicated staff for working all the extra hours!

Flu shot clinics were offered to staff the first part of October, with staff also having the ability to get their flu shot on the hospital unit over the next couple months. COVID-19 vaccines are also being offered to staff by pharmacy on October 16.

*Admissions Unit:* The average census for the month of September was 8.07 and 6.65 year-to-date. Average length of stay for September was 8.71 and 6.47 YTD. There were twenty-six admissions and twenty-one discharges, with two 30-day readmissions. There have been 283 admissions YTD.

The crisis line transition to Northwest Connections has been going fairly well and so far we have not noticed significant impacts to the unit.

We continue to recruit for two casual therapy assistants, who complete groups with the patients on the weekends. This position has been very difficult to fill and has been vacant for an extended time. Meanwhile, other staff have been filling in on the weekends to provide groups.

*Long Term Care:* The long- term care unit had one admission and one discharge in September, with an average census of 11.17 on Crossroads and 13.50 on Pathways, with the year to date averages being 9.49 and 12.61 respectively.

The team continues survey preparation, meeting weekly to review critical element pathways and revise processes/policies as needed. We anticipate survey occurring in November.

Carlie Schreiner accepted and started in the client services assistant role. Carlie has been a mental health technician with us for years on both the long term care and hospital units, so she knows the residents and the environment well. We are excited to have her in this role.

We will be administering vaccines in the month of October. Health Direct, our pharmacy, is coming on site on October 16 to administer vaccines.

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

Congregate meals for the month of September were 5,670 with revenue of \$41,875. Meals for the year are 53,198 with revenue of \$392,883.

On September 30, the ADRC ceased the congregate meal program at one of their sites in Marshfield, Cedar Rail, and moved the congregate dining and meal on wheels operation to the Senior Center, located at the Marshfield Library/Community Center. The transition from one location to the other went smoothly. We have budgeted a loss of 720 meals for the 4th quarter of 2024 and a loss of revenues of \$5,300. There will still be a handful of Cedar Rail residents who will be delivered hot meals on

Wednesdays, but the number is not known at this time. We will continue to monitor any fiscal impact this may have.

As of writing this, we are fully staffed, as we filled our last part time dietary aide position in at the end of September.

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

*Capital Improvement Updates: 2023 Carry Over Projects*

*Building Security- Lobby:* The renovation of the Lobby at Norwood has been completed. We have heard many positive comments from staff and visitors. The final invoices are still pending.

*Capital Improvement Updates: 2024*

*Sidewalk/Pavement Replacement:* Wood Co. Highway Dept. began making repairs to the section of our driveway near the loading dock on Sept. 30th. We expect to see that completed in the first week of October. We are scheduled to begin replacing the deteriorating sidewalks in mid-October.

*Dish Room Walls:* two bids were obtained for replacing the wall finishes in the kitchen dish room and both came in over the budgeted amount. The lowest bid exceeded the \$10,000 budget by \$3,500. Ed Newton was asked if Norwood could borrow funds to cover this overage using surplus from one of the earlier completed capital projects this year. Both the Wall Padding and Exterior Door projects came in under budget with surplus of \$4,500 and \$3,500 respectively. Mr. Newton advised that we could use those funds to cover this project. The work will begin in October.

*Air Handler Phase 2:* Now that we are entering cooler weather, we are preparing to begin renovating the remaining air handler units. There are 7 fans to complete in this phase.

*Other Maintenance:*

*Water Management:* The water disinfecting system has been in place for several weeks now. As expected, the chlorine levels have fluctuated as it works to remove built up biofilm in the pipes. US Water tested samples from the 11 points of use that were positive in the last batch of testing and the results were mixed. Though we saw the number of positive results drop to 5, we also saw one sample test come back rather high. Per US Water recommendations, we will continue to filter these locations, perform aggressive flushing in area of the high reading, and increase our disinfectant level slightly. These results are not unusual and we are seeing progress in the diminished number of positive results.

**MINUTES  
PUBLIC SAFETY COMMITTEE**

**DATE:** Monday, October 14, 2024

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

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

**MEMBERS EXCUSED:** Brad Hamilton

**OTHERS PRESENT:** Katie DeKleyn, Deputy County Clerk/Program Assistant; See attached sign-in list

1. Chairman Zurfluh called the meeting to order at 9:00 AM.
2. The next meeting will be held on Monday, November 11th, 2024, at 9:00 AM.
3. There was no public comment.
4. Health Department Director Smith presented an update on the Opioid Settlement.
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. Chairman Zurfluh thanked Emergency Management Director Christensen and Coroner Patton for taking initiative on relocating five unclaimed cremains that the County was holding. They are now buried in the County Cemetery.
8. The Dispatch Department presented their report and bill listing for review.
9. Coroner Patton presented their report and bill listing for review.
10. Sheriff Becker reviewed various reports and activities of the Sheriff's Department.
11. Motion by Penzkover/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 9:31 AM

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

**Public Safety Committee  
October 14, 2024**

NAME	REPRESENTING
Bill Clendinning	WCB #15
Erik Engel	WC Com
David Patton	Coroner
Sarah Christensen	WCEM
Sue Smith	Health
Shawn Becker	WESD
Q Ellis	WCSO
Charlie Hooper	WCSO
Tony Bastien	Dispatch
LANCE FINE	WCR
TED ASARICH	WOOD COUNTY Sheriff's Dept.

**MINUTES  
PUBLIC SAFETY COMMITTEE**

**DATE:** Monday, November 4, 2024

**TIME:** 10:10 AM

**PLACE:** Courthouse – Room 114

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

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

1. Chairman Zurfluh called the meeting to order at 10:10 AM.
2. Motion by Zurfluh/Hamilton to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluations for the department heads the committee oversees. Motion carried unanimously.
3. Motion by Hamilton/Penzkover to come back into open session. Motion carried unanimously.
4. Chairman Zurfluh declared the meeting adjourned 11:15 AM.

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





# September Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

## September Training Descriptions

Date	Type	Description
3-Sep	Business Meeting	September Business Meeting
9-Sep	Extrication	Removal of passenger door, dash roll with spreaders, used rope system to open driver door, roof removal.
16-Sep	Extrication	Used ram to open dash, used spreader and chains to pull open steering column.
23-Sep	Work Night	Reviewed equipment on Rescue 4. Tested tools, added new support for ram on extrication tray.
30-Sep	Extrication	Extrication of patient trapped under motorcycle under truck.

# Call Summary

Call #	66	67	68	69	70
Date	9/1/2024	9/3/2024	9/7/2024	9/11/2024	9/18/2024
Time	22:08	7:34	8:34	16:56	8:38
Day of Week	Sunday	Tuesday	Saturday	Wednesday	Wednesday
Township	Wisconsin Rapids	Rudolph	Wisconsin Rapids	Nekoosa	Saratoga
Location	O RIVERVIEW EXPRESSWAY	STH 66 & STONEY BROOK RD	1511 12TH ST S	1050 POINT BASSE AV	80TH ST S & EVERGREEN AV
Rescue 3	T. Young		T. Young	J. Herman	M. Wiberg
Rescue 4	B. Franz		B. Diggles		
Rescue 5			D. Westfall		
10-22ed				Yes	
Call Type	Water Rescue	10-50 w/ Unknown Injuries	Demo		10-50 w/ Injuries
Medical/Extrication					
Ambulance	WRFD				WRFD
EMR					
Fire	Grand Rapids				Grand Rapids
Air					
Tools/Equipment Used	Marine 1		Marine 1, Waverunners, Airboat		Oil dry
Notes	WRFD also on scene				
Other members on scene	B. Diggles		M. Wiberg (R2)		

# Call Summary

Call #	71	72	73	74	75
Date	9/18/2024	9/20/2024	9/20/2024	9/21/2024	9/22
Time	12:40	18:31	19:20	14:35	10:07
Day of Week	Wednesday	Friday	Friday	Saturday	Sunday
Township	Grand Rapids	Cranmoor	Port Edwards	Nekoosa	Saratoga
Location	64TH ST S & STH 54	HEMLOCK TRL & STH 54	920 2ND ST	SECTION ST & WOOD AVE	CTH Z & SILVER CANOE DR
Rescue 3	M. Wiberg	T. Young	T. Young	B. Franz	B. Diggles
Rescue 4					
Rescue 5					
10-22ed					Yes
Call Type	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries		10-50 w/ Unknown Injuries	10-50 w/ Injuries
Medical/Extrication					
Ambulance	WRFD	WRFD		WRFD	
EMR	Grand Rapids			Saratoga	
Fire	Grand Rapids	Port Edwards		Nekoosa	
Air					
Tools/Equipment Used				Oil dry, broom, shovel, garbage bags	
Notes			Not our call, meant for PEFD		
Other members on scene		B. Diggles		B. Diggles	

# Call Summary

Call #	76			
Date	9/27/2024			
Time	17:09			
Day of Week	Friday			
Township	Sigel			
Location	CTH C & CTH F			
Rescue 3	B. Franz			
Rescue 4				
Rescue 5				
10-22ed				
Call Type	10-50 w/ Unknown Injuries			
Medical/Extrication	Extrication			
Ambulance	UEMR			
EMR	Vesper			
Fire	Vesper			
Air				
Tools/Equipment Used	Spreader, cutters			
Notes				
Other members on scene	M. Wiberg			

## Special Events Summary

Date	9/7/2024				
Day of Week	Saturday				
Event	WRFD Open House				
Host	WRFD				
Location	Station 1 (1511 12th St S)				
Vehicle Used	R2, R3, R4, R5				
Tools/ Equipment Used	Airboat, Marine 1, Wave runners				
Members at event	M. Wiberg B. Diggles D. Westfall T. Young				
Event Description	Show and tell at WRFD Open House.				



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

October 1, 2024

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – September 2024

The Crime Stoppers program received 28 tips in the month of September 2024 that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The last monthly board meeting was held on September 11, 2024. The next regular meeting will be on October 9, 2024, at 6:30 P.M. There was no meeting in August.

Respectfully Submitted,

Aaron J. Anderson  
Investigator Sergeant  
Wood County Sheriff's Department



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## September 2024 K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	37	5	0
K9 Bingo	15	5	1
K9 Timo	14	4	0
K9 Rosco	14	3	0
K9 Lola	-	10	0

### TRAINING (MONTHLY) –

- In the month of September Wood County K9 teams trained with the Wisconsin Rapids PD, Marshfield PD, Nekoosa PD, Portage County SO, Stevens Point PD, and Sentry Insurance K9 teams. Venues for training consisted of Wood County Range, Badger Motors, and Sentry Insurance owned properties. The K-9 teams focused on odor detection, open door drills, confidence/obstacle course, building search for man (civil), and civil apprehension work (pass by drills).

### TRAINING (INDIVIDUAL) –

- K9 Sig worked on additional narcotics training. K9 Sig also attended his certification at Jessiffany Canine School in Neosho.
- Sergeant Arendt and K9 Timo had 2 hours of on duty training. These hours consisted of narcotic detection and general obedience.
- K9 Rosco and Deputy Beathard worked on additional narcotics and obedience training.
- K9 Bingo and Lt. Christianson completed odor detection and tracks while on-duty.
- K9 Lola attended training at ABC Kennel in the month of September.

### USEAGE –

- K9 Sig was deployed on a traffic stop marijuana, cocaine and multiple pills were located. K9 Sig was also deployed on 2 other traffic stops in the City of Wisconsin Rapids no indications were observed. K9 Sit was deployed to a traffic stop in the village of Plover also no indication



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

observed. K9 Sig took part in a search of Lincoln High School. K9 Sig was assigned to the student parking lot. We did not have any indications while in the parking lot.

- Sergeant Arendt and K9 Timo had 4 deployments in the month of September. Three of these deployments were narcotic sniffs of vehicles. Two of these sniffs resulted in no indication and one sniff resulted in an indication but nothing of evidentiary value located. The final deployment was a school sniff at LHS.
- K9 Rosco and Deputy Beathard had three deployments for the month of September. One deployment was at the wood county jail for a cell block search. K9 Rosco did not have any CIB or indications. One deployment was at the ERCO building in Port Edwards. K9 Rosco was deployed and announcements were made on lead. NO persons were located. K9 Rosco also had a school sniff at LHS. K9 Rosco was assigned inside the building on lockers and band room. K9 Rosco did not have any CIB or indications.
- K9 Bingo and Lt. Christianson were deployed five times during the month of September. Two deployments were to Mosinee, WI assisting Marathon County with Presidential Details. K9 Bingo completed sniffs of Mosinee Airport and venue location for the detail (Walz and Trump). K9 Bingo assisted Wisconsin Rapids PD during a school sniff, and completed sniff of vehicles in the parking lot. No indications observed at the school. K9 Bingo assisted Green Bay Police Department with a Green Bay Packer game. K9 Bingo completed sniffs around the stadium and items entering into the stadium. Lastly, K9 Bingo assisted WI DNR with a deer poaching incident. K9 Bingo searched area of a shooting, but nothing was located.
- K9 Lola completed the following during the month of September. Met with inmates before court, attended Lieutenant and Jail Staff meetings, attended probation and parole meeting, attended community event food truck lot, Key Savings Bank fundraiser, attended taser training, Walk for Alzheimer's at Wenzel Plaza in Marshfield, stay home day, and escorted inmates to court.

## DEMO/COMMUNITY –

Lt. Christianson completed a K9 Demo at Immanuel Lutheran School in Wisconsin Rapids for the 2<sup>nd</sup> Grade class.

## ADDITIONAL INFORMATION –

All Wood County dual purpose K9s assisted WRPD with a narcotic sniff at LHS

Respectfully,

*Brandon Christianson*

Brandon Christianson  
Patrol Lieutenant



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## HUMANE OFFICER

8-18-24 to 9-14-24

<b>Animal Bites:</b>	<b><u>Dog</u></b>	<b><u>Cat</u></b>
• NKPD	1	0
• PEPD	1	0
• WRPD	3	0
• GRPD	0	0
• PIPD	0	0
• Saratoga	0	1
• Port Edwards	1	1
• Arpin	0	0
• Vesper	1	0

Neglect/Abuse Case: 2

Abandonment: 1

Animal vs Animal: 0

Abatement Order: 0

Animals at Large: 2

Major Incidents: 0

Follow-up-Brooke: 6

Follow-up-Susa: 1

Monthly Hours: 34.25

2024 YTD Hours: 292.75

Submitted by: Mitzi Forde



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Department of Natural Resources Patrols

### September 2024

#### ATV

- Patrol Hours 8
- Citations- 0
- Warnings- 0

#### BOAT

- N/A

#### SNOWMOBILE

- N/A

Submitted by

Sgt. Matt Susa



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Operations Overtime/Comp Time Totals

### September 2023 (09/01/24to 09/28/24)

#### Patrol

Overtime hours:	137
Comp time hours:	516.125
Holiday Pay/Comp hours:	108

#### Investigations

Overtime hours:	55.025
Comp time hours:	18.875

#### Security Services

Overtime hours:	14.5
Comp time hours:	39.75

TOTAL CALL OUT: 12

Submitted By: Charles Hoogesteger – Operations Captain



# Wood County

## WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

## Public Safety Committee Meeting

### Security Services September 2024 Report

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

Guns -	0
Knives -	62
O.C. -	10
Misc. Items -	9

The miscellaneous items that were located were four (4) pairs of scissors, a grill brush, pliers and three (3) pliers.

Security Services screened 7,418 people entering the courthouse for the month of September. Security Services had 18 security requests from different departments within the Courthouse for the month. We also served four (4) civil process papers and fulfilled four (4) warrants for the month.

Security Services handled one (1) complaint in the jail. The complaint was for a theft of an inmate's canteen money from their account. Security Services is also still investigating a theft from room 114 and 115 of some IT equipment. Security found a lost debit card and returned it to the owner.

In September, the courts had two (2) jury trials that brought in roughly 100 more people to the building for jury duty.

During the Month, I utilize part-time employees for 23 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 JAIL**

**January - June 2024**

**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	172	69	22	175	74	25	195	81	32	240	82	32	214	69	43	201	75	45
2	174	69	22	178	73	26	199	80	32	229	76	32	222	71	42	203	75	44
3	177	68	23	180	73	26	201	80	32	229	77	33	218	71	42	207	75	44
4	174	71	21	182	73	26	201	80	31	228	80	35	209	74	41	211	73	46
5	167	67	20	182	73	26	196	79	30	230	79	35	212	74	41	215	73	47
6	173	73	21	183	72	25	197	77	30	231	80	35	213	74	41	217	76	46
7	173	73	20	186	72	26	194	77	30	236	80	35	210	73	42	214	76	47
8	175	73	19	187	69	26	195	78	31	239	80	35	208	72	41	215	77	49
9	169	71	19	188	64	25	198	81	32	231	79	35	216	76	42	216	77	47
10	167	70	20	188	64	25	199	81	32	225	78	35	208	76	42	216	77	44
11	166	68	21	188	63	25	202	81	32	224	79	38	212	79	43	210	75	44
12	169	69	23	186	63	24	203	80	32	227	79	39	216	79	42	205	75	43
13	170	72	24	184	60	25	203	80	33	232	81	40	215	79	41	205	77	44
14	169	72	24	190	59	26	211	82	33	231	81	39	211	78	41	206	80	45
15	170	72	24	190	57	27	211	82	32	234	81	39	205	77	41	204	80	45
16	173	72	25	194	65	29	213	80	33	236	80	38	204	76	41	202	80	44
17	166	71	26	195	70	30	213	80	32	233	78	39	200	74	41	204	80	42
18	165	68	26	196	70	30	219	80	31	233	75	37	200	73	40	194	76	41
19	168	72	26	198	70	30	222	79	31	229	76	38	198	73	40	197	75	40
20	174	77	29	192	67	30	222	78	31	230	75	42	199	73	40	196	76	38
21	175	77	29	191	66	30	222	84	31	233	75	42	200	71	41	192	74	38
22	177	77	28	195	68	30	223	81	32	234	75	41	200	69	42	195	74	38
23	174	75	28	199	73	30	219	79	33	231	72	42	200	69	43	193	74	37
24	179	74	26	198	79	30	223	79	33	223	71	42	200	71	43	196	74	37
25	175	74	26	199	79	30	221	79	33	218	75	42	198	72	44	193	72	37
26	178	77	27	199	79	30	225	78	35	218	74	42	200	72	44	192	72	38
27	176	75	25	191	77	33	229	78	36	217	77	41	199	72	44	193	71	37
28	179	75	25	198	77	33	229	79	35	220	77	41	201	72	44	190	71	37
29	179	75	22	197	76	33	227	82	35	220	77	41	207	71	44	194	71	39
30	176	74	22				232	82	34	217	74	42	204	66	46	200	71	39
31	177	71	23				234	82	34				204	70	46			
WCJail	172.77			189.97			212.19			228.60			206.55			202.53		
Shipped	72.29			69.83			79.97			77.43			73.10			75.07		
EMP	23.74			27.97			32.35			38.23			42.19			42.07		
Avg Length of Stay (Days)	32.60			26.30			38.30			26.40			35.30			28.00		

**WOOD COUNTY JAIL**

**July - December 2024**

**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	71	39	188	68	31	192	71	34	175	74	25	0	0	0	0	0	0
2	205	71	39	185	71	31	194	71	33	175	69	25						
3	209	71	39	189	73	31	192	71	33	167	69	26						
4	207	70	37	189	73	31	197	66	32	161	68	26						
5	208	70	37	189	73	30	205	67	34									
6	210	70	37	186	72	31	201	69	34									
7	210	70	35	189	72	34	201	69	34									
8	209	70	32	184	71	35	200	69	34									
9	208	68	32	181	71	37	202	69	33									
10	210	67	32	184	74	37	194	68	33									
11	211	64	32	189	74	37	193	68	32									
12	210	66	32	193	74	37	190	69	33									
13	214	67	32	191	72	37	188	69	33									
14	213	67	31	191	77	37	187	73	32									
15	216	67	31	187	75	39	187	73	32									
16	214	70	32	188	74	38	189	73	31									
17	216	70	33	187	72	37	186	72	31									
18	212	70	34	189	72	36	189	73	30									
19	212	69	34	188	72	35	193	73	29									
20	212	67	35	187	71	35	187	76	29									
21	210	67	35	190	67	36	183	75	28									
22	215	67	35	187	68	36	183	75	27									
23	214	66	36	188	67	36	184	75	27									
24	214	61	34	190	71	38	181	73	27									
25	212	69	32	190	71	37	181	73	28									
26	208	68	30	188	71	37	181	71	27									
27	202	68	33	188	68	38	174	75	26									
28	203	68	33	190	67	37	175	74	26									
29	207	68	32	189	65	35	177	74	25									
30	202	67	33	194	68	37	179	74	25									
31	190	64	31	193	72	36												
WCJail	209.19			188.42			188.83			169.50			0.00			0.00		
Shipped	68.00			71.16			71.60			70.00			0.00			0.00		
EMP	33.84			35.45			30.40			25.50			0.00			0.00		
Avg Length of Stay (Days)	42.50			31.20			35.20			0.00			0.00			0.00		

**2023 Yearly Averages**

<b>Total</b>	<b>196.86</b>
<b>Safekeeper</b>	<b>72.84</b>
<b>EMP</b>	<b>33.17</b>
<b>LENGTH of STAY</b>	<b>32.87</b>

<b>SK Total</b>
WP 75

Notes COVID



no new inmates



Network interruption

Color indicates low population	<b>161</b>	10/04/24
Color indicates high population	<b>240</b>	04/01/24

**WOOD COUNTY JAIL**

**January - June 2024**

**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	172	69	22	175	74	25	195	81	32	240	82	32	214	69	43	201	75	45
2	174	69	22	178	73	26	199	80	32	229	76	32	222	71	42	203	75	44
3	177	68	23	180	73	26	201	80	32	229	77	33	218	71	42	207	75	44
4	174	71	21	182	73	26	201	80	31	228	80	35	209	74	41	211	73	46
5	167	67	20	182	73	26	196	79	30	230	79	35	212	74	41	215	73	47
6	173	73	21	183	72	25	197	77	30	231	80	35	213	74	41	217	76	46
7	173	73	20	186	72	26	194	77	30	236	80	35	210	73	42	214	76	47
8	175	73	19	187	69	26	195	78	31	239	80	35	208	72	41	215	77	49
9	169	71	19	188	64	25	198	81	32	231	79	35	216	76	42	216	77	47
10	167	70	20	188	64	25	199	81	32	225	78	35	208	76	42	216	77	44
11	166	68	21	188	63	25	202	81	32	224	79	38	212	79	43	210	75	44
12	169	69	23	186	63	24	203	80	32	227	79	39	216	79	42	205	75	43
13	170	72	24	184	60	25	203	80	33	232	81	40	215	79	41	205	77	44
14	169	72	24	190	59	26	211	82	33	231	81	39	211	78	41	206	80	45
15	170	72	24	190	57	27	211	82	32	234	81	39	205	77	41	204	80	45
16	173	72	25	194	65	29	213	80	33	236	80	38	204	76	41	202	80	44
17	166	71	26	195	70	30	213	80	32	233	78	39	200	74	41	204	80	42
18	165	68	26	196	70	30	219	80	31	233	75	37	200	73	40	194	76	41
19	168	72	26	198	70	30	222	79	31	229	76	38	198	73	40	197	75	40
20	174	77	29	192	67	30	222	78	31	230	75	42	199	73	40	196	76	38
21	175	77	29	191	66	30	222	84	31	233	75	42	200	71	41	192	74	38
22	177	77	28	195	68	30	223	81	32	234	75	41	200	69	42	195	74	38
23	174	75	28	199	73	30	219	79	33	231	72	42	200	69	43	193	74	37
24	179	74	26	198	79	30	223	79	33	223	71	42	200	71	43	196	74	37
25	175	74	26	199	79	30	221	79	33	218	75	42	198	72	44	193	72	37
26	178	77	27	199	79	30	225	78	35	218	74	42	200	72	44	192	72	38
27	176	75	25	191	77	33	229	78	36	217	77	41	199	72	44	193	71	37
28	179	75	25	198	77	33	229	79	35	220	77	41	201	72	44	190	71	37
29	179	75	22	197	76	33	227	82	35	220	77	41	207	71	44	194	71	39
30	176	74	22				232	82	34	217	74	42	204	66	46	200	71	39
31	177	71	23				234	82	34				204	70	46			
WCJail	172.77			189.97			212.19			228.60			206.55			202.53		
Shipped	72.29			69.83			79.97			77.43			73.10			75.07		
EMP	23.74			27.97			32.35			38.23			42.19			42.07		
Avg Length of Stay (Days)	32.60			26.30			38.30			26.40			35.30			28.00		

**WOOD COUNTY JAIL**

**July - December 2024**

**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	71	39	188	68	31	192	71	34	175	74	25	0	0	0	0	0	0
2	205	71	39	185	71	31	194	71	33	175	69	25						
3	209	71	39	189	73	31	192	71	33	167	69	26						
4	207	70	37	189	73	31	197	66	32	161	68	26						
5	208	70	37	189	73	30	205	67	34									
6	210	70	37	186	72	31	201	69	34									
7	210	70	35	189	72	34	201	69	34									
8	209	70	32	184	71	35	200	69	34									
9	208	68	32	181	71	37	202	69	33									
10	210	67	32	184	74	37	194	68	33									
11	211	64	32	189	74	37	193	68	32									
12	210	66	32	193	74	37	190	69	33									
13	214	67	32	191	72	37	188	69	33									
14	213	67	31	191	77	37	187	73	32									
15	216	67	31	187	75	39	187	73	32									
16	214	70	32	188	74	38	189	73	31									
17	216	70	33	187	72	37	186	72	31									
18	212	70	34	189	72	36	189	73	30									
19	212	69	34	188	72	35	193	73	29									
20	212	67	35	187	71	35	187	76	29									
21	210	67	35	190	67	36	183	75	28									
22	215	67	35	187	68	36	183	75	27									
23	214	66	36	188	67	36	184	75	27									
24	214	61	34	190	71	38	181	73	27									
25	212	69	32	190	71	37	181	73	28									
26	208	68	30	188	71	37	181	71	27									
27	202	68	33	188	68	38	174	75	26									
28	203	68	33	190	67	37	175	74	26									
29	207	68	32	189	65	35	177	74	25									
30	202	67	33	194	68	37	179	74	25									
31	190	64	31	193	72	36												
WCJail	209.19			188.42			188.83			169.50			0.00			0.00		
Shipped	68.00			71.16			71.60			70.00			0.00			0.00		
EMP	33.84			35.45			30.40			25.50			0.00			0.00		
Avg Length of Stay (Days)	42.50			31.20			35.20			0.00			0.00			0.00		

**2023 Yearly Averages**

<b>Total</b>	<b>196.86</b>
<b>Safekeeper</b>	<b>72.84</b>
<b>EMP</b>	<b>33.17</b>
<b>LENGTH of STAY</b>	<b>32.87</b>

<b>SK Total</b>
WP 75

Notes COVID



no new inmates



Network interruption

Color indicates low population	<b>161</b>	10/04/24
Color indicates high population	<b>240</b>	04/01/24

**WOOD COUNTY JAIL & SAFE KEEPER**

January - June 2024

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January		February		March		April		May		June	
	Wood	WP										
1	75	69	71	74	79	81	122	82	97	69	78	75
2	77	69	73	73	84	80	117	76	104	71	81	75
3	80	68	76	73	86	80	115	77	102	71	85	75
4	76	71	78	73	87	80	108	80	91	74	89	73
5	73	67	77	73	84	79	112	79	94	74	92	73
6	73	73	80	72	87	77	112	80	95	74	92	76
7	74	73	82	72	84	77	117	80	92	73	88	76
8	77	73	86	69	82	78	120	80	92	72	86	77
9	73	71	93	64	81	81	113	79	95	76	89	77
10	71	70	93	64	82	81	108	78	87	76	92	77
11	71	68	94	63	85	81	103	79	86	79	86	75
12	71	69	93	63	86	80	104	79	91	79	83	75
13	68	72	93	60	86	80	106	81	91	79	80	77
14	67	72	101	59	92	82	106	81	89	78	77	80
15	68	72	102	57	93	82	109	81	84	77	75	80
16	70	72	96	65	96	80	114	80	84	76	74	80
17	63	71	91	70	97	80	112	78	82	74	77	80
18	65	68	92	70	104	80	116	75	84	73	74	76
19	64	72	94	70	108	79	111	76	82	73	79	75
20	61	77	91	67	109	78	109	75	83	73	78	76
21	63	77	91	66	102	84	112	75	85	71	77	74
22	66	77	93	68	105	81	114	75	86	69	80	74
23	66	75	92	73	103	79	113	72	85	69	79	74
24	74	74	85	79	107	79	106	71	83	71	82	74
25	70	74	86	79	105	79	97	75	79	72	81	72
26	68	77	87	79	107	78	98	74	81	72	79	72
27	71	75	78	77	109	78	94	77	80	72	82	71
28	74	75	85	77	111	79	97	77	82	72	79	71
29	77	75	85	76	106	82	97	77	89	71	81	71
30	75	74			112	82	96	74	89	66	87	71
31	78	71			114	82			85	70		
<b>WOOD</b>	70.94		87.52		95.90		108.60		88.03		82.07	
<b>WPSO</b>	72.29		69.83		79.97		77.43		73.10		75.07	
<b>TOTAL</b>	<b>172.77</b>		<b>189.97</b>		<b>212.19</b>		<b>228.60</b>		<b>206.55</b>		<b>202.53</b>	

MONTH	High	Low
January	80	61
February	102	71
March	114	79
April	122	94
May	104	79
June	92	74

**WOOD COUNTY JAIL & SAFE KEEPER**  
**July - December 2024**  
**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	July		August		September		October		November		December	
	Wood	WP	Wood	WP	Wood	WP	Wood	WP	Wood	WP	Wood	WP
1	89	71	88	68	82	71	73	74	0	0	0	0
2	93	71	82	71	86	71	78	69				
3	97	71	84	73	84	71	69	69				
4	99	70	84	73	95	66	64	68				
5	100	70	85	73	100	67						
6	102	70	82	72	94	69						
7	104	70	82	72	94	69						
8	105	70	77	71	93	69						
9	106	68	71	71	96	69						
10	109	67	71	74	89	68						
11	114	64	76	74	88	68						
12	111	66	80	74	83	69						
13	114	67	80	72	82	69						
14	114	67	75	77	79	73						
15	117	67	71	75	79	73						
16	111	70	74	74	82	73						
17	110	70	75	72	80	72						
18	106	70	78	72	83	73						
19	107	69	78	72	88	73						
20	108	67	78	71	79	76						
21	106	67	84	67	77	75						
22	111	67	80	68	78	75						
23	110	66	82	67	79	75						
24	118	61	78	71	78	73						
25	110	69	79	71	77	73						
26	109	68	77	71	80	71						
27	100	68	79	68	70	75						
28	101	68	82	67	72	74						
29	106	68	85	65	75	74						
30	101	67	85	68	77	74						
31	94	64	81	72								
<b>WOOD</b>	<b>105.87</b>		<b>79.45</b>		<b>83.30</b>		<b>71.00</b>		<b>0.00</b>		<b>0.00</b>	
<b>WPSO</b>	<b>68.00</b>		<b>71.16</b>		<b>71.60</b>		<b>70.00</b>		<b>0.00</b>		<b>0.00</b>	
<b>TOTAL</b>	<b>209.19</b>		<b>188.42</b>		<b>188.83</b>		<b>169.50</b>		<b>0.00</b>		<b>0.00</b>	

2024 Safe Keeper Averages		
WOOD Co Jail	87.27	108
WAUPACA Co	72.84	75
Total Population	196.86	183

Yellow Shut down for COVID

MONTH	High	Low
July	117	89
August	88	71
September	100	70
October	0	0
November	0	0
December	0	0

no new inmates

Waupaca	Limited SK
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Network interruption

# SAFE KEEPER DIFFERENCE 2023

MONTH	BED DAYS	WOOD CTY COSTS \$34.55/DAY	OUT OF COUNTY Including Wages/mileage \$44.78/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2023 TOTAL AMOUNT
January	2241	\$77,426.55	\$100,351.98	\$22,925.43	\$22,925.43	\$26,199.03
February	2025	\$69,963.75	\$90,679.50	\$20,715.75	\$43,641.18	\$27,293.64
March	2479	\$85,649.45	\$111,009.62	\$25,360.17	\$69,001.35	\$27,825.60
April	2323	\$80,259.65	\$104,023.94	\$23,764.29	\$92,765.64	\$24,664.53
May	2266	\$78,290.30	\$101,471.48	\$23,181.18	\$115,946.82	\$27,743.76
June	2252	\$77,806.60	\$100,844.56	\$23,037.96	\$138,984.78	\$25,820.52
July	2108	\$72,831.40	\$94,396.24	\$21,564.84	\$160,549.62	\$27,580.08
August	2206	\$76,217.30	\$98,784.68	\$22,567.38	\$183,117.00	\$26,260.41
September	2148	\$74,213.40	\$96,187.44	\$21,974.04	\$205,091.04	\$26,362.71
October	280	\$9,674.00	\$12,538.40	\$2,864.40	\$207,955.44	\$29,227.11
November	0	\$0.00	\$0.00	\$0.00	\$207,955.44	\$26,782.14
December	0	\$0.00	\$0.00	\$0.00	\$207,955.44	\$25,380.63
<b>TOTAL</b>	20328	\$702,332.40	\$910,287.84	<b>\$207,955.44</b>		<b>\$321,140.16</b>

\$34.55

\$44.78

# SAFE KEEPER DIFFERENCE 2023

MONTH	BED DAYS	WOOD CTY COSTS \$34.55/DAY	OUT OF COUNTY Including Wages/mileage \$44.78/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2023 TOTAL AMOUNT
January	2241	\$77,426.55	\$100,351.98	\$22,925.43	\$22,925.43	\$26,199.03
February	2025	\$69,963.75	\$90,679.50	\$20,715.75	\$43,641.18	\$27,293.64
March	2479	\$85,649.45	\$111,009.62	\$25,360.17	\$69,001.35	\$27,825.60
April	2323	\$80,259.65	\$104,023.94	\$23,764.29	\$92,765.64	\$24,664.53
May	2266	\$78,290.30	\$101,471.48	\$23,181.18	\$115,946.82	\$27,743.76
June	2252	\$77,806.60	\$100,844.56	\$23,037.96	\$138,984.78	\$25,820.52
July	2108	\$72,831.40	\$94,396.24	\$21,564.84	\$160,549.62	\$27,580.08
August	2206	\$76,217.30	\$98,784.68	\$22,567.38	\$183,117.00	\$26,260.41
September	2148	\$74,213.40	\$96,187.44	\$21,974.04	\$205,091.04	\$26,362.71
October	280	\$9,674.00	\$12,538.40	\$2,864.40	\$207,955.44	\$29,227.11
November	0	\$0.00	\$0.00	\$0.00	\$207,955.44	\$26,782.14
December	0	\$0.00	\$0.00	\$0.00	\$207,955.44	\$25,380.63
<b>TOTAL</b>	20328	\$702,332.40	\$910,287.84	<b>\$207,955.44</b>		<b>\$321,140.16</b>

\$34.55

\$44.78

## Electronic Monitoring 2024 Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2024 Total Amount	2023 Total Amount
January	23.74	\$21,563.04	\$21,563.04	\$33,432.32
February	27.97	\$23,766.11	\$45,329.15	\$26,158.44
March	32.35	\$29,383.51	\$74,712.66	\$28,747.73
April	38.23	\$33,604.17	\$108,316.83	\$31,006.60
May	42.19	\$38,321.18	\$146,638.00	\$27,833.17
June	42.07	\$36,979.53	\$183,617.53	\$24,712.84
July	33.84	\$30,736.87	\$214,354.41	\$24,520.42
August	35.45	\$32,199.24	\$246,553.64	\$22,061.27
September	30.4	\$26,721.60	\$273,275.24	\$20,258.04
October	0	\$0.00	\$273,275.24	\$27,274.27
November	0	\$0.00	\$273,275.24	\$29,669.18
December	0	\$0.00	\$273,275.24	\$26,776.34
<b>TOTAL</b>	<b>43.75</b>	<b>\$273,275.24</b>	<b>\$273,275.24</b>	<b>\$322,450.62</b>

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

Bed Days x \$29.30 = Monthly Savings



## SAFE KEEPER HOUSING SUMMARY PAGE

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	TOTAL	YTD TOTAL	
2011	\$0.00	\$0.00	\$0.00	\$957,060.00	\$957,060.00	\$957,060.00	
2012	\$0.00	\$0.00	\$0.00	\$988,200.00	\$988,200.00	\$988,200.00	
2013	\$0.00	\$0.00	\$0.00	\$988,470.00	\$988,470.00	\$988,470.00	
2014	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2015	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2016	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2017	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2018	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2019	\$0.00	\$0.00	\$325,500.00	\$985,500.00	\$1,311,000.00	\$1,311,000.00	
2020	\$0.00	\$0.00	\$254,275.00	\$985,500.00	\$1,239,775.00	\$1,239,775.00	
2021	\$0.00	\$0.00	\$193,725.00	\$985,500.00	\$1,179,225.00	\$1,179,225.00	
2022	\$0.00	\$0.00	\$193,725.00	\$985,500.00	\$1,179,225.00	\$1,179,225.00	
2023	\$0.00	\$0.00	\$193,725.00	\$985,500.00	\$1,179,225.00	\$1,179,225.00	
2024	\$0.00	\$0.00	\$0.00	\$780,187.50	\$780,187.50	\$780,187.50	
2025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,160,950.00</b>	<b>\$13,568,917.50</b>	<b>\$14,729,867.50</b>	<b>\$14,729,867.50</b>	

Wood County Sheriff's Department Kitchen Report 2024						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2871	2803	2780	0	8454	\$24,909.05
February	2793	2717	2791	0	8301	\$20,927.98
March	2947	2871	2911	0	8729	\$21,317.12
April	4167	4112	4095	0	12374	\$28,176.82
May	2742	2668	2660	0	8070	\$20,693.80
June	2586	2553	2487	0	7626	\$21,138.76
July	3995	3911	3923	0	11829	\$22,599.64
August	2538	2462	2437	0	7437	\$21,062.52
September	2746	2743	2625	0	8114	\$21,227.01
October	626	603	565	0	1794	\$5,188.25
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
<b>TOTAL</b>	<b>28011</b>	<b>27443</b>	<b>27274</b>	<b>0</b>	<b>82728</b>	<b>\$207,240.95</b>

Cost per meal **\$2.51**

Cost per day **\$7.52**

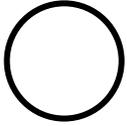
Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	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	\$207,240.95	\$0.00	\$0.00	\$0.00
Number of Meals	87,953	82,728	0	0	0
Cost per Meal	\$2.82	\$2.51	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	\$8.46	\$7.52	#DIV/0!	#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 2024**

MONTH	FOUND ITEMS		CONTRABAND FOUND		DRUGS		TOTAL SCANNED		Monthly
	Male	Female	INTERNAL	EXTERNAL	MALE	FEMALE	MALE	FEMALE	Total
JANUARY	0	0	0	0	0	0	131	47	178
FEBRUARY	0	1	1	0	0	1	142	49	191
MARCH	0	0	0	0	0	0	130	56	186
APRIL	0	1	1	0	0	1	106	55	161
MAY	0	0	0	0	0	0	131	43	174
JUNE	0	0	0	0	0	0	126	40	166
JULY	0	0	0	0	0	0	146	41	187
AUGUST	0	0	0	0	0	0	124	38	162
SEPTEMBER	0	0	0	0	0	0	100	33	133
OCTOBER	0	0	0	0	0	0	0	0	0
NOVEMBER	0	0	0	0	0	0	0	0	0
DECEMBER	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1136</b>	<b>402</b>	

TOTAL SCANNED

**1538**



RESOLUTION#

Introduced by Public Safety Committee
Page 1 of 1

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

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

FISCAL NOTE: \$25,484

Source of Money: 2025 Budget

Table with 5 columns: Number, Name, NO, YES, A. Rows 1-19 listing board members.

WHEREAS, Wood County has restricted Tribal lands within its borders, and

WHEREAS, the State of Wisconsin has set aside 1/20th of the penalty assessment funds for Tribal Law Enforcement Grants, and

WHEREAS, the State of Wisconsin and the County of Wood have joint responsibility for providing law enforcement on Tribal lands in Wood County under Section 165.90 of the Wisconsin Statutes, and

THEREFORE BE IT RESOLVED, the Wood County Board of Supervisors authorize that an application be made by the Wood County Sheriff's Department to the State of Wisconsin/Department of Justice under the provisions of Section 165.90 of the Wisconsin Statutes for and up to \$25,484.00, but not to exceed the total revenue available to assist in providing law enforcement services on restricted Trial Lands in the County of Wood.

( )

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

Jospeh Zurfluh
Brad Hamilton
Jeff Penzkover
Dennis Polach
William Voight

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



**MINUTES**  
**CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE**

**DATE:** Monday, November 4, 2024

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Bill Leichtnam, Tom Buttke, Tim Hovendick, Russ Perlock, Wayne Schulz

**MEMBER EXCUSED:** Joe Behlen

**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. Motion by Buttke/Schulz to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluations for the department heads the committee oversees. Motion carried unanimously.
4. Motion by Buttke/Hovendick to move back into open session. Motion carried unanimously.
5. Chairman Leichtnam declared the meeting adjourned at 11:29 AM.

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



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*

*Olga Meza, 4-H Bilingual Associate Educator*

- An 8-week series called Tools to Thrive was offered to local English Language Learner students at Marshfield High School to learn about mental health topics, positive coping strategies, healthy eating, educational opportunities and games to help with connection and team building.
- The Learning Journeys Washington DC travel experience delegate orientation was held on September 29th at the Marathon County 4-H Extension Office. This two hour orientation shared the goals and expectations for the upcoming trip with the youth and their adults.
- A hands-on activity focused on plant propagation and care for alternative high school students. During this program, students learned how to start a new plants from existing plant tissues (potato, spider plant, aloe vera, and pothos). Caring for houseplants can have positive impacts on mental health.
  - **Total Reach:** 30 participants
- An in-person educational program for youth in grades K-5 with help from teen volunteers. By participating in this program, youth experienced the wide range of opportunities that 4-H offers. Youth learned safe knife handling, how to read a recipe, how to measure different ingredients, and more. Youth were also able to practice problem-solving skills, team-building, and youth leadership.
  - **Total Reach:** 7 youth in grades K-5 and 2 teen youth volunteers



## AGRICULTURE

*Matt Lippert, Agriculture Educator*

- A webinar, one session part of Badger Dairy Insight, for dairy farmers and dairy industry professionals, where participants learned about research on grazing for the modern dairy and virtual fences.

## COMMUNITY DEVELOPMENT

*Kayla Rombalski, Community Development Educator*

- A grant proposal seminar as part of the Wisconsin Public Child Welfare Conference that was attended in-person and virtually by child welfare professionals, including county government staff, where they learned about grants, where to find them, how to research them, how write a grant proposal, evaluation, and reporting to the funder to feel comfortable searching, researching, and applying for grants to provide child welfare programs.
  - **Total Reach:** 47 child welfare professionals
- Steering Committee meetings to plan the 2025 Connecting Entrepreneurial Communities Conference, to be hosted in Wisconsin Rapids, which will showcase rural entrepreneurship in Wisconsin.

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- **Total Reach:** *Our steering committee is comprised of five organizations as well as partners from Wood County. We are aiming to recruit 200-250 people at the conference.*
- A presentation to the Wood County child care directors networking cohort on updates of the Child Care Task Force, including County support through ARPA investment. The impact of these investments and support to child care directors is to increase available child care slots in Wood County.
  - **Total Reach:** *11 child care directors and Childcaring staff*
- Continued work with a Wood County nonprofit on strategic visioning for their board of directors and operations. Two strategy sessions in which the group identified priorities and created actionable objectives under each to move the organization forward.
  - **Total Reach:** *13 board members and staff*
- A regular meeting of the Wood County Digital Equity Solutions Team/Broadband Task Force and the Wood County Housing Task Force. These groups meet to actively advance the challenges of housing and broadband access in Wood County, as part of Wood County's economic development strategy.
  - **Total Reach:** *37 meeting attendees*

## CRANBERRIES

*Allison Jonjak, Cranberry Outreach Specialist*

- Preparations were made to present 2025 Winter Cranberry School in a two-track format, focusing on applied topics and foundational research.
- Guidance was delivered for updating UW Extension materials for nutrient management in bearing cranberries. This will inform upcoming Nutrient Management Planning Trainings for growers as well as upcoming modifications to NRCS's standards.
- Various grower questions were answered, regarding topics such as post-harvest frost protection and reservoir water management.

## FOODWISE

*Hannah Wendels-Scott, FoodWise Nutrition Educator*

*Mallory McGivern, FoodWise Administrator*

*Michelle Van Krey, Healthy Communities Coordinator*

- A 5-week nutrition education series for fifth grade classrooms at Howe and Mead Elementary Schools, where students will learn about MyPlate, making healthy food and beverage choices, how to read nutrition facts labels, and about being physically active to help them to be healthier in school and at home.
- A series of lessons (Healthy Living/Life Management) for students at River Cities High School, where we engage them in lessons around topics such as budgeting, renting, cooking, nutrition, and mental health to prepare them for life after high school and help support their overall health and well-being for when they are on their own.



- An 11-week series of strength training sessions (StrongBodies) 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.
- 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.
  - **Total Reach:** 80 senior households monthly
- A 10 session virtual series (Aging Mastery Program) for seniors, where participants develop sustainable self-care behaviors related to exercise, nutrition and emotional well-being. The goal of this program is to improve health, strengthen economic security, enhance well-being, and increase societal participation among older adults.
  - **Total Reach:** 6 participants attended the Healthy Relationships and Community Engagement sessions

## HEALTH AND WELL-BEING

*Ka Zoua Thao, Bilingual (Hmong) Community Health Worker*

- 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.
- A presentation was done at Grace Lutheran Church to share about the Hmong history and culture and the unspoken topics within the Hmong community. Members of Grace Lutheran Church also learned about health disparities in the Hmong community of Wood County. Through this effort, Grace Lutheran Church members will increase their cultural competence.
  - **Total Reach:** 35 individuals
  - **Participant Testimonial:** "Thank you for sharing. I took your little highlights and jotted them down. There's a lot I didn't know about the Hmong."
- A monthly youth group for Hmong youth at Lincoln High School where participants discuss active living and behavioral health topics. Through this effort, Hmong youth will have a better understanding of these topics and advocate for change within the Hmong community.
  - **Total Reach:** 7 youth participants
- Monthly meetings for Hmong youth at Wisconsin Rapids Area Middle School where participants engage in healthy eating, active living, and behavioral health topics affecting their communities. This effort is





designed to build a better understanding of these topics and promote advocacy for change in the Hmong community.

- **Total Reach:** 24 youth group participants
- 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:** 42 Hmong residents in Wood County, resulting in 4 direct clients.
- A series of strength training sessions (StrongBodies) for 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.
  - **Total Reach:** 17 participants for 16 classes (8 weeks, 2x/week)
- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.

## HORTICULTURE

*Janell Wehr, Horticulture Educator*

- A program for adults over 55, where participants learned how to conserve beneficial insects in their landscapes. The goal of this effort is to increase awareness and knowledge of resources to increase pollinator habitat while also decreasing environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- A newspaper article for residents of the Pittsville area, where readers learned about an emerging cosmetic foliar disease that affects lilacs. The goal of this effort was to decrease environmental contamination and pollution due to overuse of horticulture chemicals.
- A program for the general public where participants learned how to apply the concepts of diversity and randomness to wildlife damage management. The goal of this effort was to increase awareness and knowledge of resources to decrease environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
  - **Total Reach:** 10 participants
- An in-person 12 session horticulture course where Wood County residents and potential Master Gardener Trainees learn the fundamental principles of IPM based gardening. The goal of this effort is to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.

- **Total Reach:** 4 participants
- “Can you dig it?” newsletter for the general public, where subscribers can read timely articles specifically related to horticulture issues facing central Wisconsin. The goal of this effort is designed to increase awareness and knowledge of resources to decrease environmental contamination.
  - **Total Reach:** October - 624 open, 90 click through
- 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.
- A demonstration booth for Wisconsin Rapids area families at Science by the River (STEM infused festival), where participants were introduced to pH indicators. The goal of this effort was to spark STEM curiosity in youth. *(Pictured right)*
  - **Total Reach:** 125 participants



## HUMAN DEVELOPMENT AND RELATIONSHIPS

*Jackie Carattini, Human Development and Relationships Educator*

- A series of lessons (Healthy Living/Life Management) for students at River Cities High School, where we engage them in lessons around topics such as budgeting, renting, cooking, nutrition, and mental health to prepare them for life after high school and help support their overall health and well-being for when they are on their own.
- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- A 10 session virtual series (Aging Mastery Program) for seniors, where participants develop sustainable self-care behaviors related to exercise, nutrition and emotional well-being. The goal of this program is to improve health, strengthen economic security, enhance well-being, and increase societal participation among older adults.
  - **Total Reach:** 6 participants attended the Healthy Relationships and Community Engagement sessions.
- A 7-session course that helps adults of all ages to make end-of-life financial, healthcare, and final wishes decisions in order to reduce the stress experienced by survivors and to ensure that their wishes are honored.
  - **Total Reach:** 46 participants
- 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

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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.

## NATURAL RESOURCES

*Anna Mitchell, Natural Resources Educator*

*Jen McNelly, Natural Resources Educator*

- A guest lecture on groundwater protection and policy for UWSP students in the Land Use Planning course, where students will learn about options for groundwater protection utilizing different land use planning and policy options.
- An informational presentation for residents of Marathon County who had their water sampled as part of the Marathon County-Water Quality Testing Program , where attendees will learn about groundwater basics and water quality testing results from across the County. Attendees will also have the opportunity to discuss their results and ask questions one-on one.

- **Total Reach:** 20 meeting attendees

- A free, one-day, outdoor event for community members of all ages from Wood County and surrounding areas, where participants explored science, conservation, volunteer opportunities, and local organizations through hands-on learning and exploration. Through this event, participants learned about and connected with opportunities to engage in science and conservation related organizations, and gained a better understanding of science and conservation efforts within their communities. Extension Educators Kayla Rombalski, Hannah Wendels Scott and Janell Wehr also assisted with Science by the River planning and preparation.

- **Total Reach:** 125-150 individuals including children and adults

- **Testimonials from participants and partners:**

- *“I like that Science by the River showcases so many aspects of science and that it has so many hands on learning activities for families.”*
- *“Science by the River is a great day to connect with nature and the community.”*
- *“All of the visitors were very kind and showed interest in our station. The children and parents were given an opportunity to operate a radio, to transmit, and get on air. Visitors were fascinated by this, and at times small lines formed with people eagerly waiting to talk. We were also successful at contacting the International Space Station, and while we only had a 6 minute window to make that contact as its orbit was directly overhead, it drew in many people with curiosity and questions.”*



*Science by the River participants at the Pheasants Forever discovery station learn about the benefits of native plants and build a native seed ball to plant at home.*



- A lecture and activities for high school students enrolled in the Natural Resources course at Lincoln High School, where participants discussed and learned about pollution in drinking water and groundwater by using hands on activities and the groundwater model. Through this effort students will be able to understand what groundwater is and how it moves, identify different types of pollution to groundwater and drinking water, and demonstrate factors that influence the movement of pollution underground.
  - **Total Reach:** 26 students and 1 teacher
- An activity for members of the Wood County Citizens Groundwater Group, where members participated in a facilitated discussion to identify priorities, future efforts, and outcomes of their organization.
  - **Total Reach:** 10 group members



# 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  
Vacant, Program Assistant

RE: Staff Report for October 2<sup>nd</sup>, 2024

### 1. Economic Development (Jason Grueneberg)

**Conservation, Education & Economic Development Committee (CEED) Tour** - On September 13<sup>th</sup> staff from Planning & Zoning, UW Extension, and Land and Water Conservation departments conducted our annual tour. The tour was a great success and overall a fun day. Staff from the aforementioned departments were able to showcase some of the projects that they have working on, as well as visit economic development grant projects that have been grant funded by the County Board.

**Courthouse Triangle Development** – On September 19<sup>th</sup> Facilities Manager Van Tassel and I met with City of Wisconsin Rapids staff to talk about future changes in the vicinity of Market St. and the Triangle Development. This blighted and undeveloped area is under ownership of Wood County and the city of Wisconsin Rapids. The city of Wisconsin Rapids continues to make progress on its downtown plan, and the plan will provide some recommendations for development in this area. The County will continue to work with the City to activate this prime piece of development real estate, while complimenting the County Courthouse Campus.

**City of Pittsville Grants** – On September 20<sup>th</sup> I met with city of Pittsville representatives to review a variety of grant opportunities that are currently open. The purpose of the meeting was to align current and planned city projects with funding opportunities that are available from entities like the Wisconsin Economic Development Corporation, United States Department of Agriculture, and the Economic Development Administration.

**Centergy Housing Meeting** – On September 23<sup>rd</sup> I participated in a meeting hosted by Centergy to discuss central Wisconsin Housing issues, and consideration of developing a housing program to address some of the issues. There will be follow up meeting to further develop some of the ideas that came out of this meeting.

**Wisconsin Economic Development Corporation (WEDC) Certified Sites** - On September 24<sup>th</sup> I met with WEDC staff to have a discussion regarding best practices and creating templates for Certified Sites. They will be featuring the mapping from the Marshfield Yellowstone Industrial Park as a template and example for other communities to reference.

**Wisconsin Economic Development Administration (WEDA) Conference** - From September 25<sup>th</sup> to the 27<sup>th</sup> I attended the WEDA Best Practices Conference in Eau Claire.

**Livable Communities Grant** – On September 25<sup>th</sup> I participated in a Livable Communities marketing team meeting. Discussion centered around determining demand for refurbished devices such as tablets and personal computers in Wood County and Central Wisconsin. The team also talked about solicitation efforts to collect devices from area employers to be refurbished.

### **Planning & Zoning (Emily Arndt)**

1. Organize and attended planning meetings at the Town of Rock to work on updating their comprehensive plan.
2. Started a complete review of the first draft of the updated Town of Rock zoning ordinance
3. Organized and attended planning meeting at the Town of Cameron to review next steps for their comprehensive plan.
4. Assisted multiple towns with zoning ordinance update questions.
5. Working through review and approval of CSMs and Condo Plats
6. Continued planning the organization of future Comprehensive Plans
7. Continued working with staff to ensure that questions are answered in a proficient manner

### **2. Land Records (Paul Bernard)**

- Parcel Mapping
- Address Mapping
- Crime Data Acquisition
- Collecting Flood Inundation information

### **3. Code Administrator (Brad Cook)**

9-2-2024- Holiday

9-3-2024- (3) mound insp. TN:01, 08,14 answer phone calls and inquires with POWTS, SL, FL.

9-4-2024- (1) Reviewed soils, plan review, issued permit for new HT TN: 03, (1) mound plow insp. TN: 08

9-5-2024- (3) Reviewed soils, plan review, issued permit for new mound & conv TN: 07,09.19 (1) well permit reviewed and issue TN:08

9-6-2024- (2) mound and conv insp TN:08,18, answer phone calls and inquires with POWTS, SL, FL.

9-9-2024- (3) mound, plow, tanks insp TN:01, answer phone calls and inquires with POWTS, SL, FL.

9-10-2024-(1) well permits reviewed and issued TN: 07 (1) Reviewed soils, plan review, issued permit for new conv

9-11-2024- (3) mound plow, abs cell, tank insp TN:12, answer phone calls and inquires with POWTS, SL, FL.

9-12-2024- (2) Reviewed soils, plan review, issued permit for new mound & HT TN:07,17, (1) SL insp TN:04, (1) HT insp Gaffney

9-13-2024-- (2) mound insp TN: 10,12, answer phone calls and inquires with POWTS, SL, FL.

9-16-2024-(3) Reviewed soils, plan review, issued permit for new mound TN:02,06,15,, answer

phone calls and inquires with POWTS, SL, FL.

9-17-2024- (2) mound and conv insp TN:02, 07, answer phone calls and inquires with POWTS, SL, FL.

9-18-2024- (1) SL insp TN: 02, answer phone calls and inquires with POWTS, SL, FL.

9-19-2024- (2) mound insp TN:15,16, (1) well permit reviewed and issued TN:22, (2) HS letter TN:07,21, (1) Reviewed soils, plan review, issued permit for new conv TN:06

9-20-2024- (1) Reviewed soils, plan review, issued permit for conv TN: 18, (1) mound plow insp TN: 10

9-23-2024- (2) well permits reviewed and issued TN: 19,23, (2) Reviewed soils, plan review, issued permit for new mound and conv TN:02, 13

9-24-2024- (1) mound insp TN:01, 1 powts insp TN: 07, answer phone calls and inquires with POWTS, SL, FL.

9-25-2024- (2)mound and conv insp TN:07, 18, (1) SL permit issued TN:06

#### **4. Code Technician (Kayla Rautio)**

**A.** Studied for Soils exam

**B.** Continued training of POWTS plan reviews

**C.** Reviewed well delegation permits

**D.** Inspections/Investigations:

- 8-29-24: Mound plow inspection TN: 20; Mound re-inspection TN: 20
- 9-4-24: Mound re-inspection TN: 08
- 9-6-24: Conventional inspection TN: 18
- 9-9-24: Mound plow inspections TN: 08, 11, 11
- 9-10-24: Soils on-site investigation TN: 17; Mound re-inspection TN: 08
- 9-11-24: Mound re-inspections TN: 11, 11; Mound plow inspection TN: 02
- 9-12-24: Shoreland investigation inspection TN:04; POWTS complaint investigation TN: 22; Holding tank inspection TN: 02
- 9-17-24: Conventional inspection TN: 07; Mound tanks inspection TN: 02
- 9-18-24: Wetland investigation inspection TN: 02
- 9-19-24: Mound plow inspection TN: 16; Mound core inspection TN: 15
- 9-20-24: Mound re-inspection TN: 10
- 9-24-24: Mound plow inspection TN: 01; POWTS complaint investigation TN: 07 Mound re-inspection TN: 01

**E.** Attended Meetings/Trainings/Etc.

- 9-10-24: DSPS POWTS Chat Update – Zoom Meeting
- 9-13-24: Attended CEED Tour
- 9-25-24 & 9-26-24: Certified Soil Tester Training in Antigo

## 5. Office Activity (Victoria Wilson)

- a. Monthly Sanitary and Well Permit Activity – There were 19 sanitary permits and 8 permits issued in September 2024.
- b. Septic Maintenance Notices – Septic Maintenance was due by Friday August 9<sup>th</sup> this year. On Monday September 23<sup>rd</sup>, 625 second notices were mailed to property owners that have not had maintenance completed. This includes conventional, mound and holding tank systems. The state requires any active system to be pumped or inspected every three years regardless of usage. Any property owner that does not have maintenance reported to our online system by October 24<sup>th</sup> will receive a letter from our Corporation Counsel office.
- c. Triennial Program Fee – Postcards for the Septic System Triennial Program Fee are scheduled to be mailed on October 17, 2024. Approximately 3088 notices will go out for the \$25 triennial fee.
- d. Attended the following meetings/trainings & activities:
  - i. September 4<sup>th</sup> CEED meeting
  - ii. September 6<sup>th</sup> drove and timed out CEED Tour route.
  - iii. September 13<sup>th</sup> CEED Tour



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 November 6, 2024

1. **Economic Development (Jason Grueneberg)**

**First Pitch Contest** – On October 3<sup>rd</sup> I attended the First Pitch Contest at Mid-State Technical College in Wisconsin Rapids. The purpose of the event was to give Mid-State and UW-Stevens Point students a chance to pitch a product or idea using one slide, within one minute, for the chance of winning \$100. Wood County sponsored the entrepreneur event to promote more entrepreneur activity and interest.

**North Central Wisconsin Regional Planning Commission (NCWRPC) Comprehensive Plan** – On October 14<sup>th</sup> I participated in the NCWRPC Comprehensive Plan steering committee meeting. The draft transportation, economic development and land use chapters were presented and discussed.

**Wisconsin Economic Development Corporation (WEDC) Summit** – On October 15<sup>th</sup> and 16<sup>th</sup> I attended the WEDC Summit in La Crosse. The theme of the conference was innovation, and topics covered included artificial intelligence, economic trends, leveraging innovation, and creative economic development approaches.

**Heart of Wisconsin Chamber of Commerce Legislative Breakfast** - On October 18<sup>th</sup> I attended the Legislative Breakfast at Mid-State Technical College. Many local government leaders were in attendance, and Wisconsin Rapids Mayor Matt Zacher, WI Representative Scott Krug, WI Senator Patrick Testin, and US Representative Derrick Van Orden participated in a panel discussion.

**Emerging Entrepreneur Night** – On October 24<sup>th</sup> I participated in the 2<sup>nd</sup> Annual Regional Emerging Entrepreneur Night held at Mosinee Brewing. This was an opportunity to talk to regional entrepreneurs about resources available. Over 80 people attended the event, with about 12 entrepreneur resource representatives available to discuss available resources.

**Central Wisconsin Economic Development (CWED) Fund** – On October 21<sup>st</sup> I participated in a CWED Executive Committee meeting to discuss lending to short term rentals.

**North Central Wisconsin Regional Planning Commission (NCWRPC) Commission Meeting** – On October 30<sup>th</sup> I participated in the NCWRPC Commission meeting. Agenda items included review and approval of the 2025 budget, review and adoption of the 2025 DOT Work

Program, Comprehensive Plan update, and an update on the Wisconsin Regional Orthoimagery Consortium Program.

**Discover Wisconsin** – The Discover Wisconsin video celebrating 90 years of Wood County was recently completed and is available for viewing. A big thank you to Parks and Forestry Director, Chad Schooley for working with the Discover Wisconsin production team to line up all the local talent to represent Wood County. The video can be viewed on a variety of social media formats including YouTube as well as the Discover Wisconsin web site and app. A screening of the production is being planned for April of 2025. The screening event will also be an opportunity to celebrate 90 years of Wood County Parks.

**Broadband** – We are getting closer to the grant applications being submitted for Broadband, Equity, Access, and Deployment funding. In Wood County there are 455 Broadband Serviceable Locations (BSL) that will be eligible for a portion of the \$1 billion BEAD funding allocated for Wisconsin if an application is submitted by a service provider. Frontier Communications has submitted a letter of intent to apply for BEAD funding for some or all of the eligible BSLs in Wood County. We are currently working with Frontier to get endorsement letters from municipalities, school districts, etc. In Wood County, Frontier Communications is the only provider that has submitted a letter of intent and asked the County for endorsement, and for this reason the CEED Committee and the Board will consider approving a resolution endorsing their BEAD grant application.

## **2. Planning & Zoning (Emily Arndt)**

1. Organize and attended planning meetings at the Town of Rock to work on updating their comprehensive plan.
2. Completed a second draft of the Town of Rock zoning ordinance
3. Continued work with the Town of Cameron to update their comprehensive plan.
4. Assisted multiple towns with zoning ordinance update questions.
5. Working through review and approval of CSMs and Condo Plats
6. Continued planning the organization of future Comprehensive Plans
7. Continued working with staff to ensure that questions are answered in a proficient manner

## **3. Land Records (Paul Bernard)**

- Parcel Mapping
- Address Mapping
- 3<sup>rd</sup> edition of the Wood County Emergency Services Atlas map book

## **4. Code Administrator (Brad Cook)**

9-30-2024- (1) POWTS onsite insp TN: 07, (1) Reviewed soils, plan review, issued permit for rep HT TN: 08, (1) Reviewed soils, plan review, issued permit for rep mound TN: 07, (1) SL permit reviewed and issued TN: 15

10-1-2024- (1) Reviewed soils, plan review, issued permit for new mound TN: 02, (1) SL permit reviewed and issued TN: 18, (1) SF letter written and sent TN:18, (1) Reviewed soils, plan review, issued permit for new HT TN: 04, (1) mound plow, abs cell, and tanks insp TN: 07

10-2-2024- (1) Reviewed well permit and issued TN: 19, (1) mound plow, abs cell, and tanks insp TN: 15, (1) HT insp TN: 17

10-3-2024- (3) Reviewed soils, plan review, issued permit for 2 conv & HT TN:11,19, (1) mound plow, abs cell, and tanks insp TN: 19

10-4-2024- (2) well permits reviewed and issued TN: 18, (1) SL insp TN: 04, (2) HT insp TN: 04, 10, answer phone calls and inquires with POWTS, SL, FL.

10-7-2024- - (1) Reviewed soils, plan review, issued permit for new HT TN: 01, (4) well permits reviewed and issued TN: 02, 07, 22, (1) conv insp TN: 27, (1) mound abs cell insp TN: 04

10-8-2024- (2) Reviewed soils, plan review, issued permit for new conv TN: 07, 18, (1) Reviewed soils, plan review, issued permit for new mound TN: 18, (1) well permit reviewed and issued TN: 06, (1) SL insp TN: 18, (1) mound and tank insp TN: 01

10-9-2024- Wood County Benefits/HR meeting, (1) POWTS onsite insp TN: 09, (1) POWTS insp report written, answer phone calls and inquires with POWTS, SL, FL.

10-10-2024-(4) mound plow, abs cell, and tanks insp TN:15, 19, 20, (1) conv insp TN 18

10-11-2024- (1) mound plow, abs cell, and tanks insp TN: 17, ½ day vacation

10-14-2024-(1) Reviewed soils, plan review, issued permit for new conv TN: 18,(2) well permits reviewed and issued TN: 17, 18, (1) HS letter written and sent TN: 03, (2) mound insp TN: 15, 18, answer phone calls and inquires with POWTS, SL, FL

10-15-2024- (2) mound plow, abs cell, and tanks insp TN: 04,15 , answer phone calls and inquires with POWTS, SL, FL

10-16-2024- (1) well permit reviewed and issued TN: 21, (1) POWTS onsite insp TN: 07, (1) mound and tank insp TN: 11, answer phone calls and inquires with POWTS, SL, FL.

10-17-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN:04, (1) well permit reviewed and issued TN: 17, (1) mound plow, abs cell, and tanks insp TN: 07, (1) conv insp TN: 18

10-18-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN: 19, (1) conv insp TN: 07, answer phone calls and inquires with POWTS, SL, FL.

## 5. **Code Technician (Kayla Rautio)**

A. Studied for Soils exam

B. Started reviewing shoreland zoning information

C. Reviewed POWTS and well delegation permits

D. Worked on inspection reports

E. Inspections/Investigations:

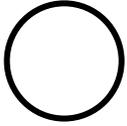
- 9-27-24: Shoreland zoning inspection TN: 04; Mound plow inspection TN: 06
- 9-30-24: POWTS on-site investigation TN: 07

- 10-1-24: Mound plow inspection TN: 07; Mound reinspection TN: 07
  - 10-2-24: Mound plow inspections TN: 15, 01; Holding tank inspection TN: 17; Mound reinspections TN: 15, 01
  - 10-3-24: System in-fill inspection TN: 19
  - 10-4-24: Shoreland zoning inspection TN: 04; Holding tank inspections TN: 10, 04
  - 10-7-24: Conventional inspection TN: 19; Mound reinspection TN: 04
  - 10-10-24: Mound plow inspections TN: 19, 20, 15; Mound reinspections TN: 19, 20; ISD mound inspection TN: 19; Conventional inspection TN: 18; Holding tank inspection TN: 18
  - 10-11-24: Mound plow inspection TN: 17; Mound reinspection TN: 17; Conventional inspection TN: 09
  - 10-14-24: Mound reinspection TN: 15; Conventional inspection TN: 18
  - 10-15-24: Mound plow inspection TN: 04; Mound reinspection TN: 04; Mound tank inspection TN: 15
  - 10-16-24: POWTS pre-installation inspection TN: 07; Mound tank inspection TN: 11
  - 10-17-24: Mound plow inspection TN: 07; Mound reinspection TN: 07; Conventional inspection TN: 18
  - 10-18-24: Conventional inspection TN: 07
  - 10-21-24: Mound tank inspection TN: 10
  - 10-22-24: Mound plow inspection TN: 18; Mound reinspection TN: 18
  - 10-23-24: Holding tank inspection TN: 08; Mound plow and tank inspection TN: 19
  - 10-29-24: Mound plow inspections TN: 04, 22; Mound reinspection TN: 04
  - 10-30-24: Conventional inspection TN: 18; Mound reinspection TN: 22
- F. Attended Meetings/Trainings/Etc.
- 9-30-24: Truck servicing; WRS Webinar
  - 10-9-24: Soils Certification Exam- Eau Claire
  - 10-18-24: Truck appt. at Rapid Signs – new logo
  - 10-24-24 & 10-25-24: WCCA Conference - Manitowoc

## 6. **Office Activity** (Victoria Wilson & Julie Mancl)

- a. Staff-Program Assistant – Julie Mancl joined the Planning & Zoning team on September 30<sup>th</sup> and has been training with Victoria.
- b. Monthly Sanitary, Shoreland, Floodplain and Well Permit Activity – There were 19 sanitary permits, 1 shoreland permit, 1 floodplain permit and 18 well permits issued in October 2024.
- c. Triennial Program Fee Postcards – 3087 postcards were mailed on October 17<sup>th</sup>, 2024, to property owners, asking for the \$25 program fee. As of Wednesday October 30<sup>th</sup>, 1202 payments have been processed in the office. The due date to pay the program fee is Monday November 18<sup>th</sup>, 2024. A second notice will be mailed on December 9, 2024 to property owners that did not pay the fee by the due date.

- d. Septic Maintenance Letters – Our office will be sending out letters from Corporation Counsel to property owners who have not had their septic maintenance completed. Septic maintenance was due to be completed by August 9<sup>th</sup>, 2024. Second notices were mailed out on September 23<sup>rd</sup>, 2024. The letter from Corporation Counsel will be the last attempt to notify owners to have maintenance completed before court action is taken.
- e. Attended the following meetings/trainings & activities:
  - i. October 2<sup>nd</sup> CEED Meeting (VW & JM virtually)
  - ii. October 9<sup>th</sup> Open Enrollment (VW virtually)



RESOLUTION#

Introduced by
Page 1 of 1

Conservation, Education, & Economic Development

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

INTENT & SYNOPSIS: Approve an amendment to the Town of Rudolph Official Zoning Ordinance.

FISCAL NOTE: NONE

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

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

WHEREAS, on October 22, 2024 the Town of Rudolph submitted an ordinance amendment to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

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

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

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, W. to Leichtnam, B.)

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

WHEREAS, on November 6th the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following amendments to the Town of Rudolph Official Zoning Ordinance:

- (1) Rezoning of parcel #1700522E from (I-1) Industrial District to (AG-1) Agricultural District
(2) Rezoning of parcel #1700522B from (I-1) Industrial District to (AG-1) Agricultural District
(3) Rezoning of parcel #1700522C from (I-1) Industrial District to (AG-1) Agricultural District

( )

Blank lines for signatures

Bill Leichtnam, Chair
Timothy Hovendick
Russell Perlock
Wayne Schulz
Tom Buttke, Vice Chair

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



**RESOLUTION#** \_\_\_\_\_

Introduced by Conservation, Education and Economic Development Committee  
Page 1 of 1

JRG

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

**INTENT & SYNOPSIS:** To endorse Frontier Communications to apply for Broadband Equity Access and Deployment (BEAD) grant funding to construct highspeed broadband infrastructure in unserved/underserved households of Wood County.

**FISCAL NOTE:** None

**WHEREAS,** the Broadband, Equity, Access, and Deployment program (BEAD) has been established to provide significant funding to expand high-speed internet access across the United States and funding is available for unserved and underserved households and businesses within Wood County; and

**WHEREAS,** the purpose of BEAD funding includes promoting economic growth, improving educational opportunities, and enhancing healthcare services through better internet access; and

**WHEREAS,** Wood County Board of Supervisors recognizes that broadband connectivity and reliability is critical infrastructure for health, safety, and quality of life for all community residents to participate in the full benefits of our society and economy, including access to telemedicine, educational, and economic opportunities; and

**WHEREAS,** Wood County has established a broadband committee known as the Digital Equity Solution Team (DEST) in 2020 which has developed partnerships with local governments, schools and businesses; and

**WHEREAS,** Frontier Communications is seeking BEAD funding for eligible unserved and underserved project units in Wood County; and

**WHEREAS,** Frontier Communications has discussed their plans with the DEST on October 17<sup>th</sup>, 2024 and will continue public engagement efforts by attending public events, meeting with affected municipalities, libraries, school

districts, nonprofits, etc.; and

**THEREFORE BE IT RESOLVED,** that Wood County Board of Supervisors endorses the application of Frontier for BEAD funding to support their broadband infrastructure project in Wood County Towns of Lincoln, Marshfield, and Auburndale; and

**BE IT FURTHER RESOLVED,** that the Wood County Board of Supervisors directs its clerk to draft and provide a letter to the Public Service Commission of Wisconsin and the applicant outlining this endorsement and verifying the applicant and geographic location affected, which shall include the minutes from this meeting.

( )

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bill Leichtnam, Chair  
Timothy Hovendick  
Russell Perlock  
Wayne Schulz  
Tom Buttke, Vice Chair

Adopted by the County Board of Wood County, this 12<sup>th</sup> day of November 20 24.

County Clerk

County Board Chairman

**MINUTES**  
**JUDICIAL & LEGISLATIVE COMMITTEE**

**DATE:** Friday, November 1, 2024

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

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

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

1. Chairman Clendenning called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Leichtnam/Voight to approve the minutes of the October 4, 2024, meeting, as presented. Motion carried unanimously.
4. The notice of claim of Michael & Nancy Hemmingfield was reviewed and will be forwarded to the County Board.
5. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Voight/Perlock to approve them as presented. Motion carried unanimously.
6. The recruitment of the Corporation Counsel was discussed. HR Director McGrath stated the posting will go live on Monday, November 4<sup>th</sup>. Interviews are tentatively scheduled for December 16<sup>th</sup>.
7. Supervisor Leichtnam provided a report of the Citizens Water Group meeting recently held.
8. County Clerk Miner and Deputy County Clerk DeKleyn presented copies of the current county board rules as well as the WCA template. Work will begin in the new year to incorporate the current version into the template format. If anyone has anything to add or change, please let Miner or DeKleyn know.
9. The next meeting will be held on Friday, December 6<sup>th</sup> at 9:00 AM.
10. Chairman Clendenning declared the meeting adjourned at 9:19 AM.

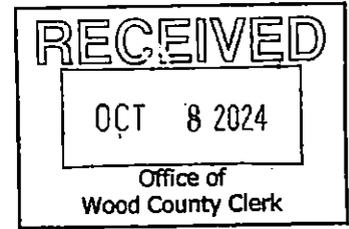
Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

**Judicial & Legislative Committee  
November 1, 2024**

NAME	REPRESENTING
Hilde Kleyn Russ Perlock	County Clerk WCB # 4
Tiffany Ringer Lance Prime	ROD WCB
Kim McGrath Peter Kastorholz	HR Corp. Counsel
Brent Vruwink	CSA
Ed Newton (WebEx)	Finance
Katie Miloch (WebEx)	Human Services
Brandon Vruwink (WebEx)	Human Services

NOTICE OF INJURY AND CLAIM

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



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

cc: Corp Counsel  
HR  
Amy

THE INCIDENT

Date: 8-26-20  
Time: between 8-5  
Place: 6545 County Rd E Arpin WI

The circumstances giving rise to my claim are as follows:

County mowing along County Rd E  
mower hit gravel & threw a rock which  
hit our window causing the window  
to break.

The names of county personnel involved are: unknown

The names of other witnesses are: Nancy Henningfield

THE CLAIM

I request the following monetary or other relief: Installed \$256.28  
for pane of glass.

Date: 9/9/2024

Signature  
Print Name: Michael + Nancy Henningfield  
Address: \_\_\_\_\_

Phone: \_\_\_\_\_





# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

NOVEMBER 2024

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I completed the annual County FTE Survey and sent it into the state. The state will submit it to the Federal Office of Child Support Enforcement.
- McKenzie Kelnhofer and Chelsey Brandl completed Mediation Certification through UW-Milwaukee.
- On October 17<sup>th</sup> a group of Child Support Directors and I met with the Governor's office about the upcoming State Budget. This budget session we are focused on securing the needed funding to create a new statewide child support computer system.
- I will be presenting on child support agency budgeting at the New Directors Orientation on November 20<sup>th</sup>.
- The Federal Fiscal Year ended September 30<sup>th</sup> and the agency met all four performance measures.
- The current IV-D case count is 3,663.



# Wood County

## WISCONSIN

*Kimberly A. Stimac*

CLERK OF  
CIRCUIT COURT

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November 2024

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

September 30, 2024 – The traffic/information clerk position became vacant. This is a front counter position who is the first contact for the public. My information clerk and court clerks have stepped up to help cover that desk. After reviewing the courts calendars, we believe this is feasible for the remainder of this year.

October 7, 2024 – Attended a zoom meeting with CCAP Clerk Focus Group for the 2025 CCAP Annual Plan. This is the first time we have had a joint meeting with CCAP to discuss an annual plan. We found this very beneficial for both sides and look forward to collaborating with them more in the future.

October 8, 2024 – Attended the monthly judges meeting.

October 9 thru 11, 2024 – Attended the Wisconsin Clerks of Circuit Court Association Fall Conference.

October 12, 2024 – On this date, we lost a great man who was one of our bailiff's. David Hoks lost his battle with cancer. He was a friend to many on the third floor and will be deeply missed. Our thoughts and prayers go out to his family and friends.

October 23, 2024 – The Clerks of Court in Manitowoc County and Racine County have recently had fraudulent check transactions attempted with their banks. I am reaching out to Ed Newton to discuss our procedures that we are using.



# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

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MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
October 2024

1. Public Records. In a pending civil litigation case where our insurer has retained the services of outside counsel to represent the County's interests, Plaintiff's counsel presented a records request to the County for the legal fees charged by our insured's counsel. Our outside counsel was opposed to releasing this information, but I did not see a significant reason to not release it. In light of the fact that if a record request is wrongly denied, even in part, the governmental entity is responsible for the legal fees of the record requester, which could run to \$100K, I did not see a reason to take the risk. The County's third-party insurance administrator (TPA) advised that not only would our insurer cover the penalty and all attorney fees if the County lost a mandamus action if the record requester sued, but our insurer would also not charge a deductible for the claim. Consequently, I acquiesced, and the outside counsel will be denying the record request. It will be interesting to me to see if anything comes of this matter, but I bring it to your attention to point out that attorneys often disagree on the application of the law, but my focus is to limit the County's exposure to monetary damages and that has been done here.
2. Office Space. Branch I had been using our spare office to store books and sundry items while their renovations were ongoing. When those items were cleared out recently by Maintenance, we were advised that a desk was available from a person who had transitioned to a stand-up desk. Maintenance moved the desk into the spare office, and it is now set up to be used as an office should the need arise.
3. Coinhub. As you may recall, Coinhub appealed the Circuit Court's dismissal of its petition to have the Court order the return of the funds to it. The funds were seized by the Sheriff's Department from a Bitcoin vending machine and turned over to the lady they were scammed from. I will be spending a fair amount of time working on the brief, but the case is in an odd posture because even if the County loses the appeal, the case will only be remanded back to Circuit Court. At that point, Coinhub would be looking for a court order to have the lady who was scammed return the funds to Coinhub. Ergo, the outcome of the appeal does not directly impact the County. Meanwhile, Coinhub has filed a notice of injury and claim against the County wherein it contends the Sheriff's Department wrongfully released the funds here to the lady who was scammed and Coinhub is looking to recover its costs from the County; which presumably would include the legal fees in the appeal. That case, which will take a while to develop procedurally, is one that creates risk for the County. The County has insurance, albeit with a deductible, so the risk is attenuated. This kind of case will also chew up staff time. It could easily be 18 months before this is all wrapped up and with the two separate proceedings it can be confusing so I thought that I would take a moment to give you this update. As always, if you have questions, let me know.



# Wood County

## WISCONSIN

CRIMINAL JUSTICE  
DEPARTMENT

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NOVEMBER 2024

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator, Caitlin Saylor

#### Meetings Attended:

10/2/24: Drug Court Policy and Procedure Subcommittee  
10/4/24: Judicial and Legislative Committee  
10/7/24: Drug Court Staffing/Court  
10/8/24: RSAT Meeting with DOJ  
10/14/24: Drug Court Staffing/Court  
10/15/25: Wood County Board of Supervisors; Three Bridges Recovery Meeting  
10/17/24: Drug Court Sustainability Meeting  
10/22/24: Southern Health Partners Nurse Meeting  
10/28/24: Drug Court Staffing/Court; DHS Grant Meeting  
10/29/24: Opportunity for Hope Meeting

#### Drug Court

Current participants: 22  
Pending Admissions: 0  
2024 Terminations (Year to Date): 9  
2024 Graduations (Year to Date): 5  
Pending Referrals: 3

- Two individuals graduated from Drug Court during the month of October.
- The TAD 2025 Application was submitted. Our grant award amount is \$170,664 with a 25% cash match.
- The TAD Project and Fiscal Reports were submitted during the month of October.
- Drug Court CORE team members held an all day policy and procedure meeting and will have an updated policy and procedure in November 2025.
- Wood County Human Services submitted a letter to Judge Wolf, requesting to withdraw their treatment provider and clinic manager from the team at the end of 2024.
- There are currently 1-2 interested treatment providers from a local AODA/mental health agency that have submitted their interest to be the new treatment provider on the staffing team.

#### Medication Assisted Recovery Program

Wood County received \$131,295 in grant funds to support the Medication Assisted Recovery Program in the Wood County Jail and our program will be funded until at least 2027 by the DOJ Residential Substance Abuse Treatment Grant.

The Criminal Justice Department submitted an application to receive \$60,500 in opioid settlement funds to support the case manager position and contractual services from Three Bridges Recovery, and this was approved by the Opioid Task Force and county board.

The Criminal Justice Coordinator submitted a grant through DHS, in partnership with the Wood County Sheriff's Department, for Opioid Abatement Efforts by Law Enforcement Agencies to support the Medication Assisted Recovery Program. Wood County will receive \$226,124 in grant awards with no cash match required. These funds will support the Nurse Practitioner position, medications for opioid use disorder, individual peer recovery coaching, operational support for the nursing staff, and contracts with Family Health Center and Wausau Comprehensive Treatment Center to provide MAT services.

The Criminal Justice Coordinator conducted interviews for the Addiction Medicine Nurse Practitioner Position with Lt. Susanna Wagner; Human Resources is currently in the process of completing reference checks and an offer is expected to be made in the month of November.



# Wood County

## WISCONSIN

REGISTER IN  
PROBATE

November 2024

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- Due to staff changes within Branch 1 the judicial assistant floater from our office has moved to the Branch 1 judicial assistant position. This means that she will be assisting in probate as she is able with the court calendar. Our office will be requesting help from the judicial assistants to assist in coverage so that the floater may work in our office as needed.
- I attended the WI Register in Probate Fall Educational Conference in Kenosha. Fall and spring conferences are hosted yearly by the Wisconsin Register in Probate Association. A variety of topics were discussed including mental commitments, guardianships, probates and financial matters related to probate offices.
- 10/02-10/04 - WI Register in Probate Fall Educational Conference in Kenosha
- 10/07 – WI Association County Leadership virtual weekly meeting
- 10/14 – WI Association County Leadership virtual weekly meeting
- 10/15 – Wood County Board Meeting
- 10/28 - WI Association County Leadership virtual weekly 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

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#### NOVEMBER 2024

#### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

- Attended WCA weekly webinars on September 30<sup>th</sup> and October 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup>.
- Attended WRDA Fall Conference October 2<sup>nd</sup> – 4<sup>th</sup>.
- All interested staff attended an open enrollment meeting offered by Human Resources.
- Clint Heitz, from Fidlar, visited the office on October 9<sup>th</sup>. We discussed the install of Citadel software, to comply with the Judicial Officer Privacy Shielding Bill, and the possibility of implementing Bastion software in the future. The cost of Citadel install is \$35,000. Fortunately, this fee is waived for Wood County per the current LifeCycle contract with Fidlar. I will be providing more information on Bastion in the future.
- On October 15<sup>th</sup>, I attended the County Board meeting. I also attended Fidlar College – Continuing Education Training Webinar. In working with County IT department, Fidlar completed an AVID software update as well.
- Attended Fidlar Training on Tapestry EON on October 17<sup>th</sup>.
- I was invited to attend Lincoln High School Career Day on October 22<sup>nd</sup>. It was enjoyable to share and answer questions about my position as Register of Deeds with the students of the Junior class.
- I will be attending the Judicial and Legislative committee meeting and the WCA Personnel, Finance and County Organization Steering Committee virtual meeting on November 1<sup>st</sup>.



## **VICTIM WITNESS SERVICES REPORT**

Alicia Parenteau, VW Coordinator  
Julianne Esser, Program Assistant  
September-October 24, 2024

This is a general overview of what Victim/Witness services were provided for this timeframe.

### **325 Total Victim/Witness Contacts:**

- Support to victims/ witnesses by phone/email and in person
- Meetings with victims
- Coordinate consultation with attorneys
- Escort victims to hearings
- Review/ assist with victim/ witness statements
- Restitution
- Community Referrals

### **295 - Notifications by mail**

( hearing, prosecution, dismissals, dispositions, plea agreements)

Total services including victims and witnesses = 765

### **Additional Information :**

- Budget completed and approved
- 10/24/2024 - New office desk being installed
- Scheduling community outreach events for next quarter (new)

Respectfully,  
Alicia Parenteau, Victim Witness Coordinator

Wood County State Wildlife Area Advisory Committee Meeting  
July 15, 2024 Minutes

Present: Dale Weis, Dennis Polach, Curt Pluke, Mike Wipfli, Scott McAuley, Dawn Schmutzer, Zak Knab, Fritz Schubert, Leo Kiedrowski, Larry Isensee

1. Call to order by Chair Weis at 5:30pm
2. Quorum declared
3. Curt made a motion to approve minutes from April 9, 2024. Scott second. All ayes. Motion carried.
4. No correspondence
5. No public comment
6. Sandhill - Meadow Valley - Wood County Update

Staffing:

- Darren was selected to represent the Wildlife Management Program to assist the Canadian Ministry of Natural Resources in an extensive Canada Goose banding project. Darren is heading north on Monday, July 15<sup>th</sup> and will be gone until August 3<sup>rd</sup>.
- Gabbie Harshbarger started on April 22<sup>nd</sup> as the FTE Wildlife Tech stationed at Sandhill. She has been on now roughly 3 months and has been doing a wonderful job! Gabbie is taking the lead on water level checks on work unit and has spent most of her time operating equipment, checking water, and learning the property.
- Curtis Calcari is LTE Wildlife Tech that started on May 20<sup>th</sup>. He will be on through the summer as he goes back to school (UWSP) in September. Curt has been focusing on fence checks, chemical application, and brush/chainsaw work on the work unit. He has been a great temporary addition to the team.
- No movement on filling the LTE educator position yet. We have had some discussions regarding alternative options for this position (partnering with other programs) but nothing solid yet. Planning to open recruitment in August/September, with hopes to have someone by October.
- Research Technician, Jason Erichson left for a new job in Oshkosh. He has been replaced by Sam Sodke. Sam started a couple weeks back and is taking over the Turkey Research project.

Discussions: Zak will provide priority lists for projects in each area; Potter Road upkeep; bears sighted in areas.

- a. Wood Cty: 4<sup>th</sup> Impoundment and Stewart Marsh are in draw down.
  - b. Sandhill: regaveled South Bluff Road; resurface parking lot soon; AV updates to classroom; dorm siding replacement upcoming; Trumpeter Trail gates have been found open and this needs to be reported. Looking at increasing recreation traffic in Sandhill and Meadow Valley via advertisement. 10-year inspection of Ditchbank dike completed. 1<sup>st</sup> Impoundment and North Wood Cty Barrens were burned this spring. Spread Lupine seeds on the barrens area after the burn. D, F, and J Flowages in draw down. Learn to Hunt had 39 applicants; hunt is Nov 2 & 3. Open hunt applications open in August; hunt is Nov 2 & 3. Trapping applications out in August also. Allotment dollars still unused but will be ordering materials soon. Spring brood count is complete but numbers not in yet. Frank (bull) and one older female has died but there were 5 calves born in 2024.
  - c. Meadow Valley: Southeast pool, West pool, Scott Flowage and West Finley are in draw downs. Wolf den found with 4 pups.
7. 2025 Allotment for equipment rental update: Zak cannot find an easy way to use our monies for rentals. Projects for 2025 could be \$10,000 for tree removal on 32 acres on the 3<sup>rd</sup> impoundment or \$5000 for 27 acres of Aspen shearing. \*\*Dawn create a spreadsheet for where allotments have gone in prior years. The 2024 allotment is \$5000 towards Stewart Marsh and \$5000 towards new double tube culvert.
  8. 2024 Terms Ending (Jim, Dawn, Nathan) Parks Dept will handle all aspects of the end of terms. One application has been submitted to replace Nathan. Jim and Dawn were approved for another term.
  9. Member Matters: discussion occurred around focusing our allotments on multi-year projects vs reviewing annually what DNR has for high priority projects. Habitat projects are conditions permitting. DNR fiscal year runs July 1 – June 30.
  10. Future Agenda Items: Officer elections, 2025 Allotment
  11. Next meeting Monday October 14, 2024 at 5:30pm at Sandhill
  12. Motion to adjourn by Curt, second by Leo, all ayes, motion passed. Adjourned at 6:57pm.



# Wood County

## WISCONSIN

OFFICE OF  
HIGHWAY COMMISSION

*Roland Hawk*  
COMMISSIONER

October 31, 2024

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for November 7, 2024 HIRC meeting

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### Department Activities

#### Personnel/Administration

Loader operator position was filled in early October. Highway Department has no vacancies at this time.

Marshfield Brine building is under construction. Foundation and floor is complete.

Commissioner submitted General Liability Clarification letter October 1 to WDNR to acquire the parcel in the SW quadrant of CTH A and Richfield Drive. WDNR has 60 days to make a determination. This property has been abandoned by owners due to contaminated soil. Bank has contacted Commissioner to see if Highway would accept property for R/W purposes.

Commissioner has approved a contract with a consultant to complete engineering for a structure and roadway alignment for CTH AA over Lynn Creek in the Town of Port Edwards. Geotechnical and pavement cores have been completed, as well as wetland delineation, topographic survey. Preliminary correspondence with WDNR has been completed.

#### Highway/Facility Projects

##### 2024 Engineering Projects

- WisDOT STP Project CTH F & HH Intersection **Construction 2026**
  - Design Engineering 90% Complete
  - R/W acquisition in progress.
- WisDOT STP Bridge CTH N (STH 186 – CTH N) **Construction 2025**
  - Design Engineering 100% Complete
- WisDOT STP Urban (BIL) CTH U Village of Biron **Construction 2026**
  - DNR, FERC, US ACOE coordination ongoing
  - R/W acquisition early 2025
  - Environmental Document & Design Study Report submitted.
  - Borrow site (pond) anticipated winter 2024-2025.
  - Coordination of box culvert extension, to be performed by Wood Co Hwy. in 2025
- CTH Z BIA funded 2024 pavement replacement **Construction 2024 completed**
- CTH BB Realignment Project

- Final alignment selected, R/W acquisition in progress.
- WDNR & USACE wetland documentation completed.
- Construction anticipated to begin *late 2024 or early 2025*.
- CTH K & P Intersection
  - Project complete and open to traffic August 2.
- Marshfield Brine Building
  - Contractor started early October
  - Anticipate completion late December
- CTH A Corridor Preliminary Engineering
  - Preliminary engineering underway
    - Haz Mat report
    - Crash analysis
    - Alignment
    - Profile
    - Cross-sections
    - Intersection analysis
  - Commissioner exploring funding options
  - Abandoned property with Haz Mat being reviewed for General Liability Risk.
- CTH AA Lynn Creek
  - Contract signed
  - Geotechnical/pavement cores complete
  - Wetland Delineation Complete
  - Topo Survey Complete
  - Initial WDNR Correspondence Complete

### Highway Maintenance

Work in October included:

- Sign replacements,
- Beam guard repairs,
- Mowing/brush cutting
- Shoulder maintenance
- Ditching
- Culvert replacement
- Stump removal at Dexter Site
- Grading parking lot at WR facility

### WCHA Events & Misc. Meetings since last HIRC meeting

Commissioner attended the following events/meetings:

- September 22 – 24 NACE BOD meeting Toronto, CN
- September 30, WCHA Conference Coordination Committee, Virtual
- October 1, Auburndale Elementary School Engineering Presentation
- October 3, HIRC
- October 3, CTH A Progress Meeting
- October 7, WCHA LOS Committee, Virtual
- October 8, WCHA Executive Committee Meeting, Waupaca County
- October 8 – 9, WCHA Fall Commissioner Training, Waupaca County
- October 10 Fall Safety Training/Open Enrollment WR Facility
- October 14 – 25 Commissioner Vacation
- October 28 WCHA BOD meeting, Virtual
- October 29 Panelist for TDA Round Table Mosinee Airport,

## EQUIPMENT

The tandem Mack patrol truck purchased in 2022 is expected to be delivered for service in November. The single axel International patrol truck purchased in 2022 is anticipated to be delivered for service in spring 2025.

Roof Drains have been disconnected from sanitary sewer system and redirected to dump on to ground outside of building. This is generating significant water around the building. In spring 2026, additional grading or drains may need to be installed around the building.

## 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 have received the final GTA payment from the State.

County construction projects continue to wind down.

The Maintenance Fund is fairly low but should carry us to year-end. The Machinery Fund is in the red and may not recover by year-end. Snow Removal Fund is at about \$40,000 so it will likely be in the red by year-end as well. The Capital Projects fund was buoyed by October's influx of 2025 funding but that deposit is supposed to be for next year's projects.

### Other

This month continues the educational series, Bookkeepers Corner, which I began a few months ago. The chapter this month is on the Transportation Cost Pool – Equipment Acquisition.

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**TRANSPORTATION COST POOLS – EQUIPMENT ACQUISITION**

Per the Uniform Cost Accounting System manual, the Equipment Acquisition cost pool is “established to accumulate the costs for such items while preserving the integrity of the line items of expense and budgetary controls.” In other words, we use this transportation cost pool to gather all the costs for a new fixed asset before it is actually put “in service”. We “preserve the integrity” of line items by not showing individual expenses within the fixed asset accounts.

For example, when the Department purchases a plow truck, there are many components to the truck and they are purchased from, and assembled by, various vendors. We purchase the chassis from one vendor, who must be paid. Then, the chassis is sent to another vendor who installs the various plows, spreader, etc. Finally, there may be some work that our mechanics have to perform on the truck to finally make it road-ready, such as communications equipment. All those costs are put in the Equipment Acquisition pool and, when the truck is put in service, the total of those costs is debited to the fixed asset account.

The Equipment Acquisition cost pool is represented in Function 53281.

Debits to the pool – Purchases of fixed assets, additions to fixed assets not yet in service, and costs to make a fixed asset ready for its primary function.

Credits to the pool – When a fixed asset is put in service, the debit is to a specific asset account (Function 18000) with a credit to Function 53281 at the cost allocation line item, 980.

As a reminder, the cost pools encompass both expenses and revenues. Unlike most accounting systems, the revenues within the cost pools are accounted for under expense functions (50000 series of numbers in the third segment of the County’s account numbers). The revenue accounts within those expense functions are referred to as Cost Allocation accounts.

The result of this practice, when the Transportation Cost Pool is “over-recovering” its costs, and when a particular function’s expenses and cost allocations are combined, is a credit balance (number will show in parentheses on Revenue Report). When the Transportation Cost Pool is “under-recovering” its costs, the combined accounts will show a debit balance (the number will not be in parentheses on the Revenue Report).

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Thursday, October 31, 2024

		2024			
		Actual	Budget	Variance	Variance %
<b>REVENUES</b>					
Intergovernmental Revenues					
43300	Federal Grants-American Recovery & Reinvest Act	\$151,023.91		\$151,023.91	0.00%
43531	State Aid-Transportation	2,213,390.51	2,497,341.00	(283,950.49)	(11.37%)
43534	State Aid-LRIP	462,691.55	816,480.00	(353,788.45)	(43.33%)
	<b>Total Intergovernmental</b>	<b>2,827,105.97</b>	<b>3,313,821.00</b>	<b>(486,715.03)</b>	<b>(14.69%)</b>
Licenses and Permits					
44101	Utility Permits	23,172.16	29,200.00	(6,027.84)	(20.64%)
	<b>Total Licenses and Permits</b>	<b>23,172.16</b>	<b>29,200.00</b>	<b>(6,027.84)</b>	<b>(20.64%)</b>
Intergovernmental Charges for Services					
47230	State Charges	896,238.46	1,061,555.00	(165,316.54)	(15.57%)
47231	State Charges-Highway	179,245.94	307,190.00	(127,944.06)	(41.65%)
47232	State Charges-Machinery	25,671.03		25,671.03	0.00%
47300	Local Gov Chgs	456,142.31	525,383.00	(69,240.69)	(13.18%)
47330	Local Gov Chgs-Transp	1,245,192.46	1,130,895.00	114,297.46	10.11%
47332	Local Gov Chgs-Roads	87,936.41	424,793.00	(336,856.59)	(79.30%)
47333	Local Gov Chgs-Bridges	75,308.71	84,227.00	(8,918.29)	(10.59%)
	<b>Total Charges to Other Governments</b>	<b>2,965,735.32</b>	<b>3,534,043.00</b>	<b>(568,307.68)</b>	<b>(16.08%)</b>
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	2,547,006.87	2,481,327.00	65,679.87	2.65%
	<b>Total Interdepartmental Charges</b>	<b>2,547,006.87</b>	<b>2,481,327.00</b>	<b>65,679.87</b>	<b>2.65%</b>
	<b>Total Intergovernmental Charges for Services</b>	<b>5,512,742.19</b>	<b>6,015,370.00</b>	<b>(502,627.81)</b>	<b>(8.36%)</b>
Miscellaneous					
48340	Gain/Loss-Sale of Salvage and Waste	10,217.80	6,700.00	3,517.80	52.50%
48520	Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
	<b>Total Miscellaneous</b>	<b>10,217.80</b>	<b>26,700.00</b>	<b>(16,482.20)</b>	<b>(61.73%)</b>
Other Financing Sources					
49110	Proceeds from Long-Term Debt	2,451,500.00	2,137,517.00	313,983.00	14.69%
49280	Transfer from Trust Funds	462,691.55		462,691.55	0.00%
	<b>Total Other Financing Sources</b>	<b>2,914,191.55</b>	<b>2,137,517.00</b>	<b>776,674.55</b>	<b>36.34%</b>
	<b>TOTAL REVENUES</b>	<b>11,287,429.67</b>	<b>11,522,608.00</b>	<b>(235,178.33)</b>	<b>(2.04%)</b>
<b>EXPENDITURES</b>					
Public Works-Highway					
53110	Hwy-Administration	468,211.66	413,359.51	(54,852.15)	(13.27%)
53120	Hwy-Engineer	185,116.05	271,100.38	85,984.33	31.72%
53191	Hwy-Other Administration	297,493.70	364,803.97	67,310.27	18.45%
53210	Hwy-Employee Taxes & Benefits	(612,902.42)	(0.01)	612,902.41	#####
53220	Hwy-Field Tools	(55,398.24)	(0.08)	55,398.16	#####
53230	Hwy-Shop Operations	277,530.35	331,761.59	54,231.24	16.35%
53232	Hwy-Fuel Handling	(19,144.55)	(23,105.00)	(3,960.45)	17.14%
53240	Hwy-Machinery Operations	(1,193,335.79)	(580,718.15)	612,617.64	(105.49%)
53250	Hwy-Crushing Operations	41,095.95	0.44	(41,095.51)	#####
53251	Hwy-Crushing Operations Production	100,572.90	(0.13)	(100,573.03)	#####
53260	Hwy-Bituminous Ops	114,188.50	234,143.57	119,955.07	51.23%
53266	Hwy-Bituminous Ops	1,608,141.10	1,957,351.50	349,210.40	17.84%
53270	Hwy-Buildings & Grounds	240,239.06	376,257.96	136,018.90	36.15%
53290	Hwy-Salt Brine Operations	18,640.08	(0.40)	(18,640.48)	4,660,120.00%
53291	Hwy-Salt Brine Operations	2,681.74	(0.40)	(2,682.14)	670,535.00%
53281	Hwy-Acquisition of Capital Assets	1,103,520.44		(1,103,520.44)	0.00%
53310	Hwy-Maintenance CTHS		23,742.92	23,742.92	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	3,062,622.81	2,895,462.40	(167,160.41)	(5.77%)
53312	Hwy-Snow Remov	548,887.54	907,384.18	358,496.64	39.51%
53313	Hwy-Maintenance Gang	127,383.75	217,092.62	89,708.87	41.32%
53314	Hwy-Maint Gang-Materials	5,813.70	3,160.00	(2,653.70)	(83.98%)
53320	Hwy-Maint STHS	1,015,096.00	1,061,555.11	46,459.11	4.38%
53330	Hwy-Local Roads	1,245,719.04	1,130,894.59	(114,824.45)	(10.15%)
53340	Hwy-County-Aid Road Construction	481,201.96	478,363.75	(2,838.21)	(0.59%)
53341	Hwy-County-Aid Bridge Construction	161,421.60	134,227.18	(27,194.42)	(20.26%)
53490	Hwy-State & Local Other Services	533,259.45	525,383.46	(7,875.99)	(1.50%)
53491	Hwy-ATV Route Signage		40,000.01	40,000.01	100.00%
	<b>Total Public Works-Highway</b>	<b>9,758,056.38</b>	<b>10,762,220.97</b>	<b>1,004,164.59</b>	<b>9.33%</b>
	Capital Outlay				

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Thursday, October 31, 2024

		2024			
		Actual	Budget	Variance	Variance %
57310	Highway Capital Projects	3,285,177.15	2,246,682.03	(1,038,495.12)	(46.22%)
57930	Depreciation & Amortization	1,967.47		(1,967.47)	0.00%
	Total Capital Outlay	<u>3,287,144.62</u>	<u>2,246,682.03</u>	<u>(1,040,462.59)</u>	<u>(46.31%)</u>
	Other Financing Uses				
59210	Transfers to General Fund	462,691.55		(462,691.55)	0.00%
	Total Other Financing Uses	<u>462,691.55</u>		<u>(462,691.55)</u>	<u>0.00%</u>
	TOTAL EXPENDITURES	<u>13,507,892.55</u>	<u>13,008,903.00</u>	<u>(498,989.55)</u>	<u>(3.84%)</u>
	NET INCOME (LOSS) *	<u>(2,220,462.88)</u>	<u>(1,486,295.00)</u>	<u>(734,167.88)</u>	<u>49.40%</u>



# Parks & Forestry Department Reports

November 7, 2024

## Director Report, by Chad Schooley

- Continue assisting with South Park storm shelter project management. Final punchlist items are being completed. Hwy Dpt completed paving parkinglot in October and did a great job.
- Continue project management for Powers Bluff Maintenance Shop Project. Site work is complete and concrete is scheduled for 1<sup>st</sup> week in November.
- As a result of the October HIRC meeting discussion on CERA Park, I reached out to Peter K. regarding required next steps. He advised that at this point we would need approval from the PIT Committee, or full County Board, to proceed with any negotiations regarding a lease. In light of this I have asked to be placed on the November 4<sup>th</sup> PIT agenda for approval of lease negotiations. If approved, I will move forward with discussions/negotiations of lease, and provide to HIRC for further consideration.
- 1<sup>st</sup> airing of Discover Wisconsin was on October 20<sup>th</sup>, highlighting Wood County Parks 90<sup>th</sup> anniversary in 2025. There will be another airing in April, along with a public showing/celebration. More details to come.
- There is a FAQ brochure in your packet regarding an EAB control option at Powers Bluff. This idea was brought up by members of the Friends of Powers Bluff. A DNR representative is invited to the meeting to answer any questions you may have.
- Lake Wazeecha (Red Sands Beach Area) dredge project was completed the week of 10-21-24. Everything went well. Turbidity curtains will be removed from the lake the week of November 4<sup>th</sup>.
- Met with representatives from the WI highschool mountain biking group. They are considering Powers Bluff as a host site in 2025 for a state wide race. More discussion will follow.
- **Special Use Permits**
  - None at this time

## Maintenance Program Supervisor Report, by Dan Vollert

### **Construction Projects**

- South Park- Old wood fence roof replacement is complete
- South Park-capped north fireplace chimney on Red Beach Stone Shelter.
- North Park-south campground Entrance Road has been widened, uplifted and culverts replaced by Wood County Hwy. Dept.
- Dexter Park-Reshape and level out camp pads to appropriate size.
- Powers Bluff-Shop location flagged out for site work.

### **Maintenance Operations**

- South Park: 2025 Chevy 1 ton from Wheelers and box put on by Monroe. In use.
- South Park: Woman's side of showerhouse walls being stripped of dairy board and block painted.
- South Park: Finish dredge project cleanup—silt fencing, leveling area out.
- North Park: Emerald Ash Borer Trees and Oak Wilt trees being removed. Cleaning up wood storage area.

- Dexter Park: Brush mowing trails and open areas.
- Dexter Park: Uplifting trails north and west of campground areas. Also hauling sand to beaches & playgrounds
- All Parks: Mulching & blowing leaves. Building plumbing winterizing and shutdown for season. Prepping parks for winter operations.
- New Felling 24 ton Equipment Trailer has been picked up and in use.

### **Employee Matters**

- Rangers and LTEs are done for the 2024 season.
- FTEs completed annual safety training and open enrollment on 10/29/2024 in Courthouse Training Room.
- Currently looking for (2) Emergency Medical Responders for Winter Sports at Powers Bluff.

### **Snowmobile/ATV**

- Auburndale (DH) Snowmobile Bridge project off of CTH N east of Arpin has been awarded to Earth, Inc. Should be started late fall early winter.
- Hay Creek ATV project: The bridge install company, Janke General Contractors, Inc. has completed bridge intall. Peterson Road section is completed with road base/culverts. Hay Creek Road section of trail has 0.8 miles of road base to lay. This will be completed when frost sets up. Once roadbase is finished the project will be completed with signage in the spring of 2025 and opened.
- Rudolph Plum Road Project is almost completed. A final load of fill and leveling out culvert site will be done this fall.

### **Office Supervisor Report, by Stacie Kleifgen**

- Began process of updating site information for each campground. Along with Program Assistant, went to each park to measure each site. Will input information into reservation system and maintain updated site log to assist customers with site selection.
- Prepare for year end by reconciling accounts and projects.
- Continue updating forms for 2025.

### **Forest Administrator Report, by Fritz Schubert**

- Timber Sales: Three active timber sales in October. Logging activity is picking up a little bit due to recent dry weather.
- Timber sale establishment Compartment 56.
- Investigated illegal deer stands and food plots. Contacted DNR Warden and Wood County Law Enforcement. Removed illegal prefab elevated blind and ladder stands.
- Investigated possible illegal camper issue on Wood County Forest.
- Received ditch cleaning request and began gathering information.
- Began investigating possible fiber optic utility trespass on Wood County Forest.
- Forestry Technician: Cleaned shooting range, Hay Creek ATV trail ditching and road base, conducted forest recon, mowed roads and parking areas in Wood County Forest, picked up new equipment trailer.

## Questions and Answers: Biological Control for Emerald Ash Borer

For several years, the U.S. Department of Agriculture’s Animal and Plant Health Inspection Service (APHIS) has used the emerald ash borer’s (EAB) natural enemies—tiny stingless wasps known as parasitoids—as biological control agents to help manage infestations. The goal of APHIS’ EAB program is to help maintain ash trees as part of the North American landscape and biological control significantly contributes to this goal.

### What is biological control?

Biological control, or biocontrol, uses natural enemies such as parasitoids, predators, pathogens, or antagonists to reduce plant pests or diseases. Biological control can be a practical and an environmentally sound method for pest control. The biological control agents used against EAB include four tiny stingless wasp species—the largest is about the size of a typical mosquito.



*SPATHIUS AGRILI*



*SPATHIUS GALINAE*



*OBIUS AGRILI*

### Why is biological control used against EAB?

Soon after the EAB was first detected in the United States, APHIS, the Agricultural Research Service, and the U.S. Forest Service began looking for natural enemies to fight the infestation. We conducted research in EAB’s native range in China and found three biological control agents—*Spathius agrili*, *Tetrastichus planipennisi*, and *Oobius agrili*. Several years later we also found *Spathius galinae* in Russia. These four wasp species specifically hunt and kill EAB, which helps reduce the number of EAB infesting and killing ash trees. Three species attack EAB larvae and one targets EAB eggs.



*SPATHIUS GALINAE*



*SPATHIUS AGRILI*



*OBIUS AGRILI*



*TETRASTICHUS PLANIPENNISI*

- *Spathius agrili* has a long egg-laying organ or ovipositor that helps it attack EAB larvae in many different sized ash trees. This wasp penetrates through tree bark and lays up to 20 eggs on an EAB larva. The hatching wasp larvae feed and develop on the EAB larva, resulting in its death.
- *Spathius galinae* also attacks EAB larvae like *Spathius agrili* does, but what makes this wasp different is that it can tolerate colder climates, which makes it an optimal biological control agent for releasing in the northern states.
- *Tetrastichus planipennisi* also attacks EAB larvae, but the female lays eggs inside EAB larvae where the wasp larvae grow and eventually kill their host. Because of its shorter ovipositor, *Tetrastichus* targets larvae in ash trees with a diameter of five inches or less.
- *Oobius agrili* is the smallest of the wasps and targets EAB eggs. When this wasp locates an EAB egg in tree bark, it injects an egg inside the host egg, where it will hatch, grow, and kill the EAB egg.

### Do the wasps bother people, pets, or other creatures?

The wasps are attracted to EAB, not people or pets. The wasps may incidentally attack other *Agrilus* species that are similar to EAB, but such incidental attacks are very rare and will not disrupt their populations.

### When and where have wasps been released in the United States?

APHIS first released wasps in Michigan in 2007. Since then, we have worked with biological control partners to release more than eight million wasps in 30 states and the District of Columbia—and recovered their offspring in 22 states. This means the wasps are establishing, reproducing, and more importantly, attacking and killing EAB. You can see where wasps have been released by visiting [www.aphis.usda.gov/plant-health/eab](http://www.aphis.usda.gov/plant-health/eab).

### How effective are the wasps at killing EAB?

The most recent study that was conducted in Michigan and several northeastern states showed that the wasps are killing 20-80% of EAB in ash trees up to eight inches in diameter. The study documented that more EAB are being attacked by the wasps which is resulting in less EAB attacking ash trees, and that ash trees are regenerating in these areas because wasps are being released. You can read the study online by visiting [https://www.fs.fed.us/foresthealth/technology/pdfs/FHAA-ST-2017-02\\_Biocontrol\\_role\\_EAB\\_regeneration.pdf](https://www.fs.fed.us/foresthealth/technology/pdfs/FHAA-ST-2017-02_Biocontrol_role_EAB_regeneration.pdf)

### Will biological control eventually eradicate EAB?

The wasps alone will not eradicate EAB. They can be used in an integrated pest management plan to help control the pest and benefit our landscapes.

### How does APHIS determine where to release wasps?

Each year, APHIS estimates wasp production to determine the number of release sites it can support. Then release sites are selected based on biological control criteria and EAB program priorities outlined in the EAB Biocontrol Release Guidelines. You can read the guidelines online by visiting [https://www.aphis.usda.gov/plant\\_health/plant\\_pest\\_info/emerald\\_ash\\_b/downloads/EAB-FieldRelease-Guidelines.pdf](https://www.aphis.usda.gov/plant_health/plant_pest_info/emerald_ash_b/downloads/EAB-FieldRelease-Guidelines.pdf)

### How are wasps released?

Once the release areas are identified, APHIS ships the wasps to our biological control partners who release them in the preapproved and selected area(s). Wasps are released according to the Biological Control Release and Recovery Guidelines, see link included above. APHIS begins shipping wasps in the spring and continues until early fall.

### Is it safe to release wasps since they are non-native insects?

Before the wasps were released, research in China and in the United States revealed that the wasps prefer EAB over other insects. No adverse effects were found or raised through the environmental assessment process. You can read the documents and public comments by visiting <https://www.regulations.gov/docket?D=APHIS-2014-0094>.

### Can native insects be used to fight EAB instead?

While there are EAB parasitoids and predators in the United States, such as the native stingless wasps *Atanycolus* and *Cerceris fumipennis*, and woodpeckers, these native enemies do not attack EAB at levels high enough to make a difference on infestations.

### How can I become a biological control partner?

If you are a public landowner or land manager in an area where EAB is infesting ash trees, you can send email containing information about the property where you would like to release wasps. If the property is selected, we will contact you by email. Please send the email to [EAB.Biocontrol.Program@USDA.gov](mailto:EAB.Biocontrol.Program@USDA.gov) and include the following information in the body of the email:

1. Property owner/manager name;
2. Property owner/manager email address;
3. MapBio number issued through [www.mapbiocontrol.org](http://www.mapbiocontrol.org);
4. Name of the county where the property is located;
5. And the latitude and longitude of the property.

### Can the stingless wasps be purchased?

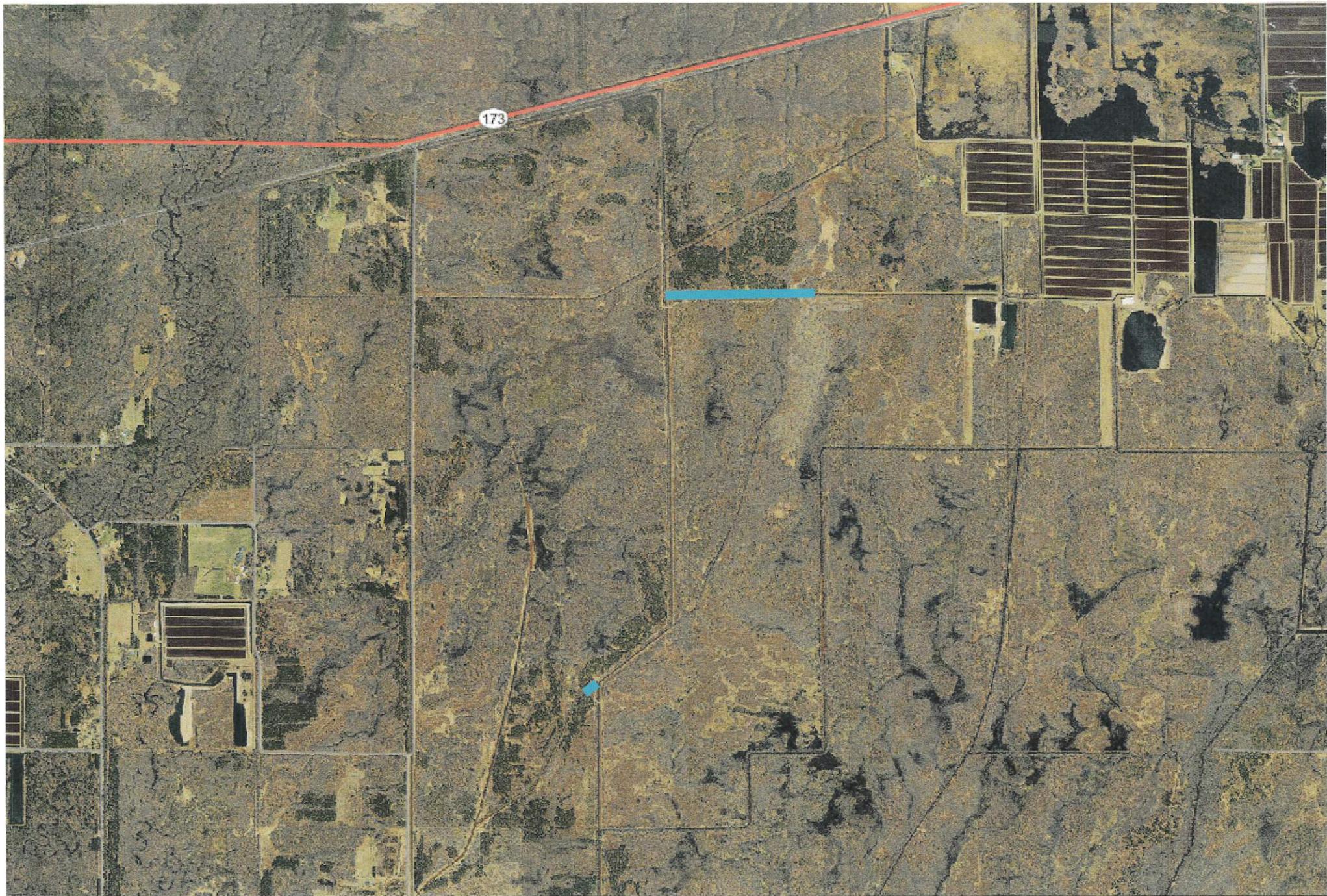
No. The EAB program is providing stingless wasps to states and selected partners to release in EAB-infested public areas. Additionally, the stingless wasps are difficult to produce which limits their availability.

### Where can I find more information on the EAB program and the use of biological control?

More information is available online, please visit [www.aphis.usda.gov/plant-health/eab](http://www.aphis.usda.gov/plant-health/eab).

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## Wood County Land Information Office

*Cranberry Creek Cranberries Inc.  
Ditch Cleaning Proposal*

Author: Wood County Land Information Office

Date Printed: 10/9/2024 4:50 PM

DISCLAIMER: This map is not a survey. No information on this website is intended to serve as legal evidence of size, shape, location or ownership of real estate or environmental features. Wood County assumes no liability related to the use of this map.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2024**

**October Revenue - November HIRC**

BUDGETED REVENUES 2024	46721 SOURCE	FEES	YTD REVENUE	YTD REVENUE	OCT REV	OCT REV	ACTUAL REV
			2024	2023	2024	2023	2023
\$ 612,000.00	Camping Reservations	\$10 Resv. Fee+/\$21/\$26/\$29/\$36	\$541,683.37	\$ 532,060.22	\$47,793.69	\$ 31,526.18	\$ 549,512.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$39,284.32	\$ 42,711.76	\$4,688.72	\$ 4,566.27	\$ 42,845.41
\$ 10,000.00	Ice	\$4 (small) /\$7 (large)	\$7,887.62	\$ 9,891.33	\$332.33	\$ 204.78	\$ 9,891.33
\$ 3,900.00	Non-Camper Dump Station	\$20	\$2,687.41	\$ 3,441.21	\$490.05	\$ 492.22	\$ 3,498.08
\$ 400.00	Camper Storage	\$20/wk - \$300/mo	\$93.46	\$ 304.91	\$0.00	\$ 109.71	\$ 304.91
\$ 900.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$770.62	\$ 811.85	\$63.51	\$ 188.63	\$ 811.85
\$ 59,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$54,158.67	\$ 45,727.17	\$5,809.63	\$ 5,404.29	\$ 51,979.84
\$ 13,000.00	Shelters - Open	Various Fees based on location of shelter.	\$12,645.38	\$ 11,000.70	\$411.73	\$ 365.71	\$ 11,573.31
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$75 / \$10 per picnic table	\$450.24	\$ 47.39	\$0.00	\$ -	\$ 47.39
\$ 38,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$13/\$22/\$515/\$655/\$515/\$725/\$865	\$3,066.03	\$ 33,687.24	\$0.00	\$ -	\$ 33,687.24
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$4,454.79	\$ 3,853.69	\$338.34	\$ 220.96	\$ 4,175.49
\$ 8,500.00	Disc Golf	\$3 / \$5 / \$25 / \$50	\$4,610.32	\$ 7,616.62	\$271.67	\$ 245.92	\$ 7,657.44
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$24,636.29	\$ 22,430.98	\$785.35	\$ 497.40	\$ 22,496.22
\$ 17,000.00	Miscellaneous		\$9,381.14	\$ 5,104.82	\$306.37	\$ 85.96	\$ 15,433.37
\$ 8,800.00	Gift Certificates	Gift Certificates	\$355.29	\$ 231.93	\$113.60	\$ 137.14	\$ 7,889.91
\$ 850,000.00			<b>\$706,164.95</b>	<b>\$718,921.82</b>	<b>\$61,404.99</b>	<b>\$44,045.17</b>	<b>\$ 761,804.11</b>
\$ 350,000.00	<b>46813 - Timber Sales &amp; Wood Cutting (90%/County &amp; 10%/Townships)</b>	CONTRACTED	\$304,591.57	\$ 420,040.95	\$2,533.49	\$ 173,916.89	\$ 629,983.14
	<b>Monthly totals = NET Revenue</b>						
\$ 1,200,000.00		<b>TOTAL REVENUE:</b>	<b>\$1,010,756.52</b>	<b>\$1,138,962.77</b>	<b>\$63,938.48</b>	<b>\$217,962.06</b>	<b>\$1,391,787.25</b>

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

**November (October Revenue)**

**Budget Year 2024**

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	YODER	\$42,886.00	7/10/2020	7/1/2025		\$20,012.67	\$20,012.67	\$0.00
781	5-19	YODER	\$9,720.00	7/10/2020	7/1/2025		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	\$15,600.00	11/24/2021	12/31/2024		\$0.00	\$0.00	\$0.00
796	2-22	KOERNER	\$110,780.80	5/27/2022	12/31/2024		\$116,542.95	\$116,542.95	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2025		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	\$194,468.10	5/27/2022	12/31/2024		\$201,324.04	\$201,324.04	\$0.00
799	5-22	SCHREINER	\$20,200.00	5/27/2022	7/1/2025		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	\$16,440.00	5/27/2022	7/1/2025		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	\$11,750.00	8/4/2022	7/30/2025		\$0.00	\$0.00	\$0.00
803	9-22	KOERNER	\$21,057.80	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
804	10-22	KOERNER	\$84,093.60	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
805	11-22	YODER	\$17,390.00	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
807	13-22	FLINK	\$9,450.00	12/31/2022	12/31/2025		\$2,274.03	\$2,274.03	\$0.00
809	2-23	KOERNER	\$66,089.00	6/1/2023	6/1/2025		\$76,019.72	\$76,019.72	\$0.00
812	4-23	FLINK	\$11,813.85	6/1/2023	6/1/2025	\$1,878.79	\$7,418.12	\$7,244.04	-\$174.08
814	6-23	YODER	\$21,055.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
815	7-23	KOERNER	\$10,728.75	1/4/2024	12/31/2025		\$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
820	12-23	TNT Timber	\$115,113.25	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
823	3-24	FLINK	\$9,318.70	4/30/2024	5/1/2026	\$936.20	\$4,281.18	\$2,815.41	-\$1,465.77
824	5-24	KOERNER	\$53,280.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
755		FIREWOOD					\$0.00	\$0.00	
<b>Payments Received This Month:</b>						<b>\$2,814.99</b>	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	<b>(1,639.85)</b>
<b>2024 Budgeted Total Revenues</b>						<b>\$350,000</b>	Jobs Finished		
<b>2024 Total County Forestry Revenues this month (90%)</b>						<b>\$2,533.49</b>	Jobs Started		
<b>2024 Total Township Revenues this month (10%):</b>						<b>\$281.50</b>	Jobs Continuing/Reactivated		
<b>2024 TOTAL NET FORESTRY REVENUE TO DATE:</b>						<b>\$304,591.56</b>	Jobs Gone Inactive		

**MINUTES**  
**PROPERTY & INFORMATION TECHNOLOGY COMMITTEE**

**DATE:** Monday, November 4, 2024

**TIME:** 9:00 a.m.

**PLACE:** Courthouse – Room 114

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

**OTHERS PRESENT:** Trent Miner, 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 October 7, 2024, meeting was reviewed. Motion by Hamilton/Polach to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Hamilton/Penzkover to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Hamilton/Brehm to approve as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. Parks & Forestry Director Schooley updated the committee on the possibility of the leasing, and subsequent acquisition of, CERA Park in the Town of Rudolph from Consolidated Water & Power Co. and Billirud. Initial discussions have taken place. Motion by Brehm/Penzkover to commence negotiations with the aforementioned entities for the leasing and acquisition of CERA Park. Motion carried unanimously.
9. The next meeting will be held on Monday, December 2<sup>nd</sup> at 9:00 AM, and will include department head evaluations and a possible lease agreement with 4 Stools Bar.
10. Chairman Breu declared the meeting adjourned at 10:06 AM.

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





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### October 2024

1. Substantial staff time continues to be spent on the preparation and configuration for the new LEC. Equipment has been configured and placed in the network closets that were ready. A connection between the LEC and the County network was verified, however due to inadequate cooling in the main closet equipment had to be shut down until the cooling issue was resolved on October 28<sup>th</sup>. Network hardware is installed in six additional closets. Additional switches that were missed by a contractor have been ordered and are expected to ship in a few weeks. IT staff was able to assist the vendor by temporarily repurposing recently replaced hardware until new hardware is received. Three additional closets will have network hardware installed by the end of October, leaving a single closet that is not currently ready for equipment installation.
2. Working with LEC contractors to provide remote access for configuration purposes. Currently, we are waiting for them to provide a list of users who will need access to their network for configuration purposes. This access will be further restricted once the security networks in the LEC are in production.
3. Continue working with several vendors in preparation for the new Law Enforcement center occupancy. Several systems will be updated or replaced to accommodate needs in the new facility. LiveScan, current fingerprint system, will be updated and new fingerprinting machines be put in place for the new jail. The Guard 1, system that records the door checks completed in the jail, will be replaced with Guardian RFID. In July the agreement with CIS for the one-way interface for Guardian RFID was completed. This project will begin once the new jail housing configuration is approved.
4. Network staff have been migrating connections to new switches and storage in the data center. The new switches will extend the support and reliability of critical network infrastructure. The equipment that runs the majority of the servers for Wood County also has a replacement and is in the process of being configured. Due to the size and connectivity requirements of the new equipment, existing hardware had to be moved strategically to reduce the impact to users. Devices continue to be migrated off old switches in the data center to new hardware.
5. Network staff continue to work with the Communications department to complete an upgrade to the radio network. The new equipment is IP based and requires additional configuration at all the tower sites.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

6. Started a project to implement Managed File Transfer available to county employees. This system will enable secure and regulations-compliant exchange of digital files between county employees and outside entities such as members of the public, private companies, contractors, and other government agencies.
7. Continue work with the Village of Port Edwards to update older systems. Placed an order for O365 and new server equipment.
8. Preparing for the refresh of server equipment at county remote sites. This will replace machines that are soon out of support, with newer technology.
9. Reviewing proposal for an enhancement of county court rooms A/V system. This will be to improve reliability for in room and video conference communication.
10. Continued work on automating records management and retention for HR personnel files and other document stores in Laserfiche.
11. System\code improvement for the in-house Planning & Zoning permitting system continues.
12. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication support and procedure improvement and preparation for electronic transaction implementation.
13. Support for the Highway time and materials tracking system was reviewed and enhanced.
14. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff begin the preliminary process of vetting replacement systems for HRMS and Dynamics. System preparation for Fall open enrollment is complete.
15. 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. Migration of the property tax system triggered the need for extensive work on multiple interfaces to systems like the Register of Deeds and Planning and Zoning permit system. Property tax interface work is now complete.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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16. Continue migration of all devices to the new virus scanning software and installation of the new client. Configured systems to run in tandem to ensure coverage prior to removing the old virus scanning software. Around 800 machines have been migrated to the new virus scanning software. This project is almost complete with just a few machines left to migrate.
  17. Work continues with CIS, Law Enforcement System, to update the software configurations to meet the new jail housing needs. The new jail housing configuration is in CIS Train environment so that Sheriff Department staff can test the system. Once testing is completed and approved, the new jail housing configuration will be added to the live environment.
  18. Continue work on preparing data for migration from Human Services IMS, current document management system & TCM, Electronic Health Record System, into Laserfiche, countywide document management system. Currently testing an import to migrate Behavioral Health documents from IMS to Laserfiche.
  19. Continue to work on the project plan for the O365 migration. The current version of Office needs to be replaced with O365 by December 31, 2024. All departments will be migrated. IT, Emergency Management, County Clerk, Communications, Corporation Counsel, Finance, and HR departments have been migrated to O365. Migrations in Child Support, Dispatch, Health, Human Services, Planning & Zoning, Register of Deeds and Sheriff are underway, with more departments scheduled to migrate soon. An O365 blog about updates is available on the Intranet. Testing for a shared O365 license is underway.
  20. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. Edgewater 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.
  21. Research and preparation begins for the CMS, including attending training webinars, in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. Additional new requirements for reporting begin January 1, 2025.
  22. Assisting Maintenance department with Branch I remodel tasks including sound masking for the jury room.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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23. Met with Matrix, Norwood and IT staff for the WISHIN project. Technical meetings were held to discuss the role of Matrix, Norwood electronic health record system, in facilitating an interface. This project is to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. Failure to comply and meet the deadline of December 31, 2024 would result in loss of DHS financial incentives and later a reduction of CMS and DHS revenue for the Norwood Healthcare Facility. WISHIN has confirmed the ability to stand up a secure web service for the interface.
  24. Assisting Planning & Zoning on obtaining crime data from the Wood County PDs that have agreed to share data as part of a County GIS project.
  25. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management, solution. This will give us much needed insight into threat detection, security events, and compliance information and other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity.
  26. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  27. Continued work consolidating programming source control systems to organize historical and ongoing software development projects and eliminate a server as part of the Server OS update project.
  28. IT published and continues to refine the newly developed project request form and policy. This form increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent and cost-effective solutions.
  29. 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. Several new job codes were added and mapped to the PBJ export. Configuration adjustments are underway to meet the requirements resulting from a CMS PBJ audit at Edgewater.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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30. 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. The Monarch interface was configured and updated to function with the new property tax system. Testing to meet new Point and Pay security connection requirements is underway.
  31. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server. This ongoing project takes considerable time to plan, test, and implement.
  32. Programming staff continue support and system functionality improvement coding for the ESS, employee self-service portal, for payroll reports and employee benefits open enrollment.
  33. Continue to work with members of the Central Records subcommittee. Working to schedule an on-site visit from CIS, current Law Enforcement Software vendor, to discuss unmet needs of the current system.
  34. The PC replacement 2<sup>nd</sup> order has arrived. Staff is working to configure and place the new devices. New devices include the update to Windows 11 and Office 365. The new equipment will be configured and placed in the LEC prior to occupancy.
  35. The IT Security Team continues the Security Awareness Program. 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).
  36. For the month of September, 507 helpdesk requests were created, with staff completing 525 tickets and leaving 88 open requests. In addition, there are currently 188 project requests.
  37. Brian Landowski will be transferring to the vacant Services Support Analyst position. Recruitment to fill his current Network Analyst position has begun.
  38. Several staff attended the GIPAW, Government Information Processing Association of Wisconsin, Fall Conference in Egg Harbor, 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 City & County Government Roundtable, MyWisconsin ID, and Protecting Assets.



# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

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### Letter of Comments November 2024

#### Ongoing Projects and Planning

**Jail Project** – Landscaping around the south and west sides of the new facility is ongoing. Boiler startup was completed recently; HVAC testing and balancing is progressing. Installation of furniture, audio/video systems, ceilings, flooring, and other finishes will continue for several weeks. The architect, engineers, and management team have been working with the contractors on punch-list items; we are very close to substantial completion of the main facility.

**Courthouse** – Design and engineering for the heating system replacement is complete and the project is currently open for bidding; the deadline for bids is late November, which will allow us to review bids at the PIT Committee meeting in December.

**River Block** – Our electric utility provider has completed the update to our power supply. The new underground cable location and metering cabinet near our facility are a more traditional configuration and have reduced the County's liability related to future power events; additionally, other updates to the provider's distribution equipment should reduce the occurrence of such events.

The contractor working on replacing the in-ground hydraulic cylinders for our elevators experienced some challenges when removing the first of two cylinders; some debris was found in the cylinder opening after removal that prevented the new cylinder from being installed. The contractor tried to remove the debris but was unsuccessful; we were then faced with a significant cost for another contractor to re-drill and prepare the opening for the new cylinder. While reviewing the situation, I determined it was worth the time of my department to make our own attempt at clearing the debris; I discussed some ideas with my team, and ultimately, we were able to successfully remove the debris and avoid around seventy-five thousand dollars of additional cost for the drilling contractor.

#### Miscellaneous

Attended PIT, County Board, and numerous project meetings.

Continuing to work with City staff and adjacent property occupants regarding accessibility improvements at the Courthouse.

## CWSF Board of Directors Meeting Minutes

Monday, September 16<sup>th</sup>, 2024 at 6:30pm – Fair Office

513 East 17<sup>th</sup> Street Marshfield, WI 54449

1. **Roll Call:** Dale Christiansen, Gary Bymers, Kari Schwingle, Brad Hamilton, Heather Wellach, Joyce Karl, Scott Karl, Kara McManus, Peggy Sue Behselich
2. **Not Present:** Derek Wehrman (excused), Nick Wayerski (excused), Jeff Viergutz

The meeting of the Central Wisconsin State Fair Board was called to order at 6:30pm in the Fair Office building at the Central Wisconsin State Fair Grounds in Marshfield, WI.

3. **Public Comment:** Melissa Brown spoke about Fairest of Fair Program.
4. **Approval of Minutes:** Minutes from August were presented and reviewed. Brad Hamilton made a motion to approve the minutes. Kara McManus seconded. All approved.
5. **Financial Report:** Entertainment has been paid for. Bills are coming in and processes are in place to get everything taken care of as it comes in. Gary made a motion to approve the financial report. Brad Hamilton seconded. All approved.
6. **Executive Director's Report – Dale Christiansen:** Had some forklift issues and had added expenses. Looking at getting quotes to fix it. Grounds are cleaned up and looking good. Had very positive feedback from the organization of the fair this year.
7. **Junior Fair Report:** Will meet tomorrow, September 17<sup>th</sup>.
8. **Fair Recap:** Suggestion to have garbage crew here earlier. Will be discussed at a later time. Increase phones for scanning. Hand out drink tickets at VIP. Handicap parking – need signs: how do we enforce? Need to relook at time and verbiage for our veterans. Discussing low attendance at Business after 5. Discussing Lion's Club involvement in different capacities.
9. **Topics to be discussed:**

**a. Occurrence Issues:**

Occurrence #1 – Resolved

Occurrence #2 – Still open

Occurrence #3 – Resolved

Occurrence #4 – Resolved

Occurrence #5 – Postponed

Occurrence #6 – Resolved

Occurrence #7 – Resolved

Occurrence #8 – Resolved

**b. Gates:** Gates went well.

**c. Exhibits:** Numbers were up.

**d. Grandstand:** Things went well, looking at changing up Tuesday evening. We are not doing a demolition derby next year. Looking at other options.

**e. Tickets:** Nothing.

**f. Change Over & Exit:** We believe it was the best exit we've had so far.

**g. Buildings & Grounds Report:** Still working on the campground water leak.

**h. WOW Report:** Went well. Looking at relocating the flag bus.

**10. Old Business:**

**a. Christmas Show**

- i. November 30<sup>th</sup> – Doors 5PM and Dinner 5:30pm** – working on decorations and catering prices. Would like to announce Fairest of the Fair at this event.

**11. New Business:**

- a. Dale is on the agenda for October 8<sup>th</sup> meeting to give a report at City Council meeting.

**12. Agenda Items:** Fairest of the Fair – Cake Auction

**13. Next Meeting: October 21<sup>st</sup> at 6:30pm.**

**14. Adjournment:** Peggy Sue made a motion to adjourn at 7:52pm. Brad Hamilton seconded. All approved.

Respectfully,  
Kari Schwingle

**South Central Library System Board of Trustees Minutes**  
**9/26/2024, 12:15 p.m.**  
**1650 Pankratz Street, Madison**  
**Meeting held via Zoom & in person**

**Action Items**

Approved the 2025 Organizational Chart  
Approved the 2025 Wage Grid  
Approved the System Director 2025 Salary  
Approved the 2025 Budget and Notes

Present: C. Clark, B. Clendenning, S. Feith, J. Fordham, N. Foth, J. Honl, M. Howe, M. Nelson, D. Peterson, G. Poulson, H. St. Maurice, T. Walske, J. Wright

Excused: B. Carus, P. Cox, S. Garcia, M. Jorgensen

Absent:

Recorder: H. Moe

SCLS Staff Present: S. Schultz, K. Goeden

Guests: None

Call to Order: 12:15 p.m. J. Honl, President

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

Approval of previous meeting minutes: 8/22/2024 Minutes

- a. Motion: B. Clendenning moved approved of the 8/22/2024. M. Nelson seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried. G. Poulson and J. Wright abstained.

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

Bills for Payments: The payment amount is \$451,540.75

- a. Motion: M. Nelson reviewed the bills for payment and moved approval. G. Poulson seconded.
- b. Discussion: None.
- c. Vote: Motion carried.

Committee Reports:

System Director's Report: You may view the System Director report online. The Trustee Essentials videos are now available and S. Schultz will share the links with the board.

Action Items:

- a. Approve 2025 Organizational Chart
  - i. Motion: N. Foth moved approval of the 2025 Organizational Chart. B. Clendenning seconded.
  - ii. Discussion: None
  - iii. Vote: Motion carried.
- b. Approve 2025 Wage Grid
  - i. Motion: M. Nelson moved approval of the 2025 wage grid. M. Howe seconded.

- ii. Discussion: None
- iii. Vote: Motion carried.

c. Approve System Director 2025 Salary

- i. Motion: N. Foth moved approval of the System Director 2025 Salary. J. Wright seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

d. Approve 2025 Budget and Notes

- i. Motion: M. Nelson moved approval of the 2025 Budget and Notes. J. Wright seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

a. Nomination committee for 2025 Board officers: G. Poulson will chair the committee and B. Clendenning and S. Feith volunteered to serve on the committee. A slate of officers will be presented to the board in December with a vote at the Board's annual meeting in January.

b. SCLS Employee Handbook: K. Goeden noted there are revisions that need to be made to the employee handbook. K. Goeden and S. Schultz will conduct the preliminary review, and then have the coordinators do the same. Changes will then be reviewed by an attorney. The SCLS Personnel Committee will hold a virtual meeting in early December to review the changes, so that the final draft can be shared with the full board for approval at its December 20 meeting.

Announcements:

A question was raised about the bill for payments and who is responsible for reviewing them monthly. In January, we will provide a sign-up sheet for folks to determine what month may work best for them to review the bills and that list will be posted to the website. It was suggested that at the end of every board meeting the next month's bill reviewer be announced.

S. Schultz noted Linda Ross resigned from the board due to moving.

In October, Corey Baumann will be provide a delivery presentation as well as a tour of the delivery facility. In November, S. Schultz noted she could provide a county library tax exemption presentation if the board would like.

T. Walske noted the Cornerstone Event is October 3rd at the Waunakee P.L. from 5:30- 7:30. Food will be catered by Cranberry Creek and dessert will be from Crumble Cookies. Jaime Healy-Plotkin will be honored as well as four other libraries. There will be a bucket raffle with great prizes and everyone is encouraged to attend.

Adjournment: 12:46 p.m.

For more information about the Board of Trustees, contact Shannon Schultz  
BOT/Minutes/9/26/2024

RESOLUTION # \_\_\_\_\_

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF ANTHONY RUESCH

**WHEREAS**, it has pleased the Almighty to call from this life former County Board Chairman Anthony “Tony” Ruesch, and,

**WHEREAS**, Chairman Ruesch was born January 19, 1927, and passed from this world on October 8, 2024, and,

**WHEREAS**, Chairman Ruesch farmed the land where he was born and raised in his beloved Town of Sigel and, until very recently, continued to reside, and,

**WHEREAS**, Chairman Ruesch was elected to the Wood County Board of Supervisors in April of 1970, and served until December of 1982, and,

**WHEREAS**, Chairman Ruesch served as County Board Chair from 1975-1977, and

**WHEREAS**, Chairman Ruesch served with honor and distinction on numerous committees, including Ag & Extension, Social Services, Finance & Budget, Personnel, Board of Adjustments, Systems, Planning & Zoning, Library Board, Industrial Development, and Emergency Government, amongst others, and,

**WHEREAS**, Chairman Ruesch’s public service was life long and included service in the US Navy from 1945-1947, as well as Town Clerk for the Town of Sigel for 25 years, and Chairman for 10 years, and,

**WHEREAS**, Chairman Ruesch was elected Wood County Clerk, taking office in 1983 and serving until March of 2002. After retiring, he continued to be a valued source of knowledge, providing historical perspective to his two successors in that office, and,

**WHEREAS**, Chairman Ruesch enjoyed the respect of his colleagues and service organizations to which he belonged, including the Holy Name Society, and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Wood County Board of Supervisors commend Chairman Anthony Ruesch’s notorious and vast public service, express their sorrow at his passing, and extend condolences to his family and friends.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent to his wife, and,

**BE IT FURTHER RESOLVED**, that we stand in silence for one minute in respect to his passing.

**WOOD COUNTY BOARD OF SUPERVISORS**

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Adopted by the Wood County Board of Supervisors this 12<sup>th</sup> day of November, 2024.

_____	_____
County Clerk	County Board Chairman

RESOLUTION # \_\_\_\_\_

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF WILLIAM G. GOODNESS

**WHEREAS**, it has pleased the Almighty to call from this life former County Board Chairman William Goodness, and,

**WHEREAS**, Chairman Goodness was born April 25, 1926, and passed from this world on September 28, 2024, and,

**WHEREAS**, Chairman Goodness attended UW-Madison and graduated with a degree in accounting, and throughout his live enjoyed traveling abroad, and,

**WHEREAS**, Chairman Goodness was elected to the Wood County Board of Supervisors in April 1992, and served until April of 2002, and,

**WHEREAS**, Chairman Goodness served with honor and distinction on the Highway, Public Property, Unified Services, Edgewater Haven Board of Trustees, Courthouse Security, Emergency Management and Finance & Budget Committees, and served as County Board Chair from April 2000 – April 2002, and,

**WHEREAS**, Chairman Goodness’ public service also included service in the US Navy as a Gunners Mate, and,

**WHEREAS**, Chairman Goodness enjoyed the respect of his colleagues and service organizations to which he belonged, including being instrumental in starting the Wood County Employees Credit Union serving as long-term President.

**NOW, THEREFORE, BE IT RESOLVED**, that the Wood County Board of Supervisors commend Chairman William Goodness’ public service, express their sorrow at his passing, and extend condolences to his family and friends.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be sent to his children, and,

**BE IT FURTHER RESOLVED**, that we stand in silence for one minute in respect to his passing.

**WOOD COUNTY BOARD OF SUPERVISORS**

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Adopted by the Wood County Board of Supervisors this 12<sup>th</sup> day of November, 2024.

_____	_____
County Clerk	County Board Chairman