

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

**DATE: Tuesday, March 18, 2025**  
**TIME: 9:30 AM**  
**LOCATION: County Board Room #300**

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CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hokamp

READING OF THE MINUTES OF THE PREVIOUS MEETING

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS

Health & Human Services Committee (Citizen Member) – term ending April 1, 2026 – Rachel Stankowski  
Health & Human Services Committee (RN Member) – 3-year term – Marie Topping, RN  
\*North Central Wisconsin Regional Planning Commission (Governor Appointment) – David LaFontaine,  
Karen Olson  
Ag Producer Member of CEED – Term ending April 2026 – George Gilbertson

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS & RECOGNITIONS

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

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

SPECIAL ORDER OF BUSINESS – Edgewater Haven CBRF Proposal

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, April 15, 2025

ADJOURN

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**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2484 296 6045

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m0fea8c184e44977afc5c29cab0513bfe>  
Meeting number (access code): 2484 296 6045  
Meeting password: 031825

PROCEEDINGS OF THE WOOD COUNTY BOARD OF SUPERVISORS

February 18, 2025 – 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, February 18, 2025.

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

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

Supervisor Rozar gave the invocation led the Pledge of Allegiance.

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

Motion by Hamilton/Buttke to accept the resignation of Dr. Kristin Iniguez on the Health & Human Services Committee. Motion carried by voice vote.

Motion by Valenstein/Schulz to approve the appointment of Dr. Tim Golemgieski to the Health & Human Services Committee with a term ending April 1, 2027. Motion carried by voice vote.

There was no public comment.

Referrals were noted.

Committee minutes presented: Operations.

From the Operations Committee February 4, 2025 minutes, item #11, motion by Clendenning/Brehm that the wage plan for Wood County employees, as set forth in the Employee Policy Handbook, provide that an employee may skip a stop only if approved by the employee's department head, and that an employee may not skip a step once they reach step six. The only exception would be by means of a resolution approved by the Wood County Board. Motion by Valenstein/Pliml to amend the motion to include that any requests/resolutions that skips steps over step 6 be directed through Operations Committee before going to the County Board for final approval. Motion by Breu/Schulz to postpone this subject to a time definite (March 18, 2025, County Board meeting). Zurfluh noted he voted incorrectly and intended his vote to be in the affirmative. No objection heard. Motion carried 10-9. Voting no were Buttke, Perlock, Hovendick, Hahn, Brehm, Thao, Polach, Hamilton, & Leichtnam.

Chairman Pliml declared his intention on taking the first 11 resolutions with one vote. No objection heard.

**RESOLUTION 25-2-1**

Introduced by: Operations Committee

INTENT & SYNOPSIS: To amend the 2024 Arbitrage Rebate Payment budget (51980) for paying arbitrage costs associated with debt borrowing that was not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from the General Investment-Interest account. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
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51980	Arbitrage Rebate Payment		\$92,895
48115	General Investment-Interest	\$92,895	

Motion by Breu/Voight to adopt Resolution 25-2-1. Motion carried unanimously.

**RESOLUTION 25-2-2**

Introduced by: Operations Committee

INTENT & SYNOPSIS: To amend the 2024 Debt Service Paying Agent (58295) budget for debt issuance costs not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding are transfers available and not anticipated to be spent in the Debt Service Principal budget. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
58140	Debt Service Principal	\$2,800	
58295	Debt Service Paying Agent		\$2,800

Motion by Breu/Voight to adopt Resolution 25-2-2. Motion carried unanimously.

**RESOLUTION 25-2-3**

Introduced by: Operations & Public Safety Committees

INTENT & SYNOPSIS: To amend the 2025 Dispatch Capital Projects (57208) budget to include expenditures for projects that was not started in the 2024 budget year.

FISCAL NOTE: No cost to Wood County. The source of the funding is unspent funds from previously approved CIP debt funding. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
57208	Capital Projects – Dispatch		\$105,633
34113	Capital Projects Fund Balance	\$105,633	

Motion by Breu/Voight to adopt Resolution 25-2-3. Motion carried unanimously.

**RESOLUTION 25-2-4**

Introduced by: Public Safety & Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for the Emergency Management – Building Number Identification (BNI) function (52530) for additional expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Local Government Charges. The adjustment to the budget is as follows

Account	Account Name	Debit	Credit
52530	Emergency Management BNI		\$1,800
47391	Local Government Charges BNI	\$1,800	

Motion by Breu/Voight to adopt Resolution 25-2-4. Motion carried unanimously.

**RESOLUTION 25-2-5**

Introduced by: Conservation, Education, & Economic Development and Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for UW Extension - Projects (55660) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from UW-Extension's 4H Community Youth account. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
55660	UW Extension – Projects		\$45,000
46772	UW Extension – Proj. Revenue	\$45,000	

Motion by Breu/Voight to adopt Resolution 25-2-5. Motion carried unanimously.

**RESOLUTION 25-2-6**

Introduced by: Conservation, Education, & Economic Development and Operations Committees

INTENT & SYNOPSIS: To amend Land Conservation's MDV (56126) budget for additional expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unspent funds from the 2023 MDV budget. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
56126	LWCD – MDV		\$6,155
34112	MDV-Fund Balance	\$6,155	

Motion by Breu/Voight to adopt Resolution 25-2-6. Motion carried unanimously.

**RESOLUTION 25-2-7**

Introduced by: Conservation, Education, & Economic Development and Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for Transportation and Economic Development (56750) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Transportation and Economic Development WEDC and Thrive Rural grant program accounts. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
56750	T&ED Grant Expenses		\$225,000
43581	T&ED – WEDC/Thrive Grants	\$225,000	

Motion by Breu/Voight to adopt Resolution 25-2-7. Motion carried unanimously.



**RESOLUTION 25-2-8**

Introduced by: Judicial & Legislative and Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for Clerk of Courts-Family Court Commissioner budget (51220) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: The source of funding is unanticipated revenues from Clerk of Courts-Family Court Commissioners Local Charges (47410) and transfers available and not anticipated to be spent in the Clerk of Courts budget (51221). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51220	Family Court Commissioner		\$4,784
51221	Clerk of Courts	\$2,197	
47410	FCC Local Dept Charges	\$2,587	

Motion by Breu/Voight to adopt Resolution 25-2-8. Motion carried unanimously.

**RESOLUTION 25-2-9**

Introduced by: Judicial & Legislative and Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for Corporation Counsel function (51320) for the purpose of funding higher than anticipated expenditures.

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

Account	Account Name	Debit	Credit
51320	Corporation Counsel		\$2,200
46140	Court Fees	\$2,200	

Motion by Breu/Voight to adopt Resolution 25-2-9. Motion carried unanimously.

**RESOLUTION 25-2-10**

Introduced by: Judicial & Legislative and Operations Committees

INTENT & SYNOPSIS: To amend the 2024 budget for Victim Witness budget (51315) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Victim Witness - Fines and Forfeitures (45120). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51315	Victim Witness		\$1,215
45120	VW – Fines and Forfeitures	\$1,215	

Motion by Breu/Voight to adopt Resolution 25-2-10. Motion carried unanimously.

**RESOLUTION 25-2-11**

Introduced by: Property & Information Technology and Operations Committees

INTENT & SYNOPSIS: To amend the 2025 Information Technologies Capital Projects (57127) budget to include expenditures for projects that were in process but not completed at December 31, 2024.

FISCAL NOTE: No cost to Wood County. The source of the funding is unspent funds from previously approved capital project debt funds. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
57127	Capital Projects IT		\$56,037
34112	Fund Balance Capital Project	\$56,037	

Motion by Breu/Voight to adopt Resolution 25-2-11. Motion carried unanimously.

**RESOLUTION 25-2-12**

Introduced by: Operations Committee

INTENT & SYNOPSIS: To show additional elements of committed and assigned governmental fund balance projected as of December 31, 2024.

FISCAL NOTE: Total committed and assigned governmental fund balance as of December 31, 2024 is projected to be \$6,625,520

Motion by Clendenning/Hamilton to adopt Resolution 25-2-12. Motion carried unanimously.

**RESOLUTION 25-2-13**

Introduced by: Operations Committee

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

FISCAL NOTE: Offered Amount \$3,200.00  
 R.E. Taxes (290.98)  
 R.E. Tax Interest (41.42)  
 Publication Fees (29.00)  
Tax Deed Expense (125.00)  
 GAIN \$2,713.60

Motion by Valenstein/Breu to adopt Resolution 25-2-13. Motion carried unanimously.

Vice Chair Valenstein introduced the newly appointed Finance Director, PaNyaia Yang as well as the new Deputy Finance Director Darrin Steinbach.

Committee minutes presented: Health & Human Services, North Central Community Action Program Board of Directors, Veterans Service Commission, Public Safety, Conservation, Education, & Economic Development, North Central Wisconsin Tourism Partnership Board of Directors, Judicial & Legislative.

Supervisor Clendenning introduced the incoming Corporation Counsel, Nicholas Flanagan, replacing retiring

Corp Counsel Kastenholz.

Committee minutes presented: Highway Infrastructure & Recreation, Wood County Wildlife Area Advisory, Property & Information Technology.

Kurt Berner from Samuels Group gave a brief update on the jail construction, as it moves into its testing phase.

Committee minutes presented: Central Wisconsin State Fair Board of Directors, McMillan Library Board of Trustees, South Central Library Board of Trustees.

Without objection, Chairman Pliml adjourned the meeting at 10:19 AM. Next scheduled county board meeting is March 18, 2025.

Trent Miner  
County Clerk

## **REFERRALS FOR MARCH 18, 2025 – COUNTY BOARD**

- February 18, 2025: Email from BugTussel, outlining Quarter 4 2024 projects and statistics. Referred to the County Board of Supervisors and Planning & Zoning Director Grueneberg.
- March 6, 2025: Resolution from the City of Wausau supporting continued funding for the Knowles-Nelson Stewardship funding program. Referred to HIRC Committee and P&F Director Schooley.

## MINUTES OPERATIONS COMMITTEE

**DATE:** Tuesday, March 12, 2025  
**TIME:** 10:00 AM  
**PLACE:** Courthouse – Conference Room #302

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

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

1. Chair Valenstein called the meeting to order at 10:00 AM.
2. There was no public comment.
3. Motion by Zurfluh/Hahn to approve the consent agenda. Motion carried unanimously.
4. Finance Director Yang presented the following 7 resolutions amending various budgets with additional revenues or carryovers from their respective budgets:
  - a. 2024 CIP – Sheriff/Jail Budget
  - b. 2024 Budget – Property & Liability Insurance
  - c. 2024 Budget – Coroner
  - d. 2025 CIP – Radio Engineer & Communications Budget
  - e. 2025 CIP – Norwood Budget
  - f. 2025 Sheriff Admin and Jail Budget
  - g. CIP 2025 UWSP-Marshfield Budget

Motion by Rozar/Hahn to approve the resolutions and forward onto the county board for their consideration. Motion carried unanimously.

5. Yang presented a budget overage in the Court Commissioner budget that, statutorily, can be rectified by a motion of the committee transferring funds from within that budget due to the low dollar amount. Motion by Hahn/Pliml to transfer available appropriations of \$1,222 from the 2024 Divorce Mediation budget to the 2024 Clerk of Courts budget. Motion carried unanimously.
6. Human Resources Director McGrath reviewed an update to the policy regarding advancement of wages past step 6, due to action of the county board last month. Motion by Pliml/Rozar to approve the following policy language: *Advancing an employee an additional step beyond Step 6 shall only be considered in extraordinary circumstances, in consultation with Human Resources, and requires advance approval of the Department's oversight committee, the Operations Committee, and the County Board by way of resolution. The Department Head must present justification for the request at the various stages and all eligibility criteria, as defined above, must be satisfied in order for the request to be considered.* Motion carried unanimously.

7. The next regular meeting will be held on Tuesday, April 1, 2025, at 10:00 AM.

8. Chair Valenstein adjourned the meeting at 10:13 AM.

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

Operations Committee

March 12, 2025

NAME	REPRESENTING
JEFF ROZKOVER	WCB #11
PANYA YANG	Finance
Darrin Steinhach	Finance
Katie Miloch	WCHSD
Kim McGrath	HR
SHAWN BECKER	WCSA
QUENTIN ELLIS	WCSA
Brian Vukobratovic	WCHSD
Heather Gehrt	Treasurer
Scott Boehm	WCB #9
Amir Karp (WebEx)	IT
Tiffany Ringer (WebEx)	Register of Deeds
Sarah Christensen (WebEx)	Emergency Mgmt
Bill Clendinning (WebEx)	County Board #15
Victoria Wilson (WebEx)	P-3
Roland Hawk (WebEx)	Hwy
Kelli Szymanski (WebEx)	HR
Tony Bastien (WebEx)	Dispatch
Erik Engel (WebEx)	Communications
Kim Stimac (WebEx)	Clerk of Courts
Justin Cielewicz	Edgewater Haven

## **RECRUITMENT AND RETENTION**

The purpose of this policy is to provide departments with the necessary tools to be able to recruit and retain quality employees in an ever-changing job market while working within Wood County's current pay plan structures.

### **Employee Recruitment Guidelines**

Departments have the ability to hire new employees up to Step 6. Departments also have the ability to negotiate up to two (2) weeks of vacation for new hires. If a department needs to offer Step 7 or above, the Department Head will work with the Human Resources Director to review and finalize the offer. If the Department Head and Human Resources Director are unable to come to an agreement on an offer, the hiring department's oversight committee will make the final offer decision.

### **Employee Retention Guidelines**

Department Heads have the ability to advance employees who are identified as consistently and substantially exceeding expectations to skip one step per year higher on the pay scale, up to Step 6. The employee's most recent performance evaluation must clearly and specifically identify the ways in which the employee substantially exceeds expectations. It is expected that this outstanding performance is demonstrated across all aspects of the employee's position and is thoroughly documented in the performance evaluation.

Advancing an employee an additional step beyond Step 6 shall only be considered in extraordinary circumstances, in consultation with Human Resources, and requires advance approval of the Department's oversight committee, the Operations Committee, and the County Board by way of resolution. The Department Head must present justification for the request at the various stages and all eligibility criteria, as defined above, must be satisfied in order for the request to be considered.





# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

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### Letter of Comments – March 2025

- The Spring Primary came and went and was pretty much a complete snooze-fest, with a 11.9% turnout, countywide. The highest percentage turnout was the Village of Port Edwards with 26.13%. They had a primary for Village President. The lowest number of voters to turn out? The Town of Hiles had 15 voters all day. I sat an election as a poll worker in the Town of Hiles about 30 years ago when the same race was on the ballot. We only had 5 voters all day, and 3 of those were the poll workers. THAT was a long day.
- You will note this month that the resolutions you are acting on are in fact paperless. You will see them appear in your respective packets but you will not have a paper copy to sign, unless it is a condolence resolution. This is one step in both modernizing our record keeping and making space in our back storage area, with a very minimal cost.
- As you are aware, Sheri Evanson from my office retired with an effective date of March 3<sup>rd</sup>. Katie has moved into that office and done a fabulous job so far. After a lot of deliberate discussion between Katie and myself, we are in the process of hiring her replacement in the Program Assistant position. We will be short staffed for the April election, probably. I was hoping to do another training between now and the April election for my clerks and chief inspectors, but the timing just is not going to work.
- I was asked to address the Marshfield Noon Rotary Club on March 20<sup>th</sup> about election security. I'm always pleased to have these opportunities to get facts out to the public and to tamp down any hyperbole that may be out there.
- The State Historical Society will be onsite on April 1<sup>st</sup> to take a look at some of the documents that we have that we are looking to get rid of. They might be interested in some of them for preservation.
- Our passport camera decided that after 13 years and over 7,000 photos, it would retire and die, all in the same day. We purchased a new unit for just under \$2,200, which was not in my budget for this year. I bring this to your attention now because it may be necessary to do a budget cleanup resolution at the end of the year. I have already discussed the situation with the Finance Dept.
- This is the last letter of comments from me before Corporation Counsel Kastenzholz retires. I cannot adequately express my appreciation for his wise counsel and friendship over the past 21 years I've been around this building both as a County Board Supervisor, then as County Clerk. The county, and especially the county board, owes him a debt of gratitude for keeping us all on the straight and narrow, and for making us all better in our respective positions. I look forward to working with new Corp Counsel Flanagan as he begins his time with us.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

February 28, 2025

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

### Human Resources Activity

	February 2025	2025 Year-to-Date
Applications Received	212	438
Positions Filled	18	33
Promotions/Transfers	6	15
New Hire Orientations	17	28
Terminations, Voluntary	8*	16
Terminations, Involuntary	1	1
Retirements	2	3
Turnover Rate	1.09 %	.94 %
Exit Interviews	3	7

\*Four of these are casual

### Human Resources Narrative

#### General Highlights

1. Our Core Values Program has seen a recent decline in nominations over the last few quarters. Therefore, there are only two awardees to report for Q4 2024. To be nominated, a Wood County employee would have been witnessed exemplifying one or more of the six identified Wood County Core Values and nominated by a peer or supervisor. A total of five nominations were received for the quarter, of which Department Heads reviewed and voted on at their Q1 Department Head meeting. The following employees were selected to receive a Core Values Award:
  - Professionalism: Blair Meddaugh, Emergency Management
  - Service: Phil Anderson, IT
2. A representative from our new pharmacy program, Rx 'n Go, was onsite at various County locations February 19<sup>th</sup> and 20<sup>th</sup> to meet with employees and assist them with enrollment and transitioning their prescriptions. The representative signed up nearly 40 employees to the program and spoke with numerous other employees that had already signed up and had questions. The representative reported back that everyone they met with was very excited and thankful to be getting their medications shipped to their homes for free!

### **Meetings & Trainings**

1. Attended the Operations Committee meeting on February 4<sup>th</sup>.
2. Attended County Board on February 18<sup>th</sup>.
3. Attended the monthly SPAHRA meeting and presentation on “Advanced Generative AI Usage and Prompt Engineering” on February 12<sup>th</sup>.
4. Attended the Network Exchange for HR Professionals titled “Avoiding Worker’s Compensation Pitfalls” on February 12<sup>th</sup>.
5. Met virtually with our account representative from EdVest on February 20<sup>th</sup> to discuss strategies to enhance employee education related to the benefit.
6. Held the monthly conference call with The Horton Group on February 25<sup>th</sup> to discuss various benefit topics.
7. Attended the quarterly Department Head meeting on February 26<sup>th</sup>.
8. Held individual staff and team meetings to discuss and provide updates on the department’s identified 2025 goals.
9. Team members attended various webinars related to benefits, employment law, and compliance.

### **Benefits**

1. 1095-C forms were distributed to all applicable individuals. Blue Water Business Consulting, LLC created the forms and assisted with the annual filing of Form 1094-C with the IRS. The forms were printed and mailed by our department this year rather than paying Blue Water Business Consulting, LLC to do the mailing at a cost savings of approximately \$1,500.
2. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
3. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
4. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
5. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
6. Processed COBRA notifications for dependents on the health plan reaching age 26.

### **Recruitment**

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

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Branch I	Legal Admin Asst – Floater	Position posted; interviews being conducted.
Replacement	Clerk of Courts	Information Clerk	Position posted, interviews conducted, final candidate selected, offer extended and accepted, filled 2/17/2025.
Replacement	Clerk of Courts	Bailiff	Filled 2/17/2025.
Replacement	County Clerk	Chief Deputy County Clerk	Position posted, interview conducted, filled internally 3/3/2025.
Replacement	County Clerk	Health & Human Services Committee Member	Filled 2/18/2025.
Replacement	Criminal Justice	Case Manager- Casual	Position posted, interview conducted, filled internally 2/13/2025.
Replacement	Dispatch	Dispatcher	Position posted; interviews conducted. References/background conducted on two applicants, filled 2/10/2025 & 2/17/2025.
Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 3/10/2025.
Replacement	Emergency Management	EM Relief Worker	Position posted, interview conducted, references and DL check completed. Offer extended and accepted, filled 3/10/2025.
Replacement	Highway	Highway Engineering Intern	Internship posted, interviews conducted, reference completed, filled 5/27/2025.
Replacement	Highway	Summer Help	Position posted, deadline 3/24/2025.
Replacement	Human Services	Family Interaction Worker	Position posted, interviews conducted, background/references completed, offer extended and accepted, filled 2/10/2025.
Replacement	Human Services	CCS Service Facilitator (2)	Position posted, deadline 3/17/2025.
Replacement	Human Services	Administrative Services Division Manager	Position posted, interviews conducted, background/references completed, offer extended and accepted, filled 2/24/2025.
New Position	Human Services	Economic Support Specialist	Position posted, interviews conducted, background/references completed, offer extended and accepted, filled 3/10/2025.
Replacement	Human Services	Children’s Waiver Case Manager (Support/ Service Coord)	Position posted, interviews conducted, background/references completed, offer extended and accepted, filled 2/10/2025.
Replacement	Human Services	CCS Program Manager	Position posted, deadline 3/24/2025.
Replacement	Human Services	FSET Case Manager-WR	Position posted; interviews being conducted.
Replacement	Human Services	CSP Case Manager	Position posted, interviews conducted, filled internally 3/17/2025.
Replacement	Human Services	Case Manager/SW-IA	Position posted, interviews conducted, filled internally 3/24/2025.

Replacement	Human Services	Mental Health Case Manager (EMH/APS Coord)	Position posted, deadline 3/17/2025.
Replacement	Human Services	Adult Services Case Manager (EMH/APS Coord)	Position posted, deadline 3/17/2025.
Replacement	Human Services	Casual Bus Drivers	Position posted, deadline 3/17/2025.
Replacement	Human Services	Family Resource Coordinator (Mfld)	Position posted, deadline 3/17/2025.
Replacement	Human Services	Youth Mentor Case Manager	Position posted, deadline 3/17/2025.
Replacement	IT/Systems	Systems Technician	Position posted, deadline 2/24/2025.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 5/12/2025.
New Position	Norwood/Edgewater	Assistant Administrator	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 3/3/2025.
Replacement	Parks	LTE II's (Summer)	Position posted; interviews being conducted.
Replacement	Parks	Camp Ranger-Dexter	Position posted, interviews conducted, references/DL checked, offer extended and accepted. Filled, date to be determined.
New Position	Parks	Camp Ranger-CERA Park	Position posted; interviews being conducted.
Replacement	Sheriff	Part-Time Deputies	Position posted, interviews conducted, eight positions filled 3/3/2025 and 3/5/2025.
Replacement	Sheriff	Admin Asst II	Position posted, interviews conducted, references and background completed, offer extended and accepted, filled 3/3/2025
Replacement	Treasurer	Real Property Lister	Position posted; interviews being conducted.

### **Safety/Risk Management**

1. Managed open claims with Aegis/Charles Taylor throughout the month.
2. Corresponded with various insurers regarding claims, including damage to a Parks & Forestry vehicle.
3. Attended Edgewater Safety Committee meeting on 2/5/25, and Norwood Safety Committee on 2/25/25.
4. Met with Emergency Management, Dispatch, and IT staff on various dates to discuss messaging in the Everbridge System.
5. Conducted respirator fit testing for 6 Edgewater Haven staff on 2/5/25.
6. Attended L1301 Continuity Planning Course at River Block on 2/19/25 and 2/20/25.

### **NEW Workers' Compensation Claims (1)**

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

### **OPEN Workers' Compensation Claims (1)**

1. 12/10/24 – Sheriff's (Corrections) – Employee suffered bruising and numbness R hand/wrist from open handcuff while restraining combative inmate in holding cell

### **CLOSED Workers' Compensation Claims (4)**

1. 1/14/25 – Norwood – Employee had head injury/bleeding from falling due to medical event

2. 1/16/25 – Highway – Employee had debris blown into R eye while checking for air leak on truck
3. 1/22/25 – Highway – Employee suffered eye injury when aluminum piece entered R eye while grinding material
4. 1/27/25 – Human Services – Employee suffered needlestick injury from unguarded sharp at River Block.

#### First Aid Injuries (1)

1. 2/20/25 – Human Services – Employee slipped while descending stairs in River Block

#### Property/Vehicle Damage Claims (2)

1. 1/24/25 – Sheriff's – Squad windshield was damaged while removing less-lethal shotgun in emergency (actual damage \$404.45)
2. 2/6/25 – Parks & Forestry – Forester's truck was backed into by contractor on logging site near City Point. Vehicle was transported via flatbed to body shop (est. damage unknown – vehicle likely totaled). Subrogation will be pursued.

#### Liability Claims (0)

#### OPEN EEOC/ERD Claims (3)

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. A Pre-Hearing Conference is scheduled for March 10, 2025.
3. 12/13/24- Former Clerk of Courts employee submitted a claim alleging violation of the Equal Employment Opportunity Act (EEO), experiencing discrimination based on national origin and sex. County Mutual assigned external counsel to Lindner Marsack. Our position statement was drafted, finalized, and submitted to the EEOC on January 21, 2025.

#### 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. 1<sup>st</sup> Quarter DOT Random selections completed successfully.
3. Continuing to work on updating job descriptions as jobs evolve and vacancies occur.
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 January Unemployment Insurance payment.
6. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
7. Facilitated New Hire Orientation on February 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, and 24<sup>th</sup>.
8. Conducted exit interviews on February 11<sup>th</sup>, 12<sup>th</sup>, and 19<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—MARCH 2025

1. Attended Wisconsin Counties Association weekly calls on Mondays in February.
2. Attended Operations meeting on February 4.
3. Attended United Way Board of Directors meeting on February 12.
4. Participated in Government Day for Heart of Wisconsin Leadership Day on February 13.
5. Attended County Board meeting on February 18.
6. I was informed on February 3 that the Real Property Lister, Nancy Marti, will be retiring on May 1. I conducted interviews on February 19 & February 28. A final candidate has been selected and reference checks will be started the first week of March.
7. I was sworn in and participated in the Board of Canvas for a municipality on February 25.
8. Attended the Department Head meeting on February 26.
9. Added new participants to the HSA account in the banking program for automatic deductions.



# Wood County

## WISCONSIN

Employee Wellness

Ryan Boeshaar

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### Letter of Comments – February 2025

- The 2025 onsite biometric screenings remain in progress. We had an additional four screenings completed in February: two at Norwood, one at Edgewater, and one at the Highway Department. Weather permitting, there will be three more onsite screenings held in March to wrap up the year. As a reminder, if a participant is unable to attend an onsite screening, there are two additional options in which they can complete the biometric component. The deadline to complete the biometrics and health assessment is March 31, 2025.
- As of writing this, we are halfway through the Quarter 1 Wellness Challenge, “*Wellness-Opoly*”. There was a total of 171 people who registered for the challenge. As the name suggests, this is a healthy spin-off from the famous board game, Monopoly. Participants are encouraged to complete as many “activity cards” on the Wellness-Opoly board throughout the 4-week challenge. Participants can play individually or form a team and play together. Weekly communications have been sent highlighting a few activity cards along with some fun interesting facts about Monopoly. This activity encompasses all dimensions of wellbeing and is a great first challenge for the year.
- I have begun health coaching for participants who have completed the first 2 qualifying activities (biometrics & health assessment) for this year. Health coaching is the third and final step to enrolling in the Wellness Program and earning the 2026 health insurance premium discount rate, if applicable. The deadline to complete the coaching session isn’t until June 30, 2025.
- To help celebrate National Heart Health Month, employees were encouraged to participate in **Wear Red Day** on Friday, February 7 to raise awareness of heart disease. I made accommodations for those who did not work that Friday due to work shift or are required to wear a work uniform, so all were able to participate in this activity to earn wellness points. We had an outstanding turnout of department teams and individuals wearing red and submitting photos to Wellness to be shared. A BIG thank you to all those who participated in this event.
- Weekly occurrence of working with new hires and/or employees who have previously not enrolled in the Wellness Program to create their wellness portal accounts so they may begin the process of completing the qualifying activities and become more involved with wellness.





**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage and posting

Page 1 of 1

Introduced by Operations Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PAK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2024 budget for Property and Liability Insurance (51931) for higher than anticipated expenditures.

**FISCAL NOTE:** No cost to Wood County. The source of funding is unanticipated revenues from Insurance Recoveries (48440). The adjustment to the budget is as follows:

Function	Account Name	Debit	Credit
48440	Insurance Recoveries	\$63,900	
51931	Prop & Liability Ins		\$63,900

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

WHEREAS, Property Insurance-deductible costs were greater than anticipated due to greater than average claims activity, including two large claims from 2023, and

WHEREAS, the aforementioned costs were not anticipated during the 2024 budget process, and

WHEREAS, the County has recovered unanticipated revenues of \$63,900 from insurance for repairs made in 2024, and

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

NOW THEREFORE BE IT RESOLVED, to amend the 2024 Property & Liability Insurance (51931) budget with \$63,900 of unanticipated revenues from Insurance Recoveries (48440), and

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman



**RESOLUTION#**

DATE MARCH 18, 2025

Effective  
Date

Upon Passage & Posting

Page 1 of 1

Introduced by Health & Human Services & Operations Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To Amend the 2025 Human Services Department, Norwood Health Center, Capital Projects budget to include expenditures for projects which were in progress, but not completed as of December 31, 2024

**FISCAL NOTE:** No Cost to Wood County. The source of funding is unspent from previously approved Capital Projects. Project in question is 20-24-001, Water Pipe Replacement, Phase 1.

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
57420	Capital Projects/Norwood		31,200
54351	Plant Op & Maint Other Eq		150,000
34113	Capital Projects Fund Bal	31,200	
34300	Norwood Fund Balance	150,000	

**WHEREAS,** The Health & Human Services Committee as well as the Operations Committee authorized the Water Pipe Replacement project at a cost of \$200,000 for 2024, and

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

**NOW THEREFORE BE IT RESOLVED,** to amend the Human Services Department, Norwood Health Center Capital Projects budget (57420) for 2025 by appropriating \$31,200 of unexpended CIP funds from the Capital Projects fund balance (34113) and to amend the Plant Operations Maintenance budget (54351) for 2025 by appropriating \$150,000 of unexpended funds from Norwood’s fund balance (34300).

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon Passage and Posting

Page 1 of 2

Introduced by Operations Committee & Public Safety Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2025 Communications - Capital Projects and Radio Engineer budgets to include expenditures for the radio system update project that has been in process but not yet completed as of December 31, 2024.

**FISCAL NOTE:** No additional cost to Wood County. The source of funding is from previously approved ARPA funds not yet expended and unspent funds from the 2024 Communications Radio Engineer budget. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
43300	ARPA Proceeds	\$1,188,981.92	
57230	Capital Projects		\$1,188,981.92
34300	Fund Balance	\$69,600	
52130	Communications		\$69,600

**WHEREAS**, the radio system updates capital project was approved in the 2023 budget by the Wood County Board in the amount of \$1,774,940, and

**WHEREAS**, while the project started in 2023, it is not anticipated to be completed until 2025, and

**WHEREAS**, \$585,958.08 of ARPA funds have been expended so far through the end of 2024 leaving unexpended funds of \$1,188,981.92, and

**WHEREAS**, Communications Radio Engineer budget will have unexpended funds from the 2024 budget year, and

**WHEREAS**, unexpended funds carried over from the 2024 Radio Engineer budget will be used to supplement for overages on the radio system update project, and

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

**NOW THEREFORE BE IT RESOLVED**, to amend the 2025 Communications – Capital Projects (57230) budget by appropriating \$1,188,981.92 from unexpended ARPA funds (43300) and to amend the 2025 Communications Radio Engineer budget (52130) by appropriating \$69,600 from fund balance (34300) for ongoing project expenditures, and

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



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage and posting

Page 1 of 1

Introduced by Public Safety Committee & Operations Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ NF _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend Coroner’s 2024 budget for the purpose of funding higher than anticipated expenditures.

**FISCAL NOTE:** No cost to Wood County. The source of funding is unanticipated revenues from the Coroner’s Cremation account. The adjustment to the budget is as follows:

Function	Account Name	Debit	Credit
46221	Cremation Revenue	\$14,000	
51231	Coroner		\$14,000

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

WHEREAS, the Coroner budget experienced an increase in supplies, autopsy, and cremation services for the 2024 year by \$14,000, and

WHEREAS, cremation revenue collected will be higher than originally anticipated by \$19,000, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Coroner budget for 2024 by appropriating unanticipated revenue of \$14,000 from Cremation revenue (46221) to Coroner function (51231), and

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon Passage and Posting

Page 1 of 2

Introduced by Operations Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2024 budget for the Capital Projects-Sheriff/Jail function (57211) for expenditures not included during the original budget process due to ongoing construction of the jail project.

**FISCAL NOTE:** No additional cost to Wood County. The source of funding is available debt funds from the Capital Projects fund balance. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
34113	Capital Projects Fund Balance	\$7,700,000	
57211	Capital Projects Sheriff/Jail		\$7,700,000

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

**WHEREAS,** debt borrowing for the jail construction occurred in increments spanning from 2021 through 2024, and

**WHEREAS,** the 2024 budgeted amount under the Capital Projects-Sheriff/Jail function was \$27.5 million, which is consistent with the 2023 debt borrowing for 2024 CIP projects, and

**WHEREAS,** actual expenditures for the jail project in 2024 was \$35,200,000, an overage of \$7,700,000, and

**WHEREAS,** there is sufficient funds to cover the overage in the Capital Projects fund balance from the 2021-2024 debt borrowing, and

**WHEREAS,** rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual

costs will exceed the budget at the function level”, and

**NOW THEREFORE BE IT RESOLVED,** to amend the 2024 Capital Projects-Sheriff/Jail budget (57211) budget by appropriating \$7,700,000 from Capital Projects fund balance (34113), and

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

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



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage and posting

Page 1 of 1

Introduced by Public Safety Committee & Operations Committee

QAE

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: _____ PK _____, Corp Counsel		
Reviewed by: _____ PY _____, Finance Dir.		

**INTENT & SYNOPSIS:** To amend the 2025 Sheriff's Department Administration and Jail Operations budgets to include unspent funds from 2024 to offset unanticipated expenses associated with moving into the new jail and Sheriff's Department.

**FISCAL NOTE:** No cost to Wood County. The source of the funding is unspent 2024 funds. The adjustment will be as follows:

Function	Account Name	Debit	Credit
34300	Fund Balance	\$135,000	
52110	Admin Operations (2025)		\$35,000
52710	Jail Operations (2025)		\$100,000

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

WHEREAS, the Sheriff's Department's Jail and Admin Operations budgets had unspent funds in 2024, and

WHEREAS, the jail project has been ongoing and is reaching completion in 2025,

WHEREAS, the Sheriff's Department is incurring unanticipated expenses related to the project's completion, and

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Sheriff's Department Admin Operations budget (101-2501-52110-000-342) for 2025 by appropriating the \$35,000 of unspent funds from 2024 general fund balance (34300), and amend the Wood County Sheriff's Department Jail Operations budget (101-2506-52710-000-340) for 2025 by appropriating the \$100,000 of unspent funds from 2024 general fund balance, and

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

Adopted by the County Board of Wood County, February 18, 2025

County Clerk

County Board Chairman





**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon Passage and Posting

Page 1 of 1

Introduced by Operations Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2025 UWSP-Marshfield Capital Projects budget to include expenditures not yet spent and expenditures for projects that were in process but not completed at December 31, 2024.

**FISCAL NOTE:** No cost to Wood County. The source of funding is unspent capital debt funds from 2024. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
34113	Capital Projects Fund Balance	\$28,790.64	
57640	Capital Projects-UWSP-Mfld		\$28,790.64

**WHEREAS,** the County Board authorized UWSP-Marshfield’s CIP request during the 2024 budget process for a total of \$97,500, and

**WHEREAS,** only \$68,709.36 was expended in 2024 leaving unspent appropriated funds of \$28,790.64, and

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

**NOW THEREFORE BE IT RESOLVED,** to amend the 2025 Capital Projects - UWSP-Marshfield (57640) budget by appropriating \$28,790.64 from Capital Projects fund balance (34113), and

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

## MINUTES HEALTH & HUMAN SERVICES COMMITTEE

**DATE:** Thursday, February 27, 2025  
**TIME:** 5:00 PM  
**PLACE:** Wood County Annex & Health Center - Classroom  
Marshfield, WI

**MEMBERS PRESENT:** Donna Rozar, Tom Buttke, John Hokamp, Lee Thao, Laura Valenstein, Rebecca Spiros, Leslie Kronstedt

**MEMBER EXCUSED** Dr. Tim Golemgski

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

1. Chair Rozar called the meeting to order at 5:00 PM declared a quorum present and had everyone introduce themselves.
2. Under public comment, Chair Rozar presented a plaque to Human Services Director Brandon Vruwink for his 20 years of service to Wood County.
3. The consent agenda was reviewed with inquires answered. Motion by Buttke/Thao to approve the consent agenda. Motion carried unanimously.
4. There were two applicants for the citizen member (with interest/competence in Public/Community Health) to the Health & Human Services Committee, Rachel Stankowski and Marie Topping. Both were present and introduced themselves and gave a brief biography of their related experience. Since the applications went out, Mrs. Spiros indicated that she did not wish to be reappointed to another term on the committee when her term expires in April. She serves as the Registered Nurse member. Topping is a registered nurse as well. Motion by Buttke/Spiros to recommend to County Board Chairman Pliml for county board approval Rachel Stankowski as the citizen member to fill the unexpired term and Marie Topping as the registered nurse member. Motion carried unanimously.
5. Citizen Member Kronstedt has recently taken a casual position as an LPN at Edgewater Haven Nursing home, working up to 4 shifts per month. As she sits as a member of the oversight committee, Corporation Counsel Kastenzholz advised that this could be an incompatibility for office situation, however so long as Kronstedt abstains from voting on any measure dealing with Edgewater Haven, it would not be grounds for resignation or removal from the committee. After discussion with Kronstedt and Human Services/Edgewater Administration, the committee consensus was to agree to Kronstedt continuing serving on the committee, however if she were to take a part time or full-time position with Edgewater Haven, the committee would address the incompatibility for office at that time.

6. Vruwink presented a resolution to create 2 FTE Children Support and Service Coordinator positions in Human Services. Wisconsin law prohibits wait listing children enrolled in this program and one has been started. The addition of these two non-levy funded position will eliminate the wait list. Motion by Valenstein/Thao to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
7. ADRC-CW Executive Director Mike Rhea answered questions of the committee and explained the program cut backs in the nutrition areas and its effects on the users and Norwood's budget. He apologized for not communicating these issues in a timely manner as budgets were being developed last year. He explained the prioritization of services being implemented and the firm segregation of funding for the programs. He is working different methods to mitigate further budget and service issues. Norwood Administrator Kornack reviewed the budget implications and the subsequent adjustments being made.
8. Pamela Lee is a Recovery Corp (under AmeriCorp service) recovery coach working in the Health Dept. She shared her life story, the impacts it had on her, and the work she does as a recovery coach in Wood County. She shared statistics on the efforts of recovery coaching through out the state and in Wood County.
9. Health Director Smith presented an out of state travel request to attend the National Association of Counties (NACo) Opioid Solutions Leadership Network Meeting in Washington D.C. from April 29-May 2, 2025 with all expenses paid by NACo. Motion by Buttke/Kronstedt to approve the request as presented. Motion carried unanimously.
10. Norwood Administrator Kornack provided an update to the water management mitigation. Engineers and architects have been onsite and continue planning for future construction and replacement of the infrastructure.
11. Kornack asked the committee to consider moving to a voluntary hospitalization model in the Admissions unit, whereby allowing a larger population access to the facility and increasing billable bed days. Right now, our billable days are decreasing and, if continued, will have a negative financial impact on the facility. Committee consensus directed Kornack to continue to research and implement this plan.
12. Kornack presented a resolution to amend the 2025 Norwood CIP budget for expenses related to the water management mitigation. These are carryover funds. Motion by Buttke/Hokamp to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
13. Rozar requested permission for per diem and reimbursement for attendance at a Leading Age conference being held in Madison. Motion by Buttke/Kronstedt to approve the request. Motion carried unanimously.

14. Motion by Valenstein/Buttke to go into closed session pursuant to Wis Stats 19.85 (1)(f) to consider leave of absence requests. Motion carried unanimously.
15. Motion by Hokamp/Thao to return into open session. Motion carried unanimously.
16. The next meeting will be held on Thursday, March 27<sup>th</sup> at 5:00 PM at Edgewater Haven Nursing Home in Port Edwards.
17. Chair Rozar declared the meeting adjourned at 7:20 PM.

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

**Health & Human Services Committee  
February 27, 2025**

NAME	REPRESENTING
Jue Smith	Health
Katie Miloch	WCHSD
JUSTIN CIESLEWICZ	EWH
Rock Larson	Veterans
Nick Flanagan	Cap. Council
Peter Kastholz	" "
Bronson Urwin	HSD
Mike Rhee	ADRC
Marie Topping	constituent
Bill Oleskanning	WCB #15 -
Marissa Kamaek	Newwood
Mary Schlayerhaft	HSD
Rochel Stanowski	Resident
Pamela Lee	Health Dept
Panya Yang (WebEx)	Finance Director
Darrin Steinbach (WebEx)	Deputy Finance Director

MINUTES OF THE VETERANS SERVICE COMMISSION

DATE: January 13, 2025

PLACE: Room 115 Courthouse, Wisconsin Rapids, WI

MEETING CALLED TO ORDER AT: 1:30 P.M.

MEETING ADJOURNED AT: 1:448 P.M.

MEMBERS PRESENT: Beverly Ghiloni, Tom Heiser and Michael Feirer

MEMBERS ABSENT: none

ALSO PRESENT: Rock Larson, Wood CVSO Secretary to the Veterans Service Commission, Benjamin Sheppard Veterans representative

Chairman Tom Heiser called the meeting to order at 1:30 P.M.

1. Public input: None.
2. Election of Commission Chairperson. Michael Feirer nominated Tom Heiser to serve as chairperson of the commission. Nomination was seconded by Beverly Ghiloni. The voice vote was unanimous.
3. The December 12, 2024 minutes were reviewed. Beverly Ghiloni motioned to approve the minutes the motion was seconded by Tom Heiser. Motion passed unanimously.
4. Wisconsin's open meeting law requirements were posted with the County Clerk's Office as required.
5. At 1:33 P.M. Michael Feirer moved and Tom Heiser seconded to enter closed session pursuant to exemption contained in Chapter 19.85(1)(f), to audit grants and loans to needy veterans and address new applications for grants and loans. Motion carried unanimously. Tom Heiser moved and Michael Feirer seconded to exit closed session at 1:40 P.M. Motion carried unanimously.
6. Motion to approve loan for veteran rent and bill auto & credit card) assistance for totaling \$2,500 by Beverly Ghiloni seconded by Michael Feirer. Motion passed unanimously.
7. Audit of grants and loans- At the end of the 2024 fiscal year the commission had granted two veterans a total of \$2267.38 for past due rent and automotive repairs.
8. The ending 2024 budget and the county board approved 2025 budget for Veterans relief were reviewed.
9. The next scheduled meeting will be held on June 9, 2025 at 1:30 P.M. in the Courthouse, in Wisconsin Rapids.
10. Beverly Ghiloni moved and Michael Feirer seconded a motion to adjourn at 1:48 P.M. Motion carried unanimously.

Rock A. Larson, Administrative Secretary, VSC

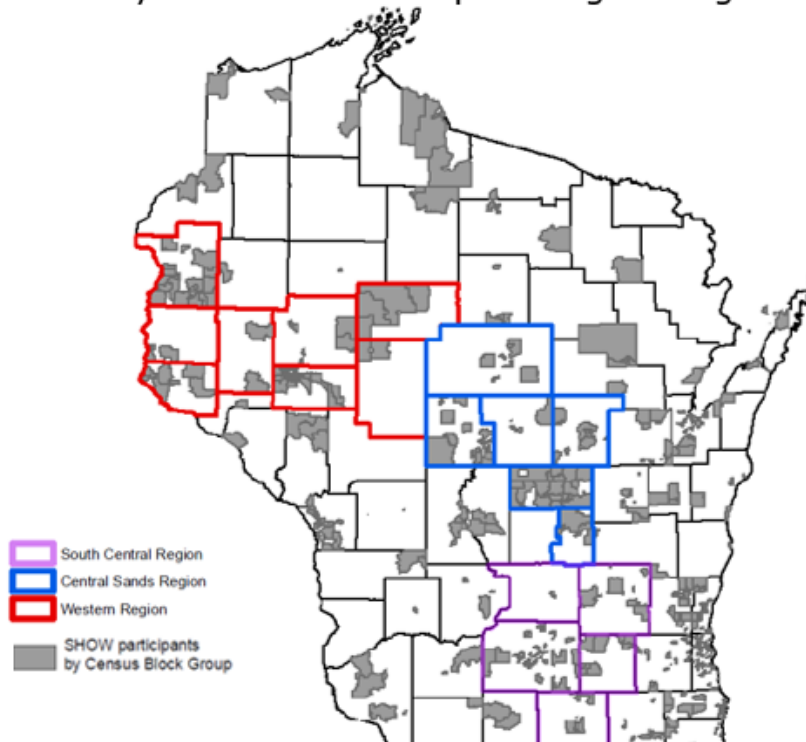
*If you have any questions about this report, please contact Sue Smith at 715-421-8928 (W) or 715-213-8493 (Cell) or [ssmith@co.wood.wi.us](mailto:ssmith@co.wood.wi.us)*

**ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN, CPM**

- We have all the documentation necessary for national reaccreditation collected and saved. We have until March 27 to upload all our documentation. Kathy Alft and I are doing a final review of everything and then I can start uploading everything to the ePHAB online system.
- We haven't had any additional issues with dead birds in the area.
- It's turning out to be a bad influenza season with a not-so-great match between the vaccine and the circulating viruses. Individual cases of influenza are not reportable, but hospitalizations and deaths are. We had one pediatric death due to influenza.
- I provided written testimony to Chair Rozar for AB12, which would allow physician assistants and advanced practice nurses to serve as health department medical advisors (see attached).
- I'm serving on a newly created statewide advisory committee for the Wisconsin Biomonitoring Program. This program is funded by the Centers for Disease Control and Prevention and is intended to assess exposure to environmental chemicals with a specific focus in rural areas. This study will identify chemicals present in urine that may be harmful to health and then take steps to reduce potential health risks. There is a focus in Wood County because of the sandy soil, which makes private wells more vulnerable to natural and human sources of contamination, like arsenic and pesticides (see map below for all three areas of focus). The data collected through this program will be placed alongside previously collected data by the Survey of the Health of Wisconsin, or SHOW. Using SHOW's cohort allows for comparison of data in specific individuals over time. SHOW recruited Wood County residents several years ago and will be reaching out to the same individuals for this program. Urine samples will be collected from those who consent, and a water test will be done on their private wells. Samples will be tested by the Wisconsin State Laboratory of Hygiene for heavy metals and common pesticides (acetochlor, atrazine, glyphosate, and mesotrione). This program will be ongoing through August of 2027, provided there are no freezes or claw backs of federal funding.

# Population of Focus

SHOW cohort by Census Block Group and regions eligible for recruitment



February 12, 2025

Dear Members of the Committee on Health, Aging and Long-Term Care,

Good morning. I would like to express my support for 2025 Assembly Bill 12. Local and tribal health departments in Wisconsin are currently required to have a physician who serves as a Medical Advisor to oversee immunization programs, among other things. This person reviews immunization program policies and procedures and signs standing orders that allow public health nurses to administer the vaccines. This is an important role, and not the only role of medical advisors. Health departments have additional standing medical orders to allow employees with a lower level of licensure to carry out certain procedures. In most health departments, this includes things like:

- Tuberculosis screening
- Blood lead testing
- Collection of lab samples for the diagnosis or confirmation of communicable diseases
- Administering Immune Globulin to individuals infected with Hepatitis A
- Hemoglobin testing of pregnant women and children
- Newborn screening for babies not born in a medical facility, often in the Plain Community, and
- Glucose testing for diabetes

This is a general listing, and some agencies may provide additional medical services requiring medical orders.

It can be very difficult to recruit a physician from the community to serve as an uncompensated medical advisor, particularly in rural counties in northern Wisconsin. AB12 would allow physician assistants and advanced practice nurse prescribers to fill that role, opening the door to new opportunities for those providers to serve their community and reducing barriers that limit the pool of candidates. Last session, you approved modifications to 251.03(1) to allow a physician assistant or advanced practice nurse to serve on a local board of health, as opposed to requiring that individual be a physician. AB12 will compliment that legislation as most health department medical advisors serve a dual role on the local board of health.

I would like to thank the authors and cosponsors of this bill and the Committee on Health, Aging and Long-Term Care for your time today.

Sincerely,



Sue Smith, RN, MSN  
Wood County Health Officer



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

### Radon Updates

Radon test kits were advertised online this year starting in December and 65 kits were sold during January for “Radon Awareness Month.” Test kits have been switched over to postage paid kits to help eliminate barriers for test submissions. Environmental health staff will be working to learn more about radon-resistant construction and techniques to develop tools for builders and realtors in the area.

### DATCP Lodging Code Update

The Department of Agriculture Trade and Consumer Protection is working to update Chapter ATCP 72 Hotels, Motels, and Tourist Rooming Houses. This update may include new license categories and potential fee changes. “*The Department is proposing to modernize the antiquated Wis. Admin. Code ch. ATCP 72 with a repeal and recreation that will significantly overhaul the definitions section, modernize smoke alarm, and carbon monoxide alarm placement, address slip, trip, and fall hazards, update the licensing and fee structure, and enhance existing provisions to ensure a safe lodging experience and environment.*” -WI DATCP

### New Businesses and Consultations

Environmental health staff did not have any opportunities for pre-licensing inspections during the month of January.

### Complaint Investigations

Ten complaint investigations were completed in the month of January.

- A complaint was received regarding an illness after eating at a licensed food establishment. Staff conducted a complaint inspection. No violations were noted related to the complaint.
- A caller reported a licensed food establishment cleaning the lobby while the customer was eating causing a kick up of dust to land on the food. Environmental health staff completed a complaint inspection and reviewed cleaning practices.
- A complaint was received regarding clogged drains in a rental unit. Not a public health hazard.
- A caller reported unlicensed body art taking place in the Marshfield area. Environmental health staff issued orders to cease all tattooing without a license.
- A caller reported possible health hazards inside a rental complex. Environmental health staff were onsite and inspected the property. No health hazards were found at the time of inspection. The complainant had since moved out of the rental complex.
- A complaint was received regarding mold and moisture inside an apartment complex. Environmental health staff discovered a water leak led to wet carpet and walls. The landlord was contacted, and corrective actions were taken.
- A complaint was received regarding moisture buildup on windows. Not a public health hazard.
- A caller reported an unlicensed bakery. Environmental health staff contacted the bakery and reviewed licensing requirements as well as the cottage food law. No further action needed at this time.
- A complaint was received regarding bedbugs in a home. Environmental health staff provided education for the homeowner to self-treat.
- Bedbugs were reported in a rental complex. The property manager is certified for pest control and has begun treatment.

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

The sealant program is in progress at the elementary and middle schools. We are continuing to provide oral screenings, education, dental sealants, and fluoride varnishes. The first and second fluoride varnish visits have been completed at all Wood County Head Starts. We have provided preventative dental care to 1,721 children so far this school year.

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

### Maternal-Child Health (MCH)

Our 2025 MCH objective focuses on infant mortality prevention. Plans include reaching out to healthcare systems to partner on a fetal movement campaign and safe infant sleep education, doing outreach to the Plain Population, updating our internal resources reference guide, and engaging in local MCH coalition work.

### Communicable Disease

Influenza-like-illness levels are very high in Wood County and statewide. Influenza activity is very high, RSV is high, and COVID is circulating at low levels in Wisconsin. There have been 8 confirmed cases of pertussis in Wood County so far in 2025. Since December, we continue to receive reports of increased numbers of respiratory and gastrointestinal illness outbreaks in long-term care facilities.

**WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT**  
**February 2025**

**Director Update by Brandon Vruwink**

Health & Human Services Committee Chair Rozar, County Board Chair Pliml, Administrator Cieslewicz, and I met with Representative Krug on January 24 at Edgewater Haven. The meeting centered around the upcoming state budget. The meeting allowed us to share our thoughts on the budget and explain the critical services Edgewater Haven provides to our residents. Representative Krug toured the facility and was provided with the history of our operations at Edgewater Haven. We appreciated Representative Krug taking the time to meet with us and engage in meaningful conversation.

Leading Age Wisconsin is an organization that represents non-profit Long Term Care nursing homes and skilled nursing facilities. Leading Age is a nationwide organization with an excellent reputation as an advocacy group. Edgewater Haven and Norwood Health Center are members of Leading Age Wisconsin. On March 10 and 11, Leading Age Wisconsin is holding its advocacy day in Madison. The plan is to meet with our elected officials and discuss the critical issues we face as Long-Term Care Providers. I, along with Marissa, Justin, and H&HS Chair Rozar, will attend the event to advocate for Wood County.

The Truancy Prevention and Opportunity Program (TPOP) is now running in the Marshfield area. The TPOP case manager is taking referrals and beginning to engage youth in the program. She will continue collaborating with the Marshfield School District to ensure we remain on the same page as the program grows.

In the packet, you will find a resolution for creating two Children's Support and Service Coordinator positions. The position aims to enroll children in the Children's Long-Term Support Program. Currently, we have a waiting list of 30 children who need to be enrolled in the program. The State of Wisconsin requires that counties eliminate their waitlist or be subject to financial penalties. In order to eliminate the waitlist and prevent a future waitlist, we need to hire two new case managers. This will allow us to meet our current needs and manage the ever-increasing number of referrals we receive. The number of new referrals far outpaces the number of annual case closures. As we move closer to the 2026 budget process, we will again need to review whether it is necessary to hire additional case managers. If the current trends continue, we will be at max capacity by year-end.

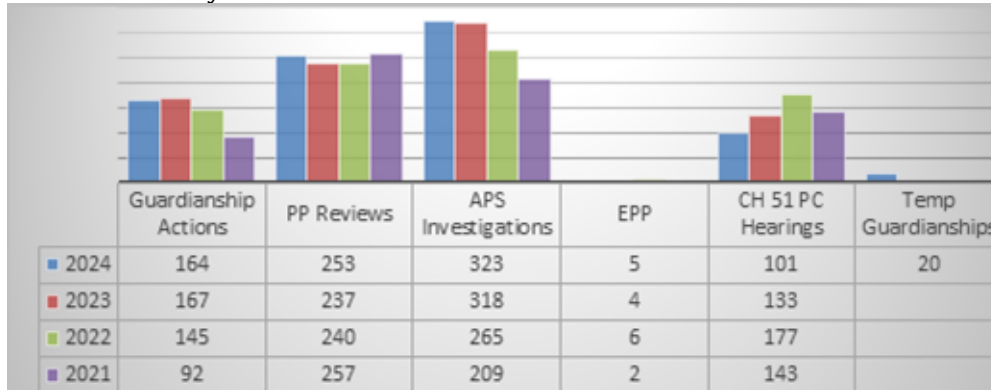
Wood County hosted the Heart of Wisconsin Leadership Class on February 13. Lacey Piekarski and Pamela Ashbeck represented Wood County Human Services. Lacey and Pamela provided an overview of our services and answered questions from the group. We appreciated Planning and Zoning Director Gruenberg inviting us to participate. We always enjoy the opportunity to share the resources and support our department can offer. Thank you to Lacey and Pamela for representing the Human Services Department.

**Deputy Director Update by Katie Miloch**

The Family Services leadership team is dedicated to collaboration and increasing understanding of roles and responsibilities in cases that crossover with the courts. To support these efforts, we've engaged the Children's Court Improvement Project who will be leading a series of trainings/discussions. We had our first of these meetings and are hopeful we can find common-ground and solidify process. We are starting with cases revolving Youth Guardianship as we've seen an uptick in this type of court action. Also related to court matters, I've connected with District Attorney Barnett to discuss the importance of a positive relationship between his office and Human Services. I'm pleased

to have DA Barnett join the Mental Health Court Core Team and look forward to the direction our agencies are moving to meet the needs of teams and that of our mutual clients.

Below is the 2024 year-in-review for Adult Protective Services (APS). Fortunately, we've seen a relatively stable year without much increase in the number of referrals related to adult guardianship or APS Investigations. However, the complexity and challenges in each case seem to be growing which has resulted in me more closely tracking the need for this unit to pursue temporary guardianships. A more in-depth report showing the types of referrals, referrals by target group, and referrals by location is available if anyone would like to see this.



**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:

- December 2024 Department Budget meetings were conducted. Final 2024-year end reports will be presented to all departments after close of books.
- Additional accomplishments: Ongoing EHR Smartcare learning, year-end needs, workflows and processes, worked as a team between the Nursing home units to discuss upcoming Nursing Home Cost report changes, discussed challenges within organizations as we prepared for departure of Assistant Manager and picking up new roles until onboarding of New Assistant Manager for Division.

*Accounting and Accounts Payable Team*

- 2025 Contracts
  - Almost all contracts have been received back by early January 2025.
  - Contract Coordinator begins work on Cost Shares for consumers in residential care and completing contracting vendors Auditors request for 2024 services.
- All Divisions prepared new 2025 voucher covers for specific locations and spend down sheets for those departments who use them.
- CLTS transition to Gainwell webinars, and 2025 Authorizations submitted.
- Prepared many documents for switchover from 2024 to 2025 calendar year to ensure seamless transition of reporting processes.
- Ongoing update to scanning needs to remove paper documents, adhering to record retention policies. This project division wide aids in allowing all that need access to documents ability to do so in a secured fashion at any Wood County device, by password access.

*Support Services Team*

Behavioral Health Clinic service notes: We are transcribing 1/23/25; 0 notes are outside a 14-day window

*We currently have a total 89 dictations waiting for transcriptionists as of 2/7/25*

Total Service Notes created 199/179 entered  
All dictation was OPC this month

Records Released:

Behavioral Health Records Released: 59  
Family Service Record / Background checks released: 29  
Records pending/in progress: 5  
Total Completed: 88

Other Unit Information

- Support Services Staff updates – no vacant positions
- Completed 2 staff annual evaluations
- Work with BH and Admin Serv Administrator on mapping and department needs for IMS/TCM migration to Laserfiche- currently on hold in the IT department
- Review Dictation software needs and contract for services work with IT for new solutions
- Review phone usage and cell phone plans
- 0 HIPAA/ Confidentially breaches - investigated /resolved
- Submit 2024 HIPAA Breach Investigation Log to Corporation Counsel
- Privacy/Security: working in partnership with *MetaStar- BH Connect* ; DHS funded Security Risk Assessment (SRA)- focus is on EHR privacy/security of Behavioral Health programs assessment onsite analysis meeting 1/14/25; review and begin updating procedures or creating drafts for policies
- Work with FS HOME Supervisor on FC Background checks process (DOJ updated access)
- Records Retention: Continue w/ destruction
- FS MFLD records 4<sup>th</sup> floor purge up to date
- FC MFLD begin records uploading and purging
- RB- FS records destruction/move to vault continues

*Claims & Accounts Receivable, Client Interactions*

- Ongoing Testing of 270/271 eligibility verification file transfers. Update to Test E.HR software gives greater capability to test current data.
- Review of 835 Electronic file capabilities/EW & NHC. These files are currently able to come over from outside payer sources. Next step will be successful integration of Electronic ERA.
- Review of outstanding debt for collections process at all locations
- 1 team member on LOA
- Update of 2025 CCS rates in Smartcare completed for billing services.
- Credentialing of APNP Psychiatric specialty at OPC

*Insurance Claims created and submitted for current reporting period*

- Norwood: 236 Claims submitted in the Amount of \$1,145,464
- Edgewater: No Claims Submitted All will be submitted in Feb. 2025
- Community: 5,361 Claims submitted in the amount of \$599,987
- Community: Accounts Receivable receipts: \$443,170

*Service Admission Intakes - by Location*

- NHC Admissions: 26 Hospital, 4 LTC
- Edgewater: 13
- Community
  - 71 intakes for new clients conducted. (Currently no Waiting list for Therapy at OPC)
  - 1,444 Appointments Scheduled, 968 Attended (67%)

*2025 TRIP Monies received YTD:*

- Norwood: \$0.00
- Community: \$4,456

**Family Services Update by Jodi Liegl**

*Like-Kin Legislation:* 2023 Wisconsin Act 119 was signed into law by Governor Evers and went into effect on January 1, 2025. The legislation expands the definition of relatives to include first cousin once removed. It also added “like-kin” defined as “an individual who has a significant emotional relationship with a child or the child’s family that is similar to a familial relationship and who has not previously been the child’s licensed foster parent. For an Indian child, ‘like-kin’ includes individuals identified by the child’s tribe according to tribal tradition, custom or resolution, code, or law.” This also expands the eligibility for financial support through the kinship care subsidy. Research continues to demonstrate that children have better outcomes when they are in the care of a relative or someone they know when they cannot remain in their primary home due to safety concerns. We have had six families who have applied for kinship that qualify under this new legislation. Three of the six families applied for voluntary kinship, and three families applied through court ordered kinship.

*Personnel:* In January we welcomed two new staff members to the team. Forrest Moeller joined the Youth Justice team, and Heaven Bento joined the Child Protective Services Ongoing team. The social worker who was most recently served in our Family Find and Engagement position resigned after taking a position with the Department of Children and Families. This vacancy was filled internally with Allyana Spooner who had been part of the Access and Initial Assessment team. Recruitment efforts are underway for an Initial Assessment Case Manager/Social Worker.

**Youth Diversion Update by Angela O’Day**

The Truancy Prevention and Opportunity Program (TPOP) added a case manager to Marshfield on 1/6/25. TPOP case managers address barriers to regular school attendance, connect families to resources, and set goals for improved attendance and school engagement. Youth are referred to TPOP through schools and municipal court. The goal of TPOP is to provide proactive support to youth and families prior to schools referring youth to the youth justice unit for truancy. TPOP is a shared operations program with 3 total case managers from CW Solutions. Two case managers serve South Wood County, and one case manager serves the Marshfield area. TPOP has received referrals for 34 students since 11/1/2024.

Additionally, we hosted a two-day Parent Café training through Be Strong Families in December 2024. Participants included Human Services staff, Health Department staff, and community partners. Parent Cafes are a research-informed practice based on the five protective factors against child abuse and neglect, and they are recognized by the State of Wisconsin Child Abuse and Neglect Prevention Board. The five protective factors are parental resilience, social-emotional competence of children, knowledge of parenting and child development, concrete supports, and social connections. Cafes are thoughtfully hosted events for parents that engage in protective factors education through deep self-reflection and peer to peer learning. Fourteen participants were certified as hosts in December. We are currently working with community partners to launch Parent Cafes in Wood County this spring.

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

*Transportation:* In January, the Transportation program provided 545 bus rides. Of these rides, 146 were for employment, and 82 were for medical. The program also provided 116 volunteer rides. Of these, 22 were for employment, and 69 were for medical.

*WHEAP:* Since the 2025 heating season began October 1, 2024, Wood County has provided Energy Assistance services to 1859 households. The program has also provided HVAC services to 51 households.

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

*Census Update:* In the month of January, we had 13 admissions and 9 readmissions. Current Memory Care census is 15 residents. Census comparison to last year:

January 2024 – 45.06 average census with 7.45 rehab

January 2025 – 41.03 average census with 6.35 rehab

January 2024 – Admissions 8/Discharges 6/Readmissions 9/Deaths 6

January 2025 – Admissions 13/Discharges 7/Readmissions 9/Deaths 2

*Personnel Update:* Open positions of writing this:

Nursing: Licensed Nurses: 1 Full-time Nurse, 1 Part-time Nurse

Certified Nursing Assistants: 1 Full-time CNA

*Quality Assurance Performance Improvement:* Edgewater Haven's Quality Assurance Performance Improvement (QAPI) Committee meeting was held on January 15, 2025. At the meeting all the facilities quality metrics were reviewed, in which the quality indicators continue to operate at a 5-star level. At the meeting, the Facility Assessment was reviewed to ensure proper compliance with the regulation. There was thorough discussion held from our Medical Director as well as Consultant Pharmacist on the upcoming regulatory changes through CMS. The majority of the changes are focused on anti-psychotic and psychotropic medications. In review of Edgewater's residents who are on psychotropic and anti-psychotic medication there is necessary documentation and justification of the need of these medication interventions for appropriate resident care. The next QAPI meeting will be scheduled for the month of April.

*400 Wing Water Line Failure:* A water lateral failure occurred on the 400-wing on January 14 due to advanced age of the pipe. Due to the deterioration of the existing water the entire line, which is 320 feet, needed to be replaced. The excavator completed roughly 280 feet of water line replacement on January 25, 2025, and water was restored on January 27, 2025, to the 400-wing. The excavator will complete project once frost is out of the ground as work ended in an area in where the water line is next to the power utility pole. If work continued for the remaining 40 feet, there would have been a risk of damaging the power utility pole due to ground frost. For the replacement of the 280 feet the cost incurred for excavation and replacement is \$59,554.00. In the spring the balance to complete the total line replacement will be an additional \$12,265.00.

The failure also caused significant amounts of sand and water to flow into the bottom of the emergency generator and transfer switch, causing conduits to be full of sand and ice. Due to this prior to completing a monthly load test the generator service contractor was onsite with electricians to conduct and inspection of the emergency generator and transfer switch. During the inspection it was determined that the sand and ice were covering the busbars on the main breaker and must be removed to ensure safety of the generator and power utility prior to conducting the load test. Imminent work

was conducted and completed on January 31, 2025. A load test was conducted after work was completed and the generator operated appropriately.

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

We await notification from the ADRC regarding the number of meals that will be cut from the Meals on Wheels and congregate meal program in Wood County so we are able to determine how that will impact Norwood's revenue and income as the vendor of that program. We continue to meet with ADRC leadership weekly.

Following the application and interview process, we have identified a final candidate for the assistant administrator position. They have accepted the position with a start date in early March.

The long-term care units, Crossroads and Pathways, received their annual recertification survey the week of January 13. I am very proud to report they again received no health citations. For the life safety portion of the survey, we received three citations, two of which were regarding conditions for which we have approved annual waivers for. The plan of correction for life safety and the renewed waiver requests were submitted to and approved by DHS.

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

For nurses, we continue to have 2.6 FTEs vacant, which necessitates the continued use of two agency nurses. We are having a really hard time recruiting, with receiving little to no applicants.

For CNAs, we do not currently have any full-time positions available, only casual at this time.

*Admissions Unit:* The average census for the month of January was 6.58. Average length of stay for January was 8.45. There were twenty-six admissions and twenty-nine discharges, with one 30-day readmission.

There was an outbreak of influenza A on the unit that resolved quickly with no negative outcomes.

*Long Term Care:* The long-term care unit had four admissions and one discharge in January, with an average census of 12.23 on Crossroads and 12.81 on Pathways,

We received our annual recertification survey from DQA in January, which occurred 14-months since our last one. We once again received no health citations. The staff did an excellent job!

Candi, the new head nurse, continues to be successfully onboarded into her role by Liz.

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

Congregate meals for the month of January were 5,079 with revenue of \$38,869.

The ADRC communicated to us that effective 1/13, frozen meals would be reduced by 30 per week, which equates to a 1,560-meal reduction annually and approximately a \$12,000 reduction in revenue. This is part of the initial cuts to the Meals on Wheels and congregate meal program that we have discussed with the committee.

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

*CIP Updates:*

*Water Pipe Replacement-* As this project transitions to phase 2, we are still working on accomplishing the goals set in Phase 1, including compiling water usage data, performing site visits, and meeting with

an architect and the design engineer, all with the goal of having design plans prepared for the bid request process by the end of the first quarter of 2025. As part of this work, it has been determined that small sections of existing galvanized pipe (8-10' lengths) need to be replaced now for the water meters to operate properly. These meters are made to detect water movement externally by "saddling" them to the outside of the pipes.; our current pipes' poor condition would interfere with this process. Maintenance is working on accomplishing this work.

*Elevator Upgrades-* A request for Bids was published this month and two bids were received as of January 31<sup>st</sup>. The bids will be evaluated for whether they meet all specifications and requirements and will be awarded in early February.

*Circulating Fans-* We are gathering updated quotes for the materials for this project to reflect current material pricing. Also, we will pursue Focus on Energy incentives to offset expenses, as we did in the previous portion of Air Handler upgrades. Focus does not publish its incentive tables until the beginning of the new year, so we will see if they continue to offer payback for energy-saving upgrades.

*Other Maintenance:*

*Water Management-* We continue to see desirable results from our Legionella reduction/prevention program. The last round of water sample tests, taken in early December, showed only one positive result, and that at a much-reduced level from the previous round. Flushing of unused lines and maintaining an effective disinfectant level in the building have demonstrated their effectiveness by these outcomes. We will continue with these methods and routine water sample testing as we work towards our goal of replacing deteriorating lines.

*Staffing-* The Norwood Maintenance Dept. continued to have a reduced staffing level as the Maintenance Specialist was out for a knee replacement. We expect to have that employee return in February if recovery goes as planned. This deficit has slowed progress, as expected, but we continue to provide services to the facility.

*DHS Survey of SNF-* The annual survey of the SNF units was performed in January by a Life Safety Surveyor who was unfamiliar with our facility. The feedback we received was very positive and complimentary of our operations. We were well prepared to respond to their questions and received good feedback and a few suggestions for improvements in our documentation procedures. My experience has been that when an inspection reveals a strong safety plan and procedures, a surveyor is more likely to offer suggestions instead of citations as a sign of confidence.

We did, however, receive one citation for having decorations considered to be flammable; several small unlit candles were on a shelf in a Pathways bathroom, presumably meant to be decorative. Those items were removed immediately, and an action plan was created to ensure this type of incident would not repeat. We also received two citations for current waivers, and renewal of existing waivers were requested.



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

### **Meeting Date: February 27, 2025**

January 2025 Activity: During the month of January we completed/submitted 300 federal forms include:

- 41 Intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 23 Appeals – Higher Level Review, Notice of Disagreement (appeal)
- 40 New claims for disability compensation
- 0 New claims for veterans pension
- 7 New claims for surviving spouse benefits (DIC or surviving spouse pension)
- 15 New applications for VA Healthcare
- 34 Appointments of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 10 Burial and marker applications
- 22 Request for individual's VA medical records \*  
\*Request for VA medical records is a newly reported form, in addition we request many non VA medical records using the private providers procedures (then we have to read them).

### **Activities:**

1. Completed as of February 20, 2025:
  - a. January 16 Veterans Benefit outreach event Plover WI.
  - b. January 17- CTVSO Association Executive meeting in Superior WI.
  - c. January 21- VA Regional Office Director's Veteran Service Officer call in.
  - d. January 22 – Veterans Outreach and Recovery Program visit (Supervisor & Regional Coordinator).
  - e. January 10- Meeting with Tomah VA Medical Center Public Affairs office to plan 2025 outreach events.
  - f. February 11 – Tomah VA Medical Center Director's CVSO and Congressional Liaison meeting.
  - g. February 18 - VA Regional Office Director's Veteran Service Officer call in.
2. Near Future:
  - a. March 18- North East regional CVSO meeting Shawano
  - b. April/may

### **Office updates:**

1. Wisconsin Rapids Veterans EXPO set for July 23 at Crossview Church.
2. New VA Regional Office Director Bruce Voight (a Wisconsin Veteran). He was previously the Director at the Roanoke Va Regional Office Director. Milwaukee is a much bigger office with consolidated additional service lines (not just a disability rating office). Of the 56 regional offices world wide Milwaukee has:
  - a. One of two VA offices with a Committee on Waivers and Compromises.
  - b. One of three VA Pension Centers
  - c. One of six VAFiduciary Hubs
  - d. One of nine Benefit Eligibility Support Teams
3. Case Study – Veteran calls needing a certified copy of discharge as they only have one. Needs a copy to give the federal personnel management to get credit for military service for retirement. A quick review of VA records shows a 10% (\$175 per month) VA disability for

Agenda Item 4c– Consent Veterans Department Head Narrative page 2

Asthma granted back in 1997. When veteran comes in for discharge the Asthma is discussed and now meets the medical requirement for a 30% rating (\$537 per month or \$362 added to the retirement plan). VA disability claim for increase was submitted.



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage & posting

Page 1 of 2

Introduced by Health and Human Services Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To create Two (2) (.97 FTE's) Children's Support and Service Coordinator positions.

**FISCAL NOTE:** Anticipated wages and benefits based upon Grade H, Step 2, with effective start date of April 1, 2025 is:

Wages: \$89,650.76  
Fringe: \$41,691.54  
Total: \$131,342.30

Source of Funding: Medicaid rates as established January 1, 2025

**WHEREAS**, the Human Services Department is responsible for providing Children's Long Term Support Services to eligible children in Wood County, and,

**WHEREAS**, Wood County currently has a waitlist of children who are in need of services, and

**WHEREAS**, Wisconsin statute requires that all children are enrolled without being placed on a waitlist, and

**WHEREAS**, the Children's Long Term Support Program provides vital services to children who have severe developmental, physical and/or emotional disabilities, and

**WHEREAS**, additional case managers would eliminate the waitlist and reduce the worker to caseload ratio, and

**WHEREAS**, the billable rate fully covers the cost of providing services, and

**WHEREAS**, the increased costs associated with the positions will be fully covered by additional revenue and will not require county tax levy, and

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to**

Create two (.97 FTE's) Children's Support and Services Coordinator positions.

Pay Grade: H

Hours: 2015 per year

FLSA status: Exempt

Department: Human Services

**THEREFORE BE IT RESOLVED** to amend the Human Services (54450) CLTS budget for 2025 by appropriating \$131,342.30 of unanticipated revenue from Medicaid into the Public Charges account (46530), and,

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

## MINUTES PUBLIC SAFETY COMMITTEE

**DATE:** Monday, March 10, 2025  
**TIME:** 9:00 AM  
**PLACE:** Courthouse – Conference Rm #302

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

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

1. Chairman Zurfluh called the meeting to order at 9:00 AM.
2. The minutes of the previous meeting were reviewed. Motion by Hamilton/Penzkover to approve the minutes as presented. Motion carried unanimously.
3. There was no public comment.
4. The next meeting will be held on Monday, April 14, 2025, at 9:00 AM.
5. The Communications Department presented their report and bill listing for review.
6. Communication Director Engel presented a resolution to carryover funds from 2024 to 2025 for the radio upgrades. Motion by Hamilton/Voight to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
7. The Emergency Management Department presented their report and bill listing for review.
8. Emergency Management Director Christensen presented their 2026-2030 Capital Improvement plan. Motion by Hamilton/Penzkover to approve the plan as presented. Motion carried unanimously.
9. The Dispatch Department presented their report and bill listing for review.
10. Coroner Patton reviewed the monthly report and bill listing.
11. Patton presented a resolution to amend the 2024 budget for expenditures not anticipated with a transfer of excess revenue. Motion by Hamilton/Voight to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
12. Sheriff Becker reviewed various reports and activities of the Sheriff's Department and reviewed the new timeline for jail occupancy.
13. A resolution amending the 2025 budget for use of carryover dollars from 2024. Motion by Voight/Polach to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

14. The 2026-2030 Sheriff's Dept. CIP was presented and reviewed. Motion by Hamilton/Penzkover to approve the CIP as presented. Motion carried unanimously.
15. Motion by Hamilton/Voight to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.
16. Chairman Zurfluh declared the meeting adjourned 9:33 AM.

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

**Public Safety Committee**

**March 10, 2025**

NAME	REPRESENTING
Shawn Becker	WCSJ
QUENTIN ELLIS	WCSJ
David Patton	Coroner
Bill Wright	Gov
Erik Engel	WC Com
DENNIS POLACK	WCB-14
Sarah Christensen	EM
Shawn Becker	WOSO
Quentin Ellis	WOSO
Charles Hropsteg	WOSO
Tony Bastien	Dispatch
TED ASHBECK	Wood County Sheriff's Dept. / JARC
Nick Flanagan (Web Ex)	Corp Counsel
Panqin Yang (Web Ex)	Finance
Scott Joehn (Web Ex)	CB District #9
Darrin Feinbach (Web Ex)	Finance
Lance Pliml (Web Ex)	CB Chair



# February Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary



## February Training Descriptions

Date	Type	Description
3-Feb	Business Meeting	February Business Meeting
10-Feb	Extrication	Car on side against pole, cut roof off around pole. Used sawzall with new blades.
17-Feb	Work Night	Truck checks, washed Rescue 3.
24-Feb	Work Night	Reviewed new truck build plan.

# Call Summary

Call #	8	9	10	11	
Date	2/1/2025	2/14/2025	2/14/2025	2/16/2025	
Time	15:57	18:27	18:54	23:06	
Day of Week	Saturday	Friday	Friday	Monday	
Township	Biron	Grand Rapids	Grand Rapids	Cranmoor	
Location	1259 ANCHOR LANDING DR	64TH ST S & WHITROCK AVE	48TH ST N & WASHINGTON ST	STH 173 & CRANBERRY LANE	
Rescue 3	B. Diggles	B. Franz	B. Franz	M. Wiberg	
Rescue 4	D. Westfall				
Rescue 5					
10-22ed		Yes		Yes	
Call Type	Other	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	
Medical/Extrication					
Ambulance	WRFD	UEMR	UEMR		
EMR		Grand Rapids	Grand Rapids		
Fire		Grand Rapids	Grand Rapids		
Air					
Tools/Equipment Used	ATV trailer, generator				
Notes					
Other members on scene	M. Wiberg (R2)	B. Diggles	B. Diggles	B. Diggles	

## Special Events Summary

Date	2/1/2025				
Day of Week	Saturday				
Event	Polar Plunge				
Host	Special Olympics WI				
Location	Anchor Bay				
Vehicle Used	R2, R3, R4				
Tools/ Equipment Used	ATV trailer, Generator				
Members at event	B. Diggles (R3) D. Westfall (R4) M. Wiberg (R2)				
Event Description	Water rescue standby for the Polar Plunge.				



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## February 2025 K9 Report

	<b>TRAINING HOURS</b>	<b>USEAGE/ DEPLOYMENTS</b>	<b>DEMO/ COMMUNITY</b>
K9 Sig	12.5	1	0
K9 Bingo	13	3	0
K9 Timo	12.5	3	0
K9 Rosco	11	5	0
K9 Lola	SEE	BELOW	

### TRAINING (MONTHLY) –

Wood County Sheriff's Department trained with Wisconsin Rapids Police Department, Nekoosa Police Department, and Marshfield Police Department at the February training. Training venues included Wood County Courthouse, Wisconsin Rapids Immanuel Church (old building), City of Nekoosa Safety Center, and City of Nekoosa City Garage. Training consisted of odor detection, obedience training, and area search for man with apprehension.

### TRAINING (INDIVIDUAL) –

Lieutenant Christianson and K9 Bingo completed several hours of on-duty training. This training consisted of odor detection, tracking and obedience. K9 Rosco and Deputy Beathard completed on duty training narcotics and obedience/ stairs and tile floors.

Sergeant Arendt and K9 Timo completed on-duty training in the area of tracking.

Deputy Pidgeon and K9 Sig completed obedience training on-duty.

### USEAGE –

Lieutenant Christianson and K9 Bingo had three deployments during the month of February. One was a track in the Village of Vesper. Suspicious footprints were located outside a building. Bingo tracked footprints back to a residence. Lieutenant Christianson and Bingo were also deployed to the City of Greenwood for an explosive threat at a school. An interior sniff of school completed with no change of behavior or indication observed. Lieutenant Christianson and K9 Bingo assisted Marshfield Police



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department Special Response Team during a search warrant. They began as a perimeter unit, but were called up to clear an apartment after subject was not complying with orders. Lieutenant Christianson and Bingo entered the residence and gave final warning, and at that time suspect came out and surrendered.

Sergeant Arendt and K9 Timo had three deployments during the month of February. Two deployments were assisting Wisconsin Rapids Police Department with exterior sniff of vehicles, and one deployment with the Wood County Sheriff's Department completing an exterior sniff of a vehicle. Change of behavior and indication observed on two deployments, with drug paraphernalia being located.

Deputy Beathard and K9 Rosco had 5 deployments for February. Three deployments were traffic stops resulting in 10 g meth and less than 1 g of THC. One deployment for the Wood County Jail and one at Mary's Place in Marshfield. No CIB or indications observed at either location.

Deputy Pidgeon and K9 Sig had 1 deployment in the month of February. This deployment was assisting Wisconsin Rapids Police Department on a traffic stop. No change of behavior or indication was observed.

**DEMO/COMMUNITY –**

**ADDITIONAL INFORMATION –**

## **LT. WAGNER AND K9 LOLA TRAINING AND DEPLOYMENTS FEBRUARY 2025**

February 2025 Lola's Training and Work Schedule

February 3rd Vet and article in the Pittsville Record

February 4th New Jail Set up and Kitchen Equipment Training and installation of Sunburst Chemical dispensers and training

February 5th Vet

February 6th Tour of New Jail with Rob Golla and Workforce group to plan inmate interviews from employers to have employment set up before inmates are released

February 10th ODC Set up in the new jail for programming

February 11th Jail Interviews

February 13th After school programming with students at Pittsville Elementary and Middle



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

School. Made Valentines for the kids.

February 14th Jail Interviews

February 17th Jail Tour with MSTC

February 18th SGTS and Evacuation Training

February 19th SGTS and Evacuation Training

February 21st Met with a child whose parent was meeting with Drug Court

February 24th Moved Kitchen into new facility met a child in the court house

February 25th Set up Laundry room and washed clothes in new facility Laundry Room and visited Treasures and Register of Deeds Offices.

February 27th State inspector walk thru, detention key set up for new facility training,  
After school programming with students at Pittsville Elementary and Middle School. Made Valentines for the kids.

February 28th Jail Collaboration meeting with Katie Miloch  
MSTC Jail Academy Tour

Each working day Lola meets with inmates who are going to court and meeting with probation agents. She also greets inmates who are special watches in holding cells.

Respectfully,

*Brandon Christianson*

Brandon Christianson  
Patrol Lieutenant



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## HUMANE OFFICER

02-02-25 to 02-15-25

**Animal Bites:**

	<u>Dog</u>	<u>Cat</u>	<u>Horse</u>
• NKPD	0	0	
• PEPD	0	0	
• WRPD	1	1	
• GRPD	0	0	
• PIPD	0	0	
• Saratoga	0	0	
• Hansen	0	0	
• Biron	0	0	
• Auburndale	0	0	

**Neglect/Abuse Case: 0**

**Abandonment: 0**

**Animal vs Animal: 0**

**Abatement Order: 0**

**Animals at Large: 0**

**Major Incidents: 0**

**Follow-up-Brooke: 1**

**Follow-up-Susa: 0**

**Monthly Hours: 6.0**

**2025 YTD Hours: 15.0**

Submitted by: Mitzi Forde



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Department of Natural Resources Patrols

### February 2025

#### ATV

- Patrol Hours 39
- Citations-2
- Warnings-1

#### BOAT

- No Activity

#### SNOWMOBILE

- Patrol Hours 54
- Citations -2
- Warnings- 5

Submitted by

Sgt. Matt Susa





# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Operations Overtime/Comp Time Totals

### February 2025 (02/02/25to 02/15/25)

#### Patrol

Overtime hours:	37
Comp time hours:	125.25
Holiday Pay/Comp hours:	0

#### Investigations

Overtime hours:	2.5
Comp time hours:	13.5

#### Security Services

Overtime hours:	0
Comp time hours:	5.75

TOTAL CALL OUT:	6
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Submitted By: Charles Hoogesteger – Operations Captain



# Wood County

WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

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## **Public Safety Committee Meeting**

### Security Services February 2025 Report

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

Guns -	0
Knives -	69
O.C. -	7
Misc. Items -	5

The miscellaneous items that were located were two (2) pliers, 9mm ammo, a screwdriver and a pair of scissors.

Security Services screened 6,894 people entering the courthouse in February. Security Services had 40 security requests from different departments within the Courthouse for the month. We also served two (2) civil process papers and fulfilled two (2) warrants.

Security Services handled one complaint in the jail this month for Criminal Damage to Property. We have also been busy moving items over to the new sheriff's department. We are trying to get the new screening area set up and figuring things out so we can hopefully open the new entrance this next month.

During the Month of February, I utilize part-time employees for 17 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

**FEBRUARY EXTRA PATROL - US HWY 10 CROSS TRAFFIC**

DATE	TIMES	DEPUTY	INTERSECTION	WARNING	CITATIONS	NO VIOLATION	# of Minutes
2/1/2025	5:20A - 6:20A	Dorshorst	USH 10/CTH N	0	1		60
2/1/2025	5:42A-6:42A	Nehls	USH 10/CTH T	0	0	NO VIOLATION	60
2/1/2025	5:41A-6:40A	Berres	USH 10/Day RD			NO VIOLATION	60
2/1/2025	10:52a-11:33a	Berres	USH 10/CTH T			no violation	60
2/1/2025	2:35p-3:40p	Nehls	USH 10/CTH T	0	0	NO VIOLATION	41
2/1/2025	5:54p-7:00p	DOWNS	USH 10/CTH E	0	0	NO VIOLATION	65
2/1/2025	6:15p-7:15p	WHITWORTH	USH 10/CTH T	0	0	NO VIOLATION	66
2/1/2025	7:06p-8:06p	downs	USH 10/North RD	0	0	NO VIOLATION	60
2/1/2025	7:16p-8:16p	WHITWORTH	USH 10/Brookside RD	0	0	NO VIOLATION	60
2/2/2025	10:53a	Berres	USH 10/STH 186	0	0	NO VIOLATION	65
2/2/2025	11:15A-12:05A	Dorshorst	USH 10/CTH K	1	0		50
2/2/2025	6:35p-7:35p	WHITWORTH	USH 10/CTH T	0	0	NO VIOLATION	60
2/2/2025	7:42p-8:12p	WHITWORTH	USH 10/CTH E	0	0	NO VIOLATION	30
2/4/2025	5:44a-7:00a	Dean	USH 10/STH 186	0	0	NO VIOLATION	75
2/4/2025	0545-0745	Tollefson	USH 10/Brookside RD	0	0	no violation	120
2/4/2025	1130-1215	Beathard	USH 10/STH 186	0	0	NO VIOLATIONS	45
2/4/2025	6:29p-6:51p	Ashbeck	USH 10/STH 186	1	1		29
2/4/2025	10:02p-10:32p	Ashbeck	USH 10/Blueberry RD	0	0	NO VIOLATIONS	30
2/4/2025	10:35p-10:45p	Ashbeck	USH 10/CTH S	2	0		15
2/4/2025	12:28p-1:28p	Ashbeck	USH 10/STH 186	0	0	NO VIOLATIONS	60
2/5/2025	5:29a-6:29a	Leigh	USH 10/CTH T	1	0		60
2/5/2025	9:40a-10:16a	King	USH 10/STH 186	0	0	NO VIOLATIONS	36
2/5/2025	12:49p-1:20p	Leigh	USH 10/STH 186	0	0	None	31
2/5/2025	5:45a-6:30a	Berres	USH 10/STH 186	1			45
2/5/2025	6:30p-7:20p	Downs	USH 10/North RD	0	0	NO VIOLATION	50
2/5/2025	8:25p-9:15p	DOWNS	USH 10/CTH K	0	0	NO VIOLATION	50
2/6/2025	6:05a-7:05a	Leigh	USH 10/CTH T	0	0	None	60
2/6/2025	06:10a-6:40a	Berres	USH 10/CTH E			None	30
2/6/2025	7:11a-7:30a	King	USH 10/CTH T	0	1		20
2/6/2025	09:54a-10:30a	Berres	USH 10/CTH T			None	36
2/6/2025	9:21p-10:21p	WHITWORTH	USH 10/CTH T	0	0	No Violations	60
2/6/2025	10:40p-12:40a	WHITWORTH	USH 10/STH 186	0	0	No Violations	120
2/6/2025	11:35p-12:35a	DOWNS	USH 10/CTH K	0	0	NO VIOLATIONS	60
2/7/2025	12:40A-1:40A	DOWNS	USH 10/CTH T	0	0	NO VIOLATIONS	60
2/7/2025	5:30a-7:00a	Dean	USH 10/STH 186	0	0	NO VIOLATIONS	90
2/7/2025	2037-2058	STREY	USH 10/STH 186	0	0	NO VIOLATIONS	21
2/8/2025	0330-0430	STREY	USH 10/CTH T	0	0	NO VIOLATIONS	60
2/7/2025	7:53p-8:53p	Ashbeck	USH 10/STH 186	1	0		60
2/9/2025	1:29a-1:59a	Ashbeck	USH 10/STH 186	0	0	NO VIOLATIONS	30
2/9/2025	1:18p-2:18p	Dean	USH 10/STH 186	0	0	No Violations	60
2/10/2025	5:14a-6:34a	Leigh	USH 10/CTH T	0	0	None	80
2/10/2025	2:52p-3:22p	Leigh	USH 10/North RD	0	0	None	30
2/10/2025	6:42p - 6:52p	MARTEN	USH 10/CTH K	0	0	NO VIOLATIONS	60
2/10/2025	7:48P - 8:30P	MARTEN	USH 10/STH 186	0	0	NO VIOLATIONS	42
2/10/2025	6:55p-7:55p	WHITWORTH	USH 10/CTH T	0	0	NO VIOLATIONS	60
2/10/2025	7:55P-8:55P	WHITWORTH	USH 10/Brookside RD	0	0	NO VIOLATIONS	60
2/11/2025	7:28a-7:58a	King	USH 10/STH 186	1	0		30
2/11/2025	2:08p-2:45p	Leigh	USH 10/STH 186	0	0	none	37
2/11/2025	8:30A-9:00A	Dorshorst	USH 10/STH 186	0	0	No Violations	30
2/11/2025	11:30p-1:00a	WHITWORTH	USH 10/STH 186	0	0	No Violations	90
2/11/2025	1:00a-1:30a	WHITWORTH	USH 10/CTH K	0	0	No Violations	30
2/12/2025	6:30p-7:00p	Ashbeck	USH 10/STH 186	1	0		30
2/12/2025	05:30a-06:30a	Tollefson	USH 10/North RD	0	0		60
2/14/2025	5:14a-6:14a	Leigh	USH 10/CTH T	1	0		60
2/14/2025	8:45a-9:45a	King	USH 10/CTH F	1	1		60
2/14/2025	8:24p-9:24p	Downs	USH 10/CTH K	0	0	No Violations	60
2/15/2025	10:11a-11:21a	King	USH 10/CTH T	2	1		70
2/14/2025	5:19p-9:19p	WHITWORTH	USH 10/STH 186	0	0	No Violations	240
2/15/2025	5:56p-6:56p	WHITWORTH	USH 10/Brookside RD	0	0	No Violations	60
2/15/2025	8:01p-9:01p	Downs	USH 10/CTH K	0	0	No Violations	60
2/15/2025	8:50p-9:15p	WHITWORTH	USH 10/CTH T	0	0	No Violations	25
2/16/25	5:16a-6:16a	Leigh	USH 10/CTH T	0	0	None	60
2/16/2025	8:35A - 9:05A	Dorshorst	USH 10/CTH T	0	0	No Violations	40
2/16/2025	9:56p-10:56p	Downs	USH 10/STH 186	0	0	No Violations	60
2/16/2025	12:54a-2:24p	Downs	USH 10/CTH K	0	0	No Violations	90
2/17/2025	6:17p-6:57p	Ashbeck	USH 10/STH 186	0	0	No Violations	40
2/17/2025	7:46PM-8:40PM	STREY	USH 10/STH 186	3	0		54
2/18/2025	9:47a-10:23a	BERRES	USH 10/STH 186			NO VIOLATIONS	36
2/19/2025	8:30p-9:30p	Downs	USH 10/STH 186	0	0	No Violations	60
2/19/2025	9:30p-10:30p	WHITWORTH	USH 10/CTH T	0	0	No Violations	60
2/20/2025	6:37a-7:17a	Leigh	USH 10/CTH T	0	0	None	40
2/20/2025	8:12p-8:57p	Downs	USH 10/STH 186	0	0	None	45
2/21/2025	12:06p-1:06p	Downs	USH 10/CTH T	0	0	None	60
2/21/2025	06:00-07:30	Tollefson	USH 10/CTH S	0	1	1x FOS	90
2/21/2025	6:25p-7:55p	Ashbeck	USH 10/STH 186	3	1	1x FOS	90
2/21/2025	11:29p-12:06p	Downs	USH 10/STH 186	0	0	No Violations	37
2/22/2025	3:28a-4:18a	Downs	USH 10/CTH T	0	0	No Violations	50
2/22/2025	1:20-2:15	Beathard	USH 10/STH 186	0	2	1x FOS 1x OWL	55
2/22/25	7:27p-8:27p	Ashbeck	USH 10/STH 186	0	0	No Violations	60
2/23/25	11:20-12:10	Beathard	USH 10/STH 186	0	0	no violations	50
2/23/2025	6:38p-6:58p	Ashbeck	USH 10/CTH T	0	0	No Violations	20
2/24/2025	7:58A-8:58A	Dorshorst	USH 10/CTH F	0	0	No Violations	60
2/24/2025	08:18a-8:48a	Berres	USH 10/CTH T			No Violations	30
2/24/2025	1:17p-1:57p	Leigh	USH 10/CTH K	0	0	None	40
2/24/2025	8:45p - 9:30p	MARTEN	USH 10/CTH K	0	0	No Contacts	45
2/24/2025	8:40p-9:40p	WHITWORTH	USH 10/CTH T	0	0	No Contacts	60
2/25/2025	2:15a - 3:00a	MARTEN	USH 10/STH 186	0	0	No Contacts	45
2/25/2025	5:22a-6:07	Leigh	USH 10/CTH T	0	0	none	45
2/25/2025	8:30a-	King	USH 10/Brookside RD	1	1		40

Intersection	Time Spent (min)	Citations	Warnings
USH 10/Day RD	60	0	0
USH 10/CTH T	1402	2	4
USH 10/CTH E	126	0	0
USH 10/STH 186	1898	4	11
USH 10/North RD	200	0	0
USH 10/CTH K	545	0	1
USH 10/Blueberry RD	30	0	0
USH 10/CTH N	60	1	0
USH 10/CTH S	105	1	2
USH 10/Brookside RD	340	1	1
USH 10/CTH F	120	1	1
<b>Totals:</b>	<b>4886</b>	<b>10</b>	<b>20</b>



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## US HWY 10 Cross Traffic Monthly Report

February 2025 (02/01/2025 to 02/25/25)

HOURS – 4886

WARNINGS – 20

CITATIONS – 10

CRASHES – 2 (Property Damage Only)

Intersection	Time Spent (min)	Citations	Warnings
USH 10/Day RD	60	0	0
USH 10/CTH T	1402	2	4
USH 10/CTH E	126	0	0
USH 10/STH 186	1898	4	11
USH 10/North RD	200	0	0
USH 10/CTH K	545	0	1
USH 10/Blueberry RD	30	0	0
USH 10/CTH N	60	1	0
USH 10/CTH S	105	1	2
USH 10/Brookside RD	340	1	1
USH 10/CTH F	120	1	1
<b>Totals:</b>	<b>4886</b>	<b>10</b>	<b>20</b>

Submitted By: Charles Hoogsteger – Operations Captain

**WOOD COUNTY JAIL**

**January - June 2025**

**DAILY POPULATION / INMATES SHIPPED OUT / EMP**

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	189	77	30	198	75	30	0	0	0	0	0	0	0	0	0	0	0	0
2	189	77	30	197	75	30												
3	187	76	28	201	75	30												
4	190	75	27	195	72	30												
5	193	75	27	199	72	34												
6	193	75	27	202	73	34												
7	189	73	28	198	69	34												
8	194	72	29	194	69	34												
9	193	69	29	193	69	32												
10	193	68	31	195	69	32												
11	197	73	32	197	69	32												
12	196	73	32	200	67	32												
13	198	73	32	199	64	33												
14	195	70	31	202	67	33												
15	195	70	30	200	70	34												
16	201	73	31	201	70	33												
17	194	72	30	202	70	32												
18	200	74	31	193	68	32												
19	205	74	31	187	66	32												
20	207	74	31	194	72	32												
21	208	74	31	191	70	31												
22	203	74	32	195	72	31												
23	204	75	32	195	72	31												
24	200	77	32	197	72	30												
25	204	74	32	186	70	31												
26	202	73	32	185	69	29												
27	203	73	32	187	71	29												
28	201	73	33	183	70	29												
29	199	72	34															
30	201	76	34															
31	198	74	33															
WCJail	197.5			195.2			0.0			0.0			0.0			0.0		
Shipped	73.5			70.3			0.0			0.0			0.0			0.0		
EMP	30.8			31.6			0.0			0.0			0.0			0.0		
Avg Length of Stay (Days)	30.2			44.9														

**WOOD COUNTY JAIL**

**July - December 2025**

**DAILY POPULATION / INMATES SHIPPED OUT / EMP**

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2																		
3																		
4																		
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28																		
29																		
30																		
31																		
WCJail	0.0			0.0			0.0			0.0			0.0			0.0		
Shipped	0.0			0.0			0.0			0.0			0.0			0.0		
EMP	0.0			0.0			0.0			0.0			0.0			0.0		
Avg Length of Stay (Days)																		

**2025 Yearly Averages**

<b>Total</b>	<b>196.33</b>
<b>Safekeeper</b>	<b>71.87</b>
<b>EMP</b>	<b>31.21</b>

Date      Population

Color indicates low population	1/3/2025	183
Color indicates high population	1/21/2025	208

**January - June 2025**  
**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January		February		March		April		M
	Wood	WP	Wood	WP	Wood	WP	Wood	WP	
1	80	77	91	75	0	0	0	0	0
2	80	77	90	75					
3	80	76	94	75					
4	86	75	91	72					
5	89	75	90	72					
6	89	75	91	73					
7	86	73	91	69					
8	91	72	87	69					
9	93	69	88	69					
10	92	68	90	69					
11	90	73	91	69					
12	89	73	97	67					
13	91	73	98	64					
14	92	70	98	67					
15	93	70	92	70					
16	95	73	94	70					
17	90	72	96	70					
18	93	74	90	68					
19	98	74	86	66					
20	100	74	87	72					
21	101	74	87	70					
22	95	74	89	72					
23	95	75	89	72					
24	89	77	92	72					
25	96	74	82	70					
26	95	73	83	69					
27	96	73	84	71					
28	93	73	80	70					
29	91	72							
30	89	76							
31	89	74							
<b>WOOD</b>	91.16		89.93		0.00		0.00		0.00
<b>WPSO</b>	73.48		70.25		0.00		0.00		0.00
<b>TOTAL</b>	<b>197.45</b>		<b>195.21</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>

MONTH	High	Low
January	101	80
February	98	80
March		
April		
May		
June		

2025 Safe Keeper Averages			New Facility	Total beds
WOOD Co Jail	90.54	108	80% = 232	290
WAUPACA Co	71.87	75	Yellow	New Facility open date

Total Population	196.33	0
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# SAFE KEEPER DIFFERENCE

## 2025

MONTH	BED DAYS	WOOD CTY COSTS \$41.26/DAY	OUT OF COUNTY COSTS Including Wages/mileage \$51.23/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2024 TOTAL AMOUNT
January	2278	\$93,990.28	\$116,701.94	\$22,711.66	\$22,711.66	\$22,925.43
February	1967	\$81,158.42	\$100,769.41	\$19,610.99	\$42,322.65	\$20,715.75
March	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$25,360.17
April	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$23,764.29
May	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$23,181.18
June	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$23,037.96
July	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$21,564.84
August	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$22,567.38
September	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$21,974.04
October	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$21,933.12
November	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$23,467.62
December	0	\$0.00	\$0.00	\$0.00	\$42,322.65	\$24,633.84
<b>TOTAL</b>	4245	\$175,148.70	\$217,471.35	<b>\$42,322.65</b>		<b>\$275,125.62</b>

41.26  
51.23

# Electronic Monitoring 2025

## Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2025 Total Amount	2024 Total Amount
January	30.80	\$27,975.64	\$27,975.64	\$39,438.39
February	31.60	\$25,924.64	\$53,900.28	\$38,616.23
March	0.00	\$0.00	\$53,900.28	\$39,583.71
April	0.00	\$0.00	\$53,900.28	\$40,346.10
May	0.00	\$0.00	\$53,900.28	\$39,411.14
June	0.00	\$0.00	\$53,900.28	\$38,825.43
July	0.00	\$0.00	\$53,900.28	\$43,453.07
August	0.00	\$0.00	\$53,900.28	\$42,372.20
September	0.00	\$0.00	\$53,900.28	\$41,726.13
October	0.00	\$0.00	\$53,900.28	\$42,481.19
November	0.00	\$0.00	\$53,900.28	\$39,493.47
December	0.00	\$0.00	\$53,900.28	\$38,675.41
<b>TOTAL</b>	<b>5.20</b>	<b>\$53,900.28</b>	<b>\$53,900.28</b>	<b>\$484,422.47</b>

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

**Bed Days x \$29.30 = Monthly Savings**

\$29.30

# SAFE KEEPER HOUSING

## 2025

MONTH	Other Facility	Other Facility	Other Facility	WAUPACA	MONTH TOTAL	2025 YTD TOTAL	2024 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$0.00	\$88,350.00	\$88,350.00	\$88,350.00	\$86,687.50
FEBRUARY	\$0.00	\$0.00	\$0.00	\$79,800.00	\$79,800.00	\$168,150.00	\$173,375.00
MARCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$260,062.50
APRIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$346,750.00
MAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$433,437.50
JUNE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$520,125.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$606,812.50
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$693,500.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$780,187.50
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$866,875.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$953,562.50
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168,150.00	\$1,040,250.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$168,150.00</b>	<b>\$168,150.00</b>		<b>\$1,040,250.00</b>

2025 is a 75 average

**Waupaca \$38.00 per bed day (75)**

Safe Keeper Housing to end 03/2025

Wood County Sheriff's Department Kitchen Report 2025						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	3559	3500	3446	0	10505	\$26,833.08
February	2891	2875	2790	2102	10658	\$21,648.28
March	0	0	0	0	0	\$0.00
April	0	0	0	0	0	\$0.00
May	0	0	0	0	0	\$0.00
June	0	0	0	0	0	\$0.00
July	0	0	0	0	0	\$0.00
August	0	0	0	0	0	\$0.00
September	0	0	0	0	0	\$0.00
October	0	0	0	0	0	\$0.00
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
<b>TOTAL</b>	6450	6375	6236	2102	21163	\$48,481.36

Cost per meal **\$2.29**

Cost per day **\$6.87**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$251,935.30	\$247,728.79
Number of Meals	122,668	111,439	81,970	86,838	80,356
Cost per Meal	\$2.14	\$2.36	\$2.85	\$2.90	\$3.08
Cost per Day	\$6.41	\$7.08	\$8.54	\$8.70	\$9.25
	2023	2024	2025	2026	2027
Food & Labor	\$248,125.14	\$269,109.64	\$48,481.36	\$0.00	\$0.00
Number of Meals	87,953	104,072	21,163	0	0
Cost per Meal	\$2.82	\$2.59	\$2.29	#DIV/0!	#DIV/0!
Cost per Day	\$8.46	\$7.76	\$6.87	#DIV/0!	#DIV/0!
	2028	2029	2030	2031	2032
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

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

MONTH	FOUND ITEMS Male or Female		CONTRABAND FOUND INTERNAL EXTERNAL		DRUGS MALE or FEMALE		TOTAL SCANNED MALE FEMALE		Monthly Total
	JANUARY	1	0	1	0	1	0	130	53
FEBRUARY	0	0	0	0	0	0	24	11	35
MARCH	0	0	0	0	0	0	0	0	0
APRIL	0	0	0	0	0	0	0	0	0
MAY	0	0	0	0	0	0	0	0	0
JUNE	0	0	0	0	0	0	0	0	0
JULY	0	0	0	0	0	0	0	0	0
AUGUST	0	0	0	0	0	0	0	0	0
SEPTEMBER	0	0	0	0	0	0	0	0	0
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>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>154</b>	<b>64</b>	

TOTAL SCANNED

<b>218</b>
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**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage and posting

Page 1 of 1

Introduced by Public Safety Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2025 Sheriff's Department Administration Operations budget to include unspent funds for a project that will be using unspent Opioid Settlement funds awarded in 2024.

**FISCAL NOTE:** No cost to Wood County. The source of the funding is unspent Opioid Settlement funds awarded in 2024 and placed in the Administration Operations budget. The adjustment will be as follows:

Function	Account Name	Debit	Credit
34300	Fund Balance	\$32,020	
52110	Admin Operations (2025)		\$32,020

WHEREAS, the Sheriff's Department's Admin Operations budget was awarded Opioid Settlement funds totaling \$32,020 in 2024 for a specified project, and

WHEREAS, the funding was awarded in 2024, however not competed before the end of the year, and

WHEREAS, the project is scheduled to be administered and completed in 2025, and

NOW THEREFORE BE IT RESOLVED, to amend the Wood County Sheriff's Department Admin Operations budget (101-2501-52110-000-342) for 2025 by appropriating the \$32,020 of unspent 2024 Opioid Settlement funds from the general fund balance (34300).

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

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

**DATE:** Wednesday, March 5, 2025  
**TIME:** 9:00 AM  
**PLACE:** Courthouse – Conference Rm #302

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

**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. Under correspondence, Planning & Zoning Director Grueneberg reminded the group of the Vesper Housing Project Open House coming up on March 25<sup>th</sup>.
4. The minutes of the February 5, 2025, meeting were presented. Motion by Buttke/Hovendick to approve the minutes as presented. Motion carried unanimously.
5. Motion by Hovendick/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
6. Melinda Osterberg from the WI Economic Development Board reviewed the various grants available for economic development and highlighted the Wisconsin Rapids Shopko building and the Vesper Housing Project as examples of what those grant funds can accomplish.
7. Kyle Kearns from the City of Wisconsin Rapids requested the release of REDI Funds for funding a preliminary housing assessment in the Triangle Block in downtown Wisconsin Rapids. This assessment would be done by the same firm that did the Weinbrenner Shoe building assessment in Marshfield. Motion by Buttke/Hovendick to approve the release of \$7,200 of REDI funds to fund this assessment. Motion carried unanimously.
8. Extension Director Solin reported that the new Area Extension Director has been hired and will be starting next week. Interviews are being conducted for the Human Development & Relationships Educator.
9. County Conservationist Wucherpennig reviewed the Ag Producer member of the committee and recommended that George Gilbertson be appointed as this member to the CEED Committee. Motion by Schulz/Buttke to recommend the appointment of George Gilbertson to the county board chair as the Ag Producer member of CEED. Motion carried unanimously.
10. Wucherpennig presented a bid opening for a rip rap project along the Wisconsin River, south of Nekoosa. The estimate for this project was \$100,000 and is a 70/30 cost share with the landowner. One bid was received from Becker Trucking for \$113,165.22. Motion by Leichtnam/Hovendick to reject the bid and rebid the project. Motion carried unanimously.



11. Kendra Wilhelm, Conservation Specialist with LWCD, discussed the upcoming Central Wisconsin Farm Profitability Seminar happening in April at Midstate Technical College in Wisconsin Rapids. Committee members were invited to attend and will need to pre-register.
12. Wucherpennig reviewed the status of the two ongoing violations within the department.
13. Wucherpennig reviewed the initiatives his department is undertaking with the allocated ARPA Funding, and the status of them. More information on specifics will be forthcoming.
14. GIS Specialist Bernard reviewed the upcoming aerial photo project of the county that will be completed in 2025. While a grant from the state paid for a portion of this project, additional county funds will be needed and could be applied for in the 2026 CIP. Motion by Buttke/Schulz to approve the CIP request of \$61,406.99 and forward it to the Finance Dept. Motion carried unanimously.
15. County Planner Arndt presented a resolution amending the Town of Lincoln Zoning. There is no conflict with any county zoning. Motion by Buttke/Perlock to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
16. A representative from the Saratoga Town Hall restoration project was present and updated the committee on the current status of the project. This was an approved economic development grant application from 2024. Motion by Buttke/Hovendick to approve the release of \$35,000 of economic development grant funds to the Saratoga Town Hall restoration project. Motion carried unanimously.
17. Grueneberg and Rombalski requested REDI Grant funds to sponsor the statewide Connecting Entrepreneurial Communities (CEC) conference that will be held June 16th to 18th in Wisconsin Rapids. This was a competitive process to be able to host this event, which could bring in over 200 participants. Motion by Hovendick/Buttke to release \$10,000 in REDI funds to sponsor the event. Motion carried unanimously.
18. Schulz and Hovendick attended the annual meeting of the Friends of Mill Creek and requested per diem for attendance. Motion by Leichtnam/Buttke to approve the per diem expense for them. Motion carried unanimously.
19. The next regular meeting will be held on Wednesday, April 2, 2025, at 9:00 AM.
20. Chairman Leichtnam declared the meeting adjourned at 11:11 AM.

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

**Conservation, Education, & Economic Development Committee  
March 5, 2025**

NAME	REPRESENTING
Jeff Penzkover	WCB#11
DENNIS POLACH	WCB-14
Barb Peeters	LWCD
Emily Salivinski	LWCD
Kendra Wilhelm	LWCB
Jason Gruneberg	P+2
George Gilbertson	
Tim Kowendicz	WCB#5
Russ Perlock	wcb #4
Jeremy Solin	Extension
Ima Kummel	Historic Point Bases
Victoria Wilson (Web Ex)	P+3
Shane Wuchpfenning (Web Ex)	LWCA
Paul Bernard (Web Ex)	P+3
Lance Pliml (Web Ex)	CB Chair
Scott Brehm (Web Ex)	CB Dist #9
Angel Laidlaw (Web Ex)	Centergy
Emily Arndt (Web Ex)	P+3
Julie Manel (Web Ex)	P+3

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**January 16th, 2025**  
**Golden Sands RC&D Office/Online**

**Attendees:** Gary Beastrom (Member-at-Large); Bob Walker (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff); Jennifer Glad (Golden Sands RC&D Staff); Denise Hilgart (Golden Sands RC&D Staff); Jared Mader (Marathon); Bill Leichtnam (Wood); Brian Haase (Waupaca). Bill Clendenning (Wood) was also present.

**CALL TO ORDER:** Leichtnam called the meeting to order at 9:01 a.m. Leichtnam explained that he was filling in for Council President Shane Wucherpfennig.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion was made by Walker, which was seconded by Beastrom, to approve the minutes from the November 2024 meeting. Motion carried.

**CLOSED SESSION:** Motion was made by Walker, which was seconded by Beastrom, to go into closed session at 9:03 a.m. Motion carried.

**OUT OF CLOSED SESSION:** Motion was made by Walker, which was seconded by Beastrom, to come out of closed session at 9:28 a.m. Motion carried.

**TREASURER'S REPORT:** Hilgart presented the treasurer's report. Motion was made by Walker, which was seconded by Beastrom, to accept the report and recommend for full council approval. Motion carried.

**FINANCIAL PROCEDURES:** Glad reported that funds from the Employee Retention Credit have not yet been received. Glad also reported that the proposed revisions to Golden Sands RC&D's Negotiated Independent Contract Rate Adjustment are being reviewed.

**STAFF & MEMBERSHIP:** Glad provided updates on hiring plans for various positions.

**AL BARDEN TRIBUTE:** Glad reported that Reesa Evans is working on this.

**POLICY AND PROCEDURE:** The committee reviewed the current whistleblower policy, which was adopted in 2023.

**PR & COMMUNICATIONS:** Thorstenson and Glad provided updates on recent activities.

**OTHER BUSINESS:** None.

**ADJOURNMENT:** The meeting was adjourned at 9:58 a.m. by Vice President Leichtnam.

Minutes by: Bob Walker, Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Agriculture Committee Meeting Minutes**  
**January 16th, 2025**  
**Golden Sands RC&D Office/Online**

**Attendees:** Brent Tessmer (Taylor); Denise Hilgart (Golden Sands RC&D); Brooke Patrick (Golden Sands RC&D); Asher Maliepaard (Golden Sands RC&D); Gary Beastrom (Member-at-Large); Ken Borzick (Marquette); Brady Albers (Golden Sands RC&D); Robert Bauer (Golden Sands RC&D); Thor Gustafson (Golden Sands RC&D); Nichole Kirk (Golden Sands RC&D); Adam Skadsen (Golden Sands RC&D); Kristin McAdow (Golden Sands RC&D)

**CALL TO ORDER:** Tessmer called the meeting to order at 10:15 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion was made by Tessmer, and seconded by Borzick, to approve the minutes from the November 2024 meeting. Motion carried unanimously.

**STAFF & COUNTY MEMBER UPDATES:**

**Taylor:** Tessmer gave updates on Taylor County including that the tree sale is going well, the collaborative multi-County Nutrient Management program for farmers is working well and he reported on other grant work. Hilgart added that publicizing the Nutrient Management opportunities for area farmers would be appreciated. Glad added that GS RC&D sells tree shelters and those are a great compliment to the tree sales so please help us promote that product.

**Marquette:** Borzick reported that Marquette County is not part of the multi-County collab for Nutrient Management planning but they have their own successful program for their County. They offer a course and training for free to farmers. He also commented that Marquette County's tree sale is going well.

**Marathon:** Beastrom had no update to share and is no longer on the Marathon County Board.

**Maliepaard:** He reported on his recent work. Last season he wrote 4 grazing plans. He currently has 2 in progress. He spoke of preparing for his presentation and Golden Sands RC&D's exhibit at the GrassWorks conference later this month. He also spoke about the 8-part Farm Finance Series we are taking on starting in February.

**McAdow:** She discussed the upcoming meetings and training opportunities for grazing. She presented a slideshow on our process and data collection on follow up visits. She talked about EQIP compliance and the 14 in-person site visits that she had completed recently.

**Glad:** She reported on the large-scale solar farm that has been approved in Portage County and GS RC&D's efforts to initiate solar grazing within the development.

**Patrick:** She reported on preparations for the two sessions she is presenting at the GrassWorks Conference later this month and also her update to the no-till drill page on our website.

**Bauer:** He reported that his main workload has been EQIP contracts, grazing plans, CART assessments and ranking. He also mentioned his preparations for the GrassWorks and MarbleSeed (organic) Conferences and he is undergoing Supervisor training with NRCS.

**Albers:** He reported that he is working on EQIP applications for grazing, cover crops, and high tunnels. He is taking a crop scouting training course through the Tech College for IPM.

**Gustafson:** He reported his main focus has been preparing for the 2/7/25 EQIP deadline and that he has been writing lots of grazing plans and working on forestry projects.

**Kirk:** She reported that she has been working on EQIP ranking and outreach to socially disadvantaged groups for urban and small scale production.

**Skadsen:** He provided an update on his projects and engineering work for Portage and Wood Counties.

**NEW PROJECTS:** "Growing the Giving Farm" Measure Proposal (Gold Sheet) was presented and discussed. Funding is provided by the Community Foundation of Central WI. A motion was made by Tessmer, and seconded by Beastrom, to accept the Measure Proposal for "Growing the Giving Farm" and move on to full Council for approval.

**OTHER BUSINESS:** None.

**ADJOURNMENT:** A motion was made by Tessmer and seconded by Beastrom, to adjourn. Meeting adjourned at 11:00 a.m.

Minutes by: Adam Skadsen

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry/Wildlife Committee Meeting Minutes**  
**January 16th, 2025**  
**Golden Sands RC&D Office/Online**

**Attendees:** Jacob Fluor (Golden Sands RC&D Staff); Nathan Sandwick (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Al Drabek (Marathon); Claire Harwood (Golden Sands RC&D Staff); Jenna Tuma (Golden Sands RC&D Staff); Shala Pence (Golden Sands RC&D Staff); Bill Clendenning (Wood).

**CALL TO ORDER:** Drabek called the meeting to order at 10:16 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion was made by Clendenning, which was seconded by Walker, to approve the minutes from the November 2024 meeting. Motion carried.

**PROJECT UPDATES:**

**Habitat for Karner Blue Butterfly, Poweshiek Skipperling & Other Pollinators:** Tuma reported on behalf of Bo Hendrickson. Highlights include:

- Less than 300 acres of the total 1000 acres remaining to fulfill the acreage amount.
- Beginning to seed our oak savannah and prairie projects.
- The grant has been able to touch a vast majority of its coverage range, so the love for pollinators is being spread around.
- Site visits are still continuing and we're starting to line up our field season visits already.

**Central Wisconsin Windshed Partnership:** Preparations for hiring LTEs for the 2025 season are underway.

**Cooperative Forestry / Central Wisconsin Invasives Partnership (CWIP) / Northeast Wisconsin Invasives Partnership (NEWIP):** Fluor and Harwood reported. Administrative work and reporting for grant-funded projects is underway. Preparing for hiring of LTEs for the 2025 field season. An event will be held Feb. 7th for demonstration forest owners. Brochures are now available for all demo forests. Working on relationship-building with new and existing partners.

**Tree Shelters:** Tuma reported a seasonal lull in sales. Preparing for the upcoming sales seasons. Mailing is planned to past customers.

**NEW PROJECTS:** None.

**ADJOURNMENT:** Motion was made by Clendenning, which was seconded by Walker. Motion carried. Meeting adjourned at 10:54 a.m.

Minutes by: Bob Walker, Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Waters Committee Meeting Minutes**  
**January 16th, 2025**  
**Golden Sands RC&D Office/Online**

**Attendees:** Joe Tomandl (Taylor); Bill Leichtnam (Wood); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Gurklis (Golden Sands RC&D Staff); Andrew Senderhauf (Golden Sands RC&D Staff); Chris Hamerla (Golden Sands RC&D Staff); Jared Mader (Marathon); Nancy Eggleston (Portage); Mara Lince (Golden Sands RC&D Staff); Morgan Jansen (Golden Sands RC&D Staff); Todd Morris (Green Lake).

**CALL TO ORDER:** Tomandl called the meeting to order at 10:15 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion was made by Leichtnam, which was seconded by Eggleston, to approve the November 2024 meeting minutes. Motion carried unanimously.

**NEW PROJECTS:** None.

**COUNTY AND STAFF UPDATES:**

**Thorstenson:** CBCW (Clean Boats Clean Waters) communication and planning with lakes, who contract Golden Sands for assistance, is underway. There appears to be the same returning four entities: 2 inspectors for the Chain O Lakes - Waupaca, Lake Helen - Portage Co, and Big Silver & Pearl lakes - Waushara Co. CBCW job announcements are out. Gurklis is now assisting Thorstenson with the CBCW projects.

**Senderhauf:** In communication with Village of Plover discussing the Springville Pond management AIS presentation during the Trout Unlimited event. Followup discussions with DNR, Green Lake Co and Twin Lakes regarding the 2024 finding of marsh pennywort exotic species. Also working to draft APMP (aquatic plant management plan) for Brekke Lake, which will be used as a template for future APMP contracted services.

**Hamerla:** Working on 2024 AIS grant reporting and planning with a variety of lakes for contracted service work. Assisted DNR with invasive species messaging for ice anglers. Presented how to do invasive species outreach and partner waterfowl hunters and furbearer trappers during the Upper Midwest Invasive Species Conference (UMISC) in Duluth.

**Gurklis:** Assisting Thorstenson with CBCW (Clean Boats Clean Waters) projects to learn the process and eventually take on that responsibility. Attended the UW Stevens Point Career Fair to promote and discuss current open Golden Sands positions. AIS lessons are planned. Reached out to 5th grade classes in all 12 RC&D counties the AIS lessons. So far 24 classes, with a total of 674 students, are scheduled and 15 teachers are on a waiting list. Also planning groundwater lessons in Waupaca, Waushara and Marquette Counties. Green Lake County is interested in doing the Groundwater lesson program as well, but is waiting to see how their Tree Sale goes to see what funding they will have.

**Lince:** Reported that she, Senderhauf, and Hamerla attended UMISC (Upper Midwest Invasive Species Conference) in Duluth. She has been attending numerous Lake Wisconsin Alliance meetings since they have a virtual option, which allows Mara to save on mileage. She has also

been working with the Monroe Invasive Species Working Group, identifying new phragmites locations and communicating with Harmony Grove to secure contracted lake services for 2025.

**Jansen:** Mapping easements and restoration check-ins.

**Mader (Marathon):** Winter manure spreading issues in Marathon County. The county is also planning to update their groundwater plan starting in 2025.

**Morris (Green Lake):** Staff person, Derek Kavanaugh, is working on lake management plan updates. Green Lake County is also dealing with manure issues. The county will be targeting 100 wells for testing in 2025.

**Leichtnam Wood):** He and Shane Wucherpfenning went to Madison to present the updated Wood County 10 year Land & Water Plan. It was approved. Significant manure discharge on the Wood and Portage County line. Legal proceedings are upcoming.

**Eggleston (Portage):** No report.

**Tomandl (Taylor):** Tree sale is coming up. Manure spill occurred close to a stream in Taylor County. Nutrient management classes are going on.

**OTHER BUSINESS:** None.

**ADJOURNMENT:** The meeting was adjourned at 10:53 am. Motion was made by Leichtnam, which was seconded by Eggleston.

Minutes by: Chris Hamerla



**Golden Sands Resource Conservation & Development Council, Inc.**  
**Regular Business/Executive Committee Meeting Minutes**  
**January 16th, 2025**  
**Golden Sands RC&D Office/Online**

**Attendees:** Bob Walker (Member-at-Large); Al Drabek (Marathon); Joe Tomandl (Taylor); Brent Tessmer (Taylor); Bill Leichtnam (Wood); Gary Beastrom (Member-at-Large); Nancy Eggleston (Portage); Jared Mader (Marathon); Amanda Gurklis (Golden Sands RC&D Staff); Jennifer Glad (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D); Asher Maliepaard (Golden Sands RC&D Staff); Denise Hilgart (Golden Sands RC&D Staff); Nathan Sandwick (Golden Sands RC&D Staff); Jacob Fluor (Golden Sands RC&D Staff); Chris Hamerla (Golden Sands RC&D Staff); Robert Bauer (Golden Sands RC&D Staff); Claire Harwood (Golden Sands RC&D Staff); Todd Morris (Green Lake); Ken Borzick (Marquette); Andrew Senderhauf (Golden Sands RC&D Staff); Jenna Tuma (Golden Sands RC&D Staff); Lynn Markham (Portage); Katie Livernash (Portage); Kristin McAdow (Golden Sands RC&D Staff); Adam Skadsen (Golden Sands RC&D Staff); Nancy Hiestand (Green Lake).

**CALL TO ORDER:** Leichtman called the meeting to order at 11:05 a.m. Leichtman explained that he was filling in for Council President Shane Wucherpennig.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** Motion was made by Drabek, which was seconded by Eggleston, to approve the minutes from the November 2024 meeting. Motion carried.

**TREASURER'S REPORT:** Hilgart presented the treasurer's report. Motion was made by Borzick, which was seconded by Tomandl, to accept the report and place it on file. Motion carried.

**ELECTIONS:** Bob Walker was elected board secretary via verbal vote.

**LEGISLATIVE UPDATES:** None.

**WI RC&D ASSOCIATION:** Glad reported that she will be meeting soon with other WI RC&D executive directors.

**2025 COUNCIL MEETINGS:** Glad reported that dates for 2025 meetings were approved at the November 2024 meeting. Sites will be determined as we go along, with most meetings to be held at the Golden Sands office in Stevens Point.

**2025 COUNCIL DELEGATES:** Sandwick gave a brief review of board membership.

**DUES:** Glad reported that invoices for membership dues have been sent out. Some payments have been received.

**DEI:** Glad reported that some grant applications request information about organizational policies regarding diversity, equity and inclusion. Sandwick will be developing a written policy for Golden Sands.

**SUCCESSION PLANNING:** None.

**COMMITTEE REPORTS:** Each of the four standing committees reviewed its actions from meetings held just before the full board meeting.

**NEW PROJECTS:** Glad reviewed Project #55-6003-097-875, "Growing the Giving Farm." The project is funded with a five-year, \$45,000 grant. Golden Sands will be assisting Giving Gardens in establishing garden sites to support people facing poverty and food insecurity. Motion was made by Eggleston, which was seconded by Borzick, to approve the project. Motion carried.

**STAFF/PROJECT UPDATES:** Glad reminded attendees that staff activity reports were included with information sent out prior to the meeting.

**AGENCY/PARTNER REPORTS:** None.

**OTHER REPORTS:** A presentation titled "Large-Scale Solar Projects: What Can Local Governments Do?" was delivered by Lynn Markham and Katie Livernash.

**ADJOURNMENT:** The meeting was adjourned at 12:55 p.m. by Vice President Leichtman.

Minutes by: Bob Walker, Secretary

## NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM COMMITTEE

February 12, 2025

Zoom Meeting

### MINUTES

**CALL TO ORDER:** In the absence of the chair and vice chair, committee members present selected Keri Beck to serve as chair of the meeting. Ms. Beck called the meeting to order at 2:06 p.m.

**ROLL CALL: VOTING MEMBERS PRESENT:** Keri Beck, Langlade County; Ann Maletzke, Spur of the Moment Ranch (Oconto County); Malorie Paine, Plover CVB; Michelle Eron, Shawano County; Matt McLean, Visit Marshfield; James Przybylski, Shawano County; and Brad Hamilton, Wood County. **NONVOTING MEMBERS PRESENT:** Meredith Kleker, Visit Wisconsin Rapids. **VOTING MEMBERS EXCUSED:** Mike Miller, Forest County. **VOTING MEMBERS ABSENT:** Clyde Nelson, Merrill Chamber and Autumn Timblin, Marinette County. **OTHERS PRESENT:** Christopher Jennings, Travel Wisconsin.

**APPROVAL OF MINUTES:** Motion by Przybylski, second by Paine, to approve the minutes of the December 11, 2024 meeting. Motion carried.

### FINANCIAL REPORT:

**2024:** As of December 31, 2024, revenue totaled \$13,036.75; expenses paid in 2024 total \$9,554.52; the account balance at the end of 2024 totaled \$32,970.02. The committee reviewed the 2024 budget, determined all expenses have been paid, and the financials for 2024 can be closed out.

**2025:** As of February 11, 2025, revenues totaled \$10,441.00; expenses paid in 2025 totaled \$1,470.00; the account balance is \$41,941.02; and total unallocated revenue is \$30,141.54.

### REVIEW OF 2025 MARKETING PLAN - DEBRIEF ON GREEN BAY SPORTS SHOW:

**Green Bay Sports Show:** Eight of the member counties sent materials for the show. Thursday had steady traffic from 4-8. Friday's traffic was steady. Saturday was busy but started to die out

at 4, likely due to another event starting at 6. Sunday had a slow opening but then traffic picked up, started to die off after 2. Attendees were very focused on camping. Attendance was down a bit from the 2024 show – 12,500 in 2024 to 12,200 in 2025. Attendees are asked to complete a survey on show hours. Keri Beck took photos of the booth. We will need to update and purchase more materials prior to the next show. Sarah reminded those who worked the show to be sure to submit expense forms and receipts as soon as possible.

**Marketing Plan:** The NCWTP received confirmation for a Wisconsin Traveler email on May 22 and are awaiting word on *Round Trip with Colleen Kelly*.

**RESCHEDULING OF STRATEGIC PLANNING SESSION:** Malorie will send dates to Sarah who will then send out a Doodle poll.

**DEPARTMENT OF TOURISM/TRAVEL WISCONSIN UPDATE:** Christopher Jennings reported on the following: Winter campaign runs through the end of February in 13 markets, focus on digital so can pivot as weather changes; ATV-UTV information will not be available once snowmobile trails open until mid-March; the next grant deadline is April 1; WIGCOT to be held March 9-11 in La Crosse; Office of Outdoor Recreation created a “do it yourself” economic impact report – Christopher will send links; make your submissions to the “What’s New” in 2025 survey.

**ADJOURN:** Chair Beck adjourned the meeting at 2:43 p.m.

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, Bilingual 4-H Associate Educator*

*Trina Bores, 4-H AmeriCorps member*

- Project Discovery Day is an in-person event for 4-H members in grades 3-13 during which youth participate in a variety of hands-on project activities. Staff, volunteers and guest speakers offered opportunities like flower arranging, cookie decorating, electrical circuits, woodcarving, model rocket building, crochet, music, cooking, basic Spanish, beekeeping, and more. Youth gained new skills while meeting adults who can help them learn more.
- Winter Camp is a weekend-long, in-person overnight camp experience during which teens build friendships and life skills through active engagement in a variety of activities. This year's theme was "Winning at the Game of Life" and the activities focused on "adulting" skills like automotive maintenance, sewing, dressing for interviews, resume writing, responsible social media usage, cooking, and more.
- 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, cooking, nutrition, and basic home repairs, to prepare them for life after high school and help support their overall health and well-being for when they are on their own.
- A hands-on workshop for teens at a local high school in which they learned how to repair damage to drywall and how to seek training in a trade after high school.
  - **Total Reach:** 38 students

## AGRICULTURE

*Matt Lippert, Agriculture Educator*

- A webinar turned into a video on the topic hub plus Facebook live stream to inform dairy producers about DMC & ARC/PLC.
  - **Total Reach:** 18 webinar attendees
- A workshop "Dairy Feeder School" for all the individuals with a link with the formulation, mixing, and/or delivering of feedstuff for dairy cattle. We are creating an in person and bilingual event where participants will learn and reinforce their knowledge about feed safety, feed management, transition cow health, and the economics of feeding. Through this effort we will impact animal health and milk production efficiency, by improve the use of resources such as, feed ingredients, time and labor leading to an increased farm profitability and waste reduction.
- Planning for a conference on managing stress in all aspects of farming for farm owners. The goal is to educate on how stress can affect cattle, people, and ways to mitigate this stress in both, so that we have healthier more fulfilling lives and cattle have more productive lives with less health events.



- A factsheet for dairy producers and nutritionists is being developed to provide guidance about the emerging use of roasted high oleic soybeans in dairy cattle diets. The goal is to provide research based information to be used on farms to improve dairy cattle profitability and sustainability.

## COMMUNITY DEVELOPMENT

*Kayla Rombalski, Community Development Educator*

- Facilitated meeting occurrences of the Wood County Child Care Task Force, Broadband/Digital Equity Steering Team, Housing Task Force, and Wood County Economic Development Roundtable. The purpose of these meetings is to advance Wood County’s Economic Development Strategy in each of these focus areas through engagement and action.
  - **Total Reach:** 44 people across four meetings.
- Ongoing planning meetings and a site visit for the CranCity Corner project in Pittsville. This project, funded by WEDC Office of Rural Prosperity, Wood County, and other sources will contribute to the economic vitality of the Pittsville area.
- Bi-weekly planning meetings for the Connecting Entrepreneurial Communities Conference to be held in Wisconsin Rapids on June 16-18, 2025. This conference will draw a statewide audience of 250+ people to the Wisconsin Rapids area and highlight the entrepreneurial successes of Wood County and Central Wisconsin. There are three planning teams (Marketing & Promotion, Programming & Vision, and Logistics) made up of local partners meeting every other week until the conference occurs.
  - **Total Reach:** 250 anticipated attendees. 41 local and statewide planning team members.
- The culmination of a facilitated non-profit strategic planning session that has been occurring since August 2024. The impact of this effort is that the non-profit understands its challenges and opportunities and has created measurable goals and objectives for its successful future operations.
- Planning for and facilitation of the Founders Network: Wood County Meet-up at B’s Tap House on February 20. This event, sponsored by Wood County, allowed local entrepreneurs to network with one another in a casual setting and led to greater engagement within the Wood County entrepreneurial ecosystem.
  - **Total Reach:** 27 attendees.

## CRANBERRIES

*Allison Jonjak, Cranberry Outreach Specialist*

- A Virtual Brown Bag Zoom meeting was held for Wisconsin cranberry growers, where participants learned about on-road and off-road fuel differentiation and maintaining their farms in compliance; as well as refreshing education on Worker Protection and Safety.
  - **Total Reach:** 52 attendees
- An updated suite of nutrient management publications is being prepared to enable cranberry farmers to reference the most up-to-date information regarding nitrogen, phosphorous, potassium, and micronutrient



needs and efficiency for cranberry production. The current publication suite is from 2000, and does not address modern hybrids in sufficient depth.

- A Nutrient Management Plan Training was organized and delivered to refresh cranberry growers on nutrient best management practices and on the creation & maintenance of a current Nutrient Management Plan for their marshes. (Location type: Both)
  - **Total Reach:** 26 cranberry growers

## FOODWISE

*Hannah Wendels, FoodWise Nutrition Educator*

*Mallory McGivern, FoodWise Administrator*

*Michelle Van Krey, Healthy Communities Coordinator*

- A 15-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 5-week nutrition education series for third grade classrooms at Howe Elementary School, where students will learn about MyPlate, making healthy food choices, how to read nutrition facts labels, and about being physically active to help students to be healthier in school and at home.
- A 5-week nutrition education series for third grade classrooms at Mead Elementary School, where students will learn about MyPlate, making healthy food choices, how to read nutrition facts labels, and about being physically active to help students 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, cooking, nutrition, and basic home repairs, to prepare them for life after high school and help support their overall health and well-being for when they are on their own.
- A 5-week nutrition education series for fifth grade classrooms at Grove Elementary School, 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 students to be healthier in school and at home.
- 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.
- Co-hosted the kick off meeting of the Central Wisconsin Farmers Market Collaborative (CWFMC) and Farmers Market Promotion Program grant. This collaborative and grant will bring together farmers markets from the central Wisconsin region to create a space for market managers to learn, connect and



collaborate on making their markets more successful, including increasing access to EBT and other nutrition programs at markets.

## 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.
  - **Total Reach:** 5 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:** 28 Hmong youth
- 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:** 5 Hmong youth and 1 Filipino youth
- 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 registered with 10 participants
- The Hmong Women's Social Space serves as a monthly gathering for Hmong women to engage in discussions about often overlooked topics within their community. This initiative aims to foster relationships among participants and empower them to advocate for the recognition of their voices.
  - **Total Reach:** 5 Hmong females
- A monthly youth group for Hmong youth at Lincoln High Schools 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:** 26 youth group participants

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- 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 7 direct clients
- 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 7-session series designed in consultation with Hmong community members where participants learn tips and strategies to prepare for the end of life for themselves or a loved one and to make their wishes known. The program is designed to align with Hmong traditions, values, and cultural practices.
  - **Total Reach:** 13 participants registered and completed the workshop

## HORTICULTURE

*Janell Wehr, Horticulture Educator*

- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.
- A newspaper article for residents of the Pittsville area, where readers learned about rotating crops in vegetable gardens to reduce pest issues. The goal of this effort was to increase awareness and knowledge about UW-Madison resources.
- A program for Wood County 4H Discovery Days, where participants created a Kokedama, a traditional Japanese gardening practice. This effort is designed to support science literacy in youth.
- A program for a Wisconsin Rapids garden club, where members learned the proper techniques for pruning ornamental trees and shrubs. This effort is designed to increase awareness and knowledge of UW-Madison resources.

## NATURAL RESOURCES

*Jen McNelly, Natural Resources Educator*

*Anna Mitchell, Natural Resources Educator*

- A facilitated discussion for Farmers of the Roche-A-Cri, a producer-led watershed protection group, and UW-Madison and UW-Extension Researchers where participants discussed current and future research in vegetable and potato production systems. The goal of this effort was for participants to identify current research, discuss gaps or support needed for on farm research, and collaborate on new and innovative practices to protect and improve water quality. This discussion provided an opportunity for producer-led



group members to connect with researchers and identify potential projects and support for on farm research.

- **Total Reach:** 4 farmers, 5 agronomists, 4 researchers.
- A facilitated discussion for members and advisors of the Between the Lakes Demonstration Farms Network, where members and advisors participated in conversation and small group activities to identify program goals and develop an action plan. Through this facilitated discussion, members and advisors learned strategies to help ensure all ideas, insights, perspective, and wisdom are valued while developing shared program goals that inform and direct an action plan for the network that identifies responsibilities, audiences, and activities to achieve shared goals.
  - **Total Reach:** 26 members and advisors of the Between the Lakes Demo Farm Network
- A presentation and interactive workshop for members of producer-led watershed protection groups in collaboration with the Department of Agriculture, Trade and Consumer Protection (DATCP), where producer-led watershed groups were introduced to a training program that will help cultivate skills for leadership in conservation, empower producer members to step into leadership roles, and help groups become sustainable and avoid burnout. Through this presentation and workshop, producer-led watershed groups learned about a resource to help them increase their capacities to not just engage more farmers effectively, but also sustain their efforts and momentum over the long-term.
  - **Total Reach:** 150 farmers and agency collaborators of producer-led watershed groups
- Facilitation of monthly meetings of the Wood County Citizen Water Groups, where stakeholders meet to discuss ways to implement their annual action plan, learn about water related issues in Wood County, plan events and activities, update each other on work being done in Wood County, and identify new collaborations for future work/projects. Total Reach: 15 Citizen Members of the Wood County Citizen Water Group
  - **Total Reach:** 15 citizen members of the Wood County Citizen Water Group
- A planning effort for Marathon County where local decisions makers and stakeholders are working to update the County's Groundwater Management plan. The outcome of this effort will be an updated Groundwater Management Plan that provides recommendations to County staff on how to protect and enhance the quantity and quality of potable groundwater and potable surface water supplies in Marathon County. The planning process will include 9 team members.



## Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

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### Activities Report for Barb Peeters - February 2025

- Served as point of contact for LWCD staff while County Conservationist is on FMLA.
- Worked with the DNR Water Resources Management Specialist (on behalf of the County Conservationist while he's on FMLA) regarding several requests for additional information for the Mill Creek Watershed 9-Key TMDL Project (Phase II) reimbursement request submitted in December.
- Completed a second Mill Creek Watershed 9-Key TMDL Project (Phase II) 2024 reimbursement request for cost share contracts submitted the end of January for 2024 cover crops, obtained Chairman Leichtnam's signature and submitted.
- Attended February 5<sup>th</sup> CEED committee meeting. At the request of Chairman Leichtnam, provided committee with updates on behalf of County Conservationist.
- Discussed process for notification of LWCD meeting materials with George Gilbertson, candidate for Ag Rep on the CEED Committee.
- Worked with Kirstie Heidenreich, County Conservationist/Marathon County, regarding scheduling of the May 2025 virtual meeting for the North Central Area Land and Water Conservation Association (NCALWCA). Wood County is slated to host the spring virtual business meeting. Sent out a Doodle poll to NCALWCA members and Tues., May 13<sup>th</sup> was selected as the meeting date. Worked with the I.T. dept. to have a WebEx set up and sent meeting notice to NCALWCA members.
- Completed January sales tax report and forwarded to Finance.
- Continued to compile data/documentation for the 2024 Finance Audit which will occur April 28 to May 9, 2025 (includes DATCP SWRM grants (SEG, Bond & Staff/Support), DATCP Innovations Grant, DNR LMPN Grant, DNR Wildlife Abatement and Claims Program, ARPA funds, Mill Creek Grant, and MDV funds).
- Continued compiling information for the 2024 LWCD Annual Report. Sent email request to partner agencies (i.e. NRCS, UW Extension, etc.) requesting reports/updated staff photos to include in the annual report. As a side note, we'll take an updated photo of the CEED Committee for the annual report tentatively at the March County Board meeting. A copy of the final annual report will be shared with the CEED committee and be posted to the LWCD website.
- Submitted online submission forms for 3 items donated for the Silent Auction at the WI Land+Water Conference in March in Green Bay. Myself, Kendra Wilhelm and Emily Salvinski donated handmade items for the silent auction which benefits youth conservation programs across the entire state of Wisconsin, including Wood County.
- Attended Wellness Committee meeting on February 11<sup>th</sup> and shared updates with LWCD staff and Parks & Forestry staff.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Assisted customers calling with requests to order trees after the deadline and added to the waiting list.
- Approved staff timesheets for the February 6<sup>th</sup> & 20<sup>th</sup> pay periods on behalf of County Conservationist.
- Completed LWCD payroll percentages and forwarded to Finance prior to the February 6<sup>th</sup> & 20<sup>th</sup> payrolls.
- Reviewed payroll reports and verified distribution by accounts/department.
- Created a spreadsheet to track ARPA Groundwater Program funds (total of \$125,000) for a continued groundwater testing program across Wood County (\$10,000), funds to incentivize use of best management practices to address nitrate contamination in groundwater (\$40,000) and funds for cost-sharing (80/20) for nitrate reduction/water treatment systems (\$75,000).
- Scheduled, created agenda and took minutes at February 13<sup>th</sup> staff meeting. Discussion regarding substantial differences in cost per acre for cost sharing of harvestable buffers with the DNR Surface Water Grant and ARPA funds.
- Received notification of Wood County's 2025 MDV (multi-discharge variance) disbursement from the DNR Phosphorous Implementation Coordinator (\$27,761.49). Entered data in tracking spreadsheet and verified totals.
- Posted the 2025 poster contest winners on the LWCD website on the *Environmental Education* page. Brainstormed ways to increase awareness of the annual poster contest with conservation specialist.
- Compiled a list of 2025 grants/funding for the LWCD department for inclusion in the March 5<sup>th</sup> CEED packet.
- Generated bid letters to contractors for the Lewis rip rap project. The project will be cost shared with a DNR Targeted Runoff Management grant.
- Processed MDV payments as received. Worked with DNR Phosphorous Implementation Coordinator regarding an incorrect payment received for 2025 MDV.

- Registered District 1 Board Supervisor Wayne Schulz for the 2025 WI Land+Water Annual Conference March 5-7, 2025 in Green Bay and processed payments/forms.
- Coordinated and attended virtual meeting with Marathon County Land & Water staff (Kirstie Heidenreich, County Conservationist and Andrew Shep, Conservation Technician), Kendra Wilhelm, Emily Salvinski and myself to discuss Marathon County's nitrate program for private wells. They shared a letter template and DHS handout on nitrates which will be beneficial in developing our mailing to notify Wood County residents of the free nitrate testing for Wood County residents through ARPA grant funds.
- Worked with Heather Gehrt, County Treasurer and Chris Markworth, Programmer Analyst, regarding implementation of Point & Pay to give LWCD customers the ability to make payments via credit card (customers have consistently requested the ability to pay for tree/shrub orders via credit card, which we are currently not set up to do.) Completed a *Project Request Form* and submitted to County Conservationist for review.
- Nonmetallic Mining:
  - Submitted journal entry to have 2024 deferred revenue payments (permit fees) transferred to 2025 NMM budget.
  - Processed nonmetallic mine annual permit fees as received. All 2025 permit fees have now been received (Wood County portion \$46,155.00; WiDNR portion \$3,945.00).
  - Compiled NMM permit fee data for the Conservation Program Manager for submission of the Nonmetallic Mining Annual Report to WiDNR. Wood County currently holds permits for 49 nonmetallic mine sites.
  - Processed payment for WiDNR portion of NMM permit fees (\$3,945.00).
- Finalized tree sale orders and started working on mailing and lists for tree distribution in April.
- Reviewed the final press release being put out by MSTC for the Farmers Profitability Expo in April on behalf of the County Conservationist.
- Attended and took minutes at February 26<sup>th</sup> staff meeting. Discussed water testing project for nitrates in private wells in Wood County utilizing the ARPA grant funds as well as cost sharing of harvestable buffers with Surface Water Grant funds.
- Submitted additional information requested by DATCP for the 2024 Cost Share Contract Extension Request that was submitted on December 19, 2024.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.
- Notified Chairman Leichtnam regarding department updates and kept him apprised of pertinent items while the County Conservationist is on FMLA.
- Electronically submitted staff reports/packet materials to the County Clerk's office for the CEED meeting packet.

## Activities Report for Kyle Andreae – February, 2025

- February 3 – Lewis design, Drone Pannel Preparation
- February 4 – Hoffman site visit, Lewis design
- February 5 – Lewis design, CEED meeting
- February 6 – Lewis design
- February 7 – Hoffman site visit with Portage County of Wood
- February 10 – Sick
- February 11 – Sick
- February 12 – Lewis design
- February 13 – Lewis design
- February 14 – Lewis design/ out for bid
- February 17 – Lewis permitting
- February 18 – Lewis permitting
- February 19 – Lewis contractor communications, Drone Pannel Preparation
- February 20 – Drone Pannel Preparation
- February 21 – Drone Pannel Preparation
- February 24 – Drone Pannel Preparation
- February 25 – Drone Pannel Preparation
- February 26 – Smith Site Visit, Krohn Design
- February 27 – Krohn Design
- February 28 – Krohn Design



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### Activities Report for Kendra Wilhelm – February 2025

- Continued to organize and plan for the Central Wisconsin Farm Profitability Expo.
- Attended the February Lakes & Rivers Partnership meeting.
  - This month's focus was watershed integration.
- Attended the North Central Area Association meeting.
  - Participated in the poster judging contest and gave the Wood County update during the business meeting.
- Presented awards to our poster contest participants and winners for the 2025 annual poster contest.
  - This year's theme was "Home is Where the Habitat Is."
- Submitted a press release to local newspaper outlets regarding the winners of the 2025 annual poster contest winners.
- Created and posted a document containing photos of the three poster contest winners. This was shared on our website along with the Wood County Facebook page.
- Coordinated with the Wood County Highway Department to potentially schedule a spring invasive plant identification presentation.
  - If scheduled, focus will be on prohibited plant species with a key focus on plants that can cause harm to human health, such as wild parsnip and giant hogweed as well as critical habitat identification, such as wild lupine identification.
- Discussed potential educational opportunities within the Marshfield area regarding invasive species with a focus on garlic mustard and giant hogweed.
  - Contacted Matt Wallrath from the Wisconsin First Detector's Network on partnership opportunities.
- Participated in the February 13<sup>th</sup> staff meeting.
- Created a tracking spreadsheet for the newly awarded Management Plan Implementation Surface Water Grant.
  - The grant is focused on providing cost-sharing for non-point source pollution control by installing harvestable buffers, planting cover crops, and using reduced/conservation tillage methods.
  - Communicated with interested landowners regarding the acquired funding.
- Attended a meeting with LWCD staff and Marathon County staff regarding groundwater concern letters.
- Attended the Citizens' Groundwater Group meeting.
  - Created three drafts of two one-page fact sheets and overview of the group to take to the March meeting for review.
- Assisted farmers with updating their nutrient management plan.
- Attended the Producer-led Watershed Protection Grant Program Annual Workshop at the Food + Farm Exploration Center in Portage County.
- Filed, organized, and mapped nutrient management plans and acreage as they were submitted to our department.

## ***Activities Report for Rod Mayer – February 2025***

- Highway project correspondence – research, DNR contact. Determined to handle under DNR stormwater construction permitting for material used on projects vs reclamation permitting.
- Financial assurance reviews for Weichelt, MidWi, Nikolai, Bohn Trucking, Kolo, etc. Updated files, spreadsheet, and software.
- Sent NMM fee reminder emails and phone contacts.
- FA amount error found on mine set – sent to bank for correction – updated all corrections.
- Multiple reviews (4) completed and sent to Earth inc. on new draft for MR2 reclamation plan. Worked with DNR for storm water compliance. Awaiting feedback from DNR on runoff BMPs shown on last draft prior to approval.
- Pond exemption info sent to landowner.
- Wildlife Damage and Abatement enrollment for Marti – WM-40(more than \$1000 appraised damage in 24). Crop owner contacted for field additions/changes to the enrollment had agreed to. Redo on 5 enrollment maps, re-calculated gross and huntable acre changes, created enrollment app and permit app. Obtained signatures. Processed enrollment in DNR database, sent info to DNR, updated file.
- Completed Wildlife Damage budget page for 2025 and sent to DNR.
- Completed Marti's 2024 damage claim, processed in DNR database, sent signed copies to DNR.
- Worked with IT for email archiving space issues.
- Reviewed Ruchti pond exemption application, created approval letter, sent to landowner, updated spreadsheet and crated file.
- Completed info for my programs for the annual report – sent to Barb.
- TEAMS meeting with DNR stormwater and DNR wetlands for wetland issues found on two mine sites while inspecting (DNR jurisdiction).
- Staff meeting on 2/13/25
- Correspondence with Cypress for mine site FA – expiring CDs – releasing one with enough in remaining, etc.
- DNR phone meeting for MR2 stormwater.
- Correspondence with DNR CH. 30 for updates on Ron Bohn mine site – contact made and confirmed reclamation on site in 2025 to avoid DNR CH 30 permitting.
- Set up new DNR Mine Management System log in, transfer of permission credentials, etc.
- Completed 2024 NMM annual report to DNR. Obtained invoice for DNR portions for 2024 fee payment.
- Began research into MidWI mine site – for DNR correspondence – new reclamation plan requirements – change in permitting, etc. – wetland questions.
- Updated file summary for MR2 plan review dates – etc.
- Research into disturbed site – verified DNR construction permitting.

## Activities Report for Emily Salvinski

*-February 2025-*

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- **Monday, February 3.** Added nutrient management plan maps to GIS.
- **Tuesday, February 4.** Attended “Winter Water Quality” Webinar. Reviewed a nutrient management plan and recorded the review. Sent out email to any agronomist who might be a CCA regarding the profitability expo.
- **Wednesday, February 5.** Worked on shapefile dedicated to farmers of mill creek practices to make it consistent with the rest ahead of Ken Schroeder getting me information from 2024 cost-sharing.
- **Thursday, February 13.** Attended staff meeting. Added multiple maps to 2025 NMP layers. Helped send out reminder to turn in nutrient management plan letter (and expo flyer). Entered data & attachments into BITS (Lake Dubay MDV).
- **Friday, February 14.** Entered data & attachments into BITS (Black River MDV and some of Castle Rock MDV). BITS is DNR’s tracking system.
- **Monday, February 17.** Prepared NMP info for upcoming meeting with farmer. Added 2025 NMP maps to database. Attended meeting with Marathon Co to go over their nitrate testing program. Attended portion of Citizens Water Group meeting.
- **Friday, February 21.** Met with farmer to update his nutrient management plan. Looked at best way to clip addresses in GIS. Picked up calibrated flow meter from UWSP.
- **Tuesday, February 25.** Entered data & attachments into BITS (Castle Rock MDV). BITS is DNR’s tracking system.





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 March 5, 2025

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

**Central Wisconsin Economic Development Fund (CWED)** – On February 19<sup>th</sup> I participated in the CWED Board of Directors’ meeting. Agenda items included reducing loan interest rates, loan committee updates, approval of January financials, administrator/service provider updates, and approval of a startup loan for Cheese Market, LLC in Oneida County. Action was taken to reduce loan rates from 6% down to 3% to 5% for new micro loans and gap financing loans.

**Board of Adjustment Training Workshop** – On February 19<sup>th</sup> Wood County hosted a Board of Adjustment Training Workshop at River Block. The workshop was very well attended with 69 participants from central Wisconsin. The workshop presenter was Lynn Markham from the University of Wisconsin Stevens Point Center for Land Use Education (CLUE). A big thank you to Lynn for conducting the workshop, and to Victoria Wilson from the Planning & Zoning Office for planning and organizing the workshop. Please reach out to Victoria or me if you have ideas on future educational workshops.

**Founders’ Network** – On February 20<sup>th</sup> a Central Wisconsin Founders’ Network event was held in Wisconsin Rapids at B’s Tap House. The successful event was well-attended by over 25 entrepreneurs and entrepreneur service providers. Wood County sponsored the event because supporting entrepreneurs is a focus of the Wood County REDI Plan.

**North Central Wisconsin Regional Plan Commission (NCWRPC) Meeting** – On January 29<sup>th</sup> I participated in the NCWRPC meeting. Agenda items included a regional comprehensive plan update, 2024 work activities review, 2025 work preview, Comprehensive Economic Development Strategy (CEDS) Annual Report, adoption of CEDS, review of WI DOA population projections, Executive Committee report, and state and federal updates.

**Downtown Wisconsin Rapids Planning** – I continue to meet with city of Wisconsin Rapids staff and planning consultants regarding the Downtown Plan. Although the plan includes areas of the downtown on both sides of the river, much of our focus is on the redevelopment of the “Triangle Block” located in front of the Courthouse. As draft reports become available, they will be released for comment.

**Connecting Entrepreneurial Communities (CEC)** – I continue to work with planning committees on the 2025 statewide Connecting Entrepreneurial Communities conference that will be held from June 16<sup>th</sup> to 18<sup>th</sup> in Wisconsin Rapids. In the last month the conference

venues, programming tracks, sessions, and speakers have been discussed at great length, and we are reaching the point where they are being finalized. This event is focused on entrepreneurs, and organizations that provide resources for entrepreneurs. We anticipate over 250 attending the conference. Please consider registering for the conference, and see the flyer included with this report for more information.

**Heart of Wisconsin Leadership Class** – On February 13<sup>th</sup> Wood County hosted the Heart of Wisconsin Leadership class for the day to learn about government services. I was the day chair for this educational opportunity and assembled the agenda for the day. I want to thank all of the County staff and elected leaders that graciously volunteered their time to help out.

**Broadband** – On February 20<sup>th</sup> I participated in a Digital Equity Solutions Team meeting. We have been working with Frontier Communications to support their Broadband Equity, Access, and Deployment (BEAD) grant for underserved areas around the city of Marshfield. The final touches are being put on the Wood County Broadband Plan, and it will be brought before the CEED Committee in April for possible approval. Other planning efforts continue in the development of a Wood County Community Area Network plan.

**Vesper School Housing Project** – A ribbon cutting is being planned for the Vesper Elementary School that is being converted to residential units. The ribbon cutting will take place on Tuesday, March 25<sup>th</sup> at 11:30am. An invitation will be shared with all Board Supervisors when it is available.

**Board of Regents Lease Agreement** – On February 24<sup>th</sup> I met with University of Wisconsin Board of Regents (BOR) staff regarding 144.2 acres of land in Marathon County, Town of Eau Plaine that Wood County leases to them for experimental agriculture purposes. I was made aware of some concerns from the staff regarding trespassing, hunting and utility work on the property that was taking place without their authorization. I assured BOR staff that Wood County is aware of the agreement, and they should post the property to not allow trespassing or hunting. As a follow up I am reaching out to WE Energies staff so that they inform the County Clerk of any planned utility work on any Wood County-owned property. We also had a conversation regarding Alliant Energy's wind energy proposal for the area and agreed to contact each other when there is any new information to share. Both Wood County and the BOR have an interest in learning more about Alliant Energy's proposal as it moves forward.

## 2. Planning & Zoning (Emily Arndt)

1. Attended a Board of Adjustment training.
2. Completed draft one of Town of Rock Ordinance.
3. Created supporting documents for the Town of Rock ordinance update.
4. Attended a Town of Rock Board of Appeals meeting for a variance application.
5. Updated Land Records with all recent zoning amendments.
6. Continued work with the Town of Cameron to update their comprehensive plan.
7. Assisted multiple towns with zoning ordinance update questions.
8. Working through review and approval of CSMs.
9. Continued planning the organization of future Comprehensive Plans.

10. Continued working with staff to ensure that questions are answered in a proficient manner.

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

- Parcel Mapping
- Address Mapping
- 2025 Emergency Services Atlas
- 2025 State GIS Data Submissions
- Working with Highway Department on GIS layers

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

1-30-2025- - (1) Reviewed soils, plan review, issued permit for new HT TN: 03, (1) well permits reviewed and issued V: 25, Corp Meeting with DA Peter K., answer phone calls and inquires with POWTS, SL, FL.

1-31-2025- DSPS State Audit, answer phone calls and inquires with POWTS, SL, FL.

2-3-2025- (1) Reviewed soils, plan review, issued permit for new conv TN:18, (1) Reviewed soils, plan review, issued permit for privy-compost toilet TN: 04, (1) well permits reviewed and issued TN: 14, answer phone calls and inquires with POWTS, SL, FL.

2-4-2025- Answer phone calls and inquires with POWTS, SL, FL,(2) prepare and review submitted SL permits TN: 07, 18

2-5-2025- (1) HT inspection TN: 15, CEED meeting, answer phone calls and inquires with POWTS, SL, FL, (2) prepare and review submitted SL permits TN: 07, 18

2-6-2025- (1) Reviewed soils, plan review, issued permit for rep conv TN: 18, (2) well permits reviewed and issued TN:07, 21 , answer phone calls and inquires with POWTS, SL, FL.

2-7-2025- (1) well permit reviewed and issued TN: 18, answer phone calls and inquires with POWTS, SL, FL, prepare and review submitted SL permits TN: 07, 18.

2-10-2025-(3) prepare and review submitted SL & FL permits TN:05, 07,18, Answer phone calls and inquires with POWTS, SL, FL.

2-11-2025- (1) SL inspection TN: 10, (3) prepare and review submitted SL & FL permits TN:05, 07,18, Answer phone calls and inquires with POWTS, SL, FL.

2-12-2024- Answer phone calls and inquires with POWTS, SL, FL. Gather documents from paper files for SL,FL.

2-13-2025- Have IT fix my work cell phone,answer phone calls and inquires with POWTS, SL, FL.

2-14-2025- ManageWell biometric, survey completed, schedule health coaching session, answer phone calls and inquires with POWTS, SL, FL.

2-17-2025- (1) SF 25-002 letter written and sent to WI DNR-property owner, answer phone calls and inquires with POWTS, SL, FL, prepare and review submitted SL permits TN: 07, 18.

2-18-2025- Answer phone calls and inquires with POWTS, SL, FL, prepare and review submitted SL permits TN: 07, 18.

2-19-2025- Board of Adjustment Zoning Meeting, answer phone calls and inquires with POWTS, SL, FL.

2-20-2025- Health Coaching Session, old jail tour, write and sent SL affidavit TN: 18, answer phone calls and inquires with POWTS, SL, FL, prepare and review submitted SL permits TN: 07, 18.

2-21-2025- Answer phone calls and inquires with POWTS, SL, FL., help citizen in-person with SL-land lock property, prepare and review submitted SL permits TN: 07, 18.

2-24-2025- Conversation on cranberry drainage district, POWTS enforcement, help Code Tech with HS letter, (1) SL permit reviewed and issued TN: 07

2-25-2025- POWTS County Staff Training-Wausau

2-26-2025- POWTS County Staff Training-Wausau

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

A. Continued shoreland zoning and POWTS education

B. Reviewed POWTS and well delegation permit applications

C. Worked on inspection reports

D. Studied Corp. Counsel and Board of Adjustment information

E. Started training on issuing correspondence notices

F. Inspections/Investigations:

- 2-5-25: Holding tank inspection TN:15
- 2-11-25: Shoreland investigation inspection TN:10

G. Attended Meetings/Trainings/Etc.

- 1-31-25: POWTS audit with DSPS personnel
- 2-5-25: CEED Committee meeting
- 2-11-25: WRS – ETF webinar
- 2-19-25: Board of Adjustment workshop
- 2-25-25 & 2-26-25: POWTS county staff training

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

- a. Monthly Sanitary and Well Permit Activity – There were 4 sanitary permits, 1 shoreland permit and 3 well permits issued in February 2025.

- b. ArcGIS Pro Software Project – Julie continues to assist Paul with GIS mapping project for Shoreland permits.
- c. Board of Adjustment workshop – Victoria planned and organized a workshop for educational purposes for new staff in the Planning & Zoning office and for those in Central Wisconsin that serve in many capacities relating to BOA actions.
- d. Attended the following meetings/trainings & activities:
  - i. February 5<sup>th</sup> CEED meeting (VW & JM)
  - ii. February 13<sup>th</sup> Leadership Class assistance (VW)
  - iii. February 19<sup>th</sup> Board of Adjustment Training (VW & JM)



**RESOLUTION#**

DATE March 18, 2025  
 Effective \_\_\_\_\_  
 Date March 18, 2025

Page 1 of 2

Introduced by Conservation, Education, and Economic Development

<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: _____, Corp Counsel		
Reviewed by: _____, Finance Dir.		

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

**FISCAL NOTE:** NONE

WHEREAS, the Town of Lincoln 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 February 13, 2025 the Town of Lincoln 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 Lincoln and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

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

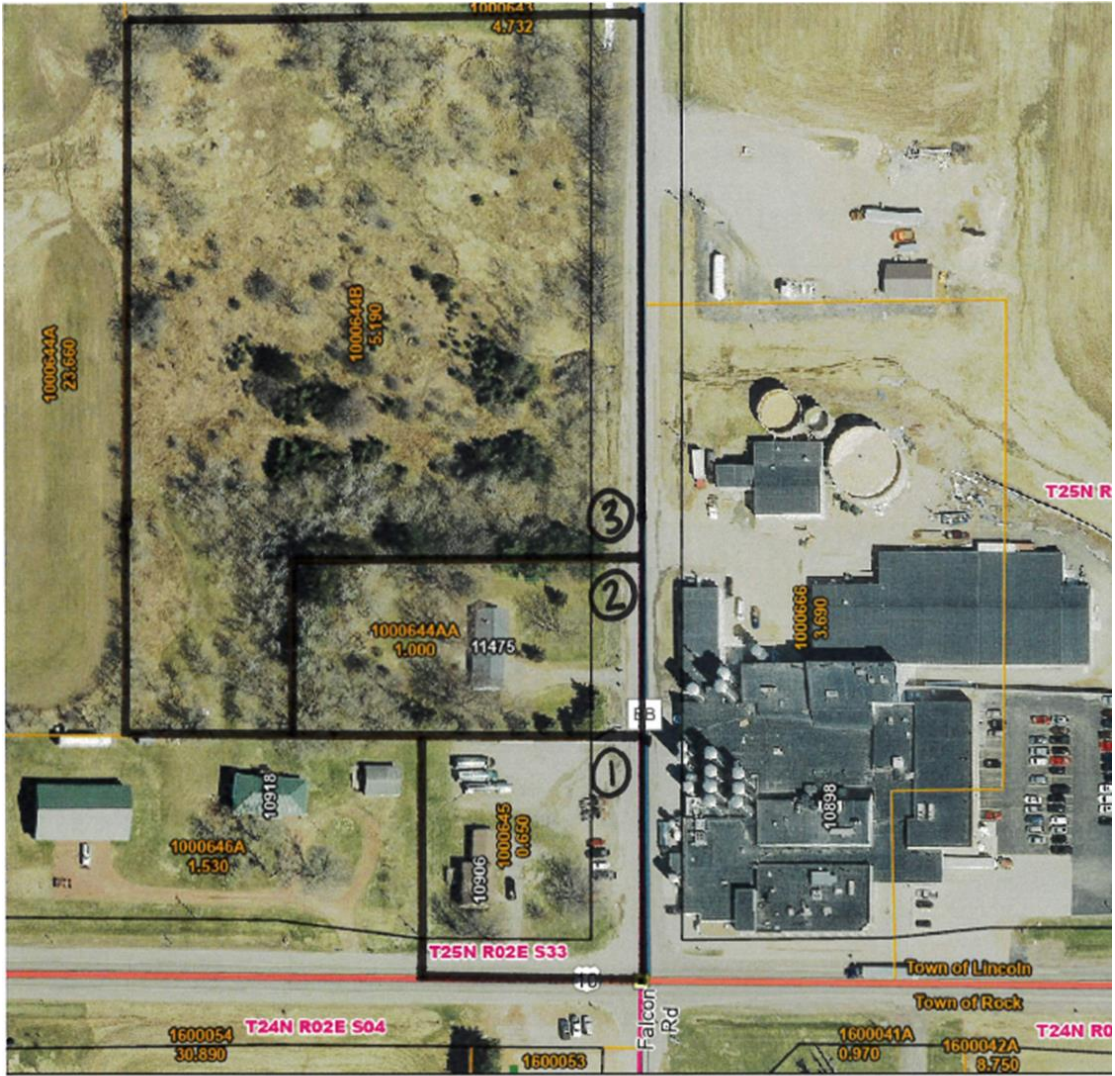
WHEREAS, on March 5th the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended

approval; and

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

1. Zoning amendment for parcel #1000645 from (A1) Agricultural District to (C) Commercial District
2. Zoning amendment for parcel #1000644AA from (A1) Agricultural District to (C) Commercial District
3. Zoning amendment for parcel #1000644B from (A1) Agricultural District to (C) Commercial District





## Wood County Land Information Office

Author: Wood County Land Information Office  
 Date Printed: 2/24/2025 9:32 AM

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.

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

**DATE:** Thursday, March 7, 2025

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 302

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

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

1. Vice Chair Voight called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Hovendick/Perlock to approve the minutes of the February 6, 2025, meeting as presented. Motion carried unanimously.
4. The claims of JoAnn Olson/Sewayna E. Bombagi, Zimmer & Rens, et al, and Curtis Orlowski were reviewed and will be provided to the county board.
5. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Leichtnam/Perlock to approve them as presented. Motion carried unanimously.
6. Supervisor Leichtnam provided a report of the Citizens Water Group.
7. Clerk of Courts Stimac presented a resolution requesting a larger state contribution to the operations of the court system. Motion by Perlock/Leichtnam to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. District Attorney Barnett informed the committee that he will be purchasing a computer program to allow his office to do online redaction and e-filing. Wood County is one of only 2 counties in the state that still use paper for court filings. The cost of this program can be absorbed by underspent lines within his budget.
9. Barnett requested the committee to approve converting a Legal Assistant position to an Office Manager position. He reviewed the current office structure and cost of converting this position. Motion by Leichtnam/Hovendick to approve the conversion of a Legal Assistant position to an Office Manager position in the District Attorney office. Motion carried unanimously.
10. Corp Counsel Flanagan led the committee through the draft county board rules that were discussed last month, with some edits being made. Work will continue on the rules with a new section being looked at for next month.
11. The next meeting will be held on Friday, April 4, 2025, at 9:00 AM.
12. Vice Chair Voight declared the meeting adjourned at 10:55 AM.



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



# Hupy and Abraham s.c.

personal injury lawyers

111 East Kilbourn Avenue, Suite 1100  
Milwaukee, WI 53202  
Tel 414.223.4800 | Fax 414.271.3374

February 17, 2025

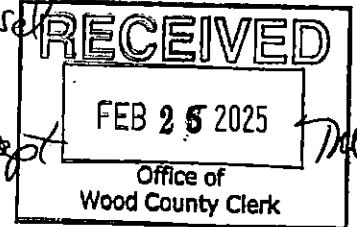
Name: \_\_\_\_\_  
Date: 2/25/25  
Time: 4:20 AM/PM

**VIA PERSONAL SERVICE**

Wood County Clerk  
Trent Miner  
Wood County Courthouse, Room 101  
400 Market Street  
Wisconsin Rapids, Wisconsin 54494

Re: Our Client: JoAnn Olson for Sewayna E. Bombagi  
Date of Incident: December 8, 2024

cc: Corp Counsel  
HR  
Sheriff's Dept



Dear Mr. Miner,

We represent the claimant noted above. Please find enclosed the original Notice of Injury for the above-referenced matter. Also please find four copies for your records. I would kindly ask that you file-stamp receive one copy and return it to me in the envelope provided.

Thank you for your cooperation in this matter. Please feel free to reach out with any questions or concerns.

Sincerely,  
HUPY AND ABRAHAM, S.C.

/s/ Jhalia N. Evans  
Litigation Assistant

Enclosures

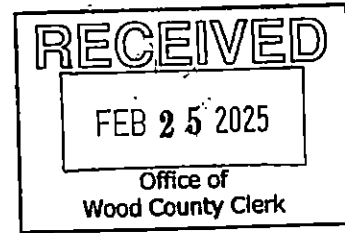
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ILLINOIS: Bloomington | Gurnee | Rockford IOWA: Cedar Rapids | West Des Moines | Quad Cities

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**NOTICE OF INJURY**

**TO:** Wood County Clerk  
c/o Trent Miner  
Wood County Courthouse, Room 101  
400 Market Street  
Wisconsin Rapids, Wisconsin 54494



Wood County Sheriff  
c/o Shawn Becker  
Wood County Sheriff's Office  
400 Market Street  
Wisconsin Rapids, Wisconsin 54494

*cc: Corp Counsel  
HR  
Sheriff's Dept*

Grand Rapids Town Clerk  
c/o Lisa Dotter  
2410 48th Street South  
Wisconsin Rapids, Wisconsin 54494

Chief of Police  
c/o Joe Zurfluh  
Grand Rapids Police Department  
2410 48th Street South  
Wisconsin Rapids, Wisconsin 54494

Wisconsin Rapids City Clerk  
c/o Jennifer Gossick  
444 West Grand Avenue, First Floor  
Wisconsin Rapids, Wisconsin 54495

Chief of Police  
c/o Daniel J. Hostens  
Wisconsin Rapids Police Department  
444 West Grand Avenue  
Wisconsin Rapids, Wisconsin 54495

John Doe(s)  
(address unknown)

**RE:** Sewayna E. Bombagi  
By JoAnn T. Olson  
216671 County Road KK  
Mosinee, Wisconsin 54455

Date of Accident: December 8, 2024  
Location: 7510 Kellner Road  
Wisconsin Rapids, Wisconsin 54494

**PLEASE TAKE NOTICE**, pursuant to Wis. Stat. § 893.80, that on December 8, 2024, at approximately 11:40 P.M., Sewayna E. Bombagi, was at her residence, located at or near 7510 Kellner Road, in the Town of Wisconsin Rapids, County of Wood, Wisconsin, Zip Code 54494, when Officer(s) John Doe(s) of the Grand Rapids Police Department, Wisconsin Rapids Police Department, and/or Wood County Sherriff's office intentionally, recklessly, and/or negligently attacked and/or used excessive force on Sewayna E. Bombagi during a wellness check, thereby causing the injuries, damages, and subsequent death of Sewayna E. Bombagi.

As a result of this incident, Sewayna E. Bombagi sustained injuries and damages and subsequently died. A claim for damages under § 893.80 will be made at a later date.

Liability for Sewayna E. Bombagi's injuries, damages, and subsequent death is attributed to Wood County, the Wood County Sheriff's Office, the Town of Grand Rapids, the Grand Rapids Police Department, the City of Wisconsin Rapids and/or the Wisconsin Rapids Police Department pursuant to the theory of *Respondeat Superior*, in that they are liable for the acts of their aforementioned employees, servants, agents, and/or volunteers acting within the course and scope of their duties, in this case, the unknown Officer(s) John Doe(s), all of whom failed to exercise ordinary care while in the course and scope of employment.

**DATED** at Milwaukee, Wisconsin this 17 day of February 2025.

HUPY AND ABRAHAM, S.C.  
Attorneys for Sewayna E. Bombagi by JoAnn T.  
Olson,

By: 

Todd R. Korb

State Bar Number: 1026950

Post Office Address

111 East Kilbourn Avenue

Suite 1100

Milwaukee, Wisconsin 53202

Phone Number: (414) 223-4800

Email: TKorb@hupy.com

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**COMPLAINT**

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Plaintiffs, individually and on behalf of the class of plaintiffs proposed below, by and through their attorneys, Zimmer & Rens LLC and Milberg Coleman Bryson Phillips Grossman, PLLC, hereby assert the following Complaint against the above-named Defendants, as follows:

**NATURE OF THE ACTION**

1. The laws in most states have acknowledged for a long time that when a tax foreclosed property sells for more than the amount of the debt owed, the foreclosed property owner owns the surplus sale proceeds.

2. Wisconsin, on the other hand, is among a handful of states that for decades enforced state laws allowing itself and its political subdivisions (i.e., Wisconsin's 72 counties and the City of Milwaukee) to keep most, if not all, of the surplus proceeds generated by sales of tax-foreclosed properties.

3. Recognizing the illegality of these unconstitutional takings, in 2022, Wisconsin amended its statutes to acknowledge the rights of tax-foreclosed property owners to recover the surplus proceeds generated by tax foreclosure sales. However, that legislative change was only made on a forward-looking basis.

4. In 2023, in *Tyler v. Hennepin County*, 598 U.S. 631 (2023), the United States Supreme Court confirmed that proceeds from a government sale of tax-foreclosed property which exceed the amount of the tax debt belong to the foreclosed-owner, and that the foreclosed-owner is entitled to just compensation under the Fourth and Fifteenth Amendments to the United States Constitution where the government has retained the surplus proceeds.

5. Plaintiffs are individuals whose real properties were foreclosed upon by a Wisconsin governmental subdivision due to a tax lien, the sale of which property resulted in proceeds exceeding the amount owed in unpaid real property taxes, special assessments, special charges, special taxes, interest and penalties (collectively, "Tax Debt"), and the surplus proceeds were retained by the government.

6. In this lawsuit, Plaintiffs seek to remedy those unconstitutional takings on behalf of themselves and all others similarly situated. Specifically, Plaintiffs seek to represent a class of individuals defined as follows:

All persons or entities who had an ownership interest in real property which was seized pursuant to Chapter 75 of the Wisconsin Statutes in effect from January 1, 1989 to April 2, 2022, to satisfy Tax Debt, which property was sold for more than the amount of the Tax Debt, and which surplus proceeds from the sale of said real property was retained by one or more Defendants (the "Class").<sup>1</sup>

Excluded from the Class are Defendants, Defendants' board members, legal counsel, the judges and all other court personnel to whom this case is assigned, and their immediate families.

### **PARTIES**

7. Plaintiffs, John and Darlene Elliott, named in their individual capacities and as proposed class representatives, are adult residents of Wisconsin who reside at 2812 Kunzer Beach Lane, Little Suamico, WI 54141.

8. Plaintiff, Steven Skarban, named in his individual capacity and as a proposed class representative, is an adult resident of Wisconsin who resides at 11408 Highway 32, Suring, WI 54174.

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<sup>1</sup> Plaintiffs reserve the right to amend or modify the Class definition, or propose different or additional subclasses, if appropriate.



9. Plaintiff, Frank J. Homola Living Trust Dated December 18, 2009, named in its individual capacity and as a proposed class representative, is a trust that operates through its trustee, Frank J. Homola, an adult resident of Illinois who resides at 490 Nash Road, Crystal Lake, IL 60014.

10. Plaintiff, Carl Geib, named in his individual capacity and as a proposed class representative, is an adult resident of Wisconsin who resides at N5191 Bakertown Road, Helenville, WI 53137.

11. Plaintiff, Kismet Cobaj, named in her individual capacity and as a proposed class representative, is an adult resident of Wisconsin who resides at 113 3rd Street, Baraboo, WI 53913.

12. Plaintiff, Wesley (Wes) Tennyson, named in his individual capacity and as a proposed class representative, is an adult resident of Wisconsin who resides at W5860 Star School Road, Fort Atkinson, WI 53538.

13. Plaintiff, Duncan Shannon, named in his individual capacity and as a proposed class representative, is an adult resident of Minnesota who resides at 1678 Ridgewood Lane North, Saint Paul, MN 55113.

14. Defendant, State of Wisconsin, is a governmental entity with a principal place of business located at 2 East Main Street, Madison, WI 53703.

15. Defendant, Adams County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 401 Adams Street, Friendship, WI 53934.

16. Defendant, Ashland County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 201 Main Street West, Ashland, WI 54806.

17. Defendant, Barron County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 335 East Monroe Avenue, Barron, WI 54812.

18. Defendant, Bayfield County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 117 East 5th Street, Washburn, WI 54891.

19. Defendant, Brown County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 305 East Walnut Street, Green Bay, WI 54301.

20. Defendant, Buffalo County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 407 South 2nd Street, Alma, WI 54610.

21. Defendant, Burnett County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 7410 County Road K, Suite 105, Siren, WI 54872.

22. Defendant, Calumet County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 206 Court Street, Chilton, WI 53014.

23. Defendant, Chippewa County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 711 North Bridge Street, Chippewa Falls, WI 54729.

24. Defendant, Clark County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 517 Court Street, Neillsville, WI 54456.

25. Defendant, Columbia County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 112 East Edgewater Street, Portage, WI 53901.

26. Defendant, Crawford County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 220 North Beaumont Road, Prairie Du Chien, WI 53821.

27. Defendant, Dane County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 210 Martin Luther King Jr. Boulevard, Madison, WI 53703.

28. Defendant, Dodge County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 127 East Oak Street, Juneau, WI 53039.

29. Defendant, Door County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 421 Nebraska Street, Sturgeon Bay, WI 54235.

30. Defendant, Douglas County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1313 Belknap Street, Superior, WI 54880.

31. Defendant, Dunn County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 3001 US Highway 12 East, Menomonie, WI 54751.

32. Defendant, Eau Claire County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 721 Oxford Avenue, Eau Claire, WI 54703.

33. Defendant, Florence County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 501 Lake Avenue, Florence, WI 54121.

34. Defendant, Fond Du Lac County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 160 South Macy Street, Fond Du Lac, WI 54935.

35. Defendant, Forest County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 200 East Madison Street, Crandon, WI 54520.

36. Defendant, Grant County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 111 South Jefferson Street, Lancaster, WI 53813.

37. Defendant, Green County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1016 16th Avenue, Monroe, WI 53566.

38. Defendant, Green Lake County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 571 County Road A, Green Lake, WI 54941.

39. Defendant, Iowa County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 222 North Iowa Street, Dodgeville, WI 53533.

40. Defendant, Iron County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 300 Taconite Street, Hurley, WI 54534.

41. Defendant, Jackson County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 307 Main Street, Black River Falls, WI 54615.

42. Defendant, Jefferson County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 311 South Center Avenue, Jefferson, WI 53549.

43. Defendant, Juneau County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 220 East State Street, Mauston, WI 53948.

44. Defendant, Kenosha County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1010 56th Street, Kenosha, WI 53140.

45. Defendant, Kewaunee County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 810 Lincoln Street, Kewaunee, WI 54216.

46. Defendant, La Crosse County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 212 6th Street North, La Crosse, WI 54601.

47. Defendant, Lafayette County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 626 Main Street, Darlington, WI 53530.

48. Defendant, Langlade County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 800 Clermont Street, Antigo, WI 54409.

49. Defendant, Lincoln County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 801 North Sales Street, Merrill, WI 54452.

50. Defendant, Manitowoc County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1010 South 8th Street, Manitowoc, WI 54220.

51. Defendant, Marathon County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 500 Forest Street, Wausau, WI 54403.

52. Defendant, Marinette County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1926 Hall Avenue, Marinette, WI 54143.

53. Defendant, Marquette County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 77 West Park Street, Montello, WI 53949.

54. Defendant, Menominee County, is a political subdivision of the State of Wisconsin, with a principal place of business located at W3269 Courthouse Lane, Keshena, WI 54135.

55. Defendant, Milwaukee County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 901 North 9th Street, Milwaukee, WI 53233.

56. Defendant, Monroe County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 124 North Court Street, Sparta, WI 54656.

57. Defendant, Oconto County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 301 Washington Street, Oconto, WI 54153.

58. Defendant, Oneida County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1 South Oneida Avenue, Rhineland, WI 54501.

59. Defendant, Outagamie County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 320 South Walnut Street, Appleton, WI 54911.

60. Defendant, Ozaukee County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 121 West Main Street, Port Washington, WI 53074.

61. Defendant, Pepin County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 740 7th Avenue West, Durand, WI 54736.

62. Defendant, Pierce County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 414 West Main Street, Ellsworth, WI 54011.

63. Defendant, Polk County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 100 Polk County Plaza, Balsam Lake, WI 54810.

64. Defendant, Portage County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1516 Church Street, Stevens Point, WI 54481.

65. Defendant, Price County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 126 Cherry Street, Phillips, WI 54555.

66. Defendant, Racine County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 730 Wisconsin Avenue, Racine, WI 53403.

67. Defendant, Richland County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 181 West Seminary Street, Richland Center, WI 53581.

68. Defendant, Rock County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 51 South Main Street, Janesville, WI 53545.

69. Defendant, Rusk County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 311 Miner Avenue East, Ladysmith, WI 54848.

70. Defendant, Sauk County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 505 Broadway Street, Baraboo, WI 53913.

71. Defendant, Sawyer County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 10610 Main Street, Hayward, WI 54843.

72. Defendant, Shawano County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 311 North Main Street, Shawano, WI 54166.

73. Defendant, Sheboygan County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 508 New York Avenue, Sheboygan, WI 53081.

74. Defendant, St. Croix County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 1101 Carmichael Road, Hudson, WI 54016.

75. Defendant, Taylor County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 224 South 2nd Street, Medford, WI 54451.

76. Defendant, Trempealeau County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 18600 Hobson Street, Whitehall, WI 54773.

77. Defendant, Vernon County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 400 Courthouse Square, Viroqua, WI 54665.

78. Defendant, Vilas County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 330 Court Street, Eagle River, WI 54521.

79. Defendant, Walworth County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 100 West Walworth Street, Elkhorn, WI 53121.

80. Defendant, Washburn County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 304 2nd Street, Shell Lake, WI 54871.

81. Defendant, Washington County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 432 East Washington Street, West Bend, WI 53095.

82. Defendant, Waukesha County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 515 West Moreland Boulevard, Waukesha, WI 53188.

83. Defendant, Waupaca County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 811 Harding Street, Waupaca, WI 54981.

84. Defendant, Waushara County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 380 South Townline Road, Wautoma, WI 54982.

85. Defendant, Winnebago County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 112 Otter Avenue, Oshkosh, WI 54901.

86. Defendant, Wood County, is a political subdivision of the State of Wisconsin, with a principal place of business located at 400 Market Street, Wisconsin Rapids, WI 54494.

87. Defendant, City of Milwaukee, is a political subdivision of the State of Wisconsin, with a principal place of business located at 200 East Wells Street, Milwaukee, WI 53202.

#### **JURISDICTION, VENUE, AND IMMUNITY**

88. This Court has general subject matter jurisdiction over this matter under Wis. Stat. § 801.04 (2023-24)<sup>2</sup>.

89. This Court has personal jurisdiction over each of the Defendants.

90. Venue in Waukesha County is appropriate under Wis. Stat. § 801.50.

91. Defendants lack sovereign immunity from this action, because the takings clause of the Wisconsin Constitution is a self-executing waiver of sovereign immunity.

#### **BACKGROUND FACTS**

##### *John and Darlene Elliott*

92. John and Darlene Elliott owned parcel 034-42340373B1B, located at Rocky Ledge Road and Kunzer Beach Lane, in the Town of Pensaukee, Oconto County, Wisconsin, and more particularly described as follows:

Lot Three (3), Volume 16 Certified Survey Maps, Page 4 as Map No. 2654, as Document No. 454065; said map being located in Part of Government Lot Three (3), Section Thirty-four (34), Township Twenty-seven (27) North, Range Twenty-one (21) East, in the Town

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<sup>2</sup> All citations to Wis. Stat. ch. 80 refer to the 2023-24 statutes.



of Pensaukee, Oconto County, Wisconsin, excepting therefrom any part thereof used for highway and/or road purposes.

93. While owning this vacant, undeveloped property, Mr. Elliott was diagnosed with multiple sclerosis. The sclerosis required the Elliots to spend approximately \$8,000 per month on his medications and became otherwise consumed with his treatments.

94. As a result, the Elliots lost track of the annual tax payments related to their property.

95. On September 4, 2019, Oconto County acquired the Elliots' property through a tax deed<sup>3</sup> to satisfy an outstanding Tax Debt of \$4,762.54.

96. On March 22, 2021, Oconto County sold the property at auction for \$31,000.

97. After payment of the Tax Debt, Oconto County profited \$25,837.46 from the sale of the Elliots' property, after deducting the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).<sup>4</sup>

98. In fact, in response to an open records request directed to Oconto County on this subject, Oconto County produced a spreadsheet in which Oconto County calculated the exact amounts of each deduction and included the specific amount of \$25,837.46 under a column labeled "PROFIT ON SALE."

99. Thus, while the Elliots faced substantial financial, emotional, and physical hardship, Defendant Oconto County pocketed a \$25,837.46 windfall from the Elliots.

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<sup>3</sup> In this Complaint, "tax deed" has the meaning stated in Wis. Stat. 75.001(2) (1989-90) to (2021-22): "Tax deed" means a tax deed executed under s. 75.14, a deed executed under s. 75.19, or a judgment issued under s. 75.521."

<sup>4</sup> Unless otherwise noted, all citations to Wis. Stat. ch. 75 refer to the statutes in effect from January 1, 1989, to April 2, 2022.

100. Some amount of the surplus proceeds that Oconto County took from the Elliotts were remitted to the State of Wisconsin or commingled with other funds that Oconto County paid to the State of Wisconsin to satisfy Oconto County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See Wis. Stat. § 70.60(1) (1989-1990) to (2021-2022).*<sup>5</sup>

*Steven Skarban*

101. Plaintiff Steven Skarban owned both parcels 026090900111 and 026090900414 located at Hickory Cemetery Road and 10936 County Road M, in the Town of Maple Valley, located in Oconto County, Wisconsin, and more particularly described as follows:

Parcel 026090900111:

The Northeast Quarter of the Northeast Quarter (NE¼ of NE¼), Section Nine (9), Township Twenty-nine (29) North, Range Eighteen (18) East, in the Town of Maple Valley, Oconto County, Wisconsin, EXCEPT THE FOLLOWING PARCEL more particularly described as follows: Commencing at the Northeast corner of said Section 9; thence South 01°05'23" West, along the east line of said Section 9, a distance of 587.61 feet to a 1" iron pipe; Thence North 87°06'28" West, a distance of 654.00 feet to a 1" iron pipe; Thence North 00°27'53" East, a distance of 574.89 feet to the North line of said Section 9; Thence South 88°13'53" East, along said North line, a distance of 660.00 feet to the POINT OF BEGINNING... EXCEPTING the northerly 33 feet thereof lying within the right of way of Hickory Cemetery Road.

Parcel 026090900414:

PARCEL NUMBER: \*\*\*414 The Southeast Quarter of the Northeast Quarter (SE1/4 of NE1/4), Section Nine (9), Township Twenty-nine (29) North, Range Eighteen (18) East, in the Town of Maple Valley, Oconto County, Wisconsin, EXCEPT Volume 441, Page 647, for road purposes.

102. On September 4, 2019, Oconto County acquired both parcels through a tax deed to satisfy a total outstanding Tax Debt of \$2,422.79.

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<sup>5</sup> All citations to Wis. Stat. ch. 70 refer to the statutes in effect from January 1, 1989, to April 1, 2022.

103. Subsequently, Oconto County sold both parcels on May 15, 2020, for a combined total sale price of \$420,500.00.

104. After payment of the Tax Debt, Oconto County profited \$417,277.21 from the sale of Mr. Skarban's properties, after deducting the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).

105. In fact, in response to an open records request directed to Oconto County on this subject, Oconto County produced a spreadsheet in which Oconto County calculated the exact amounts of each deduction and included the specific amounts of \$211,849.28 and \$205,427.93 under a column labeled "PROFIT ON SALE."

106. Some amount of the surplus proceeds that Oconto County took from the Mr. Skarban were remitted to the State of Wisconsin or commingled with other funds that Oconto County paid to the State of Wisconsin to satisfy Oconto County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See* Wis. Stat. § 70.60(1).

*Frank J. Homola Trust Dated December 18, 2009*

107. Plaintiff Frank J. Homola Trust Dated December 18, 2009 (the "Homola Trust") owned parcel 010-2284-05 located at 1046 Peach Lane, in the Town of Lac Du Flambeau, in Vilas County, Wisconsin, and more particularly described as follows:

Lot 2 of Vilas County Certified Survey Map No. 4488 recorded in Volume 15CS, page 398, Government Lot 5, Section 35, Township 40 North, Range 5 East, Lac du Flambeau Township, Vilas County Wisconsin. Together with a non-exclusive easement for ingress and egress to S. Gunlock Lake Road over the existing road located approximately 400 feet from the lake.

108. On December 23, 2020, Vilas County acquired the Homola Trust's parcel through a tax deed due to an outstanding Tax Debt of approximately \$16,000.00.

109. Subsequently, Vilas County sold the Homola Trust's parcel on July 2, 2021, for a sale price of \$166,000.00.

110. After payment of the Tax Debt, Vilas County profited approximately \$150,000.00 from the sale of the Homola Trust's property, less the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).

111. Some amount of the surplus proceeds that Vilas County took from the Homola Trust were remitted to the State of Wisconsin or commingled with other funds that Vilas County paid to the State of Wisconsin to satisfy Vilas County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See* Wis. Stat. § 70.60(1).

*Carl Geib*

112. Plaintiff Carl Geib owned a fifty percent interest, as a tenant in common with Patricia Wilke, in parcel PFS2 00008 located at W2405 New Deal Ave, in the Town of East Troy, in Walworth County, Wisconsin, and more particularly described as follows:

Lot 10, Freuck's 2nd Addition, according to the recorded plat thereof. Said land being in the Town of East Troy, Walworth County, Wisconsin.

113. On June 10, 2021, Walworth County acquired Mr. Geib and Ms. Wilke's parcel through a tax deed due to an outstanding Tax Debt of approximately \$15,000.

114. Subsequently, Walworth County sold Mr. Geib and Ms. Wilke's parcel on October 25, 2021, for a sale price of \$255,000.00.

115. After payment of the Tax Debt, Walworth County profited approximately \$240,000.00 from the sale of Mr. Geib and Ms. Wilke's property, less the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).<sup>6</sup>

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<sup>6</sup> Patricia Wilke is not a named plaintiff in this Complaint, but if the Class is certified, she will be a member of the Class with a claim to the other fifty percent of the surplus proceeds.

116. Some amount of the surplus proceeds that Walworth County took from Mr. Geib were remitted to the State of Wisconsin or commingled with other funds that Vilas County paid to the State of Wisconsin to satisfy Vilas County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See Wis. Stat. § 70.60(1).*

*Kismet Cobaj*

117. Plaintiff Kismet Cobaj owned a fifty percent interest, as a tenant in common with Alime Cobaj, in parcel 010-0553-00000 located at S3173 Evergreen Road, in the Town of Excelsior, located in Sauk County, Wisconsin, and more particularly described as follows:

Lot 2, Certified Survey Map No. 2769, recorded in Volume 12 of Certified Survey Maps, Page 2769, as Document No. 586272 in the Town of Excelsior, County of Sauk, State of Wisconsin. AND A parcel of land described as being part of Lot 1 of Sauk County Certified Survey Map No. 2769; located in the Northwest 1/4 of the Southwest 1/4 Section 10, Township 12 North, Range 5 East, Town of Excelsior, Sauk County, Wisconsin, bounded by a line described as follows: Commencing at the West 1/4 corner of Section 10; thence South 88 degrees 28' 13" East, 1326.42 feet thence South 01 degrees 19' 40" West, 774.32 feet; thence South 85 degrees 00' 57" East, 101.50 feet along the North line of CSM No. 2769; thence South 00 degrees 10' 13" East, 231.78 feet along the East line of said survey; thence North 86 degrees 20' 3 8" West, 140.48 feet to the Northeast corner of Lot 1 of CSM No. 2769, said point being the point of beginning; thence North 85 degrees 13' 26" West, 485.97 feet along the North line of Lot 1, CSM 2769; thence South 79 degrees 49' 10" East, 487.38 feet to a point on the East line of Lot 1, CSM 2769; thence North 05 degrees 42' 58" East, 45.91 feet along said East line to the point of beginning.

118. On December 20, 2019, Sauk County acquired Ms. Cobaj and Alime Cobaj's parcel through a tax deed due to an outstanding Tax Debt of approximately \$7,735.87.

119. Subsequently, Sauk County sold Ms. Cobaj and Alime Cobaj's parcel on October 5, 2020, for a sale price of \$75,890.00.

120. After payment of the Tax Debt, Sauk County profited approximately \$68,154.13 from the sale of Ms. Cobaj and Alime Cobaj's property, less the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).<sup>7</sup>

121. Some amount of the surplus proceeds that Sauk County took from Ms. Cobaj were remitted to the State of Wisconsin or commingled with other funds that Sauk County paid to the State of Wisconsin to satisfy Sauk County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See* Wis. Stat. § 70.60(1).

*Wesley (Wes) Tennyson*

122. Plaintiff Wesley (Wes) Tennyson owned parcel 020-0714-0432-001 located at W6394 County Road A, in the Town of Milford, located in Jefferson County, Wisconsin, and more particularly described as follows:

A strip of land 16 feet wide across the Southwesterly end of Lot 2, Block 5, according to the recorded plat of N.S. Greene's Addition to the Village of Milford, Town of Milford, Jefferson County, Wisconsin. ALSO a parcel of land, situated in and being a part of Section 4, Township 7 North, Range 14 East, bounded by a line commencing at the intersection of the center line of Milford-Watertown Highway with the East Bank of Crawfish River; thence Easterly along the center of said Highway 3 rods; thence Northwesterly in a straight line 13 1/3 rods to a point from which a line drawn parallel to the center line of said highway is 3 rods distant from the East Bank of said River; thence Westerly parallel to the centerline of said highway, 3 rods to the East bank of said River; thence Southeasterly along the East bank of said River, to the point of commencement; said parcel of land being also known and designated on the recorded plat of N.S. Greene's Addition to the Village of Milford as Lot 1, Block 5. TOGETHER WITH a strip of land 1/3 rod in width contiguous to and along the whole Northerly line of said Lot 1. EXCEPT land conveyed to Jefferson County for highway purposes on April 9, 1945 as recorded in the office of the Register of Deed for Jefferson County, Wisconsin, Volume 230 of Deeds on Page 554 as Document No. 396028.

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<sup>7</sup> Alime Cobaj is not a named plaintiff in this Complaint, but if the Class is certified, she will be a member of the Class with a claim to the other fifty percent of the surplus proceeds.

123. On September 1, 2020, Jefferson County acquired Mr. Tennyson's parcel through a tax deed due to an outstanding Tax Debt of approximately \$5,000.00.

124. Subsequently, Jefferson County sold Mr. Tennyson's parcel on February 25, 2021, for a sale price of \$69,600.00.

125. After payment of the Tax Debt, Jefferson County profited approximately \$64,600.00 from the sale of Mr. Tennyson's property, less the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).

126. Some amount of the surplus proceeds that Jefferson County took from Mr. Tennyson were remitted to the State of Wisconsin or commingled with other funds that Jefferson County paid to the State of Wisconsin to satisfy Jefferson County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See* Wis. Stat. § 70.60(1).

*Duncan Shannon*

127. Plaintiff Duncan Shannon owned parcel 020-0714-0432-001 located at Woodland Green Lane, in the Town of Stone Lake, located in Washburn County, Wisconsin, and more particularly described as follows:

Part of the Northwest Quarter of the Southeast Quarter (NW¼ of the SE¼), Section Thirty-three (S33), Township Thirty-nine North (T39N), Range 10 West (R10W) of the Town of Stone Lake, Washburn County, Wisconsin described as Lot Nine (9) on Volume Sixteen (16) of Certified Survey Maps, Page 78 as Survey number 3414 and Document number 317115. Together with and subject to a perpetual 66 foot roadway and utility easement from the property described above to State Highway 70 as described on the Declaration of Easement for Private Road and Utilities dated April 21, 2006 and recorded May 8, 2006 as Document number 317910. Subject to all Easements, Rights of Way and Restrictions of Record. Exempt from transfer fee per Sec. 77.25(4), Wis. Stats.

128. On April 9, 2021, Washburn County acquired Mr. Shannon's parcel through a tax deed due to an outstanding Tax Debt of approximately \$3,000.00.

129. Subsequently, Washburn County sold Mr. Shannon's parcel on July 23, 2021, for a sale price of \$23,000.00.

130. After payment of the Tax Debt, Washburn County profited approximately \$20,000.00 from the sale of Mr. Shannon's property, less the costs of sale and other amounts to be deducted from the sale proceeds under Wis. Stat. § 75.36(3).

131. Some amount of the surplus proceeds that Washburn County took from Mr. Shannon were remitted to the State of Wisconsin or commingled with other funds that Washburn County paid to the State of Wisconsin to satisfy Washburn County's obligation to pay the "state tax chargeable against each county" to the State of Wisconsin. *See* Wis. Stat. § 70.60(1).

*Wisconsin's Former Unconstitutional Statutory Scheme*

132. Under Wisconsin's pre-2022 statutory scheme, Defendants were not allowed to distribute the surplus proceeds back to the respective property owners. *See* Wis. Stat. § 75.36. The sole exception was that owners of homestead properties, under certain circumstances, could collect approximately 50% of the surplus proceeds. *See* Wis. Stat. § 75.36(2m).

133. The County Defendants<sup>8</sup> paid some amounts of the surplus sale proceeds they recovered from tax foreclosure sales to the State of Wisconsin or commingled some amounts of the surplus funds with other funds that the County Defendants paid to the State of Wisconsin to satisfy the County Defendants' tax obligations to the State of Wisconsin.

134. On April 2, 2022, the Wisconsin legislature's enactment of 2021 Wisconsin Act 216 became effective, which amended Wis. Stat. § 75.36 to require the County Defendants to

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<sup>8</sup> In this Complaint, the phrase "County Defendants" includes the City of Milwaukee in addition to all 72 Wisconsin counties. *See* Wis. Stat. § 75.06 ("For purposes of this chapter, 'county' includes a city authorized to proceed under s. 74.87.").



distribute surplus sale proceeds generated from future tax foreclosure sales back to the respective taxpayers from whom the properties were foreclosed upon.

### **CLASS ALLEGATIONS**

135. Plaintiffs bring this action on behalf of themselves and as a class action under Wis. Stat. § 803.08, seeking relief on behalf of the following class:

All persons or entities who had an ownership interest in real property which was seized pursuant to Chapter 75 of the Wisconsin Statutes in effect from January 1, 1989 to April 2, 2022, to satisfy Tax Debt, which property was sold for more than the amount of the Tax Debt, and which surplus proceeds from the sale of said real property was retained by one or more Defendants (the “Class”).<sup>9</sup>

Excluded from the Class are Defendants, Defendants’ board members, legal counsel, the judges and all other court personnel to whom this case is assigned, and their immediate families.

136. The Class members are so numerous that joinder of all members is impracticable. Specifically, there are thousands of persons and entities whose properties were foreclosed upon by Defendants and whose surplus proceeds were retained by Defendants.

137. A common question of fact exists which impacts all Class members: whether Defendants enforced Wis. Stat. ch. 75 as written from January 1, 1989, until April 2, 2022.

138. Common questions of law also exist which relate to the claims of all Class members, including the following:

- A. Whether Defendants’ sales of properties without remitting the surplus proceeds resulting from such sale back to the property owners constitute unconstitutional takings of private property;
- B. Whether Defendants must return the surplus proceeds back to Class members;

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<sup>9</sup> Plaintiffs reserve the right to amend or modify the Class definition, or propose different or additional sub-classes, if appropriate.

- C. Whether Defendants must pay “just compensation” to Class members;
- D. Whether Defendants’ takings of Class members’ properties violated Article I, Section 13 of the Wisconsin Constitution, or, alternatively, violated the Fifth and Fourteenth Amendments of the United States Constitution;
- E. Whether Defendants’ actions violated the “excessive fines” clause of Article I, Section 6 of the Wisconsin Constitution, or, alternatively, violated the Eight and Fourteenth Amendments of the United States Constitution;
- F. Whether injunctive relief should be awarded to Class members, requiring Defendants to return the surplus proceeds;
- G. Whether money damages should be awarded to Class members; and,
- H. Whether interest on the surplus proceeds should be awarded to Class members.

139. The common questions of law and fact predominate over any questions of law or fact unique to any individual member of the Class.

140. Plaintiffs’ claims are typical of the Class members’ claims—in each, one of the County Defendants foreclosed upon the subject real property, sold that property, and generated surplus proceeds which it retained and has not returned, and which it has commingled with funds paid to the State of Wisconsin.

141. Plaintiffs will fairly and adequately protect the interests of the Class.

142. Plaintiffs’ claims are exemplary of the claims held by absent Class members.

143. Plaintiffs’ claims arise out of the same common course of conduct by Defendants giving rise to the claims of the absent Class members.

144. A class action is superior to other available methods for fairly and efficiently adjudicating this controversy.

145. Class members' interests in individually controlling the prosecution or defense of separate actions are minimal or non-existent.

146. The expense and burden of individual litigation would make it impracticable if not impossible for Class members to individually address the wrongs done to them.

147. Even if every Class member could afford individual litigation, the court system could not. Class treatment, on the other hand, will permit the adjudication of claims of Class members who could not individually afford to litigate their claims against Defendants and will permit a large number of similarly situated persons to prosecute their common claims in a single forum simultaneously, efficiently, and without the duplication of effort and expense that individual actions would entail.

148. Prosecution of separate actions by individual Class members would create a risk of inconsistent or varying adjudications with respect to individual Class members that would establish incompatible standards of conduct for Defendants.

149. Prosecution of separate actions by individual Class members would create a risk of adjudications with respect to individual Class members that, as a practical matter, would be dispositive of the interests of other Class members not parties to the individual adjudications or would substantially impair or impede their ability to protect their interests.

150. Defendants acted or refused to act on grounds that apply generally to the Class, so that final injunctive relief is appropriate respecting the Class as a whole.

151. It is desirable to concentrate the litigation of these claims in a single forum.

152. No difficulties are likely to overcome the manageability of this class action.

153. No superior alternative exists for the fair and efficient adjudication of this controversy.

154. For the foregoing reasons, certification of the Class is appropriate pursuant to Wis. Stat. § 803.08(2)(a) because separate actions by individual Class members, or separate actions against individual Defendants, would create a risk of inconsistent rulings that would impose incompatible standards of conduct on Defendants and would, as a practical matter, impair or impede the ability of other Class members to pursue their claims.

155. Certification is also appropriate pursuant to Wis. Stat. § 803.08(2)(b) because Defendants acted uniformly with respect to all Class members generally, such that “final injunctive relief or corresponding declaratory relief is appropriate respecting the class as a whole.”

156. The Class is also certifiable pursuant to Wis. Stat. § 803.08(2)(c) given that, as set forth above, the questions of law or fact common to Class members predominate over any individualized questions, and a single action is superior to separate resolutions for each Class member and Defendant.

157. Additionally, particular issues under Wis. Stat. § 803.08(6) are appropriate for certification because such claims present only particular, common issues, the resolution of which would advance the disposition of this matter and the parties’ interests therein.

158. Such particular issues include, but are not limited to, the following:

- A. Whether enforcement of Wis. Stat. ch. 75 by Defendants resulted in Defendants acquiring, under tax deeds, interests in real property.
- B. Whether surplus sale proceeds remained from the sales of any such real properties after deducting from the sale proceeds the amounts required to be deducted under Wis. Stat. § 75.36(a)-(b).

- C. Whether Defendants kept any such surplus sale proceeds.
- D. Whether the retention of any such surplus sale proceeds by Defendants constituted an unconstitutional taking.
- E. Whether and to what extent the County Defendants remitted the surplus proceeds to the State of Wisconsin.
- F. Whether and to what extent the State of Wisconsin retained the surplus proceeds.

### **JURIDICAL LINK ALLEGATIONS**

159. While Plaintiffs were specifically damaged by Defendants Oconto County, Vilas County, Walworth County, Sauk County, Jefferson County, and Washburn County, Plaintiffs seek to bring claims on behalf of the Class against all similarly situated Defendants pursuant to Wis. Stat. § 803.08 and the juridical link doctrine.

160. The Wisconsin statutes expressly allow for classes of defendants: “One or more members of a class may sue *or be sued* as representative parties on behalf of all members. . . .” Wis. Stat. § 803.08(1) (emphasis added).

161. In addition, the juridical link doctrine allows class representative plaintiffs who have a claim against a particular defendant to sue a related class of defendants, despite the named class representative plaintiffs’ lack of direct contact with the joined class defendants. *See, e.g., Payton v. County of Kane*, 308 F.3d 673, 679–83 (7th Cir. 2002) (“given that the . . . fee is imposed pursuant to a state statute, and that count[ies] are for this purpose an arm of the state . . . it is reasonable for the putative plaintiff class to try to hold all counties accountable within one suit.”).

162. Because all Defendants took part in a similar scheme that was mandated by a uniform state rule, it is appropriate to join as Defendants even parties with whom the named Plaintiffs did not have direct contact.

163. Plaintiffs and the Class seek to hold all Defendants named herein (i.e., all of Wisconsin's 72 counties, the City of Milwaukee, and the State of Wisconsin) accountable for the systematic and repeated unconstitutional takings of their property that was enabled under Wis. Stat. § 75.36.

164. Defendants all committed the wrongful conduct described in this Complaint pursuant to a deliberate state statutory scheme common among all Defendants and by the Defendants utilizing the same means as each other with a common course of conduct.

165. Application of the juridical link doctrine is appropriate in this case and should be applied by the Court to allow the Class members to have their claims against Defendants remedied.

**COUNT I**  
**VIOLATION OF TAKINGS CLAUSE OF WISCONSIN CONSTITUTION**

166. Plaintiffs incorporate all allegations above as if fully restated herein.

167. The Wisconsin state legislature implemented a statutory scheme to cause its political subdivisions, namely, the County Defendants, to systematically and repeatedly take property unconstitutionally without just compensation, as described above.

168. The Wisconsin judiciary approved of, and gave color of law to, the State of Wisconsin's unconstitutional scheme.

169. The County Defendants administered and carried out the unconstitutional takings scheme created by the State of Wisconsin's legislature and upheld by the State of Wisconsin's judiciary.

170. While Wis. Stat. ch. 75 has since been amended to prevent the unconstitutional practice of confiscating surplus proceeds on or after April 2, 2022, the State of Wisconsin has not provided any mechanism through which Plaintiffs and the Class members may recover just compensation for the surplus funds that Defendants took prior to April 2, 2022. *See Wis. Stat. 75.36 (2023-24)*.

171. Article I, Section 13 of the Wisconsin Constitution states as follows: “The property of no person shall be taken for public use without just compensation therefor.”

172. Article I, Section 13 is self-executing and does not need any express statutory authority for its enforcement.

173. Article I, Section 13 is a constitutional waiver of sovereign immunity that does not require any legislative direction under Article 4, Section 27 of the Wisconsin Constitution.

174. Under the Wisconsin Constitution, a property owner whose property is acquired by the government through tax foreclosure has a property interest in the surplus proceeds generated from the sale of the property that is superior to Defendants’ interest in the surplus proceeds.

175. The only interest Defendants acquired in the surplus proceeds is the illegitimate possessory interest that Defendants asserted when they took the surplus proceeds.

176. Plaintiffs and the Class members retained, and continue to hold, all the legitimate rights, title and interest in and to their respective surplus proceeds.

177. Defendants’ holding of Plaintiffs’ and the Class members’ surplus proceeds effectively amounts to a trespass on Plaintiffs’ and the Class members’ property.

178. Defendants’ holding of Plaintiffs’ and the Class members’ surplus proceeds effectively amounts to a conversion of Plaintiffs’ and the Class members’ property.

179. Defendants took Plaintiffs' and the Class members' property without due process of law every time they took surplus proceeds.

180. Defendants' taking of the surplus proceeds constitutes a direct appropriation of property, not a regulatory taking.

181. Defendants did not appropriate Plaintiffs' or the Class members' surplus proceeds under any legitimate use of eminent domain powers.

182. Defendants did not appropriate Plaintiffs' or the Class members' surplus proceeds under any legitimate use of taxation powers.

183. Defendants directly appropriated Plaintiffs' and the Class members' surplus proceeds under the State of Wisconsin's general police powers.

184. Defendants' use of the State of Wisconsin's general police powers to confiscate Plaintiffs' and the Class members' surplus proceeds was unconstitutional, void, and of no effect.

185. Defendants never acquired any legitimate rights, title or interest in or to Plaintiffs' and the Class members' surplus proceeds.

186. Defendants have no public use to support or justify taking or keeping Plaintiffs' and the Class members' surplus proceeds.

187. Plaintiffs and the Class members have not had an adequate legal remedy to protect their property interests from the unconstitutional and unlawful conduct described herein.

188. Plaintiffs and the Class members have been injured and damaged by the taking of their property and are entitled to just compensation and other relief as a result.

189. Defendants took more than what was owed to them, and thus, Defendants' actions are a classic taking in which the government directly appropriates private property for its own use.



190. Plaintiffs and the Class members have been injured and damaged by the failure to pay just compensation for the loss of their property and are entitled to compensation and other relief as a result.

191. Defendants must return the surplus proceeds to Plaintiffs and the Class members.

192. Defendants must pay Plaintiffs and the Class members just compensation.

193. By taking the Plaintiffs' and Class members' surplus proceeds and refusing to return them, Defendants are continually violating Article I, Section 13 of the Wisconsin Constitution every day that they fail to return the surplus funds to the Plaintiffs and the Class members.

194. Plaintiffs and the Class members are entitled to injunctive relief under Article I, Section 13 of the Wisconsin Constitution ordering Defendants to return the surplus proceeds back to Plaintiffs and the Class members.

195. Defendants' violations of Article I, Section 13 of the Wisconsin Constitution have caused Plaintiffs and the Class members to be injured and damaged in an amount to be determined at trial.

196. Plaintiffs and the Class members are entitled to an award of interest upon the surplus proceeds to compensate them for the time value of money for the misappropriation of their surplus proceeds.

197. Defendants must pay interest at such rates and according to such inflation adjustments as is to be determined at trial.

**COUNT II**  
**VIOLATION OF THE EXCESSIVE FINES CLAUSE**  
**OF THE WISCONSIN CONSTITUTION**  
**(Alternative to Count I)**

198. Plaintiffs incorporate all allegations above as if fully restated herein.

199. This claim is pled in the alternative to Count I, above.

200. Article I, Section 6 of the Wisconsin Constitution, provides as follows: “Excessive bail shall not be required, nor excessive fines imposed, nor cruel or unusual punishments inflicted.”

201. Article I, Section 6 of the Wisconsin Constitution applies to any statutory scheme that serves in part to punish.

202. By imposing and retaining an excessive fine in the form of effectively a forfeiture of Plaintiffs’ and the Class members’ surplus proceeds, Defendants have violated Plaintiffs’ and the Class members’ rights under Article I, Section 6 of the Wisconsin Constitution.

203. Defendants’ confiscation of the surplus proceeds from sales of Plaintiffs’ and the Class members’ properties because of non-payment of Tax Debt constitute excessive fines under Article I, Section 6 of the Wisconsin Constitution.

204. Defendants’ retention of Plaintiffs’ and the Class members’ surplus proceeds, which is exclusive of the Tax Debt, is punitive, not remedial.

205. Defendants engaged in assessing and collecting prohibited excessive fines, as described herein.

206. Plaintiffs and the Class members lack an adequate legal remedy to protect their property interests from the unconstitutional and unlawful conduct described herein.

207. Plaintiffs and the Class members have been injured and damaged by the unlawful excessive fines under the Wisconsin Constitution and are entitled to awards of actual damages and interest in an amount to be determined at trial.

**COUNT III**  
**VIOLATION OF THE TAKINGS CLAUSE**  
**OF THE UNITED STATES CONSTITUTION**  
**(Alternative to Counts I and II)**

208. Plaintiffs incorporate all allegations above as if fully restated herein.

209. This claim is pled in the alternative to Counts I and II, above.

210. It is only necessary to address this claim if the State of Wisconsin refuses to allow Plaintiffs and the Class members recourse for Defendants' unconstitutional takings or excessive fines under the Wisconsin Constitution.

211. The Fifth Amendment to the United States Constitution provides, in pertinent part, "nor shall private property be taken for public use without just compensation."

212. The Fourteenth Amendment prohibits the State of Wisconsin (and other states) from violating the Fifth Amendment.

213. This claim is a direct cause of action under the United States Constitution.

214. Plaintiffs and the Class members are entitled to the return of their surplus proceeds under the Fifth and Fourteenth Amendments of the United States Constitution.

215. Plaintiffs and the Class members are entitled to just compensation for the taking of their surplus proceeds under the Fifth and Fourteenth Amendments of the United States Constitution.

216. Defendants' violations of the Fifth and Fourteenth Amendments of the United States Constitution have caused Plaintiffs and the Class members to incur damages in an amount to be determined at trial.

217. Plaintiffs and the Class members are entitled to awards of damages and interest under the Fifth and Fourteenth Amendments of the United States Constitution.

**COUNT IV**  
**VIOLATION OF THE EXCESSIVE FINES CLAUSE**  
**OF THE UNITED STATES CONSTITUTION**  
**(Alternative to Counts I, II, and III)**

218. Plaintiffs incorporate all allegations above as if fully restated herein.

219. This claim is pled in the alternative to Counts I, II, and III, above.

220. It is only necessary to address this claim if the State of Wisconsin refuses to allow Plaintiffs and the Class members recourse for Defendants' unconstitutional takings or excessive fines under the Wisconsin Constitution.

221. The Eighth Amendment to the United States Constitution prohibits the government from imposing excessive fines.

222. The Fourteenth Amendment makes the Eighth Amendment applicable to the states.

223. The Excessive Fines Clause applies to any statutory scheme that serves in part to punish.

224. By imposing and retaining an excessive fine in the form of effectively a forfeiture of Plaintiffs' and the Class members' surplus proceeds, Defendants violated Plaintiffs' and the Class members' Eighth Amendment rights.

225. Confiscating the entire value of Plaintiffs' and the Class members' properties including the excess or surplus equity in those properties because of nonpayment of small amounts of Tax Debt is an excessive fine under the Eight Amendment to the United States Constitution.

226. Defendants' retention of Plaintiffs' and the Class members' surplus proceeds, which is exclusive of the Tax Debt, is punitive, not remedial.

227. Defendants engaged in assessing and collecting prohibited excessive fines, as described herein.

228. Plaintiffs and the Class members lack an adequate legal remedy to protect their property interests from the unconstitutional and unlawful conduct described herein.

229. Plaintiffs and the Class members have been injured and damaged by unlawful excessive fines under the United States Constitution and are entitled to relief as a result in an amount to be determined at trial, including an award of interest.

### CONCLUSION

WHEREFORE, Plaintiffs seek the following relief from the Court:

- A. The Court determine this action may be maintained as a class action, with Plaintiffs being designated as representatives of such Class, and Plaintiffs' undersigned counsel as Class Counsel;
- B. The Court find and declare that Defendants' retention of surplus proceeds from Plaintiffs and Class members violates the Wisconsin Constitution (or alternatively, the United States Constitution);
- C. The Court order Defendants to return to Plaintiffs and Class members the surplus proceeds generated from the tax-foreclosure sales of their properties;
- D. The Court award Plaintiffs and Class members their actual damages, including awards of just compensation and interest, along with inflation adjustments, in an amount to be determined at trial;
- E. The Court award Plaintiffs and Class members relief in the form of equitable restitution in such manner as to restore Defendants' unlawful gains to Plaintiffs and Class members, or to place Plaintiffs and members of the Class in the financial position they would have been in had there been no takings or other unlawful conduct;
- F. The Court award Plaintiffs and Class members their costs and disbursements of this suit, including reasonable attorneys' fees, to the greatest extent possible under the law; and,
- G. The Court grant Plaintiffs and Class members such other and further relief as the nature of this case may require or as may be deemed just and proper by the Court.

Dated this February 17, 2025.

ZIMMER & RENS LLC

*Electronically signed by Paul W. Zimmer*

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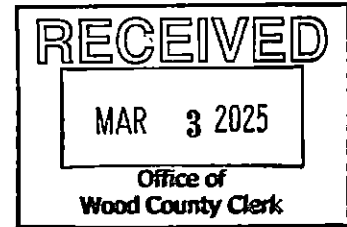
Phone: (865) 247-0080

*\* Pro hac vice application forthcoming*

*Counsel for Plaintiffs and the Proposed Class of Plaintiffs*

RECEIVED

MAR 03 2025



NOTICE OF CLAIM AGAINST WOOD COUNTY JAIL

(Pursuant to Wis. Stat. § 893.80)

CC: CORP COUNSEL  
HR  
WOOD CO. JAIL

TO: Wood County Jail 400 Market Street, P.O. Box 8095, Wisconsin Rapids, WI 54495  
[Joseph.keena@woodcounty.gov](mailto:Joseph.keena@woodcounty.gov)  
Phone: (715) 421-8715

FROM: Curtis J. Orlowski  
7511 north park road  
Wisconsin rapids WI 54494  
[flipperman8732@duck.com](mailto:flipperman8732@duck.com)  
715-315-8250

DATE: 2-28-25

Notice of Claim for Unlawful Medical Procedure and Excessive Medical Billing

I. CLAIMANT INFORMATION

Name: Curtis J. Orlowski  
Date of Birth: 11-18-1987  
Address: 7511 north park road  
Wisconsin Rapids WI 54494  
Phone: 715-315-8250  
Email: [flipperman8732@duck.com](mailto:flipperman8732@duck.com)

II. NOTICE OF CLAIM

1. Date and location of Incident

Wood County Jail Wisconsin Rapids WI 54494  
Date of Incident: 11-11-24

Time of Incident: 2am

Location: Wood County Jail – Wisconsin Rapids, WI

2. Names of Involved Officers and Jail Staff (If Known)

Due to having time limits to file Notice I couldn't retrieve names.  
All Jail staff working on 11-11-2024

3. Description of the Incident

On November 11 2024 I was booked into Wood County Jail following my arrest by the Wisconsin Rapids Police Department in connection with the charges referenced in my previous Notice of Claim against WRPD.

During my intake at the Wood County Jail, I was forcibly subjected to X-ray imaging against my will, despite my clear and repeated refusals to consent. Jail staff claimed I had contraband inside my body, which I explicitly denied multiple times. I was coerced into complying under threat of additional consequences, even though I never consented to the X-ray procedure.

The procedure violated my constitutional rights, including my Fourth Amendment right against unlawful searches and my Fourteenth Amendment right to bodily autonomy. Following the forced procedure, no contraband was found, confirming that there was no justifiable medical or security reason for the X-ray.

I was subsequently billed \$1,800 for the non-consensual medical procedure, despite being in state custody and never requesting medical treatment.

This incident represents a clear violation of my constitutional rights and a financially abusive practice of billing detainees for unauthorized medical procedures.

#### 4. Legal Violations Committed by Wood County Jail

##### A. Fourth Amendment Violation – Unlawful Search (42 U.S.C. § 1983)

I was subjected to a medical X-ray without valid consent, a warrant, or exigent circumstances, violating my Fourth Amendment right against unreasonable searches and seizures.

Legal Precedent: In *United States v. Booker* (2012), courts ruled that forced medical procedures must meet strict constitutional scrutiny and cannot be performed without clear legal justification.

##### B. Fourteenth Amendment Violation – Due Process & Bodily Autonomy

The unlawful medical procedure violated my right to personal bodily integrity under the Fourteenth Amendment.

The procedure was performed with coercion, without informed consent, and without medical necessity.

##### C. Excessive and Unlawful Billing for Medical Procedure

Charging a detainee for a non-consensual medical procedure is both unconstitutional and financially exploitative.

Wisconsin law and federal case law prohibit jails from billing individuals for unnecessary or unauthorized medical services.

#### 5. Damages and Compensation Requeste

As a result of these unlawful actions, I have suffered:

Emotional distress and psychological trauma from the forced medical procedure.

Violation of my constitutional rights to be free from unlawful searches and coerced medical interventions.

Financial harm due to the \$1,800 medical bill, which was imposed unjustly while I was in state custody.



I am seeking:

1. Monetary compensation in the amount of \$250,000 for damages suffered due to this unlawful medical procedure.
2. Immediate cancellation and reimbursement of the \$1,800 medical charge imposed upon me.
3. A formal acknowledgment of the constitutional violations committed by the Wood County Jail and policy changes to prevent future violations.
6. Request for Response

Pursuant to Wis. Stat. § 893.80, Wood County has 120 days from receipt of this Notice of Claim to respond. If the claim is denied or not addressed within that time frame, I will proceed with filing a federal civil rights lawsuit under 42 U.S.C. § 1983 for violations of my constitutional rights.

Dated: 2-28-2025 Respectfully submitted,

Curtis J. Orlowski  
[flipperman8732@duck.com](mailto:flipperman8732@duck.com)



# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

**MARCH 2025**

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

Prepared by Child Support Director Brent Vruwink

- Governor Evers released his biennial budget on February 18<sup>th</sup>. The budget calls for eliminating the practice of birth cost recovery. To make up for the lost revenue from ending birth cost recovery the Governor requested increased funding for child support agencies in the amount of \$650,000 per year. The Governor also called for the elimination of the requirement that child welfare agencies refer parents with children in out of home placement to the child support agency to collect support. The support that is collected from the referrals is redirected to the Human Services Department to offset the cost of care. The final issue in the budget was a funding request for the Child Support Modernization IT project. The funds are needed to create a new Child Support computer system that is more robust and up to date.
- On February 20<sup>th</sup> I was in Madison to share budget concerns with legislators.
- On February 20<sup>th</sup> I attended the WCSEA Board meeting.
- On February 21<sup>st</sup> I met with Senator Testin to discuss the State Budget and how the Governor's budget proposal would impact the Child Support Agency.
- The January performance numbers have been released. We are on target to meet all four Federal Performance measures.
- The current IV-D case count is 3,720.



# Wood County

## WISCONSIN

*Kimberly A. Stimac*

CLERK OF  
CIRCUIT COURT

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March 2025

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

January 31, 2025

- Attended the monthly Zoom meeting with Clerks of Court throughout the state.

February 3, 2025

- The Information Clerk position was accepted and will be starting February 17, 2025.

February 4, 2025

- Attended the Operations Committee meeting.

February 6, 2025

- Attended the Judicial and Legislative Committee meeting.

February 7, 2025

- Met with District Attorney Jonathan Barnett to discuss procedures for criminal complaints.
- Several staff members and I participated in National Wear Red Day!

February 12, 2025

- Last week I attended the Wisconsin Clerks of Circuit Court Association (WCCCA) Legislative Day at the Capital. This is the first time I've toured the Capital and met with our district legislators. Roughly 27 Wisconsin Clerks of Circuit Courts didn't let the snowstorm keep them from attending. It was an experience that I hope I get to be a part of again.
- I personally met with Representatives Scott Krug and John Spiros as well as staff members for Senators Cory Tomczyk and Patrick Testin.
- The WCCCA is partnering with the Wisconsin Counties Association (WCA) asking for a \$70 million dollar increase to court support payments to help decrease the deeply unbalanced costs on the counties from an 80/20 split to a more appropriate cost sharing ratio. Each county has different issues, where increasing the court support payment would help each county apply the support where it is needed. Many counties see issues with interpreter funding and others with court appointed attorneys where the county pays 100% of court appointed attorney costs when the State Public Defenders office can't provide one.
- In 2023, the total cost to counties for running the circuit courts was \$237 million dollars, while direct support to the counties from the state was only \$28 million dollars. That's only 12% of the actual costs that counties paid. In the last 10 years, direct support from the state has increased by only \$6 million dollars, while the total cost to counties increased by nearly \$38 million dollars.
- Here in Wood County, 2014 thru 2018, the court support services payments helped cover 10% of our total expenditures. That dropped to 9% in 2019, 8% in 2020 and down to 7% in 2022. In 2023 we added the 4<sup>th</sup> branch and we were back up to only 8%.

- I am asking the committee to approve the resolution that I have attached and join the WCCCA and WCA in our efforts to increase funding to the counties in the 2025/27 budget.
- 3 staff members attended the Clerks Institute afternoon session regarding the Ins and Outs of Restitution.

February 13 and 14, 2025

- Attended the Clerks Institute held by the Office of Judicial Education.

February 17, 2025

- Our new information clerk, Nikki, started today. We are excited to have her join our staff!

February 18, 2025

- Attended the monthly judges meeting.
- Governor Evers released his budget which included “Provide more than \$24.5 million GPR in fiscal year 2025-26 and \$70 million GPR in fiscal year 2026-27 for increased court support payments. In order to be eligible for the funding, a county must offer a treatment, alternative, or diversion program.” Wood County is 1 of only 31 counties in the state that have an Adult Drug Court Treatment program according to the Criminal Justice Coordinating Counsel. The WCCCA and WCA will continue to reach out to our legislators on the Joint Finance committee to push for the full \$70 million dollar for both years.

February 19, 2025

- Attended the Wisconsin Counties Association (WCA) Act 235 Judicial Privacy Act Implementation – Part 1 Webinar

February 24, 2025

- Attended the WCA County Leadership meeting virtually.

February 26, 2025

- Attended the Department Head meeting.



# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

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MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
February 2025

1. Nick Flanagan has continued his job shadowing and has also been retained to handle a few hearings as well as the review of the County Board rules. We are using some of the funds the committee allocated for transition purposes to pay for this, and the transition is working out quite well. Nick formally starts on March 3, 2025.
2. Coinhub. The County succeeded in the Coinhub appeal. Specifically, the Court of Appeals affirmed the Circuit Court's dismissal of Coinhub's suit seeking the return of the \$20K the County took from Coinhub's Bitcoin vending machine. There is, however, Coinhub's separate claim against the County that the County improperly returned the \$20K to the lady who put the funds in the Bitcoin machine as part of the scam. The outcome of the Court of Appeals decision does not control that claim but should enhance the ability of our insurer's counsel to settle it. Meanwhile, the Sheriff's Department has reinitiated getting warrants to seize funds placed in Bitcoin machines when they are placed there as a part of a scam. The Sheriff's Department is not, however, returning the funds to the scammed person, and instead will release the funds only upon order of a court. From a liability perspective, this process protects the County from exposure. From the vantage point of protecting our more vulnerable citizens from having Bitcoin machines used in the process of scamming them out of tens of thousands of dollars, this process puts a burden on the owners of the Bitcoin machines to do their best to protect the vulnerable citizens from being subjected to this type of scam.
3. This is my last monthly report and so I wanted to take the opportunity to thank you for your efforts in working with me and all of the departments and staff that fall within the Committee's purview. Taking positions of public leadership at the local level is not for the faint of heart or the greedy. Your public service is appreciated.



# Wood County WISCONSIN

WOOD COUNTY CRIMINAL  
JUSTICE DEPARTMENT

**February 2025**

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

Prepared by Criminal Justice Coordinator, Dillon Ksionek

### **Meetings Attended:**

2/3/2025: Drug Court Staffing/Court  
2/5/2025: DOJ/TAD reporting webinar  
2/5/2025: Mental Health Court Staffing/Court  
2/6/2025: Judicial and Legislative Committee Meeting  
2/6/2025: Weekly Staffing with Outpatient Clinic Regarding Drug Court Participants  
2/10/2025: Drug Court Staffing/Court  
2/11/2025: Oxford House Board Meeting  
2/12/2025: Mental Health Court Staffing/Court  
2/13/2025: Weekly Staffing with Outpatient Clinic Regarding Drug Court Participants  
2/17/2025: Drug court Staffing/Court  
2/18/2025: County Board Meeting  
2/19/2025: Monthly Criminal Justice Coordinator WEBEX meeting  
2/20/2025: Monthly Drug Court Sustainability Meeting  
2/20/2025: Weekly Staffing with Outpatient Clinic Regarding Drug Court Participants  
2/24/2025: Drug Court Staffing/Court

\*I attended multiple meetings concerning the RSAT program and its partners, most notably a meeting with MSTC on 2/7 and with the DOJ on 2/20.

### **Drug Court:**

Current Participants: 20  
Active Referrals: 6  
2025 Terminations: 1  
2025 Graduation: 3  
Pending Referrals: 0

The 2024 year-end TAD grant reporting was completed the last week of January. Judge Wolf, my staff, and I worked together to complete the end of the year narrative and the required fiscal reporting. We were granted an extension to address some modifications that we needed to make due to budget expectations that were not met after the year end reporting was completed (see budget update later in report).

As previously reported, Benjamin Goodreau resigned his position as the casual Drug Court Case Manager in January. Emily Primeau has been added to our team to replace Mr. Goodreau and started as planned in her new role on 2/13/2025. Her onboarding has gone very well so far. She has started taking on a small caseload and is already proving to be a valuable member of the team.

I completed registration and secured lodging for the yearly WATCP (treatment court) conference/training in the Wisconsin Dells in April (23<sup>rd</sup>-25<sup>th</sup>). We have attended this every year (to my knowledge), and it is our

team's primary opportunity for training on current evidence-based practices. We were able to maximize attendance from our team while honoring the amount budgeted at the county and TAD level.

**Residential Substance Abuse Treatment Grant/DHS Allotment:**

Medication Assisted Treatment Program (MARP):

We have started enrolling individuals in the MARP program again with some restrictions in place due to not yet being in the new jail. However, we wanted an opportunity to pilot our updated process and procedures and doing so has allowed us to work through some of the unforeseen obstacles to full implementation. We have been able to accommodate both existing prescriptions and new prescriptions in the last month and our team feels confident that we will be ready when we get into the new facility. We currently have 18 active participants in our MARP program despite the limitations in place. This number includes both pre-release and post-release clients. We have consistently ensured a smooth transition back into the community for each of our post release clients in the last month, and we have ensured that each person has a bridge prescription until they can attend their scheduled appointment in the community for continuity of care.

Jail Residential Treatment Program (RSAT):

We are still waiting to get into the new facility to launch the next cohort of the residential treatment program. We continue to work on fostering communication and collaborating with our partners both in the community and in the jail in the meantime.

**Department Budget:**

Judge Wolf and I worked together to complete a modification of the 2024 TAD grant budget (as it is required to do so if any line items deviate more than 10% from what is budgeted). The modification we created was more reflective of our actual spending and got all our line items within the 10% margins that are required. We completed the modification within the extension period granted, and it was accepted by the State Department of Justice on 2/14/2025.

After making significant modifications to the 2024 TAD grant budget, I anticipate that I will have to do the same to the 2025 budget. I intend to spend time addressing this after reporting on the first quarter expenses in April as I should have more insight on projected yearly costs at that time.



# Wood County

## WISCONSIN

DISTRICT ATTORNEY

March 7, 2025

Report to Judicial and Legislative Committee

Since the beginning of the year, the District Attorney's Office has filed 359 Criminal Complaints. 119 Complaints have been filed between the February 6, 2025 Committee Meeting and February 24, 2025.

On January 6, 2025, there were 303 cases in PROTECT listed as Under Review. As of the close of business February 26, 2025, that number is reduced to 191. Of the 45 cases from 2023 or earlier, we are down to just five uncharged referrals.

Still have two open Assistant District Attorney positions. Held an interview on February 4, 2025. That candidate decided to accept a position in Washington County. There have been two other applicants. Neither applicant is currently licensed nor will they be prior to September of 2025.

The final decision on the Grand Rapids Police Department Officer Involved Death incident was communicated with the family of the decedent on February 19, 2025. After that meeting, District Attorney distributed the written decision to the involved Law Enforcement Agencies that same evening.

I attended the Judge's Meeting on February 18, 2025. Additionally, District Attorney attended to Adult Treatment Court Sustainability Meeting. The District Attorney's Office has joined the Mental Health Court.

District Attorney's Office has two agenda items submitted for Committee approval.





# Wood County

## WISCONSIN

REGISTER IN  
PROBATE

March 2025

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- February 4 - I attended a meeting with Wood County Human Services Adult Protective Service Social Workers where I provided training on inventory and annual accountings forms. These are forms that guardians complete and submit to the Probate Office for filing. The number of adult and juvenile guardianships that currently are required to file these documents annually is approximately 1,000.
- February 6 – Judicial and Legislative Committee Meeting
- February 18 – Wood County Board Supervisor Meeting
- February 18 – Monthly Judges Meeting
- February 19 – Juvenile Clerks Meet-up Juvenile Ordinance training via Zoom
- February 19 – Act 235 (Judicial Privacy Act) Implementation training via Zoom
- February 20-21 - Interviews were held for the Legal Administrative Assistant Floater position. Judge Jerabek is keeping the judicial assistant floater as his judicial assistant so this will replace the floater position in our office. I am working with Human Resources on the hiring process.
- February 26 – Department Head Meeting
- February 28 – Judge Jerabek’s Investiture

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

**MARCH 2025**

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

- On February 6<sup>th</sup>, I attended the Judicial and Legislative committee meeting.
- I attended WCA Weekly Webinars.
- I continue to work alongside a handful of Registrars on the clean-up of Chapter 59.43. We had several meetings this month with the drafter and staff from Representative Krug's office.
- I attended WRDA Legislative committee meetings on February 11<sup>th</sup> and 14<sup>th</sup>.
- On February 11<sup>th</sup>, I attended the Judicial Privacy Workgroup meeting. We discussed trailer legislation that is expected soon. I've set a meeting with Corporation Counsel to discuss implementation of Act 235. On February 19<sup>th</sup>, Attolles Law held a webinar: Act 235 Implementation -Part 1. This provided beneficial information for all County departments that are required to comply with Act 235.
- I attended WRDA District 7 meeting in Green Lake County.
- I attended the Wood County Board meeting.
- Fidlar held a training session on Citadel, which is a new program within my software. Citadel will assist with the compliance of the Judicial Privacy Law in shielding necessary documents. This \$35,000.00 program was installed at no additional cost to the county due to the life-cycle contract we hold with Fidlar.
- I attended the WRDA Spring Conference in Madison on February 24<sup>th</sup>.
- On February 25<sup>th</sup>, I attended a discussion about potential deed fraud/seller impersonation fraud legislation for Wisconsin that was hosted by Wisconsin Land Title Association.
- I've been notified that Fidlar is increasing their licensing fee for Laredo by 15%. I am working on numbers and what this will mean for my budget. I will have something for you all to review soon.



## **VICTIM WITNESS SERVICES REPORT**

January 29- February 27 2025

This is a general overview of Victim/Witness services for above reporting period

### **155 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
- Assist with victim impact statements
- Restitution
- Community Referrals
- Crime Victim Compensation

### **233 - Notifications By Mail**

( initial packet, hearings, bench warrant, dismissal, disposition, sentence after revocation, bond modification requests )

### **Victim / Witness Service Totals Served – YTD ( 1/1/2025-2/27/25)**

- 191 parties identified as victims and 104 elected services
- Goal is to increase awareness and usage
- Monitor on monthly basis

### **Additional Information :**

Crime Victim & Witness Assistance Program – costs submitted under Ch. 950 for the June– December 2024 . Based upon the available funds, programs will be reimbursed at **54%** for the 2024-7 reporting period.

- Wood County received \$39,708.63

Respectfully,

Alicia Parenteau, Victim Witness Coordinator  
Julianne Esser, Program Assistant



**RESOLUTION#**

DATE March 18, 2025  
 Effective Date March 18, 2025

Page 1 of 2

Introduced by Judicial & Legislative Committee

<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: _____, Corp Counsel	
Reviewed by: _____, Finance Dir.	

**INTENT & SYNOPSIS:** To seek the support of the Wood County Board of Supervisors to join the Wisconsin Clerks of Circuit Court Association (WCCCA) and the Wisconsin Counties Association (WCA) in their efforts to increase the Circuit Court Cost Appropriation by \$70 million payable to Wisconsin Counties in the 2025/27 Wisconsin State Budget.

**FISCAL NOTE:** No cost to Wood County.

**WHEREAS,** in 2023, the total cost to Wisconsin Counties for running all Circuit Courts was \$237 million. At the same time, the Court Support funding from the state to counties was \$28 million, 12 percent of the actual cost to run the local courts; and,

**WHEREAS,** the Circuit Court system is intended to be a state-county partnership; and

**WHEREAS,** the state’s fiscal responsibilities include Judges, Court reporters, CCAP equipment, and the Circuit Court Cost Appropriation; and,

**WHEREAS,** the Counties are fiscally responsible for the majority of other functions of the court, including, but not limited to the following: bailiffs and court security officers, courthouse building maintenance, phones and utilities, Clerk of Court and Register in Probate, staff salaries and benefits, jury costs, psychological exams, guardians ad litem and court-appointed attorneys, expert witnesses, interpreters and translation fees, court commissioners, law libraries, corporation counsel, courtroom technology and audio visuals, copying machines

and other non-CCAP office technology, office supplies, furniture, recruitment and training, financial collection efforts, mail fees, printing costs, exhibit and file storage, access to state data, insurance, service of court documents, judicial staff attorneys, and equipment repair; and,

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

WHEREAS, over the last 10 years, the increase in the county portion of cost to run the courts is nearly six times higher than the increase in Circuit Court Cost Appropriations provided to cover these costs, and counties now pay almost \$150,000,000 more than the state in unbalanced Circuit Court costs.

NOW THEREFORE, BE IT RESOLVED by the Wood County Board of Supervisors that Wood County joins the Wisconsin Clerks of Circuit Court Association (WCCCA) and the Wisconsin Counties Association (WCA) in their efforts to increase the Circuit Court Cost Appropriation by \$70 million payable to Wisconsin Counties in the 2025/27 Wisconsin State Budget.

BE IT FURTHER RESOLVED that this Resolution shall be effective upon its passage and publication and a copy be sent to Governor Evers and all Wisconsin State Legislators representing Wood County.

**MINUTES**  
**HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE**

**DATE:** Thursday, March 6, 2025  
**TIME:** 9:00 AM  
**PLACE:** Highway Dept., Conference Room

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

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

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment.
3. Under correspondence, Highway Commission Hawk reported of an open records request, contact with Sen. Patrick Testin concerning the CTH AA closure, and that seasonal weight limits will be going on starting Monday, March 10<sup>th</sup>.
4. The minutes of the February 6, 2025, meeting were presented. Motion by Hokamp/Breu to accept the minutes as amended. Motion carried unanimously.
5. The City of Wisconsin Rapids voted to open their portion of CTH Z to ATV/UTV traffic.
6. The Highway Dept. staff reports were highlighted and reviewed.
7. The Highway revenue report was reviewed.
8. Motion by Hokamp/Thao to approve the Highway Dept. vouchers. Motion carried unanimously.
9. Hawk presented the 2025 culvert quotes for review. Motion by Hokamp/Breu to accept the quotes deemed most advantageous to the county. Motion carried unanimously.
10. Hawk presented the 2025 bituminous bids. Motion by Brehm/Thao to accept the bids deemed most advantageous to the county. Motion carried unanimously.
11. Hawk informed the committee that the milling and pulverizing bids are due next week. Motion by Breu/Brehm to authorize Hawk to award the quotes deemed most advantageous to the county. Motion carried unanimously.
12. The sand and aggregate quotes were reviewed. Motion by Hokamp/Thao to accept the quotes deemed most advantageous to the county. Motion carried unanimously.

13. The hired trucker quotes were reviewed. Motion by Brehm/Hokamp to approve the quotes deemed most advantageous to the county. Motion carried unanimously.
14. The new CAT paver that was supposed to be delivered in 2026 has arrived already but is not budgeted for in 2025. A lease option is available from the company, but Hawk would rather move items around in the machinery replacement schedule from 2025 to 2026 and pay for the paver outright. Motion by Brehm/Breu to approve the changes in the machinery replacement schedule to accommodate the purchase of the new paver in 2025 instead of 2026. Motion carried unanimously.
15. Hawk reported that a recent windstorm caused damage to the rubber roof that is on the truck storage shed building. An approximate cost to repair the roof will be in upwards of \$350,000, however a recent space needs study completed noted the need for a larger shed, with a drive through wash station, that could cost in upwards of \$7-10 million. Hawk was advised to turn this into our insurance company for review before any decisions are made.
16. Hawk reviewed the 2026-2030 Highway Dept. CIP plan. Motion by Brehm/Hokamp to approve the CIP plan as presented. Motion carried unanimously.
17. The Parks & Forestry staff reports were reviewed.
18. Parks & Forestry Director Schooley presented various bids received for the CERA Park shower building and shelter building remodel. Motion by Thao/Hokamp to award the bids deemed most advantageous to Wood County, keeping in mind the overall budget of \$250,000. Motion carried unanimously.
19. Schooley handed out a customer feedback survey on what the name of CERA Park should be. Motion by Thao/Hokamp to rename the park Wood County CERA Park, while leaving open the possibility of naming rights being obtained later. Motion carried unanimously.
20. Schooley presented a resolution to amend the 2024 budget for ATV trails. Miner noted the last paragraph needed to be edited to reflect a posting requirement instead of a publishing requirement. Motion by Brehm/Thao to approve the resolution as amended and forward onto the county board for their consideration. Motion carried unanimously.
21. A resolution to apply for grant funding for the ATV and Snowmobile trails was presented. This is a yearly resolution. Motion by Hahn/Brehm to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
22. Schooley presented the 2026-2030 CIP for Parks & Forestry. Motion by Hahn/Hokamp to approve the CIP Plan as presented. Motion carried unanimously.

23. Schubert reviewed the status of Contract #814, where the current contract holder is no longer in business in Wisconsin. A logger has been found to take this contract over at the same costs as the original bidder. Motion by Hokamp/Breu to reassign Contract #814 to Flink Forest Products and grant a 3-year extension to the contract. Motion carried unanimously.
24. The Wood County Wildlife Area Advisory Committee minutes were reviewed.
25. Parks & Forestry revenue reports were reviewed.
26. Motion by Thao/Hokamp to approve the Parks & Forestry vouchers. Motion carried unanimously.
27. The next meeting will be held on Thursday, April 3, 2025, at 9:00 AM at the Highway Department Conference Room.
28. Chairman Hahn declared the meeting adjourned at 10:57 AM.

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



**Highway Infrastructure & Recreation Committee**  
**March 6, 2025**

NAME	REPRESENTING
Bill Cleoderming	WCB # 15
DENNIS POLAKH	wcb # 14
JEFF TENKORC	WCB # 11
Gavin Hutchinson	WDNR
Steve Lowrey	Drainage Supply & Alf Flayate
Roland Hawk	wch
Jeff Oelko	Town Dexter
GAD SCHOOLER	P&F
Lance Pliml (Web Ex)	CB Chair

# Wood County Wildlife Area Advisory Committee (WCWA AC)

## Meeting Minutes

**Meeting Date:** February 10, 2025 5:30pm

**Meeting Location:** Sandhill Wildlife Area Outdoor Skills Facility, Babcock, WI

### Present:

- Sophie Figueroa (Member)
- Larry Isensee (Member)
- Leo Kedrowski (Member)
- Zak Knab (WDNR)
- Scott McAuley (Member)
- Curt Pluke (Member)
- Dennis Polach (Wood County Board Appointee)
- Fritz Schubert (Wood County Forest Administrator)
- Jim Winkler (Vice Chair; presiding)
- Mike Wipfli (Member)

### Absent:

- Dale Weis (Chair; excused)
- Vacant (Dawn Schmutzer; Member)

### Agenda & Minutes:

#### 1. Call meeting to order

- Meeting called to order by Winkler at 5:30pm.

#### 2. Declaration of Quorum

- Quorum declared by Winkler.

#### 3. Approve minutes of October 14, 2024 meeting

- **MOTION** made by Isensee to *Approve the 10/14/24 Minutes*; seconded by Pluke. No discussion. Unanimous vote in favor; **MOTION CARRIED.** (See **Attachment A.**)

#### 4. Correspondence

- No correspondence received.

#### 5. Public Comments

- No public comments.

## 6. Sandhill – Meadow Valley - Wood County Updates

- Knab circulated a packet (see **Attachement B**):
- Knab thanked the committee for its 2024 allotment.
- 2024 project successes
  - 0.35 miles of Stewart Marsh dike was refurbished; included 259 tons of “dirty breaker” purchased using allotment funds
  - Brush was removed from the Wood County Barrens using allotment funds to help with burn management
  - Removed trees and brush from 34 acres on the First Impoundment
  - Assisted the Town of Remmington to replace 3 culverts and gravel on 2 miles of West Fence Rd.
  - Performed mowing on trails and campgrounds
- 2025 project suggestions
  - Ball Rd dike mowing in fall 2025 (\$5,000 to boom mow all dikes in WCWA)
  - Ball Rd dike minor repairs in fall 2025
  - Wood County Barrens mowing burn breaks
  - Drawn down Third Impoundment
  - Drawn down North Ditch Bank
  - Tree removal from Third and Fourth Impoundments; requires frozen ground (\$10,000)
  - Prescribed Burns on Second Impoundment and Summers Marsh
  - Aspen sheering in Grouse Management Zone; requires frozen ground (\$5,400)
  - Amundson Trail Repair – 200 ft (this was later corrected to be 2,000 ft.) (\$5,000)
  - Treat buckthorn on 25 acres along West Fence Rd and South Bluff Rd (\$1,000)
- The turkey research project was successful – trapped 40-50 birds; tagged 20 hens

## 7. “North Star”

- Isensee distributed and presented a revised WCWA AC North Star proposal document (see **Attachment C**).
  - Isensee thanked the members for the feedback during the last meeting and Knab for helping with the revised version
  - The revision incorporated member feedback from the previous meeting
  - The revision removed all overlaps with the WCWA AC Rules of Order
  - The revision included the WCWA AC Rules of Order as an appendix.
- **MOTION** made by Isensee to *Approve the Revised WCWA AC North Star Document as Presented*; seconded by Pluke.
- Discussion:
  - Several members requested wording changes to the document
  - Kedrowski and Wipfli required changes to the priorities to exclude new motorized access
  - Knab asked if the intent was that the priorities are listed in order highest-to-lowest; confirmed, they are listed in order highest (#1)-to-lowest (#5)
- **AMMENDED MOTION** made by Isensee to *Approve the Revised WCWA AC North Star Document as Presented with the following amendments*:
  1. Page 2, “Purpose”, remove the word “forest” before “wildlife”
  2. Page 4, “AC Vision”, replace “...provides a range of outdoor...” with “...maintains a range of outdoor...”
  3. Page 4, “Priority #1”, remove the words “and expand”
  4. Page 4, “Priority #2”, remove the words “and expand”
  5. Page 4, “Priority #3”, insert “may” between “that” and “create”
  6. Page 4, “Priority #4”, reword to read “Projects that may create new non-motorized public access to WCWA.”

The amended motion was seconded by Pluke. No discussion. Unanimous vote in favor; **AMMENDED MOTION CARRIED**. The revised and approved North Star document is in **Attachment D**.

## 8. 2025 Allotment

- **MOTION** made by Pluke to *Approve the following 2025 \$10,000 allotment*:
  - \$5,400 for aspen sheering in the Grouse Management zone
  - \$1,000 for buckthorn treatment on 25 acres along West Fence Rd and South Bluff Rd
  - \$3,600 for tree removal on the Third and Forth Impounds
- The motion was seconded by Isensee
- Discussion
  - Isensee asked how buckthorn treatment linked back to the previously approved priorities. Knab noted that because buckthorn is invasive, treating it now prevents future habitat issues.
- Unanimous vote in favor; **MOTION CARRIED**.

## 9. Member Matters

- Schubert asked if any members had a relationship with Wilderness Cranberries. The owners wish to sell but there is an encroachment issue with WCWA. Members suggested either a land swap between the encroached land and a nearby wooded parcel. Members also suggested a road use agreement to allow better WDNR access to the north end of the Impoundments.
- Wipfli asked about the effectiveness of a cattail herbicide applied a few years ago. **ACTION:** Knab to check on this.

## 10. Set next meeting date

- Next meeting is set for Monday, April 7, 2025, at 5:30pm at Sandhill Wildlife Area Outdoor Skills Facility, Babcock, WI.

## 11. Adjourn

- **MOTION** made by Pluke to *Adjourn*; seconded by Kedrowski. No discussion. Unanimous vote in favor; **MOTION CARRIED**. Meeting adjourned at 7:13pm.

**Minutes Take By:** Isensee, Secretary

**Minutes Validated By:** Winkler, Vice Chair

*These minutes are draft until approved at the next meeting.*

**Wood County Wildlife Area Advisory Committee (WCWA AC)**

**Meeting Minutes | February 10, 2025**

**ATTACHMENT A**

# Wood County Wildlife Area Citizens' Advisory Board (WCWA CAB)

## Meeting Minutes

**Meeting Date:** October 14, 2024 5:30pm

**Meeting Location:** Sandhill Wildlife Area Outdoor Skills Facility, Babcock, WI

### Present:

- Sophie Figueroa (Member)
- Ryan Haffele (WI DNR)
- Larry Isensee (Member)
- Leo Kedrowski (Member)
- Scott McAuley (Member)
- Curt Pluke (Member)
- Dennis Polach (Wood County Board Appointee)
- Fritz Schubert (Wood County Forest Administrator)
- Dale Weis (Chair)
- Jim Winkler (Vice Chair)
- Mike Wipfli (Member)

### Absent:

- Vacant (Dawn Schmutzer; Secretary)

### Agenda & Minutes:

#### 1. Call meeting to order

- Meeting called to order by Weis at 5:32pm.

#### 2. Declaration of Quorum

- Quorum declared by Weis.

#### 3. Welcome New Member

- Welcome to Sophie Figueroa! She is replacing Nathan Voit.

#### 4. Approve minutes of July 15, 2024 meeting

- **MOTION** made by McAuley to Approve the 7/15/24 Minutes; seconded by Winkler. No discussion. Unanimous vote in favor; **MOTION CARRIED.**

#### 5. Correspondence

- No correspondence received.

## 6. Elect Officers

- Nomination made for Isensee as Secretary. **MOTION** made by Pluke to Elect Isensee as Secretary; seconded by McAuley. No discussion. Unanimous vote in favor; **MOTION CARRIED**.
  - Weis delivered to Isensee the Secretary briefcase.
- Nomination made for Winkler as Vice Chair. **MOTION** made by Weis to Elect Winkler as Vice Chair; seconded by Pluke. No discussion. Unanimous vote in favor; **MOTION CARRIED**.
- Nomination made for Weis as Chair. **MOTION** made by Winkler to Elect Weis as Chair; seconded by Pluke. No discussion. Unanimous vote in favor; **MOTION CARRIED**.

## 7. Public Comments

- No public comments.

## 8. Mission and Goals Discussion

- Isensee distributed and presented a WCWA CAB North Star proposal document (attached). The purpose of the North Star is not to be bylaws or binding, but rather guide future decision making by the CAB.
- **MOTION** made by Isensee to *Approve the WCWA CAB North Star Document as Presented*; seconded by McAuley.
- Discussion:
  - Haffele and Schubert noted that there are errors on the WCWA and CAB slides.
    - **ACTION:** Haffele and Schubert to send corrections to Isensee.
  - Haffele made the following comments:
    - There are parcels in the Wood County Wildlife Area that are not part of the WI DNR lease and management of these is not within the scope of the WCWA CAB.
    - DNR priorities for management of the WCWA are as follows:
      1. Terms of the WI DNR / Wood County lease.
      2. The DNR Management Master Plan.
      3. Funding Requirements and Forest Certification Requirements.
  - Several members questioned if there is redundancy between the WCWA Rules of Order and this North Star document. Weis provided Isensee with a copy of the Rules of Order from approximately 1992.
    - **ACTION:** Schubert and Weis to provide Isensee with the most recent copy of the Rules of Order.
  - Several members noted that the WCWA CAB's first responsibility is to the Wood County Board and feedback should be addressed there first.
  - Several members expressed concern that the listed priorities are too restrictive and/or may be construed as commitment to accomplish them.
- **MOTION WITHDRAWN** by Isensee. He will incorporate all feedback, update the document, and re-present it at the next meeting.



## 9. Sandhill – Meadow Valley - Wood County Updates

- Haffele provided the following update:
  - \$5,000 (first half of the 2024 allotment) is earmarked for the Stuart Marsh repair. This work will start in November or December. This portion of the allotment will get used this year.
  - \$5,000 (second half of the 2024 allotment) is earmarked for double tubes on South Bluff. This will not happen this year as the bids came back much higher than expected.
  - There are three alternative projects for the unused portion of the allotment:
    1. Brush removal from the Wood County barrens. This removes biomass from the barrens so they can be managed with burns.
    2. Buckthorn removal on the west fence.
    3. Mowing dikes
  - **MOTION** made by Pluke to Reallocate \$5,000 of the 2024 Allotment from Double Tubes on South Bluff to Brush Removal from the Wood County Barrens; seconded by Winkler. No discussion. Unanimous vote in favor; **MOTION CARRIED**.
  - First Impoundment drawdown continues in hope for good weather conditions for tree removal this winter.
  - The WI DNR is seeking internal approval to apply for a grant with the Nature Conservancy and may request that the WCWA CAB apply its 2025 allocation towards matching funds for this grant. There are 75-85 acres within the WCWA that benefit from this grant.
    - **ACTION:** This will be included on the agenda for next meeting.

## 10. 2025 Allotment

- Haffele made the following recommendations for the 2025 allotment (\$10,000):
  - 27 acres of old aspen removal. This improves grouse habitat as they need young (< 25 year) forest to thrive.
  - Brush removal from barrens. This improves grassland development which is good for turkey habitat.
  - 3<sup>rd</sup> and 4<sup>th</sup> Impoundment tree removal. Removal of the trees opens the landscape for better waterfowl production.

## 11. Member Matters

- McAuley noted that the Wisconsin Trappers Association will become a sponsor of the WCWA and may do its own projects.

## 12. Set next meeting date

- Next meeting is set for Monday, February 10, 2025, at 5:30pm at Sandhill Wildlife Area Outdoor Skills Facility, Babcock, WI.
  - **ACTION:** Haffele to confirm that Zak Knab is available at that time.

### 13. Adjourn

- **MOTION** made by Pluke to Adjourn; seconded by Winkler. No discussion. Unanimous vote in favor; **MOTION CARRIED**. Meeting adjourned at 6:59pm.

**Minutes Take By:** Larry Isensee, Secretary

**Minutes Validated By:** Dale Weis, Chair

*These minutes are draft until approved at the next meeting.*

**Wood County Wildlife Area Advisory Committee (WCWA AC)**

**Meeting Minutes | February 10, 2025**

**ATTACHMENT B**

# Wood County Wildlife Area Projects Packet

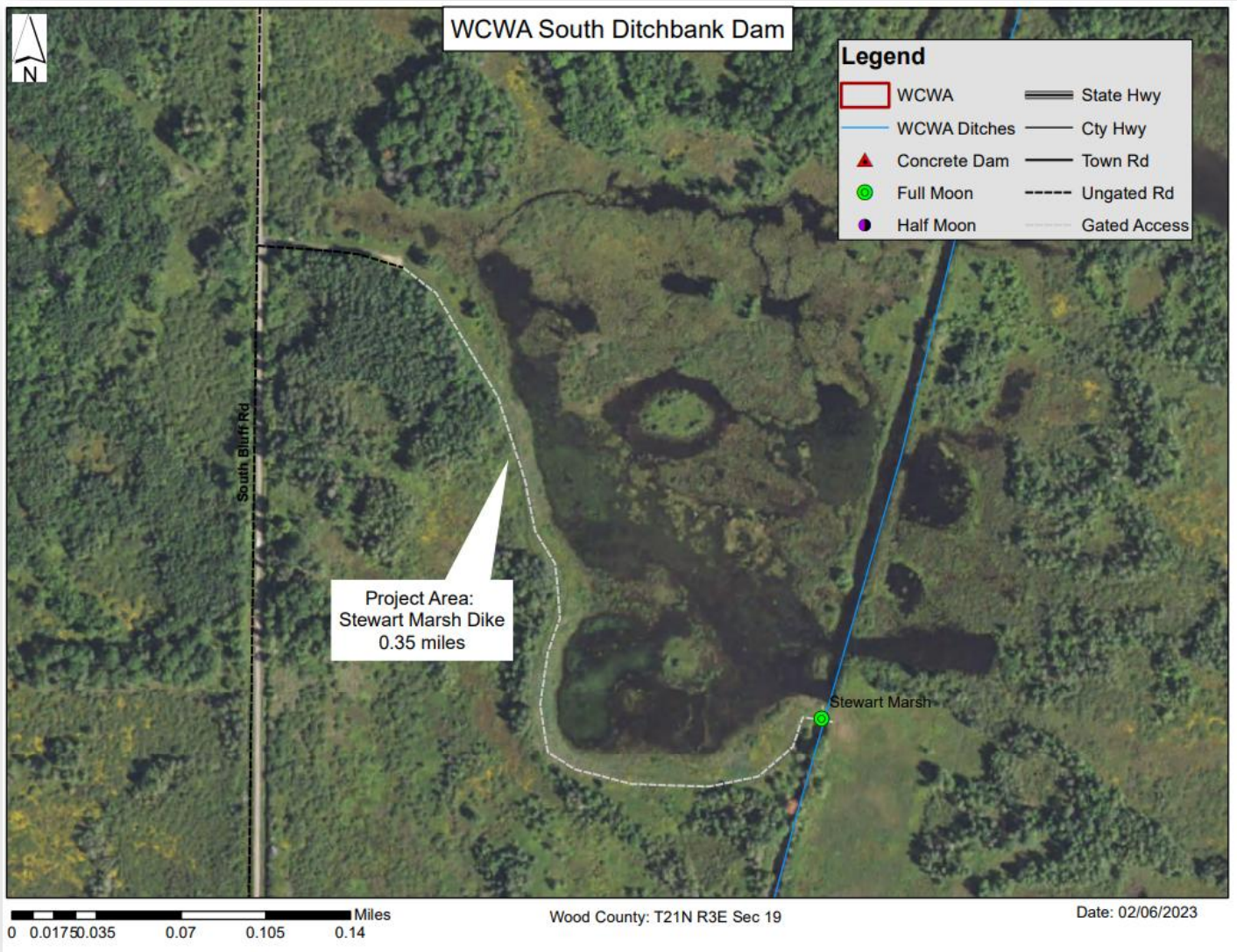
For the Wood County Wildlife Area Advisory Committee

2024-2025

## 2024 Completed Projects

Stewart Marsh Dike Renovation (0.35 miles)

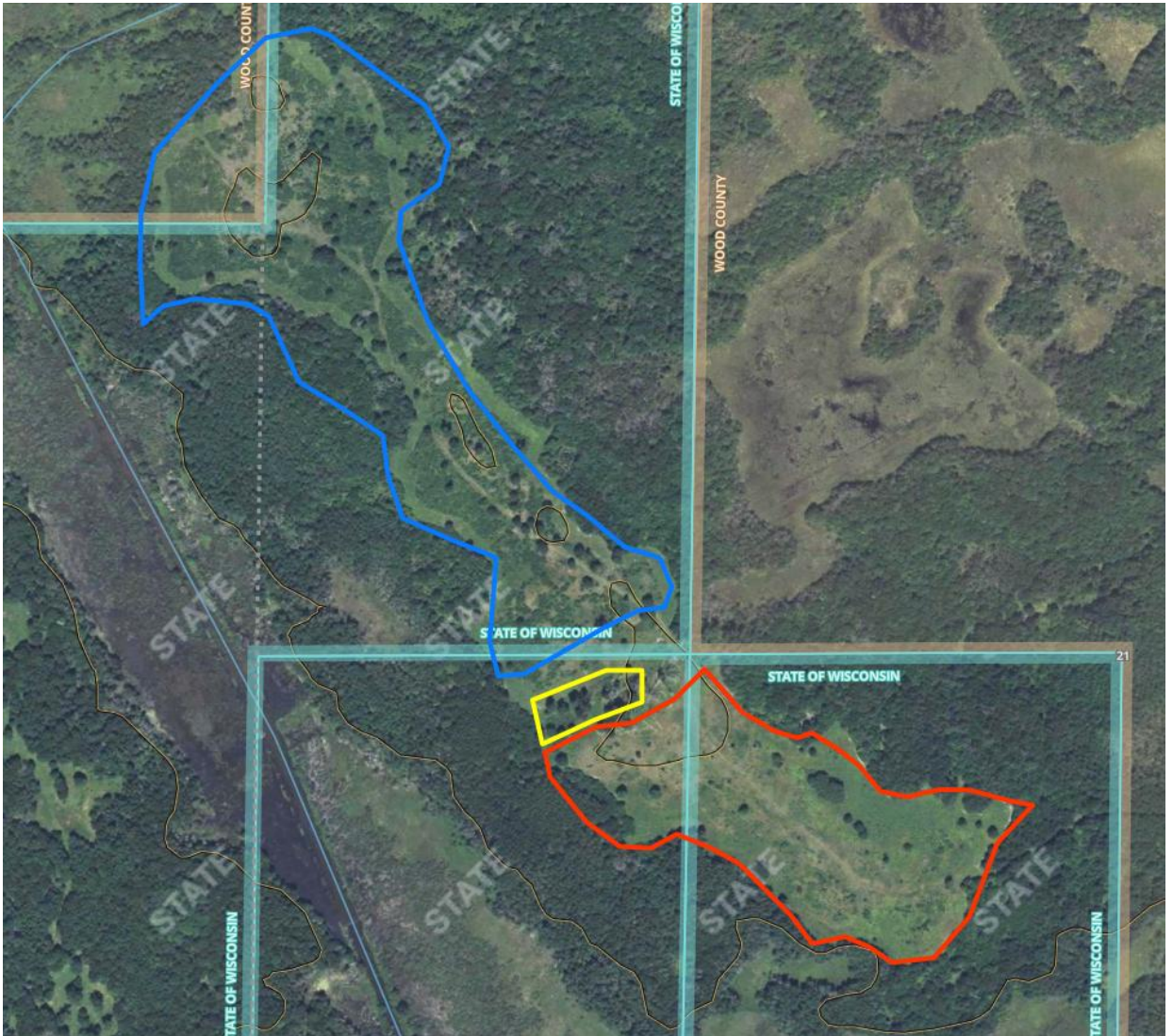
- \$5000 from WCWA to facilitate completion of project.
- Project Description: dike top was removed and peeled back and leveled to create a solid base. Crushed road base (1.75" gravel) was added to the top and leveled. Seeding of opening areas will occur.
- WCWA Committee funds purchased 259 tons of dirty breaker (\$4998.70).





## Wood County Barrens Brush Removal Project

- \$5000 from WCWA Committee to assist with the completion of this project.
- Project Description: hire a contractor to remove brush and debris in between the two burn units on Wood County Wildlife Area. This project reduces the potentially flammable fuels outside of the unit, increase overall safety of burn implementation.





## 1<sup>st</sup> Impoundment Tree Removal

- Project Description: hired a contractor to remove approximately 34 acres of trees and brush within the first impoundment. This reduces brush succession and increase waterfowl habitat by providing more grass/marsh conditions.
- Still some work to finish up to remove large white pine in this basin.



## West Fence Road Aids, \$23,800 – Town of Remington

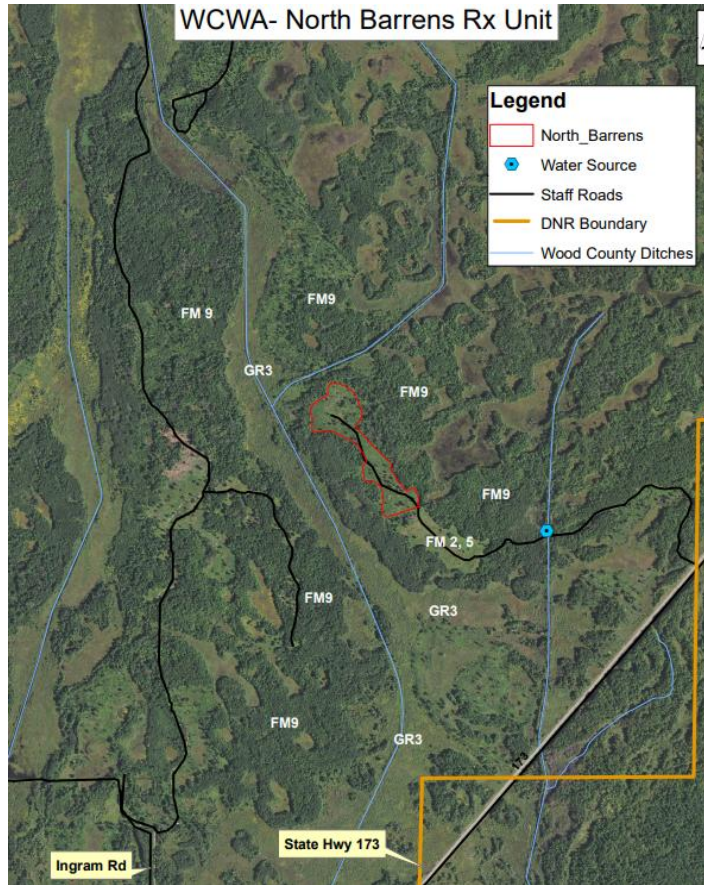
- Project Description: assisted the Town of Remington through the Road Aids Program to provide funding to the town to replace 3 culverts and re-gravel up to 2-miles of West Fence Road.



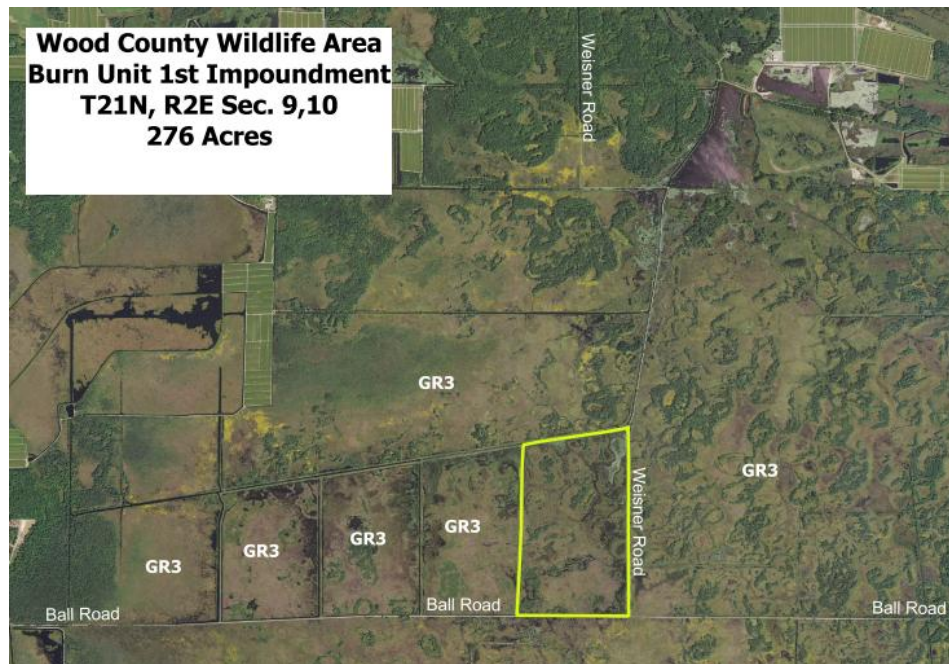


Prescribed Burns

- North Barrens burned in May 2024. 22 total acres burned.



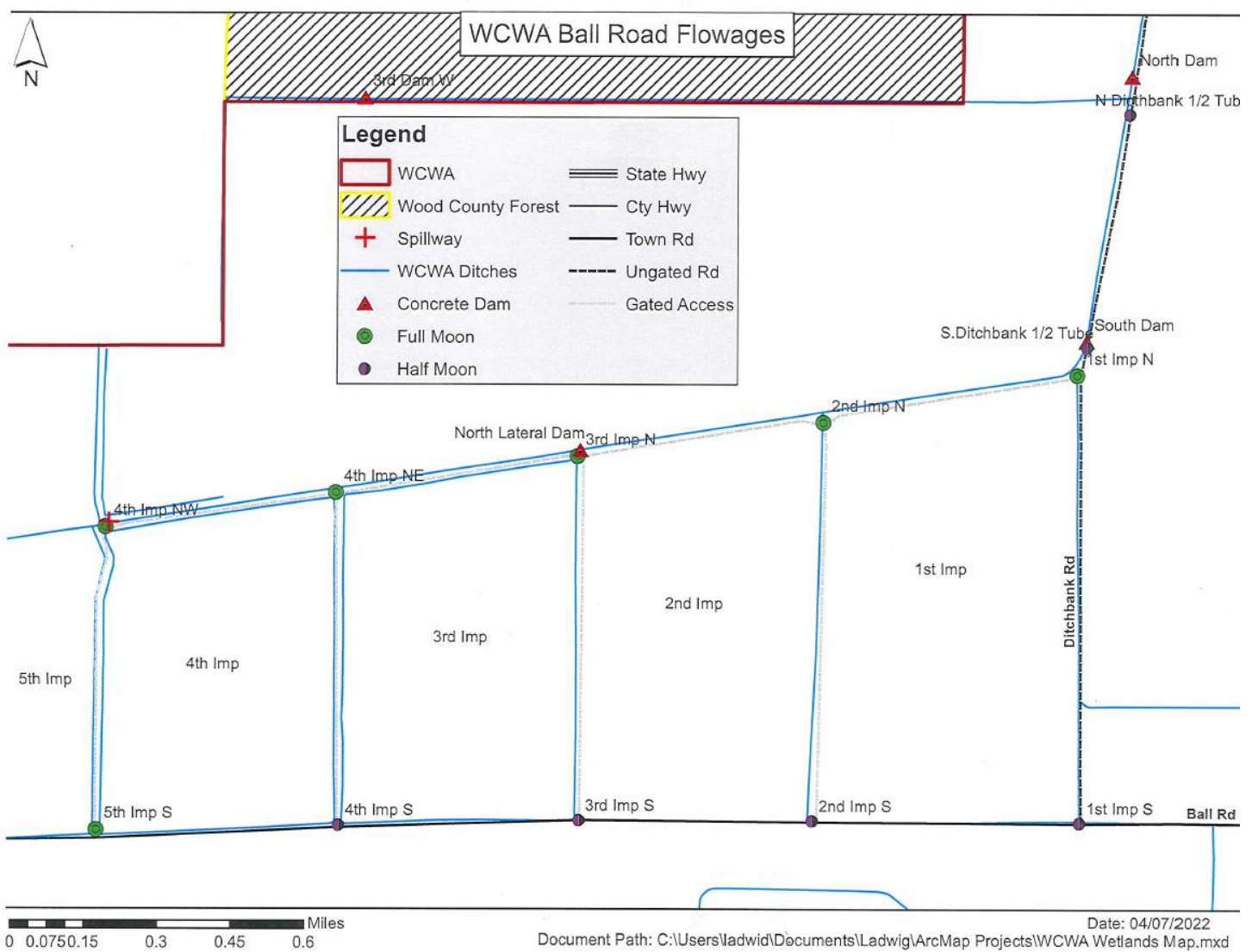
- 1<sup>st</sup> Impoundment burned March 2024. 276.8 total acres burned.



## Proposed Projects for 2025

### Ball Road Dike Mowing

- Utilizing a contractor with boom mower, mow all sides of dikes in the fall of 2025.
- Plan to conduct minor dike repair in spring/summer of 2026



### Wood County Barrens Improvement and Fire Break work

- Mow burn breaks, spray woody resprouts, and seed between burn units (follow up from previous project).
- Next burn on barrens unit is planned for spring of 2026.

### Drawdowns (see map above)

- 3<sup>rd</sup> impoundment drawdown – full drawdown to prep for brush removal project.
- North Ditchbank – full drawdown.

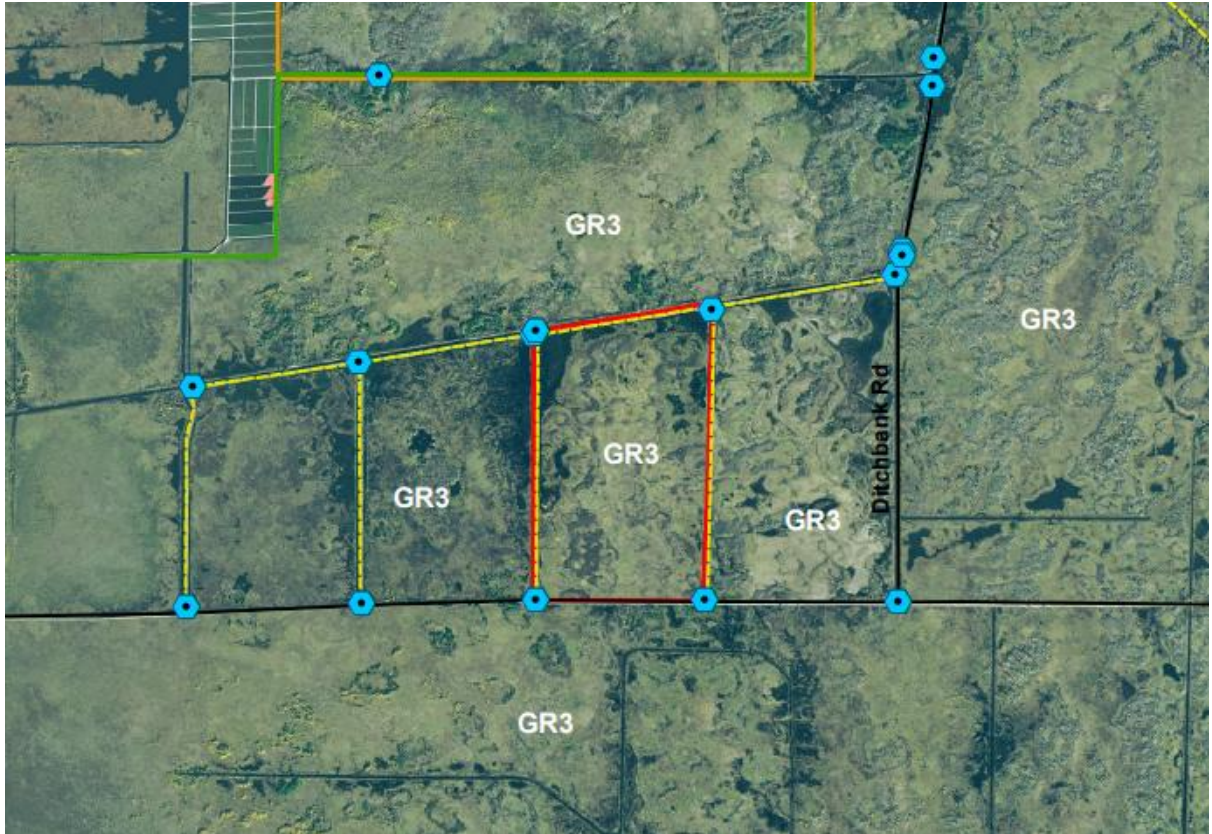
### 3<sup>rd</sup> Impoundment and 4<sup>th</sup> impoundment tree removal

- 37 acres of tree removal on 3<sup>rd</sup> impoundment through contractors, and 5 acres of white pine removal on 4<sup>th</sup> impoundment.

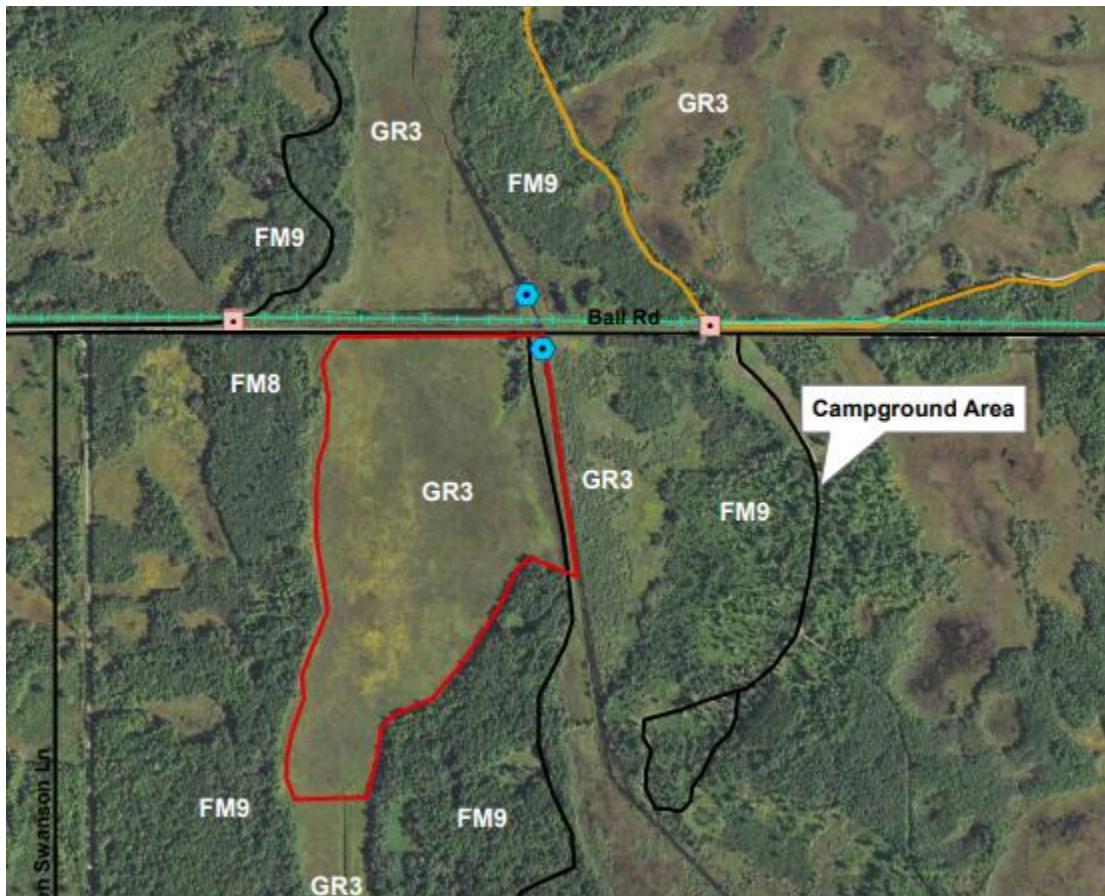


Prescribed Burns

- 2<sup>nd</sup> impoundment (233 acres)



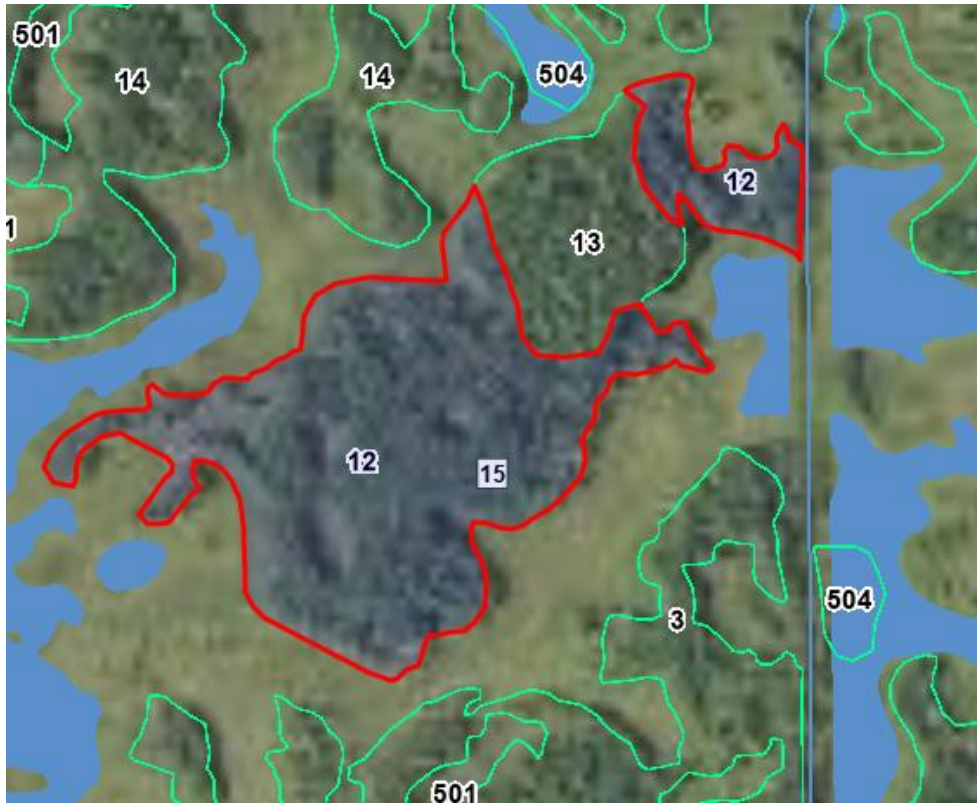
- Summers Marsh (50 acres)





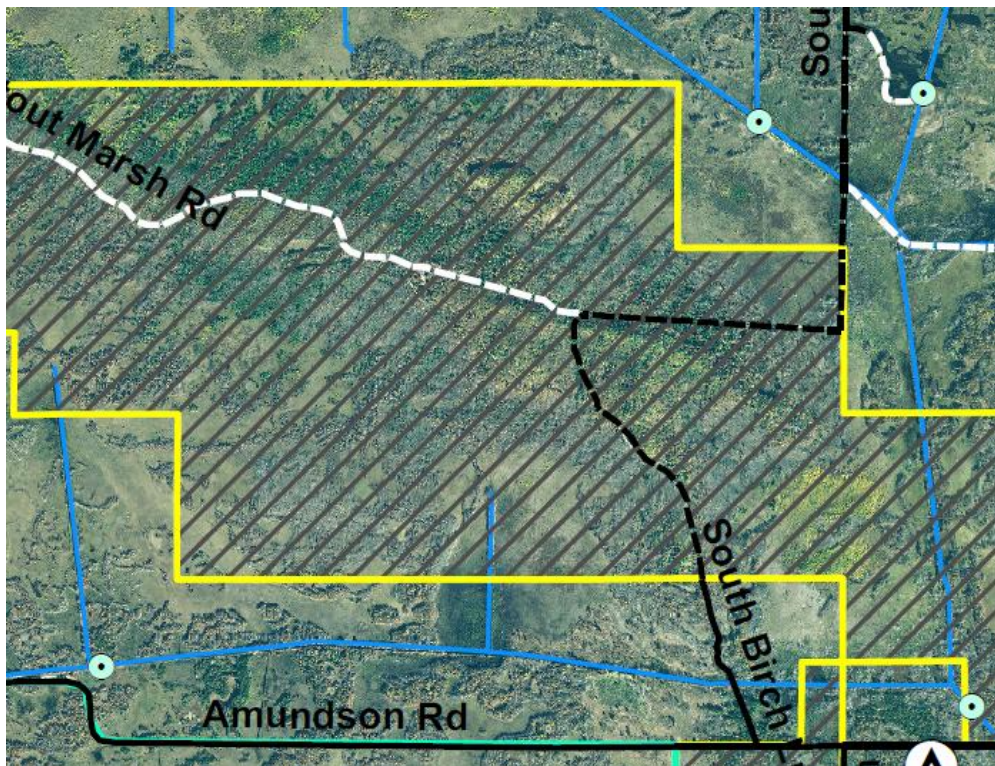
### Aspen Sheering in Grouse Management Zone

- 27 acres of dozer sheering of aspen to reset this stand and manage for young forest habitat. This is in the Ruffed Grouse Management Zone and likely cannot be cut commercially due to limited access (island).



### Amundson Trail repair

- Fill 200' of trail north of Amundson Rd and fill holes on trail between S. Bluff and Amundson Rd.



## Buckthorn Treatment

- Treat about 25 acres of glossy buck thorn along west fence and south bluff roads.



### **Projects for WCWA Committee to consider:**

1. 3<sup>rd</sup> and 4<sup>th</sup> Impoundment Tree removal project- \$10,000
  - a. Estimated funds needed to complete project is \$16,344. This includes \$16,000 of contractor costs to mechanical remove trees in impoundment.
  - b. Project would need frozen ground conditions in winter (similar to 1<sup>st</sup> impoundment project)
  - c. If funded by WCWA Committee, DNR would cover the remaining costs associated with project.
2. Aspen Sheering - \$5400
  - a. \$5400 is total costs associated with the project.
  - b. Project would need frozen ground conditions.
3. Wood County Dike Mowing - \$5000
  - a. \$5000 is the cost associated with hiring a contractor to boom mow all the dikes on Wood County Wildlife Area.
  - b. Likely occur in Fall of 2025
4. Amundson Road Repair - \$5000
  - a. Total project cost is \$6592, \$5120 of that is associated with material purchases (remaining is DNR equipment costs).
  - b. Project would occur in summer/fall
5. Buckthorn Treatment - \$1000
  - a. Project would remove and treat buckthorn along West Fence and Ditchbank Roads
  - b. Occur in summer/fall

**Wood County Wildlife Area Advisory Committee (WCWA AC)**

**Meeting Minutes | February 10, 2025**

**ATTACHMENT C**



## **Wood County Wildlife Area Advisory Committee**

**“North Star”**

February 10, 2025

## Wood County Wildlife Area

### Background

- The Wood County Wildlife Area (WCWA) is a 19,200 acre wildlife area located in southwest Wood County, WI. A “Wildlife Area” is a protected area in Wisconsin where people can enjoy outdoor activities and observe wildlife.
- WCWA is comprised of both land owned by Wood County and land owned by the State of Wisconsin. 18,293 acres of WCWA is owned by Wood County and managed by Wisconsin Department of Natural Resources (WDNR) through a long-term lease agreement.
- Wood County also owns land in the same geographic area as WCWA that is not included in the lease and therefore not managed by WDNR, e.g., Wood County Forest.
- WDNR funding for WCWA management comes from hunting license sales and Pittman-Robertson (PR) funds.

### Purpose

- WCWA exists to encourage a wide variety of wildlife species, and timber management practices with a focus on maximizing habitat diversity for forest wildlife.

### Relevant Links

- [WI DNR WCWA Pamphlet](#)
- [WI DNR WCWA Website](#)
- [WI DNR WCWA Management Objective](#)
- [WI DNR Sandhill-Meadow Valley Work Unit Master Plan \(2011\)](#)
- [WI DNR Central Sand Plains Regional Master Plan \(2023\)](#)
- [Wood County Parks, Recreation, and Open Spaces Plan \(2018\)](#)
- [Wood County Recreation Map](#)
- [Wood County Parks and Forestry Website](#)
- [WCWA Map](#)



## WCWA Advisory Committee

### Purpose

As stated in the WCWA Advisory Committee (AC) “Rules of Order” (Appendix A, page 5):

*“The purpose of the Wood County State Wildlife Area Advisory Committee is to advise the Highway Infrastructure and Recreation Committee of action needed to protect the interests of the residents of Wood County and residents of the State of Wisconsin in the management of the Wood County State Wildlife Area.”*

Per these Rules of Order, AC reports to the Wood County Highway Infrastructure and Recreation Committee (HIRC).

### Meetings

- The AC meets quarterly, typically in February, April, July, and October.
- The typical agenda consists of:
  - Hear WDNR management updates
  - Q&A with WDNR
  - Vote on allotments, letters of support, and other matters
  - “Member matters”

### Financial Allotment

- AC receives an annual allotment from Wood County, subject to Wood County Board budget approval (\$10,000/year as of 2024).
- The allotment is managed by Wood County on behalf of the WDNR, for WCWA projects as recommended by AC. Payments associated with this allotment are processed by Wood County.

### WDNR WCWA Priorities

1. Honor the terms of the lease with Wood County.
2. Execute the WDNR Central Sands Regional Master Plan (2023) and the Sandhill-Meadow Valley Work Unit Master Plan (2011).
3. Maintain funding requirements and forest certification requirements.
4. Discretionary projects based on Department and Wildlife Program initiatives and priorities.

## **WCWA CAB “North Star”**

### **What the North Star IS**

- A summary of the AC scope and processes.
- A guide to ensure consistent decision making by the AC.

### **What the North Star is NOT**

- A replacement or alteration of the AC Rules of Order.
- A hard and fast set of rules for decisions.

### **AC Vision**

AC’s vision is that WCWA is managed in a manner that sustains and enhances wildlife populations and natural communities and provides a range of outdoor recreational uses and public access.

### **AC Mission**

As concerned and engaged citizens of Wood County, AC’s mission is to advise HIRC and WDNR on management practice selections in a manner consistent with AC’s vision and the expectations of Wood County residents.

AC does this by:

1. Providing feedback to HIRC on WDNR’s management of WCWA.
2. Directing AC allotments to specific WDNR management projects that align with AC priorities.
3. Providing letters of support to WDNR for grant applications that align with AC priorities.

### **AC’s Priorities ARE**

1. Projects that maintain and expand existing wildlife habitats at WCWA.
2. Projects that maintain and expand existing public access to WCWA.
3. Projects that create new wildlife habitats at WCWA.
4. Projects that create new public access to WCWA.
5. Other projects

### **AC’s Priorities are NOT**

1. Projects with full or partial scope outside WCWA.
2. Funding heavy equipment purchases.
3. Multi-year funding commitments.



## **APPENDIX A: Current WCWA AC Rules of Order (October 2018)**

### **WOOD COUNTY STATE WILDLIFE AREA ADVISORY COMMITTEE**

#### **RULES OF ORDER**

**Revised October, 2018**

The purpose of the Wood County State Wildlife Area Advisory Committee is to advise the Highway Infrastructure and Recreation Committee of action needed to protect the interests of the residents of Wood County and residents of the State of Wisconsin in the management of the Wood County State Wildlife Area.

1. The Wood County State Wildlife Area Advisory Committee (the Committee) shall be made up of nine residents of Wood County. Department of Natural Resources employees or County Board members are not eligible to serve on the Committee.
2. The secretary will confirm they have a quorum (this must appear on the agenda) of at least five (5) members prior to each meeting. Five (5) members is the minimum number that must be present at a properly called meeting to conduct business.
3. Members of the Committee will serve staggered 3-year terms. Each three year term will expire on June 30th.
4. The function of the Committee will be advisory only and is responsible for reporting to the Highway Infrastructure and Recreation Committee.
5. Applications and resumes for appointment to the Committee are to be filed with the County Forest Administrator who will submit them to The Highway Infrastructure and Recreation Committee for their review.
6. The Highway Infrastructure and Recreation Committee will recommend three candidates to the County Board Chair for appointment to the Wood County State Wildlife Area Advisory Committee. The County Board Chair will make the appointments.
7. The Committee will follow the rules as contained in "Robert's Rules of Order". Any deviation from "Robert's Rules of Order" will be by majority vote and only for specific issues.
8. An election will be held at the first meeting of the Committee, after the annual appointment of the new members. The members of the Committee will elect a chair, vice chair, and secretary.
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16. All rules pertaining to County Committees apply to this Committee, unless stated otherwise.

## **APPENDIX B: Prior WCWA AC Rules of Order (~July 1992)**

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**Wood County Wildlife Area Advisory Committee (WCWA AC)**

**Meeting Minutes | February 10, 2025**

**ATTACHMENT D**



## Wood County Wildlife Area Advisory Committee

**“North Star”**

February 10, 2025

**Revised & Approved**

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3. Projects that may create new wildlife habitats at WCWA.
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## Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

### Revenues and Expenses

We have received the first General Transportation Aids payment of \$636,349.77. We will receive two more payments this year; one in July for \$1,272,699.54 and one in October for \$636,349.77. Those monies are the main source of funding for the Maintenance Fund.

We are chiefly engaged in Snow Removal and Shop Operations at this time of year.

### Other

As of February 1, I will begin the procedures to close the Highway Department books for 2024.

This month continues the educational series, Bookkeepers Corner, which I began a few months ago. The chapter this month is on Highway Department Funds – Machinery Fund.

**HIGHWAY DEPARTMENT FUNDS – INCIDENTAL LABOR COST (ILC) FUND**

**The Funds in Detail**

**Incidental Labor Cost (ILC) Fund**

***Purpose of the Fund***

The purpose of this fund is to account for fringe benefit costs and recoveries.

***Source of Funding***

This fund is supported by a cost pool. Whenever work is done by Department personnel, there is a fee added on to the labor charge. We call this fee Incremental Labor Cost (ILC). The rate for this fee is calculated during the year-end close of the books. It is calculated via a form provided by the State. The rate and form are then sent to the State for review and approval.

***Expenses and Revenues of the Fund***

The expenditures and revenues of this fund are allocated throughout all the other funds.

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Friday, February 28, 2025

		2025			
		Actual	Budget	Variance	Variance %
<b>REVENUES</b>					
Intergovernmental Revenues					
43300	Federal Grants-American Recovery & Reinvest Act		\$400,000.00	(\$400,000.00)	(100.00%)
43531	State Aid-Transportation	636,349.77	2,497,341.00	(1,860,991.23)	(74.52%)
43534	State Aid-LRIP	214,135.73	844,061.00	(629,925.27)	(74.63%)
	Total Intergovernmental	850,485.50	3,741,402.00	(2,890,916.50)	(77.27%)
Licenses and Permits					
44101	Utility Permits	3,088.81	30,550.00	(27,461.19)	(89.89%)
	Total Licenses and Permits	3,088.81	30,550.00	(27,461.19)	(89.89%)
Intergovernmental Charges for Services					
47230	State Charges		1,264,109.00	(1,264,109.00)	(100.00%)
47231	State Charges-Highway	65,020.77	268,014.00	(202,993.23)	(75.74%)
47232	State Charges-Machinery	26,423.91	(14,629.00)	41,052.91	(280.63%)
47300	Local Gov Chgs	52,564.25	848,896.00	(796,331.75)	(93.81%)
47330	Local Gov Chgs-Transp	51,466.08	1,964,726.00	(1,913,259.92)	(97.38%)
47332	Local Gov Chgs-Roads		267,134.00	(267,134.00)	(100.00%)
47333	Local Gov Chgs-Bridges		117,697.00	(117,697.00)	(100.00%)
	Total Charges to Other Governments	195,475.01	4,715,947.00	(4,520,471.99)	(95.86%)
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	6,079.84	2,731,559.00	(2,725,479.16)	(99.78%)
	Total Interdepartmental Charges	6,079.84	2,731,559.00	(2,725,479.16)	(99.78%)
	Total Intergovernmental Charges for Services	201,554.85	7,447,506.00	(7,245,951.15)	(97.29%)
Miscellaneous					
48340	Gain/Loss-Sale of Salvage and Waste	359.70	10,605.00	(10,245.30)	(96.61%)
	Total Miscellaneous	359.70	10,605.00	(10,245.30)	(96.61%)
Other Financing Sources					
49110	Proceeds from Long-Term Debt		2,451,500.00	(2,451,500.00)	(100.00%)
49280	Transfer from Trust Funds	214,135.73		214,135.73	0.00%
	Total Other Financing Sources	214,135.73	2,451,500.00	(2,237,364.27)	(91.27%)
	<b>TOTAL REVENUES</b>	<b>1,269,624.59</b>	<b>13,681,563.00</b>	<b>(12,411,938.41)</b>	<b>(90.72%)</b>
<b>EXPENDITURES</b>					
Public Works-Highway					
53110	Hwy-Administration	77,437.89	437,391.41	359,953.52	82.30%
53120	Hwy-Engineer	32,297.68	210,931.64	178,633.96	84.69%
53191	Hwy-Other Administration	66,913.01	402,931.49	336,018.48	83.39%
53210	Hwy-Employee Taxes & Benefits	(48,782.31)		48,782.31	0.00%
53220	Hwy-Field Tools	(5,622.73)	(45,534.22)	(39,911.49)	87.65%
53230	Hwy-Shop Operations	44,047.77	397,971.95	353,924.18	88.93%
53232	Hwy-Fuel Handling	(971.71)	(17,766.00)	(16,794.29)	94.53%
53240	Hwy-Machinery Operations	(421,718.25)	(71,912.30)	349,805.95	(486.43%)
53250	Hwy-Crushing Operations		17,936.97	17,936.97	100.00%
53251	Hwy-Crushing Operations Production		103,564.60	103,564.60	100.00%
53260	Hwy-Bituminous Ops	4,520.86	214,888.22	210,367.36	97.90%
53266	Hwy-Bituminous Ops		2,017,610.84	2,017,610.84	100.00%
53270	Hwy-Buildings & Grounds	36,171.55	233,326.35	197,154.80	84.50%
53290	Hwy-Salt Brine Operations	(1,853.60)	(1,013.49)	840.11	(82.89%)
53291	Hwy-Salt Brine Operations	21,923.76	(4,800.49)	(26,724.25)	556.70%
53281	Hwy-Acquisition of Capital Assets	771,732.45		(771,732.45)	0.00%
53310	Hwy-Maintenance CTHS		65,522.15	65,522.15	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	381,564.77	2,296,960.44	1,915,395.67	83.39%
53312	Hwy-Snow Remov	340,328.03	990,000.16	649,672.13	65.62%
53313	Hwy-Maintenance Gang	20,385.75	217,072.03	196,686.28	90.61%
53314	Hwy-Maint Gang-Materials	1,850.00	8,302.00	6,452.00	77.72%
53320	Hwy-Maint STHS	427,969.89	1,264,109.05	836,139.16	66.14%
53330	Hwy-Local Roads	78,870.17	1,964,726.04	1,885,855.87	95.99%
53340	Hwy-County-Aid Road Construction		330,037.42	330,037.42	100.00%
53341	Hwy-County-Aid Bridge Construction		250,731.09	250,731.09	100.00%
53490	Hwy-State & Local Other Services	66,743.99	848,895.86	782,151.87	92.14%
53491	Hwy-ATV Route Signage		17,346.37	17,346.37	100.00%
	Total Public Works-Highway	1,893,808.97	12,149,229.58	10,255,420.61	84.41%
Capital Outlay					
57310	Highway Capital Projects	122,554.90	3,423,665.39	3,301,110.49	96.42%



County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Friday, February 28, 2025

		2025			
		Actual	Budget	Variance	Variance %
	Total Capital Outlay	122,554.90	3,423,665.39	3,301,110.49	96.42%
	Other Financing Uses				
59210	Transfers to General Fund	214,135.73		(214,135.73)	0.00%
	Total Other Financing Uses	214,135.73		(214,135.73)	0.00%
	TOTAL EXPENDITURES	2,230,499.60	15,572,894.97	13,342,395.37	85.68%
	NET INCOME (LOSS) *	(960,875.01)	(1,891,331.97)	930,456.96	(49.20%)



# Parks & Forestry Department Reports

March 6, 2025

## **Director Report, by Chad Schooley**

- Continue project management of Powers Bluff Maintenance Shop Project. Steel roofing in progress.
- Continue working with Architect on PB Shelter design.
- Request for proposals for remodeling the CERA Park shower building and large shelter building are due on March 5th. Bid summaries will be brought to the meeting for approval.
- As requested by the HIRC, our Department solicited ideas for naming CERA Park. This question was a part of the public survey that was created for the Parks, Recreation, and Open Spaces Plan update. I will bring a summary of the public's ideas to the meeting.
- Budgeted expenses were exceeded in the 2024 ATV budget, thus requiring a resolution. These expenses were offset by revenues from the ATV grant awards.
- 2026-2030 CIP Request summary is in the packet for your review. Finance requests a motion of approval at our March-April HIRC meetings.
- **Special Use Permits**
  - None at this time

## **Maintenance Program Supervisor Report, by Dan Vollert**

### **Construction Projects**

- South Park-cap north fireplace chimney on Red Beach Stone Shelter.
- South Park-new Storm Shelter final furnishing items.
- CERA Park-Shower Building Remodel planning. Taking out fixtures and partitions for remodel.
- CERA Park-Shop, Shelter Remodel planning. Taking out fixtures and partitions for remodel.
- Dexter Park: New beachhouse shelter design.

### **Maintenance Operations**

- South Park: Women's side of showerhouse walls being stripped of dairy board and block painted.
- South Park: Dead tree removal, park cleanup, dam operations.
- North Park: Emerald Ash Borer Trees and Oak Wilt trees being removed. Cleaning up wood storage area. Park cleanup.
- Powers Bluff: Currently closed. Will start dismantling winter operations soon.
- Dexter Park: Cleaning up dead trees and park cleanup. Dam operations.
- CERA Park: Getting things ready for equipment auction.
- CERA Park: Inventorying & servicing equipment into Park System.

### **Employee Matters**

- Looking for Ranger & Camp Host for CERA Park.
- Looking for LTE's for all parks.
- South Park Staff, supervisors, & Emergency Government personnel have training scheduled March 3<sup>rd</sup>, on new Storm Shelter generator.

### **Snowmobile/ATV**

- Attended AWSC meeting on Monday, March 3<sup>rd</sup> at Sherriland Ballroom. Snowmobile Trails are currently closed.
- Auburndale (DH) Snowmobile Bridge project off of CTH N east of Arpin is underway. Abutments are installed, and bridge is on site. Bridge will be set once DNR ok's bridge specs.
- Hay Creek ATV project: Completed and will be open next spring, once signage is complete. Grant Reimbursement has been awarded.
- Rudolph-Plum Road project is completed and Grant Reimbursement has been awarded.

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

- Attended 1 day of 2025 WPRA conference
- Finalized 2024 budget numbers and started work on annual report.
- Worked in reservation system to streamline recording process of Powers Bluff Winter Recreation Revenue
- 2025 Office Schedule

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

- Timber Sales: Three active timber sales in February. Logging activity was moderate compared to other good winters. Contractors have been hesitant to start new frozen ground contracts due to variable weather and markets for certain species filling up.
- Drafted contract and completed signing contract #780 over to Midwest Hardwoods.
- Drafted documents and solicited quotes from tree planting contractors for Spring 2025 tree planting project.
- Met with two different Cranberry Owners who have expressed interest in county forest land trade possibilities.
- Met with representatives of horse riding club interested in holding events on Wood County Forest.
- Continued effort to identify handicap hunting blind areas and develop blind reservation and use policy.
- Forestry Technician: Cleaned and plowed snow at shooting range, assisted with timber sale administration, assisted with Cera Park cleanup/brush mowing, forestry mulching on forest roads, forest reconnaissance.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT  
REVENUE SUMMARY 2025**

**February Revenue - March HIRC**

BUDGETED REVENUES 2025	46721	FEES	YTD REVENUE	YTD REVENUE	FEB REV	FEB REV	ACTUAL REV
	SOURCE		2025	2024	2025	2024	2024
\$ 612,000.00	Camping Reservations	\$10 Resv. Fee+/\$21/\$26/\$29/\$36	\$45,481.53	\$ 55,237.74	\$20,299.86	\$ 34,899.15	\$ 559,084.56
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$0.00	\$ -	\$0.00	\$ -	\$ 39,888.11
\$ 10,000.00	Ice	\$4 (small) /\$7 (large)	\$0.00	\$ -	\$0.00	\$ -	\$ 7,887.62
\$ 3,900.00	Non-Camper Dump Station	\$20	\$0.00	\$ -	\$0.00	\$ -	\$ 2,905.41
\$ 400.00	Camper Storage	\$20/wk - \$300/mo	\$0.00	\$ -	\$0.00	\$ -	\$ 99.87
\$ 900.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$0.00	\$ -	\$0.00	\$ -	\$ 802.85
\$ 59,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$8,386.40	\$ 16,100.53	\$4,548.01	\$ 8,552.83	\$ 62,254.51
\$ 13,000.00	Shelters - Open	Various Fees based on location of shelter.	\$2,006.38	\$ 2,161.31	\$916.50	\$ 1,225.18	\$ 12,862.13
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$75 / \$10 per picnic table	\$0.00	\$ -	\$0.00	\$ -	\$ 450.24
\$ 38,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$13/\$22/\$515/\$655/\$515/\$725/\$865	\$7,681.80	\$ 1,729.54	\$7,681.80	\$ 508.34	\$ 1,824.33
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$514.45	\$ 1,636.57	\$453.80	\$ 235.07	\$ 4,936.78
\$ 8,500.00	Disc Golf	\$3 / \$5 / \$25 / \$50	\$10.99	\$ 18.32	\$0.00	\$ 18.32	\$ 4,677.66
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$45.83	\$ 236.18	\$45.83	\$ 22.91	\$ 24,755.49
\$ 17,000.00	Miscellaneous		\$412.80	\$ 1,600.76	\$196.80	\$ 818.30	\$ 19,360.22
\$ 8,800.00	Gift Certificates	Gift Certificates	\$0.00	\$ -	\$0.00	\$ -	\$ 9,035.75
\$ 850,000.00			\$64,540.18	\$78,720.95	\$34,142.60	\$46,280.10	\$ 750,825.53
\$ 400,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$82,655.32	\$ 238,458.35	\$64,407.73	\$ 73,398.41	\$ 377,740.88
\$ 1,250,000.00		<b>TOTAL REVENUE:</b>	<b>\$147,195.50</b>	<b>\$317,179.30</b>	<b>\$98,550.33</b>	<b>\$119,678.51</b>	<b>\$1,128,566.41</b>

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

**February 2025 Revenue (March HIRC)**

**Budget Year 2025**

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
780	2-16	MIDWEST HW	\$42,886.00	7/10/2020	7/1/2025		\$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	12/31/2025		\$0.00	\$0.00	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2025		\$0.00	\$0.00	\$0.00
799	5-22	SCHREINER	\$20,200.00	5/27/2022	7/1/2025	\$6,065.79	\$22,627.03	\$22,161.99	-\$465.04
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	12/3/2025		\$0.00	\$0.00	\$0.00
804	10-22	KOERNER	\$84,093.60	11/16/2022	12/3/2025	\$22,066.80	\$61,580.69	\$22,066.80	-\$39,513.89
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		\$7,418.12	\$7,418.12	\$0.00
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		\$10,207.13	\$10,207.13	\$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	\$40,305.05	\$111,203.98	\$111,203.98	\$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	\$3,086.50	\$10,382.81	\$10,007.68	-\$375.13
824	5-24	KOERNER	\$53,280.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$40.00	\$50.00	\$50.00	
<b>Payments Received This Month:</b>						<b>\$71,564.14</b>	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	<b>(40,354.06)</b>
						\$ RECEIVED CURRENT MONTH			
<b>2024 Budgeted Total Revenues</b>						<b>\$400,000</b>		Jobs Finished	
<b>2025 Total County Forestry Revenues this month (90%)</b>						<b>\$64,407.73</b>		Jobs Started	
<b>2025 Total Township Revenues this month (10%):</b>						<b>\$7,156.41</b>		Jobs Continuing/Reactivated	
<b>2025 TOTAL NET FORESTRY REVENUE TO DATE:</b>						<b>\$82,655.32</b>		Jobs Gone Inactive	



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage & posting

Page 1 of 1

Introduced by Highway Infrastructure & Recreation Committee

<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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To amend the 2024 ATV Trail Maintenance budget (55442) for additional expenditures which were not anticipated during the original budget process.

**FISCAL NOTE:** No cost to Wood County. The source of the funding is increased revenues from the state ATV grant program. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
43572	ATV Program Revenues	\$55,984.39	
55442	ATV Program Expenses		\$55,984.39

Source of Money: Non-lapsing ATV program revenue account (43572).

**WHEREAS**, the state ATV grant program increased a projected reimbursement amount, and with this increased reimbursement amount, Wood County exceeded the 2024 budget expenses, and,

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

**NOW THEREFORE BE IT RESOLVED**, to amend the Wood County Parks & Forestry ATV budget (55442) for additional increased expenditures by appropriating \$55,984.39 of additional revenue monies from State Aid-ATV Maintenance (43572) and,

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

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

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman



**RESOLUTION#**

DATE March 18, 2025

Effective  
Date

Upon passage & posting

Page 1 of 1

Introduced by Highway Infrastructure & Recreation Committee

<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: _____ PK _____, Corp Counsel	
Reviewed by: _____ PY _____, Finance Dir.	

**INTENT & SYNOPSIS:** To become eligible for maintenance monies on new and existing ATV and Snowmobile Trails.

- a) Existing ATV miles, Wood County ATV Intensive Use Area (10 miles)
- b) Existing ATV miles, Kimball & Hazelnut Connector Trail (5.1 miles)
- c) Existing ATV miles, Hay Creek-Peterson Road Connector Trail (4 miles)
- d) Existing Snowmobile miles, Wood County Towns/Clubs (297.3 miles)
- e) New Snowmobile miles, Rudolph River Rovers (13.64 miles)

**FISCAL NOTE:** No cost to Wood County. Total reimbursement from State Aid and donated services.

a) Account #43572 and #48503	\$12,926
b) Account #43572	\$5,100
c) Account #43572	\$4,000
d) Account #43574	\$89,190
e) Account #43574	<u>\$4,092</u>
	<b>\$115,308</b>

**WHEREAS,** Wood County is interested in maintaining, acquiring, insuring, and developing lands for public outdoor motorized trail use, and

**WHEREAS,** said public motorized trails are eligible for snowmobile, all-terrain vehicle and/or motorized stewardship grant funds, and

**NOW THEREFORE BE IT RESOLVED,** that the Wood County Board of Supervisors hereby authorizes the Wood County Parks & Forestry Department to act on behalf of Wood County to submit applications to

the State of Wisconsin Department of Natural Resources for any financial aid that may be available; sign documents; and take necessary action to undertake, direct and compete the approved project.

Adopted by the County Board of Wood County, March 18, 2025

County Clerk

County Board Chairman

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

**DATE:** Monday, March 3, 2025

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

**PLACE:** Courthouse – Room 302

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

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

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the previous meeting were reviewed. Motion by Hamilton/Penzkover to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
5. The IT report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
7. The Maintenance report was reviewed.
8. Facilities Manager Van Tassel shared information for a request for mural in River Block lobby. Motion by Brehm/Penzkover to approve the design for a mural to be painted at River Block. Motion carried unanimously.
9. Van Tassel shared an update regarding the disposition of properties adjacent to the Courthouse
10. The next regular meeting date will be set up by the County Clerk's office.
11. Chair Breu adjourned the meeting at 9:58 AM.

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







# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### February 2025

1. Substantial staff time continues to be spent on the preparation and configuration for the new LEC. All network hardware for the wired network has been configured, placed, and tested. The Wireless controller has been configured in a highly available (HA) pair to ensure wireless access in the event of hardware failure or scheduled maintenance. The permanent switches for the security systems have been received and configured. All network hardware has been placed and successfully tested, including the wireless. Worked with Jail staff to ensure new inmate tracking system is configured and can connect throughout the facility. Technicians continue to place computers. Network staff continue to work through additional support items as needed. New printers and copiers for the LEC have been placed. New phones are being deployed and current phones are being relocated as well.
2. Network staff continue to work with the Communications Department on the radio upgrade project. Testing for the cutover is being scheduled as all sites have their new equipment installed and are configured for their respective new networks.
3. Completed implementation of IRS form 1099 automation software for the Finance Department. This form is sent to all vendors and payees on a yearly basis and now electronic submission to the IRS is required. Adding software for this purpose reduced data entry tasks related to this requirement.
4. Began development work on an improved public web application for Planning & Zoning permit access.
5. Continue the process of migrating virtual servers. The remaining servers need to be migrated during off hours as they are large and take a long period of time to transfer or have an impact on operations.
6. Began custom work for Human Services Electronic Health Record System, SmartCare. This includes reports, stored procedures, and import of ICD10 codes. The stored procedures and code import items have been completed.
7. Requested and received a project request for an Electronic Medical Records system from Criminal Justice. Continued working with them to identify needs and caveats of the system that was purchased before the project request was submitted for IT review.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
8. Began project to implement Everbridge, mass communication software, for Norwood and Edgewater. This will replace the current system that is used heavily.
  9. Assisting CIS, Countywide law enforcement software, on a 'Use of Force' supplemental narrative report for the Jail.
  10. Planning an upgrade for the CIS software for the Computer Aided Dispatch. This upgrade is necessary in order to complete other projects that Dispatch is requesting.
  11. Working with Dispatch on Total Response and Eventide software requests. This software will replace current solutions used in Dispatch.
  12. 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 year-end processing continues.
  13. Staff is reviewing the configuration of O365 to ensure the environment is properly configured, easy to use and has the proper security in place as we begin to implement SharePoint, Teams, and One Drive and work to migrate email servers to Exchange Online. The email migration process is working. Staff are now reviewing plans for backup and email encryption for the new environment.
  14. Completed review of proposals for an enhancement of County court rooms A/V system. This will be to improve reliability for in room and video conference communication. A room to house the new equipment has been located. Equipment has been ordered and preparations for installation have begun. The wiring project parameters have been expanded as we review the new project needs for a recent request by the new district attorney who wants to implement a paperless system as soon as possible.
  15. Delivered new server equipment for the Village of Port Edwards to update older systems and prepare for O365 license deployment.
  16. Continue assisting Maintenance department and vendor on sound masking for the jury room. This project should be complete by end of February.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
17. Continue project to replace and/or upgrade Winscribe for Human Services.
  18. System\code improvement for the in-house Planning & Zoning permitting system continues.
  19. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication migration to a second, new MFS system this month. Support and procedure improvement and preparation for electronic transaction implementation continues.
  20. Support for the Highway time and materials tracking system and AWS scales system continues.
  21. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Preparations begin for migrating the 34 municipalities to the new system by late 2025.
  22. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
  23. 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. Held in-depth conversations with HS staff and continue working to provide data to them for organization and proper data retention.
  24. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. 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.
  25. 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 began January 1, 2025.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
26. Continued work with WISHIN and Matrix on standing up the CCD and ADT interfaces. The ADTs are in the test environment, and the CCDs should be in the test environment by the end of February. Norwood Admin and IT have accounts for the test environment to verify information that is being sent to WISHIN.
  27. Continued work consolidating programming source control systems to organize historical and ongoing software development projects. This will eliminate a server as part of the Server OS update project.
  28. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management, solution. This gives 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. The Virtual Scanner is fully operational. Work is being spent on planning risk scanning schedules for all endpoints on the County network.
  29. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue and new year preparations and year end processing is nearly complete. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
  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.
  31. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server is nearly complete. This ongoing project took 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. The ESS test system was implemented and new admin views and significant .net updates deployment is complete.
  33. Continue to work with members of the Central Records subcommittee to review other public safety systems. Currently working on developing a Request for Information(RFI).



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
34. The 2025 PC replacement orders have been identified. The 1<sup>st</sup> and 2<sup>nd</sup> quarter orders have been placed. Staff continue working to configure and place the final 2024 devices as well as the new equipment for the LEC.
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 January, 630 helpdesk requests were created, with staff completing 620 tickets and leaving 146 open requests. In addition, there are currently 190 project requests.
37. Network analyst Brian Landowski will be transferring to the vacant Services Support Analyst position. Two temporary Network Analysts started February 6<sup>th</sup>. Jeremy Heckendorf, Systems Technician, resigned his position. His last day was February 21<sup>st</sup>. Recruitment to fill the System Technician vacancy is underway.
38. As we prepare for the upcoming occupancy of the LEC and the increased demands on IT, discussions with Maintenance continue regarding space needs for the IT department. With the addition of the Cyber Security analyst position, we are out of room in our current location. There is significant increase of technology that will need to be supported in the LEC and increase of staff and services in other Departments within the County increases the demands on IT support as well. It is inevitable that IT will need additional IT staff in order to properly support the County's expanded facilities, additional staff, additional software, hardware and systems and the increased reliance on technology.



# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

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### Letter of Comments March 2025

#### Ongoing Projects and Planning

**Jail Project** – Security system programming and testing, staff training and system/equipment demonstration (conducted by the contractors) is ongoing.

Details for demolition of the old jail are still under review by the architect, structural engineer, demolition contractor, and our construction manager.

Maintenance staff are assisting with setup of equipment and relocation of staff offices in the new facility.

The next phase of construction will continue to limit accessibility and parking around the Courthouse; we owe a thank you to all staff who have been willing to deal with these temporary conditions.

**Courthouse** – The contractor responsible for replacing our heating system has been collecting more information onsite and is scheduling some of the work in the building to start at the beginning of April.

**River Block** – The Human Services Department is working with some youth in our community who are interested in creating a mural in the main entrance lobby at River Block. The artwork is based on a historic postcard featuring elements of Wisconsin Rapids nature; I will bring more details for the Property & Information Technology Committee to review at their meeting on March 3<sup>rd</sup>.

#### Miscellaneous

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

Attended PIT, Public Safety, HHS, County Board, and numerous project meetings.

JUNIOR FAIR BOARD MINUTES  
October 16, 2024  
Junior Fair Building - Marshfield

October meeting of the Central WI Jr. Fair Board was called to order by President Heather Wellach at 7:00 pm at the Hewitt Village Hall in Hewitt, WI.

MEMBERS PRESENT: Jason Bernick, Lisa Blanchard, Jodie Budtke, Kitty Bymers, Romelle Bymers, Mallory Cepress, Dale Christensen, George Gilbertson, Lori Haffenbredl, Bob Hartwig, Curt Hartwig, Laura Huber, Katlyn Kohl, Emma Kundinger, Megan Kundinger, Jessica Lindow, Betty Peterson, Josh Sabo, Mark Seefeldt, Andrew Seefeldt, Beth Spindler, Laura Strigel, Dave Urban.

EXCUSED: Brittany Bauer, Amanda Budtke, Tim Heeg, Virginia Krause, and Steve Redmond.

MEMBERS ABSENT: Tracy Benson.

GUESTS: Richard Haffenbredl, Ann Lindow, Kerry Storms, Tammy Grassel, and Wayne Schultz (left 7:25).

ADDITIONS TO THE AGENDA: None

SECRETARY'S MINUTES: Approved as printed.

TREASURER'S REPORT: Approved as submitted.

FAIR BOARD REPORT: Dale reported that there is a new coordinator, Melissa Brown, in charge of the Fairest of the Fair Program for 2025. The selection process will be held in November with the coronation to take place at the Christmas Show on November 20. The new Fairest will take over after the Jan. State Fair Convention. The Christmas show will be held in the Jr. Fair Building and tickets will be \$50 per person. This is to kick-off fund raising for building projects on the fairgrounds. There will be a dinner and concert. There will also be a basket auction. There will be changes in the barn cleaning between the animal shows for 2025. A discussion is being held on the use of straw in the barns. The fair did well for the 3<sup>rd</sup> year in a row a profit was made. The final financial records are not yet available. Wayne Schultz introduced himself as a supervisor on the Wood County Board. He stated that the Wood County Board is very supportive of the Fair. He had some questions about how reports were made to the County Board. He was advised to attend the Fair Association meeting to get answers to his questions or concerns.

EXTENSION REPORT: Laura reported that Olga Meza was recently hired and is working with the schools.

OLD BUSINESS:

- Care to Share Forms: Concerns expressed on the forms were reviewed and will be considered when making fair books changes for 2025.
- Ribbons: The ribbons order was turned into Blue Ribbon in Chippewa and are waiting to hear if they will be able to complete the order.
- Market Animal Showmanship Classes: After a lengthy discussion it was decided that changing an animal would be left up to the discretion of the superintendent if an animal is unsafe to show.

NEW BUSINESS:



- Improvements for 2025: Two new showcases are scheduled to be built. The shelving is finished. Fill is needed in Pat's Barn. New pegboards are needed. They could be shorter. A way to hang signs in the Hockey building is needed. Members are to bring more ideas to the November meeting.
- Membership: At this time, we are in good shape.
- Budgets for 2025: Megan moved to approve the Jr. Fair budget as presented. Josh seconded. MC Josh moved to approve the dairy budget as presented. Megan 2<sup>nd</sup>. MC Josh moved to approve the Market Sale budget as presented. Megan 2<sup>nd</sup>. MC Josh moved to present the horse budget as presented. Megan 2<sup>nd</sup>. MC
- Audit Committee: Megan and Tim were appointed to be on the audit committee.

#### DEPARTMENT REPORTS:

- Market Animal: The group met recently. They are considering allowing meat goats as a part of the sale. They will meet again on November 13.
- Dairy: The group will meet sometime in November or December.
- Horse: The group met in October and are planning educational meetings every 3<sup>rd</sup> Tuesday of the month starting in November. The tack swap is scheduled for March 8, 2025.  
November

AGENDA ITEMS FOR THE NEXT MEETING: Improvements, 2025 schedule, designated signer, audit committee report, scholarship for 2025, fair book changes.

The next meeting will be Wednesday, November 20, 2024 at 7:00 pm at the Hewitt Village Hall. Lori moved to adjourn the meeting. Dave seconded. Meeting adjourned at 8:58 pm.

Respectfully submitted,  
Romelle Bymers,  
Recording Secretary

**Marshfield Fairgrounds Commission**  
**1:30 PM Thursday, December 26, 2024 Meeting Minutes**

**1. CALL TO ORDER:**

Meeting was called to order by Tom Buttke at 1:30 p.m. at the 2<sup>nd</sup> Street Community Center in the Wein Room.

**ROLL CALL:**

Present: Commissioners: Tom Buttke; Russ Stauber; Jeff Penzkover; & Wayne Schulz

Absent: Rebecca Spiros; Brian Varsho;

Also Present: Justin Casperson, Parks and Recreation Director; Dale Christianson, CWSFA Director (via phone); Lance Pliml, Wood County Board of Supervisors Chair (via zoom); Lois TeStrake, City of Marshfield Mayor.

**2. APPROVAL OF MEETING MINUTES:** Motion by Schulz, seconded by Stauber to approve November 21, 2024 meeting minutes; motion carried 4-0.

**3. CONFLICT OF INTEREST:** None.

**4. PUBLIC COMMENT:** Mayor TeStrake said that she talked to the Marshfield Utilities (MU) about helping out with the fair. She said, that MU is interested in discussing ways they can help out with the Fair. They asked that someone from the Fair to contact them about opportunities. Dale agreed to reach out to MU about partnerships.

**5. FAIRGROUNDS COMMISSION:**

A. Financial Statement: None.

B. Approval of Bills: None.

C. Long Term Loan: No report.

D. Grant Writer: Penzkover talked about a grant writer from Wisconsin Rapids named Jessica Planner. She is working with the City of Wisconsin Rapids on grants. Dale has been in contact with her, but with the Holidays, they hoped to connect in early January.

E. Campus Master Plan: No report.

**6. FAIRGROUNDS MANAGEMENT REPORT:**

A. Development of Ag Campus south of 17<sup>th</sup> Street Update: Christianson said he is still working with Nikolai Construction on drawings of a new barn south of 17<sup>th</sup> Street. Another option is being considered is to heat and air condition the barn so it can be used year-round. Dale believes if that is the case, it would be a version similar to the expo building MSA designed from earlier this year. The cost would be significantly higher, but much more functional for year-round use. Dale will continue to work through the process and keep the Commission up to date. Mayor TeStrake thanked Dale and Fair for an event for their Christmas show.

B. Electric Improvements Update: Casperson handed out a work order, application, quote and map of the proposed electrical repairs and needs by 17<sup>th</sup> Street. Christianson, Pat Kilty, and Marshfield Utilities have been working on these plans for the past few months. The money for the work will come from ARPA funds allocated to the City. Motion by Schulz, seconded by Penzkover to approve the proposal from Marshfield Utilities of \$13,360.00 and to allow staff to execute the work; motion carried 4-0.

C. Capital Project List: None.

**7. CENTRAL WISCONSIN STATE FAIR REPORT:** Christianson said that the 2025 Fair is coming together already, as they secured one of their main entertainers, Justin Moore. They plan to do music each night and skip the demo derby and move the bull-riding to Sunday.

**8. PARKS & RECREATION REPORT:** No Report.

9. **FUTURE AGENDA ITEMS:** None.
10. **NEXT MEETING:** Thursday, January 16, 2025 at 1:30pm
11. **ADJOURNMENT:** Motion by Schulz, seconded by Stauber to adjourn the meeting at 2:15 pm, motion carried 4-0.

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation



# Board of Trustees

Special Meeting Minutes for

January 7, 2025

**1. Call to Order:** President St.Myers called the special meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

**2. Roll Call:**

**Board Members:**

~~Andrea Galván~~ - Excused

Dennis Martin

Ryan Austin

William Clendenning

Evan O'Day

~~Karen Schill~~ - Excused

Ron Rasmussen

Scott Kellogg

Elizabeth St.Myers

Emily Kent

Susan Feith

Conni O'Keefe -5:03pm

**Administration:** Claire Parrish, Interim Director

**Others in Attendance:** James Stenze, Jewell Engineering; Paul Kardatzke, Jewell Engineering

**3. Open Meetings Declaration:** President St.Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Public Comment:**

**5. Elevator Project:** Jewell reps reviewed the bids received and the board discussed.

*R. Rasmussen left the meeting at 5:25pm.*

**Motion by W. Clendenning to have the bid be reviewed by legal, to be scheduled for final approval by the board at their full meeting January 15th, second by S. Feith. Motion carried unanimously.**

**6. Adjournment:**

**Motion by S. Kellogg to adjourn the meeting, second by D. Martin. Motion carried.**

**Meeting adjourned by President St.Myers at 5:34pm.**

**Respectfully Submitted: Claire Parrish, Assistant Director**



# Board of Trustees

Meeting Minutes for

January 15, 2025

**1. Call to Order:** President St.Myers called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

**2. Roll Call:**

**Board Members:**

Andrea Galván

Dennis Martin

Ryan Austin

William Clendenning

Evan O'Day

Karen Schill

Ron Rasmussen

Scott Kellogg

Conni O'Keefe

~~Emily Kent: Excused~~

Susan Feith

Elizabeth St.Myers

**Administration:** Claire Parrish, Interim Director

**Others in Attendance:** James Stenze, Jewell Engineering; Kevin Fangman, patron; Sue Schill, City Attorney; Eric Miller, patron

**3. Open Meetings Declaration:** President St.Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Public Comment: None**

**5. Approval of Previous Minutes**

**Motion by R. Rasmussen to approve minutes of the December 18, 2024 meeting, the minutes of the December 23, 2024 By-Laws subcommittee meeting and the minutes of the January 2, 2025 By-Laws subcommittee meeting, second by Karen Schill. Motion carried unanimously.**

**6. Elevator Project:** An update on the elevator RFP was shared, and the Board discussed the project.

**7. Treasurer's Report**

**a. Monthly Finance Reports**

December 2024 - bills are in order

January - 2024 invoices \$30,143,.55 + 2025 invoices \$88,598.49 = \$118,742.04

**b. Payment of the Bills**

**Motion by R Rasmussen to approve the January bills at \$118,742.04, second by W. Clendenning. Motion carried unanimously.**

**Motion by R. Rasmussen to approve the January Endowment Bills of \$4500, second by S Feith. Motion carried unanimously.**

Endowment Book Fund disbursements were received by the Library for 2024 as well as the redistribution of the unreceived 2023 funds. Funds will be added to book budget lines, with no

restriction on what type of books can be purchased. Moving forward, disbursement checks will be mailed to the Endowment and hand delivered to the library.

## **Endowment Fund values as of 12/31/24:**

Large Endowment agency fund value: \$3,335,633.40

- \$2,500,000 restricted, ~\$1,000,000 unrestricted

Witter Book Fund: \$27,946.41

Vaughn Book Fund: \$64,312.57

McMillan Memorial Library Endowment Fund Inc: \$115,616

- Total of \$5425 contributions in final quarter of year, identified
- Disbursement/transfer of funds from Legacy - restricted grant for elevator \$500,000 6/2024

Donations recorded totaling \$6700 for 2024

## **8. Director's Report**

**a. Library Use and Events:** Parrish shared updates on library programming including the return of storytime and an upcoming homeschool group play. Programming and library attendance are up from last year, circulation has a small dip.

**b. Statistics:** program numbers were reviewed

**c. Miscellaneous:** N/A

**d. Meet the Board:** N/A

**e. Solar Report:** Radtke was here at the end of December, report will be shared at Building & Grounds

## **9. Committee Reports**

**a. Services Committee:** Did not meet, looking to set date for meeting late Jan/early Feb

**b. Buildings & Grounds Committee:** Review current building maintenance contract, Donor signage will potentially be made by the Makerspace, they will provide wood and acrylic samples, there are some size limitations with what they can make.

**c. Finance Committee:** Procurement and grant management, policies sent to S Schill and Endowment for review

**d. Personnel Committee:** Did not meet

## **10. Closed Session**

**The Board may vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: "Motion to convene into Closed Session pursuant to WI19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Library Board will reconvene into Open Session and take any action resulting from Closed Session.**

**5:55pm Motion by W. Clendenning to go into closed session, second by E O'Day. Roll call vote:**



Andrea Galván Y  
Dennis Martin Y  
Ryan Austin Y  
William Clendenning Y

## Board of Trustees

Evan O'Day Y  
~~Karen Schill~~ Left early  
Ron Rasmussen Y  
Scott Kellogg Y

Conni O'Keefe Y  
~~Emily Kent~~ Excused  
Susan Feith Y  
Elizabeth St.Myers Y

**DRAFT**  
Subject to  
Approval

**6:48pm Motion by W. Clendenning to return to open session, second by S. Kellogg. Motion carried by unanimous vote.**

### **11. Information Requests**

- Building and Grounds: Radtke report and discussion on janitorial service
- January 7, 2025 special meeting minutes

### **12. Items for Next Agenda**

- Elevator project update

### **13. Adjournment**

**Motion to adjourn by S. Kellogg, second by W. Clendenning. Motion carried unanimously.**

**Meeting adjourned by President St.Myers at 6:59pm.**

**Respectfully Submitted: A. Galván, Board Secretary**



## Search Committee

Meeting Minutes

January 20, 2025

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Library Search Committee to order at 5:00p.m.

**2. Roll Call:**

Elizabeth St. Myers

Evan O'Day

Conni O'Keefe

Andrea Galván

**Other Board Members:**

Dennis Martin

Susan Feith

~~Ron Rasmussen~~

~~Ryan Austin~~

William Clendenning

~~Karen Schill~~

Scott Kellogg

Emily Kent

**Others Present:** Claire Parrish, Interim Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

**The Board may vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads:**

**"Motion to convene into Closed Session pursuant to WI19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Search Committee will reconvene into Open Session and take any action resulting from Closed Session.**

**5:01 p.m. Motion by C. O'Keefe to move to closed session, second by E O'Day . Roll call vote**

Elizabeth St. Myers- yes

Evan O'Day- yes

Conni O'Keefe- yes

Andrea Galván - yes

**6:03 p.m. Motion by A. Galván to move to open session, second by E. O'Day. Motion carried unanimously.**

**5. Items for Next Agenda:** 4:30pm Thursday, Jan. 23

- Interview questions

**6. Adjournment**

**Motion to adjourn by A. Galván, second by E' O'Day.**

**Chair St. Myers adjourned the meeting at 6:06pm**





# Search Committee

Meeting Minutes  
January 23, 2025

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Library Search Committee to order at 4:31p.m.

**2. Roll Call:**

Elizabeth St. Myers  
Conni O’Keefe

Evan O’Day- *arrived at 4:32*  
Andrea Galván

**Other Board Members:**

~~Dennis Martin~~  
~~Ryan Austin~~  
~~Scott Kellogg~~

Susan Feith  
~~William Clendenning~~  
Emily Kent

~~Ron Rasmussen~~  
~~Karen Schill~~

**Others Present:** Claire Parrish, Interim Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

The Committee will vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: “Considering employment, promotion, compensation or performance evaluation, data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

In closed session, the Committee will discuss next steps in the Library Director recruitment process.

The Committee will adjourn in closed session.

**4:32 p.m. Motion by A. Galván to move to closed session, second by C. O’Keefe. Roll call vote**

Elizabeth St. Myers- yes  
Conni O’Keefe- yes

Evan O’Day - yes  
Andrea Galván - yes

Chair St. Myers adjourned the meeting at 5:42pm



# Search Committee

Meeting Minutes  
January 29, 2025

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Library Search Committee to order at 5:15p.m.

**2. Roll Call:**

Elizabeth St. Myers

Evan O’Day

Conni O’Keefe - 5:24 arrival

Andrea Galván

**Other Board Members:**

~~Dennis Martin~~

Susan Feith

~~Ron Rasmussen~~

~~Ryan Austin~~

William Clendenning

~~Karen Schill~~

~~Scott Kellogg~~

Emily Kent

**Others Present:** Claire Parrish, Interim Director; Ryan Hartman, HR Director; Shannon Schultz, SCLS Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

The Committee will vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: “Considering employment, promotion, compensation or performance evaluation, data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

In closed session, the Committee will conduct interviews and discuss next steps in the Library Director recruitment process. The Committee will adjourn in closed session.

**5:16p.m. Motion by A. Galván to move to closed session, second by Evan O’Day. Roll call vote**

Elizabeth St. Myers- yes

Evan O’Day - yes

Conni O’Keefe- not present

Andrea Galván - yes

**Chair St. Myers adjourned the meeting at 7:12pm**

**Respectfully submitted: Claire Parrish, Interim Director**



# Search Committee

Meeting Minutes  
January 30, 2025

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Library Search Committee to order at 5:15p.m.

**2. Roll Call:**

Elizabeth St. Myers

Evan O’Day

~~Conni O’Keefe~~ - excused

Andrea Galván

**Other Board Members:**

~~Dennis Martin~~

Susan Feith

~~Ron Rasmussen~~

~~Ryan Austin~~

William Clendenning

~~Karen Schill~~

~~Scott Kellogg~~

Emily Kent

**Others Present:** Claire Parrish, Interim Director; Ryan Hartman, HR Director; Shannon Schultz, SCLS Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

The Committee will vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: “Considering employment, promotion, compensation or performance evaluation, data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

In closed session, the Committee will conduct interviews and discuss next steps in the Library Director recruitment process. The Committee will adjourn in closed session.

**5:16p.m. Motion by A. Galván to move to closed session, second by E. O’Day Roll call vote**

Elizabeth St. Myers- yes

Evan O’Day - yes

Conni O’Keefe- excused

Andrea Galván - yes

**Chair St. Myers adjourned the meeting at 7:29pm**

**Respectfully submitted: Claire Parrish, Interim Director**



# Search Committee

Meeting Minutes  
February 4, 2025

**1. Call to Order:** Chair St. Myers called the meeting of the McMillan Library Search Committee to order at 5:15p.m.

**2. Roll Call:**

Elizabeth St. Myers  
Conni O’Keefe

Evan O’Day  
Andrea Galván

**Other Board Members:**

~~Dennis Martin~~  
~~Ryan Austin~~  
~~Scott Kellogg~~

Susan Feith  
William Clendenning  
Emily Kent

~~Ron Rasmussen~~  
~~Karen Schill~~

**Others Present:** Claire Parrish, Interim Director; Ryan Hartman, HR Director; Shannon Schultz, SCLS Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

The Committee will vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: “Considering employment, promotion, compensation or performance evaluation, data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

In closed session, the Committee will conduct interviews and discuss next steps in the Library Director recruitment process. The Committee will adjourn in closed session.

**5:17p.m. Motion by E. O’Day to move to closed session, second by A. Galvan. Roll call vote**

Elizabeth St. Myers- yes  
Conni O’Keefe- yes

Evan O’Day - yes  
Andrea Galván - yes

**Chair St. Myers adjourned the meeting at 7:52pm**  
**Respectfully submitted: Claire Parrish, Interim Director**



# Board of Trustees

Special Meeting Minutes

February 5, 2025

**1. Call to Order:** Chair St. Myers called the special meeting of the Library Board to order at 5:30p.m.

**2. Roll Call:**

<del>Dennis Martin</del> - excused	Susan Feith	Ron Rasmussen
Ryan Austin	William Clendenning	Karen Schill
Scott Kellogg	Emily Kent	Evan O'Day
Conni O'Keefe	Andrea Galván	Elizabeth St. Myers

**Others Present:** Claire Parrish, Interim Director

**3. Open Meeting Declaration:** Chair St. Myers established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Closed Session**

The Board will vote to go into closed session under Section 19.85(1)(c), Wis. Stats., which reads: "Considering employment, promotion, compensation or performance evaluation, data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

In closed session, the Board will discuss next steps in the recruitment process. The Board may adjourn in closed session.

**5:32p.m. Motion by A. Galván to move to closed session, second by S. Kellogg. Roll call vote**

<del>Dennis Martin</del> - excused	Susan Feith -Y	Ron Rasmussen -Y
Ryan Austin - Y	William Clendenning -Y	Karen Schill -Y
Scott Kellogg - Y	Emily Kent -Y	Evan O'Day -Y
Conni O'Keefe - Y	Andrea Galván -Y	Elizabeth St. Myers -Y

**6:02pm Motion by A. Galván to return to open session, second by K. Schill. Motion carried.**

**Motion by R. Rasmussen to reimburse out-of -state candidates up to \$1500 and in-state candidates up to \$750 for themselves for travel, meals, hotel, and rental car, provided receipts, second by C. O'Keefe. Motion carried unanimously.**

**Motion by A. Galván to adjourn, second by S. Feith.**

**Chair St. Myers adjourned the meeting at 6:04pm**

**Respectfully submitted: Claire Parrish, Interim Director**

**South Central Library System Board of Trustees Minutes**

**1/23/2025, 12:15 p.m.**

**1650 Pankratz Street, Madison**

**Meeting held via Zoom & in person**

**Action Items**

Approved the Election of 2025 Officers: President – J. Honl, V. President – J. Wright, Secretary – S. Feith, Treasurer – M. Nelson

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

Excused: S. Garcia

Absent: M. Howe

Recorder: H. Moe

SCLS Staff Present: S. Schultz, K. Goeden

Guests: Alexander Johnson, PCPL director and chair of the Administrative Council

Call to Order: 12:14 p.m. J. Honl, President.

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

Approval of previous meeting minutes: 12/20/2024 Minutes

- a. Motion: M. Nelson moved approved of the 12/20/2024. S. Feith seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

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

Bills for Payments: The payment amount is \$337,714.58

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

Recess the January SCLS Board Meeting for the Purpose of Conducting the 2025 SCLS Annual Meeting

G. Poulson moved to recess the January SCLS Board meeting for the purpose of conducting the 2025 SCLS Annual meeting. B. Clendenning seconded. Motion carried.

Convene the 2024 SCLS Annual Meeting

- a. Election of officers – Nomination Committee

President: Joan Honl

Vice President: Jacob Wright

Secretary: Susan Feith

Treasurer: Mary Nelson

G. Poulson moved approval of the 2025 officers as presented. N. Foth seconded. Motion carried.

G. Poulson moved adjournment of the annual meeting and to reconvene the January SCLS Board Meeting. H. St. Maurice seconded. Motion carried.

Committee Reports:

- a. Advocacy: J. Honl, S. Garcia and M. Nelson are attending Library Legislative Day 2/11.
- b. Budget & Finance: 2025 committee meeting dates. M. Nelson will email the committee members to determine what dates in June and August will work for everyone.
- c. Personnel Committee: 2025 committee meeting dates - same as budget/finance. N. Foth will email the committee members to determine what dates work for everyone.

System Director's Report: You may view the System Director report online.

Discussion:

- a. SCLS Timeline for 2025 Budget – an outline was provided to the board.
- b. 2025 Board Calendar – was provided to the board. May 22<sup>nd</sup> will be the staff potluck and the 50<sup>th</sup> anniversary celebration of SCLS. November and December meetings dates will need to be voted upon.
- c. 2025 Presentation Topics – was provided to the board. If there is a topic you would like, please let S. Schultz know. It was suggested that one of the trainings discuss the issues and traumatic situations and PTSD that librarians are being faced with. The Board needs to be aware that this is a real thing and training is available for library staff.
- d. 2025 committee assignments were discussed. Confirmation of appointments to committees will be finalized at the February meeting.

Information sharing:

- a. N. Foth is in gulf shores Alabama and there is more snow there than WI.
- b. The Foundation board meets today. There are positions available on the board that need to be filled. If you know of someone in your community that would like to serve, please let S. Schultz know. C. Clark, H. St. Maurice, and M. Nelson volunteered to serve on the Foundation Board.

Next meeting: February 27

- a. Bill Examiner: M. Howe, S. Feith alternate
- b. Advocacy Committee will report on Library Legislative Day
- c. Presentation on Exemption from the County Library Tax

Adjournment: 1:07 p.m.

For more information about the Board of Trustees, contact Shannon Schultz  
BOT/Minutes/1/23/2025

# Minutes

## University Commission UWSP-Marshfield/Wood County

**DATE** November 14, 2024

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**TIME** 5:00 pm

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**MEETING CALLED TO ORDER BY** Chair Donna Rozar

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### IN ATTENDANCE

Chair Donna Rozar, Alderperson Mike Feirer, Wood County Board Rep. Al Breu, Wood County Board Rep. Jake Hahn, Alderperson Andrew Reigel, Bookkeeper Ralph Nussbaum, Lead Facilities Supervisor Tom Zink, and UWSP-Marshfield Campus Executive Dr. Anthony Andrews. Others present included Bill Clendenning, Dean Dr. Gretel Stock, Jesse Fish and Olivia Miller. Alderperson Derrek Wehrman was noted as absent. Quorum was established and there were no public comments.

### APPROVAL OF MINUTES

The minutes from the August 8<sup>th</sup> meeting were read and a motion to approve the minutes was made by Al Breu, seconded by Mike Feirer, and unanimously approved.

### REPORTS

The year-to-date Register Report and year-to-date Comparing Budget to Actual Expenses were presented by Donna Rozar. Tom Zink noted an increase in boiler expenses by \$11,000 this year. A motion to approve these reports was made by Jake Hahn, seconded by Mike Feirer, and unanimously approved.

The Financial Activity Report was presented by Donna Rozar. Donna asked about paying for the continued mouse problem. Tom noted the mouse problem had improved but pest control would be a continued annual expense. A motion to approve Financial Activity from 08/02/24 to 11/09/24 was made by Al Breu, seconded by Andrew Reigel, and unanimously approved.

Tom Zink presented the Facilities Manager's Report. Tom Zink discussed that the project in the arboretum has been completed. The last culvert bridge is done, the trails are widened, and new gravel has been put down. A big thank you to Dan Umhoefer for covering the cost of the bridge repair. Maurer's roofing has finished the roof over the Laird stairwell and 405 and 409 areas. This was a CIP project. Johnson Controls has not been back to finish the fire panel upgrades yet but should be here within the next two weeks. The kitchen hood was checked by the fire department, and it was determined it needed cleaning which was an added expense this year. This will be an ongoing annual expense moving forward. General maintenance work has been going on with outside bush trimming and general cleanup done



before winter. Boilers and other heating units are all running. Emerald ash beetles have killed the ash trees in the school yard. There are five trees that will need to come down in the spring or winter if it is a mild one. Water softeners in the Felker and Laird buildings are being replaced. The water softeners feed the boilers, which will help with chemicals that need to be added. They also feed the kitchen and showers which will reduce scale buildup. Lights on the exterior of the library (4 total) are being replaced; some are burnt out and some are rusted shut. Both the water softeners and light replacements will be 2024 CIP projects.

Donna Rozar asked about using the remaining CIP funds. Tom Zink noted there will be \$1,546.00 remaining after this year's projects are done. Donna Rozar will inquire about carrying over the remaining CIP funds. The carryover could potentially be used for removing the trees. No further questions were brought to Tom. A motion to approve Tom Zink's Facilities Manager's report on the was made by Al Breu, seconded by Jake Hahn, and unanimously approved.

Dr. Andrews presented the Campus Executive Report. Dr. Andrews noted UWSP-Marshfield was having a bad publicity cycle recently due to the drop in enrollment of high school students that were dual enrolled in college courses. UWSP needed more "seats" for regular full-time traditional college students. However, Dr. Andrews is involved in leading the re-envisioning of the high school dual enrollment programs. Channel 7 News did a TV news report and article to give context about the drop in enrollment. During the interview, Dr. Andrews discussed the need to make room for traditional and non-traditional college students and the increased retention of students this year (12 percent increase). Dr. Andrews is working with Main Campus to create a PR strategy to get the message out about the retention rate and all the positive things happening on campus. Dr. Andrews then presented the news story to the rest of the board.

<https://www.wsaw.com/2024/11/13/uwsp-marshfield-campus-confident-its-enrollment-numbers-despite-earlier-reports/>

Mike Feirer asked about Dr. Andrews, Dr. Gretel Stock or Chancellor Thomas Gibson coming to present to the city council about these messages. Dr. Andrews also gave an update on the soccer fields. Marshfield Parks and Recreation is relinquishing control of the soccer fields. They will no longer be using or maintaining the fields. They will remove the soccer nets and portable toilets as they are owned by the Parks and Recreation Department. Dr. Andrews said they will need to figure out the cost of maintaining the fields by UWSP-Marshfield. Columbus Catholic wants to be in on this conversation due to their use of both the soccer fields and the tennis courts.

Donna Rozar inquired about the condition of the tennis courts. Tom Zink noted the tennis courts are safe to continue using as of right now. There are a few cracks that need to be filled but they still have CIP funds they can use for repair when the time comes (planned for 2027). Tom is getting estimates of the cost to repair and re-do the courts, possibly changing a few of them to be Pickle Ball courts.

Dr. Andrews reported that a new restaurant will be opening on campus tentatively within the next week. The restaurant is the Hungry Hub. The family that runs the new restaurant also owns and operates the Daily Special Food Truck and Mill Creek Gardens.

The Wisconsin Conquerors soccer team will be in Marshfield for another year. They will be playing their indoor league this winter at the Greenheck Turner Community Center in Wausau. They were able to bring over a new coach from Portugal this year. Dr. Andrews gave him a tour of the gym, fitness center, classroom they will meet in and the soccer fields on campus and he was incredibly happy with the facilities and excited about the upcoming season. They have paid for a part of the field maintenance through their program, which takes a portion of the cost away from maintenance, and the fields look to be in terrific condition. Lastly, Dr. Andrews announced the Cultural Fair date for 2025 is Saturday, February 22<sup>nd</sup>.

Donna Rozar did not have a Chair's Report to present but noted the meeting dates are set for 2025. However, the February meeting date should be February 13<sup>th</sup> not February 12<sup>th</sup>.

Minutes approved 2-13-25

**NEXT MEETING**

The next meeting is scheduled for February 13<sup>th</sup>, 2024. The meeting was adjourned at 5:37 pm.t



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

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF DAVID LYONS

**WHEREAS**, it has pleased the Almighty to call from this life former County Board Supervisor David Lyons, and,

**WHEREAS**, Supervisor Lyons was born October 15, 1948, and passed from this world on February 22, 2025, and,

**WHEREAS**, Supervisor Lyons worked as an Operating Room Technician, ultimately becoming a registered nurse, serving on the surgical team at St. Joseph’s Hospital in Marshfield until retirement, and,

**WHEREAS**, Supervisor Lyons was elected to the Wood County Board of Supervisors in April of 2000, and served until April of 2002, and,

**WHEREAS**, Supervisor Lyons served with honor and distinction on the Commission on Aging, Transportation & Economic Development, General Claims, and Wood County Housing Authority Committees, and,

**WHEREAS**, Supervisor Lyons served his country with distinction in the US Army, and subsequently the Army Reserves, with his last call up being during Operation Desert Storm, and,

**WHEREAS**, Supervisor Lyons enjoyed the respect of his colleagues and the service organizations to which he belonged, including service as City of Pittsville Mayor, Common Council member, volunteer fire department, along with many positions within his church community, and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Wood County Board of Supervisors commend Supervisor David Lyons’ 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, Patty, 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 18<sup>th</sup> day of March, 2025.

_____	_____
County Clerk	County Board Chairman