

2016
(updated 7-27-2016)

OFFICIAL
DIRECTORY

Portage County
Wisconsin

Compiled by:
SHIRLEY M. SIMONIS
County Clerk

PORTAGE COUNTY
COURTHOUSE
1516 Church Street
Stevens Point, WI 54481
www.co.portage.wi.us

County Information
County Clerk's Office
(715)346-1351

County Population
70,940
823 Square Miles
526,813 Acres

**OFFICIAL DIRECTORY
OF
PORTAGE COUNTY
WISCONSIN**
County Seat
Stevens Point

2016

O. PHILIP IDSVOOG
Chairman of County Board

ALLEN HAGA JR.
First Vice-Chairman

DON BUTKOWSKI
Second Vice-Chairman

SHIRLEY M. SIMONIS
County Clerk

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County Departments

<u>Aging & Disability Resource Center</u>	<u>Central Wisconsin Airport</u>	<u>Child Support Agency</u>	<u>Circuit Court Branch 1</u>
<u>Circuit Court Branch 2</u>	<u>Circuit Court Branch 3</u>	<u>Clerk of Courts</u>	<u>Community Care Connections of Wisconsin</u>
<u>Corporation Counsel</u>	<u>Coroner</u>	<u>County Clerk</u>	<u>County Executive</u>
<u>Department of Natural Resources</u>	<u>District Attorney</u>	<u>Emergency Management</u>	<u>Facilities Management</u>
<u>Family Court Commissioner</u>	<u>Finance</u>	<u>County Health Care Center</u>	<u>Health and Human Services</u>
<u>Highway</u>	<u>Housing Authority</u>	<u>Human Resources</u>	<u>Information Technology</u>
<u>Justice Programs</u>	<u>Library</u>	<u>Parks</u>	<u>Planning and Zoning</u>
<u>Portage House</u>	<u>Purchasing</u>	<u>Register of Deeds</u>	<u>Sheriff</u>
<u>Solid Waste</u>	<u>Surveyor</u>	<u>Treasurer</u>	<u>University Extension</u>
<u>USDA</u>	<u>Veterans Service</u>	<u>Victim Witness Coordinator</u>	

[County Officers](#)
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Town Officers

Alban	Almond	Amherst
Belmont	Buena Vista	Carson
Dewey	Eau Pleine	Grant
Hull	Lanark	Linwood
New Hope	Pine Grove	Plover
Sharon	Stockton	

Village Officers

Almond	Amherst	Amherst Junction
Junction City	Nelsonville	Park Ridge
Plover	Rosholt	Whiting

NATIONAL OFFICERS

President.....Barack H. Obama
 Vice-President..... Joseph R. Biden
 Attorney General, Dept of Justice..... Loretta E. Lynch
 Secretary of Agriculture..... Thomas J. Vilsack
 Secretary of Commerce Penny Pritzker
 Secretary of Defense..... Ashton Carter
 Secretary of Education..... John B. King, Jr.
 Secretary of Energy..... Ernest Moniz
 Secretary of Health/Human Serv . Sylvia Mathews Burwell
 Secretary of Homeland Security..... Jeh Johnson
 Secretary of Housing/Urban Dev..... Julián Castro
 Secretary of Interior..... Sally Jewell
 Secretary of Labor..... Thomas E. Perez
 Secretary of State..... John Kerry
 Secretary of Transportation..... Anthony Foxx
 Secretary of Treasury..... Jack Lew
 Secretary of Veterans Affairs.....Robert McDonald

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MEMBERS OF ASSEMBLY

Official Address
State Capitol Building
Madison, WI 53700

NOTE: Written boundary descriptions may have slight changes due to annexations.

70th District

All of the following territory constitutes the 70th Assembly District:

1. Jackson County. That part of Jackson County consisting of the towns of Bear Bluff, City Point, Knapp, Manchester, and Millston
2. Monroe County. That part of Monroe County consisting of all of the following:
 - a. The towns of Byron, Grant, Greenfield, La Grange, Lafayette, Lincoln, Little Falls, New Lyme, Oakdale, Scott, and Sparta
 - b. The villages of Oakdale, Warrens, and Wyeville
 - c. The cities of Sparta and Tomah
3. Portage County. That part of Portage County consisting of all of the following:
 - a. The towns of Carson, Dewey, Eau Pleine, and Hull
 - b. The village Junction City
 - c. The part of the village of Milladore located in the County
 - d. The city of Stevens Point – Wards 34-43
4. Wood County. That part of Wood County consisting of all of the following:
 - a. The towns of Arpin, Cranmoor, Dexter, Hansen, Hiles, Milladore, Port Edwards, Remington, Richfield, Rudolph, Seneca, Sherry, Sigel, and Wood
 - b. The villages of Arpin, Rudolph, and Vesper
 - c. That part of the village of Milladore located in the county.
 - d. The cities of Nekoosa and Pittsville

Nancy VanderMeer P.O. Box 8953
rep.vandermeer@legis.wisconsin.gov Madison, WI 53708
 608-266-8366
 Toll Free 888-534-0070 Fax 608-282-3670

71st District

All of the following territory constitutes the 71st Assembly District:

- 1) Portage County. That part of Portage County consisting of all of the following:
 - a) The towns of Alban, Amherst, Belmont, Buena Vista, Lanark, Linwood, New Hope, Plover, Sharon and Stockton
 - b) That part of the town of Grant comprising Ward 3
 - c) The villages of Amherst, Amherst Junction, Nelsonville, Park Ridge, Plover, Rosholt, and Whiting
 - d) The city of Stevens Point – Wards 1-33

Katrina Shankland P.O. Box 8953
 Madison, WI 53708
rep.shankland@legis.wisconsin.gov 608-267-9649
 Toll Free 888-534-0071 Fax 608-282-3671

72nd District

All of the following territory constitutes the 72nd Assembly District:

1. Adams County. That part of Adams County consisting of the towns of Big Flats, Colburn, Leola, Monroe, Preston, Richfield, Rome, and Strongs Prairie

2. Portage County. That part of Portage County consisting of all of the following:
 - a. The towns of Almond and Pine Grove
 - b. That part of the town of Grant comprising Wards 1, 2 and 4
 - c. The village of Almond
3. Waushara County. The part of Waushara County consisting of all of the following:
 - a. The towns of Coloma, Dakota, Deerfield, Hancock, Marion, Oasis, Plainfield, Richford, Rose, and Wautoma
 - b. The villages of Coloma, Hancock, and Plainfield
 - c. The city of Wautoma
4. Wood County. That part of Wood County consisting of all of the following:
 - a. The towns of Grand Rapids and Saratoga
 - b. The villages of Biron and Port Edwards
 - c. The city of Wisconsin Rapids

Scott Krug P.O. Box 8952
rep.krug@legis.wisconsin.gov Madison, WI 53708
 608-266-0215
 Toll Free 888-529-0072 Fax 608-282-3672
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STATE OFFICERS

Governor Scott Walker
 Lieutenant Governor..... Rebecca Kleefisch
 Secretary of State.....Douglas La Follette
 State Treasurer Matt Adamczyk
 Attorney GeneralBrad D. Schimel
 Superintendent of Public Instruction..... Tony Evers
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COUNTY OFFICERS

County Executive Patty Dreier
 County Clerk Shirley M. Simonis
 County Treasurer Stephanie Stokes
 Sheriff..... Mike Lukas
 CoronerScott W. Rifleman
 Clerk of Circuit Court.....Patricia A. Baker
 District Attorney..... Louis J. Molepske, Jr.
 Register of Deeds..... Cynthia Wisinski
 Surveyor..... Joseph S. Glodowski
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DEPARTMENTS

AGING & DISABILITY RESOURCE CENTER

1519 Water St, Stevens Point, WI 54481
 715-346-1401 Fax 715-346-1418
www.co.portage.wi.us/adrc
 Email: adrc@co.portage.wi.us
 Director..... Cindy Piotrowski
 Assistant DirectorMaureen Miller
 Administrative Asst..... Karen Piesik

CHILD SUPPORT AGENCY

**See Health and Human Services*

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CIRCUIT COURT – BRANCH I

1516 Church St, Stevens Point, WI 54481

715-346-1355 Fax 715-346-1236

Circuit Judge Branch I..... Hon. Thomas B. Eagon

Court Reporter..... Catherine M. Sosnowski

Legal Secretary Linda S. Wise

Family Court CommissionerDavid J. Worzalla

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CIRCUIT COURT – BRANCH II

1516 Church St, Stevens Point, WI 54481

715-346-1360 Fax 715-346-1236

Circuit Judge Branch II..... Hon Robert J. Shannon

Court Reporter..... Barbara D. Larsen

Register in Probate..... Theresa M. Gagas

Sr Deputy Register in Probate..... Sandra M. Gagas

Deputy Register in Probate Kathi A. Porath

Supplemental Court

Commissioner Michael J. Lauterbach

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CIRCUIT COURT – BRANCH III

1516 Church St, Stevens Point, WI 54481

715-346-1244 Fax 715-346-1236

Circuit Judge Branch III.....Hon. Thomas T. Flugaur

Court Reporter..... Mary Heaverlo

Legal Secretary DeLorma Nowicki

Supplemental Court CommissionerMelissa Dalkert

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CLERK OF COURTS

1516 Church St, Stevens Point, WI 54481

715-346-1364 Fax 715-346-1236

Clerk of CourtsPatricia A. Baker

Chief DeputyKimberly Stimac

Senior Deputy Clerk IIShirley Skrzeczkoski

Deputy Clerk II.....Constance L. Sondelski

April Zelenski

Shelley Pezewski

Amarilis Nieves

Eileen Pankratz

Jessica Breidel

Deputy Clerk I Michelle Pirk

File Clerk Marilyn A. Kulas

Jury Clerk/Payment Officer Marcella Carlton

Court Bailiffs Jerome Bodzislav, Chief

James LaMar, Deputy Chief

Caroline Potocki

Bob Parish

Thomas Gustin
Virg Clausen
Mike Baumhofer
Mike Moum
George Barnes
Neil Miller

Carol Grubba
Robert Barge
Marlane Shirek
Thomas Kujawski
Julie Saloun

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COMMUNITY CARE CONNECTIONS OF WISCONSIN

3349 Church Street, Suite 1, Stevens Point, WI 54481

715-345-5968 Fax 715-345-5725

Chief Executive Officer.....Mark Hilliker

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CORPORATION COUNSEL

1516 Church St, Stevens Point, WI 54481

715-346-1368 Fax 715-343-6258

Corporation Counsel Michael J. McKenna

Deputy Corporation Counsel David E. Hickethier

Asst Corporation Counsel Lacey L. Coonen

Brianna L. Sweeney

Administrative Asst/Paralegals &

Confidential Legal Secretaries..... Marilyn R. Hutkowski

Jennifer L. Williams

Sara Daye Bargaehr

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CORONER

1500 Strongs Ave, Stevens Point, WI 54481

715-346-1449 Fax 715-346-1591

Coroner Scott W. Rifleman, EMT-P, ABMDI

Chief Deputy Coroner..... Paul Mattlin, EMT-P, ABMDI

Deputy Coroners Mark Schoeberle, EMT-P

Heather Schultz, RN

Ashlynn Plaski, RN

Jon Daniels, EMT

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COUNTY CLERK

1516 Church St, Stevens Point, WI 54481

715-346-1351 Fax 715-346-1486

County Clerk Shirley M. Simonis

Deputy County Clerk Kathleen Genovese

Administrative Secretary I Dang Vue

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EMS

Portage County Ambulance

Billing/Insurance Refunds

Andres Medical Billing, Ltd 1-800-244-2345

EMS Coordinator

Michael Fraley 715-346-1399

Email: fraley@co.portage.wi.us

EMS Specialist

Joseph Brandt 715-346-1437

Email: brandtj@co.portage.wi.us

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FACILITIES MANAGEMENT

1462 Strongs Ave, Stevens Point, WI 54481

715-346-1598 Fax 715-343-6226

Facilities Director Todd J. Neuenfeldt

Assistant Facilities Director Carl Hurrish

Facilities Administrative Asst Deb Aldridge

Technicians Norm Eiden

Pat Lassa

Rick Lewis

Maintenance Workers Gary Mansavage

Josh Beatty

Alan Malanowski

Chris Reilly

Lead Worker Tom Jakubiak

Custodians Kathy Garske

Diana Pitcher

Rachel Kronenberg

John Guadagni

Barbara Kenowski

Dennis Brezinski

Susan Britz

Corey Pliska

Cory Ourada

Doug Loomis

(3) Seasonal Custodian

(2) Seasonal Maintenance (Landscaper)

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FAMILY COURT COMMISSIONER

1516 Church St, Stevens Point, WI 54481

715-346-1364 Fax 715-346-1236

Family Court Commissioner David Worzalla

Asst Family Court Commissioner Melissa Dalkert

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FINANCE DEPARTMENT

1462 Strongs Ave, Stevens Point, WI 54481

715-346-1330 Fax 715-346-1634

Finance Director Jennifer Jossie
Assistant Finance Director Trisha Heyman
Senior Financial Manager Jason Hake
Finance Manager/Treasury Pam Przybelski
Risk Management Specialist Colleen M. Brandt
Account Clerk Carol Pozniak

GRANT REPORTING & GENERAL BILLING

Business Manager Erica Wojcik
Accounting Specialist Margaret M. Kalpinski
Grants Accounting Specialist Shirley Weir

ACCOUNTS PAYABLE/PAYROLL

Accountant Payroll Coordinator vacant
Payroll/Account Clerk Collene Ottum
Accounts Payable Specialist Janet Beltrame Soria
Nicole Moen

Account Clerk Karen K. Johnson

CLERK OF COURTS

Fiscal Clerk Lisa Roth

HEALTH & HUMAN SERVICES DIVISION

Accounts Receivable Manager Cheryl Butkus
Account Clerks Lori A. Schoenherr
Cherie Duranceau
Jennifer Rozumalski

HEALTH CARE CENTER DIVISION

Business Manager vacant
Accounting Specialist Ann Mehlbrech
Bookkeeper (LTE) Jon Rockwood

HIGHWAY DIVISION

Business Manager Stacy Zerby
Asst. Business Manager Laurie Rosicky

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HEALTH CARE CENTER

825 Whiting Ave, Stevens Point, WI 54481

715-346-1375 Fax 715-346-1628

Administrator Marcia McDonald
Director of Nursing vacant
Business Manager vacant
Timber Trail Gail Lankford, R.N.
Hillside Meadow Tamie Perez, R.N.
Sunrise Garden Gail Lankford, R.N.
Social Worker Andrea Paulin, B.S.W.
Life Enrichment Coordinator Debbie R. Bera, A.D.C.
Food Service Director Barb Marsicek, C.D.M.
Medical Director Dr. Joseph Jarabek, M.D.
Dr. Ruth Mahmood, M.D.

Clinical Nurse Liaison Ashley Quam, R.N.

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HEALTH AND HUMAN SERVICES DEPARTMENT

817 Whiting Ave, Stevens Point, WI 54481
715-345-5350 Fax 715-345-5966
Public Health Fax 715-345-5760
Child Support 715-346-1588 Child Support Fax 715-343-6263

ADMINISTRATION/BUSINESS SERVICES

Director.....Raymond F. Przybelski
Office Manager.....Dianne M. Koca
Word Processing SpecialistsDawn M. Grasamkee
Judy M. Wright
Optical Imaging SpecialistLori J. Shifflett
Receptionists.....Kelly J. Bannach
Amanda C. Duberstein
Switchboard Operator/PMAP Coor.....Diane M. Kaminski
Administrative Secretary I - half time..... Cindy L. Kluck

DIVISION OF HEALTH SERVICES

Coordinator/Health Officer..... Gary L. Garske
WIC & Nutrition Services Supervisor..... Kristi M. Cooley
Community Health Nursing
Supervisor Melanie R. Baehr R.N.
Public Health Planner.....Lori A. Kawleski, R.N.
HSS2/1-Community Health
Nurse.....Kathleen R. Graham, R.N.
HSS1 Lead Community Health
Nurse..... Julia M. McKnight, R.N.
Sarah R. Wolf, R.N.
HSS1-Community Health Nurses. Sherril A. Bigelow, R.N.
Valerie L. Federwitz, R.N.
Ann M. Schlice, R.N.
Deborah D. Shannon, R.N.
Lynn M. Frost, R.N.
Lindsey E. Zurawski, R.N.
Mary S. Droske, R.N.
Mary G. Volm, R.N.
Brittany R. Plummer, R.N.
Public Health Environmental Specialists...Cheryl L. Helms
Lindsay D. Benaszkeski
Public Health Technician.....Lori A. Yonash
HSS1-Community Nutrition Educator ... Brenda L. Meilahn
HSSI WIC/Fit Families Coach.....Sarah J. Kosmalski
Reg. Dietetic Tech/WWWP Coord.... Kathleen G. Groshek
Community Health Assistants..... May L. Vang
Toni L. Kaminski
WIC AidesAna M. Haight
Shawn M. Poole
May L. Vang

DIVISION OF COMMUNITY PROGRAMS

Coordinator Amy L. Marcott
Special Needs Programs Supervisor.....Connie M. Sherd

Anthony L. Meier
Liliana Montoya
Tammy L. Porter
Jennifer A. Smith
Lori A. Yenter
Lori L. Zimmerman
Evern D. Hankins
vacant

Child Support Lead Specialist Jennifer A. Zinda

Child Support Specialists Tammy R. Woyak
Karen M. Schroeder
Sherry J. D'Antoni

Specialist Assistants..... Tammy L. Gaetz
Kara Steltenpohl

Paternity Specialist..... Kaye M. West

Financial Specialist..... Teri L. Werner

Child Support Clerk Shelly A. Virsnieks

Child Welfare

HSS2-Social Workers..... Sheila M. Check-Moe
Wendy E. Axt

Danita M. Docka

Jennifer L. Seefelt

Emily A. Blonigen

Stephanie L. Breitenfeldt

Amy L. Trzebiatowski

Stephanie M. Knutson

Benjamin R. Janssen

Sarah J. Kunst

Sara J. Inman

Child Welfare Assistants Sara J. Charneski
Laci K. McCann

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HIGHWAY DEPARTMENT

800 Plover Rd, Plover, WI 54467

715-345-5230 Fax 715-345-5356

Highway Commissioner..... Nathaniel Check

Asst. Highway Commissioner/

State Patrol Superintendent vacant

County Patrol Superintendent Kenneth A. Gliszinski

Asst. Patrol Superintendent..... Todd Makuski

Parts Room/Shop Supervisor Corey Giese

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HOUSING AUTHORITY

1100 Centerpoint Dr, Suite 201B, Stevens Point, WI 54481

715-346-1392 Fax 715-343-6259

Executive Director Stacy Cieslewicz

Housing Manager Nancy A. Wild

Maintenance Manager..... James Nowak

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HUMAN RESOURCES DEPARTMENT

1462 Strongs Ave, Stevens Point, WI 54481
715-346-1327 Main Number 715-346-1345 Job Hotline
Fax 715-343-6274
Human Resources Director Laura Belanger Tess
Asst. Human Resources Director Susan Wenzler
Human Resources Specialist Ray Heitzinger
Human Resources Secretary Alison Matke

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INFORMATION TECHNOLOGY

1462 Strongs Ave, Stevens Point, WI 54481
715-346-1395 Fax 715-343-6226
Information Technology Director Alan Hawker
Programmer/Analyst..... Angie M. Jakusz
Amy R. Modrzewski
Josh R. Schwantes
Network Administrator Jason Scott
PC Technicians Rita A. Kolodziej
Nancy Rose
Help Desk/Operations Assistant..... Craig Wilson

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JUSTICE PROGRAMS DEPARTMENT

1462 Strongs Ave, Stevens Point, WI 54481
715-346-1334 Fax 715-346-1677
Director..... Kate Kipp
Executive Asst for Planning & Zoning and
Justice Programs..... Paula Cummings

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LIBRARY

1001 Main St, Stevens Point, WI 54481
715-346-1544 Fax 715-346-1239
<http://www.pocolibrary.org/>
reference@pocolibrary.org/
Director..... Robert J. Stack
Asst. Director/Youth Services Librarian. Nicole E. Ozanich
Branch Librarian Laura L. Fuller
Ref/Tech Support Librarian Charles A. Danner
Admin. Asst Jamie Phillis
Technical Services Librarian Alison R. Wirth
Public Services Librarian Edward A. Glade

ALMOND BRANCH LIBRARY

122 Main St, Almond, WI 54909
715-366-2151

PLOVER BRANCH LIBRARY

2151 Roosevelt Dr, Plover, WI 54467
715-341-4007

ROSHOLT BRANCH LIBRARY
137 N. Main St, Rosholt, WI 54473
715-677-4512

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PARKS

1903 County Hwy Y, Stevens Point, WI 54482
715-346-1433 Fax 715-346-1994
Park Director Gary Speckmann
Assistant Park Director Ryan Rose
Trails Coordinator Rex Runke
Equipment Specialist Joe Trzebiatowski
Maint Technician Dale Felckowski
Parks Asst Mickey Cychosz
Park Foreman Gerald D. Brzezinski
Park Maintenance Specialist Andrew Gundrum
Park Specialists Justin Vogel
Josh Nemec

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PLANNING & ZONING

1462 Strongs Ave, Stevens Point, WI 54481
715-346-1334 Fax 715-346-1677
Director Jeffrey P. Schuler
Assistant Director Dan Bowers

**PLANNING & GROUNDWATER
MANAGEMENT SECTION**

Associate Planner Kristen Johnson
Water Resource Specialist Jen McNelly
GIS/LIS Manager Jeff Hartman
GIS Technician Rod Sutter
Executive Asst for Planning & Justice
Programs Paula A. Cummings
Administrative Secretary I Gayle Stewart

CODE ADMINISTRATION SECTION

Asst. Zoning Admin/On-Site Waste
Specialists Tracy Pelky
Christopher J. Mrdutt
Administrative Secretary I Amy Goffin

LAND AND WATER CONSERVATION DIVISION

County Conservationist Steven W. Bradley
Senior Conservation Tech Daniel J. O'Connell
Conservation Tech Randy Slagg
Administrative Secretary I Patty Benedict

CENTRAL WISCONSIN WINDSHED PARTNERSHIP (CWWP) GROUP

Hancock Agricultural Research Station
N3909 CTH V, Hancock, WI 54943
715-249-5424 Toll Free: 1-888-249-5424
Fax 715-249-5425
Email: cwwp@uniontel.net

Project Manager Shannon Rohde
Field Supervisor Stan Ewan

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**PORTAGE HOUSE
(HALFWAY HOUSE-OFFENDERS)**

1019 Arlington Place, Stevens Point, WI 54481
715-346-1436

Director Zachary S. Bishop
Program Asst Sheila Kieliszewski
Counselors Dillon Ksionek
Heather Crawford
Night Security Gregory Totzke
Dan Szemborski

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PURCHASING

1462 Strongs Ave, Stevens Point, WI 54481
715-346-1241 Fax 715-346-1445

Procurement Director Matthew Fleming
Procurement Specialist Karen Kluck
Administrative Secretary I Pam Olson

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REGISTER OF DEEDS/LAND DESCRIPTION

1516 Church St, Stevens Point, WI 54481
715-346-1428/715-346-1344 Fax 715-345-5361

Register of Deeds Cynthia A. Wisinski
Sr. Deputy Register of Deeds Stacie S. Hahn
Land Description Tech Brad Cummings
Trina Buerger
Register of Deeds/Land Description Asst Ashley Gaede

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SHERIFF

1500 Strongs Ave, Stevens Point, WI 54481
715-346-1400 Fax 715-346-1591

Sheriff Mike Lukas
Chief Deputy Daniel Kontos

RECORDS DIVISION

Office Manager Karen M. Moran
Lead Law Enforcement Records
Specialist Kim Delikowski
Law Enforcement Records Specialists Sara Denissen
Clair Glisczynski
Karen Ryun

CORRECTIONS DIVISION

Captain Cory Nelson
Sergeant-Jail Dale Boettcher
Juvenile Detention Superintendent Richard Bolder

Home Detention Program Officers Penny Borski
Mindy Ciseski
Corporals..... Meegan Callahan MacDonald
Chris Glodowski
Dale Kuhlka
Ronnie Leach
Tammy Shoemaker
Corrections Officers..... Heidi Adamski
David Bloecher
Erik Brost
Alysa Ciepluch
Maureen Domask
Danielle Dunn
Robert Golla
Andrew Haldeman
Emily Held
Jessica Jozwiak
Richard Kalpinski
Kathleen Kaniecki
Riley Knapp
Christopher Koepl
Lance Lewis
Matthew Reissman
Joseph Ries
Lee Rokke
Brent Speckmann
Jennifer Trelka
Seth Winker
Kate Zinda
vacant

OPERATIONS AND COMMUNICATION DIVISION

Captain..... Dale J. O’Kray
Lieutenant-Support Services Stephen Retzki
Lieutenant-Shift Commanders..... Ben Beaudoin
Michael Morgan
Jacob Wills
Sergeants-Patrol Jeff Coey
Wayne Kropidlowski
Nicole Lukas
Kevin Sorenson
Sergeant-Detective..... Josh Ostrowski
Detectives Steve Brown
Jason Meidl
Travis Morgan
Blake Porter
Investigator/Anti-Drug Abuse Anthony Gischia
Sergeant-Property Gina Boettcher
Sergeant - Court Services Nicholas Griesbach
Deputy Sheriff - Court Services Robert Johannes
Jared Mayer

Deputy Sheriff-Civil Process/Trips Michael Rayala, Jr.
 Robert Wanta

Deputy Sheriff-Community
 Resource Officer Eric Koepsell

Deputy Sheriff-K-9..... Daniel Wachowiak
 John White

Deputy Sheriff-Patrol Florian Chojnacki
 Kimberly DesRosier
 Kevin Flick
 Matthew Gumney
 Robert Hamilton
 Ryan Hoffman
 Dustin Kitzman
 Travis Levandowski
 Craig Loiselle
 Brad Mathwich
 Matthew McDonald
 Chad McClellan
 Tyler Miller
 Joe Mulrooney
 Jordan Nissen
 Megann Nowinsky
 Adam Printz
 Mark Smallwood
 Christopher Stanton
 Marielle Yenter

COMMUNICATION CENTER

Communications Manager Denise Schultz

Lead Communication Technicians Timothy Peterson
 Penny Oliver

Communication Technicians Susan Dimka
 Michele Dorshorst
 Gina Fenoglio
 Beth Gadow
 Bethany Gaddis
 Heather Holden
 Roxanne Jester
 Melinda McClellan
 Melissa Pitcher
 Jessica Mueller
 Nicole Schlice
 Sharalee Simkins
 Cody Smiley
 Jodi Stoik
 Nicole Van Hulle
 vacant

Fleet Technician Jeffrey Maluka

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SOLID WASTE DEPARTMENT

MATERIAL RECOVERY FACILITY

600 Moore Rd, Plover, WI 54467

Administrative Office

715-343-6297 Fax 715-346-1677

Transfer Facility & Material Recovery Facility

Solid Waste Manager Jeff Lodzinski

Administrator Alex Beyer

715-345-5970

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SURVEYOR

1516 Church St, Stevens Point, WI 54481

715-346-1343 Fax 715-345-5361

Surveyor Joseph S. Glodowski

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TREASURER

1516 Church St, Stevens Point, WI 54481

715-346-1348 Fax 715-346-1934

County Treasurer Stephanie A. Stokes

Deputy County Treasurer Lisa M. Burant

Tax Collection Assistant Kristen Terch

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UNIVERSITY EXTENSION

1462 Strongs Ave, Stevens Point, WI 54481

715-346-1316 Fax 715-346-1323

4-H Youth Dev Agent/Dept Leader Connie Creighton

Community Development Educator Nathan Sandwick

Agriculture Agent Ken Schroeder

Family Living Educator Sherry Daniels

WNEP Program Administrator Jill Hicks

WNEP Nutrition Educator Mary Higley

WNEP Nutrition

Educator/Teaching Coordinator Penny Schmitt

WNEP Support Staff Joanna Lickel

Administrative Associate I Ryan Nelson

Administrative Associate I Denise Rocha

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USDA AREA 5-RURAL DEVELOPMENT

5417 Clem's Way, Stevens Point, WI 54482

715-345-7601

USDA FARM SERVICE AGENCY

4949 Kirschling Court, Suite 1, Stevens Point, WI 54481

715-346-1313

Executive Director Jake Bourget

Program Technicians Laura Larson

Jane Wottreng

Chris Richardson
Donna Roth
Brittany Siehr
FSA Committee Chair Roger Bacon
FSA Committee Vice-Chair Jodi Otto
FSA Committee Member John Ruzicka

NATURAL RESOURCES CONSERVATION SERVICE

4949 Kirschling Court, Suite 1, Stevens Point, WI 54481
715-346-1313
District Conservationist.....Roy Diver
Soil Conservationist..... Meagan Hoffman
Soil Conservation Tech Kevin Halvorson
NRCS Potato &
Vegetable Grower Outreach..... Julie Ammel

**GOLDEN SANDS RESOURCE
CONSERVATION AND DEVELOPMENT COUNCIL INC.**

1100 Main St, Suite #150, Stevens Point, WI 54481
715-343-6215

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VETERANS SERVICE

1516 Church St, Stevens Point, WI 54481
715-346-1310 Fax 715-346-1410
Email veterans@co.portage.wi.us
Veterans Service Officer Michael J. Clements
Veterans Service Asst..... Kristi L. Blumke
Veterans Service Comm Ronald MacDonald, Chair
John Monday
Scott Peplinski

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VICTIM WITNESS PROGRAM

1516 Church St, Stevens Point, WI 54481
715-346-1300 Fax 715-346-1236
Victim/Witness CoorJane Iwanski

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PORTAGE COUNTY BOARD OF SUPERVISORS

DISTRICT BOUNDARIES

DISTRICT 1

City of Stevens Point – Wards 1-3 & 10

DISTRICT 2

City of Stevens Point – Wards 4-5, 9, 32 & 34

DISTRICT 3

City of Stevens Point – Wards 7-8 & 13

DISTRICT 4

City of Stevens Point – Wards 11, 25-26

DISTRICT 5

City of Stevens Point – Wards 12, 31, 33 & 42

DISTRICT 6

City of Stevens Point – Wards 14-15 & 21

DISTRICT 7

City of Stevens Point – Wards 16-18, 30, 37 & 39

DISTRICT 8

City of Stevens Point – Wards 6, 22-24, 35, 40 & 43

DISTRICT 9

City of Stevens Point – Wards 27-29

DISTRICT 10

City of Stevens Point – Wards 19-20, & 36, & 38, & 41
Town of Hull – Ward 8 and Village of Park Ridge

DISTRICT 11

Town of Dewey and Town of Hull – Wards 1-3

DISTRICT 12

Town of Hull – Wards 4-7

DISTRICT 13

Village of Plover – Wards 2-3

DISTRICT 14

Village of Plover – Wards 4-5

DISTRICT 15

Village of Plover – Wards 6-7

DISTRICT 16

Village of Plover – Wards 8-9

DISTRICT 17

Village of Plover – Ward 1 and Village of Whiting - Wards 1-4

DISTRICT 18

Town of Carson - Wards 1-2, Town of Eau Pleine,
Village of Junction City and Village of Milladore - Ward 2

DISTRICT 19

Town of Linwood - Wards 1-2 and Town of Plover - Wards 1-3

DISTRICT 20

Town of Grant - Wards 1-4 and Town of Pine Grove - Wards 1-2

DISTRICT 21

Town of Sharon - Wards 1-3 and Town of Stockton – Wards 4-5

DISTRICT 22

Town of Buena Vista – Ward 1 and Town of Stockton – Wards 1-3

DISTRICT 23

Town of Almond, Town of Belmont, Town of Buena Vista – Ward 2,
Town of Lanark – Ward 2 and Village of Almond

DISTRICT 24

Town of Amherst – Ward 1, Town of Lanark – Ward 1,
Village of Amherst - Wards 1-2 and Village of Amherst Junction

DISTRICT 25

Town of Alban, Town of Amherst – Ward 2, Town of New Hope,
Village of Nelsonville and Village of Rosholt

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COUNTY BOARD SUPERVISORS

DISTRICT 1

Tom Mallison, 1301 Franklin St
Stevens Point, WI 54481 Tel 715-345-1381

DISTRICT 2

Chris Doubek, 2225 Fourth Ave
Stevens Point, WI 54481 Tel 715-341-6119

DISTRICT 3

Meleesa Johnson, 1703 Division St
Stevens Point, WI 54481 Tel 715-343-1624

DISTRICT 4

David A. Medin, 2101 West River Dr
Stevens Point, WI 54481 Tel 715-341-0861

DISTRICT 5

Julie Morrow, 2509 Falcons Cove
Stevens Point, WI 54482 Tel 715-544-4422

DISTRICT 6

Marion 'Bud' Flood, 1832 Illinois Ave
Stevens Point, WI 54481 Tel 715-344-8243

DISTRICT 7

Dan Dobratz, 3208 Alder St
Stevens Point, WI 54481 Tel 715-345-2609

DISTRICT 8
Larry Sipiorski, 1217 Ridge Rd
Stevens Point, WI 54481 Tel 715-344-6827

DISTRICT 9
Bo DeDeker, 3290 Martha's Ln
Stevens Point, WI 54481 Tel 715-572-6841

DISTRICT 10
Bob Gifford, 517 Fieldcrest Ave
Stevens Point, WI 54481 Tel 715-344-2939

DISTRICT 11
Stan Potocki, 3474 Sunset Dr
Stevens Point, WI 54482 Tel 715-341-0725

DISTRICT 12
Don Butkowski, 1845 Edgewood Ln
Stevens Point, WI 54482 Tel 715-344-1474

DISTRICT 13
Donald Jankowski, 2920 Drake St
Plover, WI 54467 Tel 715-341-4540

DISTRICT 14
James Gifford, 2421 Rainbow Dr
Plover, WI 54467 Tel 715-344-3539

DISTRICT 15
Allen Haga, Jr., 2140 Norway Pine Dr
Plover, WI 54467 Tel 715-344-3075

DISTRICT 16
O. Philip Idsvoog, 3541 Evergreen Ct
Plover, WI 54467 Tel 715-341-3433

DISTRICT 17
Jerry Walters, 129 Cedar St W
Stevens Point, WI 54481 Tel 715-344-2231

DISTRICT 18
Larry Raikowski, 4025 County Rd HO
Junction City, WI 54443 Tel 715-457-3491

DISTRICT 19
Dale O'Brien, 1096 Forest Lake Dr
Plover, WI 54467 Tel 715-344-4654

DISTRICT 20
Charles Gussel, 9021 Lake Rd
Wisconsin Rapids, WI 54494 Tel 715-424-2680

DISTRICT 21

Jeanne Dodge, 1714 County Rd K
Custer, WI 54423 Tel 715-592-4153

DISTRICT 22

Matt Jacowski, 6695 Eckels Rd
Plover WI 54467 Tel 715-347-3052

DISTRICT 23

Barry Jacowski, 10597 County Rd D
Almond, WI 54909 Tel 715-366-8500

DISTRICT 24

Gerry Zastrow, 328 Pond St
Amherst, WI 54406 Tel 715-340-6073

DISTRICT 25

James Zdroik, 2981 Lakeview Rd N
Rosholt, WI 54473 Tel 715-677-4581

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COUNTY BOARD COMMITTEES

EXECUTIVE/OPERATIONS COMMITTEE

O. Philip Idsvoog - CHAIR
Allen Haga Jr - FIRST VICE CHAIR
Don Butkowski - SECOND VICE CHAIR
James Gifford
James Zdroik

**AGRICULTURE AND EXTENSION EDUCATION
COMMITTEE (Statutory)**

Larry Raikowski
Charles Gussel
Dale O'Brien - VICE CHAIR
Matt Jacowski
Barry Jacowski - CHAIR

**BOARD OF ADJUSTMENT (Statutory)
(County Executive Appointment)**

Scott Soik - Citizen
Ed Szachnit - Citizen - VICE CHAIR
Marjorie A. Bachhuber - Citizen
Dennis Meis - Citizen
John Jazdzewski - Citizen - CHAIR
James Garbe - 1st Alternate
William Bernhagen - 2nd Alternate

CAPITAL IMPROVEMENTS/

ECONOMIC DEVELOPMENT COMMITTEE

O. Philip Idsvoog, County Board Chair - CHAIR
Barry Jacowski, Planning & Zoning Comm Chair/Designee
James Gifford, Finance Comm Chair/Designee
Jeanne Dodge, Space & Properties Comm Chair/Designee
Bo DeDeker, Additional Finance Member - VICE CHAIR

CENTRAL WISCONSIN JT AIRPORT BOARD

Julie Morrow
James Zdroik
James Schuh - Citizen

ADVISORY COMMITTEE TO CWA

Andrew Lind - Advisory Comm
Brett Beversdorf - Advisory Comm
Jeff Steinweber - Advisory Comm

**COMMISSION ON AGING/AGING AND
DISABILITY RESOURCE CENTER BOARD**

(County Executive Appointment)
Charles Gussel
Chris Doubek
Meleesa Johnson
Bernice M. Woitczak - Citizen
E. John Buzza - Citizen - CHAIR
Barbara Havlovick - Citizen
Janet Roberts - Citizen
Judith Ordens – Citizen – VICE CHAIR
James E. Clark - Citizen
Richard Judy - Citizen

COMMUNITY CARE CONNECTIONS OF WISCONSIN

Janis Ribbens - Citizen

COMMUNITY DEVELOPMENT BLOCK GRANT COMM

Allen Haga, Jr.
Jeanne Dodge
Mike Barden
John Keyes
Bernie Coulthurst

**REGIONAL CENTRAL WISCONSIN HOUSING
CONSORTIUM OVERSIGHT BOARD**

(County Executive Appointment)
Jeanne Dodge
Allen Haga, Jr. - Alternate

**CONVENTION & VISITORS BUREAU
BOARD OF DIRECTORS**

Julie Morrow

CORRECTIONS PROGRAM OVERSIGHT AD HOC COMM

O. Philip Idsvoog, County Board Chair - CHAIR
Dan Dobratz, Public Safety and Health & Human Services Chair
James Gifford, Finance Comm Chair
Stan Potocki, Judicial/General Government Comm Chair

E.M.S. OVERSIGHT BOARD

Don Jankowski
Dan Dobratz - CHAIR
Shaun Morrow
Michael Phillips
Donald Spierings - VICE CHAIR
Nancy Martin
Peter Mallek
Mike Pagel

ETHICS COMMITTEE

Bo DeDeker - VICE CHAIR
Larry Sipiorski
Chris Doubek - CHAIR
Patricia Lyne Kawleski - Citizen
James E. Clark - Citizen

FINANCE COMMITTEE

Jeanne Dodge
Dan Dobratz
Bo DeDeker
James Gifford - CHAIR
Allen Haga, Jr. - VICE CHAIR

HEALTH AND HUMAN SERVICES BOARD

(County Executive Appointment)
Bob Gifford
Jeanne Dodge
Gerry Zastrow
Dan Dobratz - CHAIR
Chris Doubek - VICE CHAIR
Jerry Walters
Carleen King - Citizen
Gene H. Numsen - Health Care Prov.-Nurse/Doctor
James Clark - Citizen

HEALTH CARE CENTER COMMITTEE

Marion 'Bud' Flood - VICE CHAIR
Jerry Walters - CHAIR
Meleesa Johnson
Charles Gussel
Tom Mallison

HIGHWAY COMMITTEE (Statutory)

Stan Potocki
Marion 'Bud' Flood
Allen Haga, Jr. - CHAIR
Matt Jacowski
James Zdroik - VICE CHAIR

HOUSING AUTHORITY BOARD

(County Executive Appointment)

Larry Sipiorski
Tom Mallison - CHAIR
John Klingler - Citizen
Jerome Zurawski - Citizen
Betty Garski - Citizen - VICE CHAIR

HUMAN RESOURCES COMMITTEE

James Gifford - CHAIR
Gerry Zastrow
Tom Mallison
Don Butkowski - VICE CHAIR
Larry Raikowski

JUDICIAL/GENERAL GOVERNMENT COMMITTEE

Matt Jacowski - VICE CHAIR
Charles Gussel
Don Butkowski
Stan Potocki - CHAIR
David Medin

JUSTICE COALITION

Stan Potocki
David Medin
Allen Haga Jr.
Meleesa Johnson
Jeanne Dodge

JUSTICE COALITION WORK STUDY GROUP

Jeanne Dodge
Don Jankowski
Larry Raikowski
Stan Potocki

LAND AND WATER CONSERVATION COMMITTEE (Statutory)

Julie Morrow
Gerry Zastrow
Bob Gifford
Dale O'Brien - CHAIR
Barry Jacowski - VICE CHAIR
Roger Bacon

LAND PRESERVATION FUND COMMITTEE

Don Butkowski, Park Comm President/Designee
James Gifford, Finance Comm Chair/Designee
Marion 'Bud' Flood, Planning & Zoning Comm Chair/Designee
Gerry Lauters - Citizen
Jacob Barnes - Citizen
Alan Haney - Citizen

LANDFILL MONITORING COMMITTEE

Town of Stockton Plan Commission

LAND RECORDS MODERNIZATION

James Gifford
Chris Doubek
Barry Jacowski
Dr. Keith Rice - Citizen- Prof of Geography
Sharon Patoka - Citizen- Assessor Rep.
Steve Lane - Citizen- Licensed Realtor
Dale Okray - Citizen- Emergency Communications Rep.

LIAISON TO CAP AGENCY BOARD

Jerry Walters
Has to be Elected Official per CAP guidelines

LIBRARY LEASE NEGOTIATIONS TEAM

O. Philip Idsvoog, County Board Chair
Jeanne Dodge
James Gifford
Allen Haga, Jr.
William Zimdars

COUNTY EMS NEGOTIATIONS GROUP

O. Philip Idsvoog, County Board Chair
Dan Dobratz
James Gifford
(other group members see 3.1.36)

LIAISON TO LEPC

Don Jankowski, Public Safety Comm Chair or designee
Patty Dreier, County Executive
Law Enf, Civ Def, Firefighting, First Aid, Health, Local Env,
Hospital and Trans Personnel

Gary Garske	Ken Voss Mark	Mark Deaver
Daniel Kontos	Matt Dykstra	Bert Nitzke
Robert Finn	Jeff Davis	Joe Gemza
Joel Lemke	Dan Ault	Gary Widder
Andrew Carlin	Scott Schatsneider	

Broadcast & Print Media

Brandi Makuski

Community Groups

Corina Neeb	Brian Leper
Sally McGinty	Walter Clark

Owners Operations of Facilities – req of EPCRA

Mark Dewitt	Pete Krzmarzick	Joe Nagel
James Polum	Debra Coleman	Kevin Kawleski

NEWCOM

**NORTHEAST WISCONSIN PUBLIC SAFETY
COMMUNICATIONS GROUP**

Don Jankowski
Denise Schultz - Staff member designated by Sheriff

NORTH CENTRAL ITBEC BOARD (not in 3.1)

Marion 'Bud' Flood
Sara Brish
O. Philip Idsvoog, County Board Chair

PARK COMMISSION (Statutory)

(County Executive Appointment)
Don Butkowski - VICE PRESIDENT
Bob Gifford
James Gifford
Bo DeDeker - PRESIDENT
Eric Olson - Citizen
James Zach - Citizen
George Kraft - Citizen

PLANNING AND ZONING COMMITTEE

Barry Jacowski - CHAIR
Larry Raikowski - VICE CHAIR
Marion 'Bud' Flood
Jerry Walters
Julie Morrow

PORTAGE COUNTY BUSINESS COUNCIL

Patty Dreier, County Executive
O. Philip Idsvoog, County Board Chair
James Gifford

PORTAGE COUNTY SAFETY OFFICER

Donald Jankowski

**PUBLIC INLAND LAKE & REHABILITATION DISTRICT
BOARD COMMISSION (not in 3.1)**

(County Executive Appointment)
Bob Gifford

PUBLIC LIBRARY BOARD (Statutory)

(County Executive Appointment)
Larry Sipiorski
Chris Doubek
Debra L. Knippel - Citizen - VICE PRESIDENT
Mary McComb - Citizen
Kristen Zastrow - Citizen

William Zimdars - Citizen - PRESIDENT
Ed Pooch - School District Admin Rep

PUBLIC SAFETY/EMERGENCY MANAGEMENT COMM

Dan Dobratz - CHAIR
Donald Jankowski - VICE CHAIR
Dale O'Brien
James Zdroik
Stan Potocki

**PORTAGE COUNTY
TRANSPORTATION COORDINATING COMM**

Bob Gifford
Rose Williams - Citizen
Robert Prosch - Citizen
Craig McFarlin - Citizen
Samuel Levin - Citizen
Jessica Schmidt - Citizen
Tanya Mazur - Citizen
Cheryl Breit - Citizen
Cathey Hankison - Citizen
Kathleen Sankey - Citizen

REGIONAL LOAN REVIEW COMMITTEE OF CWED

(not in 3.1)
Richard Okray
Torren K. Pies

REVOLVING LOAN FUND COMMITTEE

O. Philip Idsvoog, County Board Chair
Allen Haga, Jr.
Richard Okray
H. "Butch" Pomeroy
Torren K. Pies

RISK MANAGEMENT COMMITTEE

Allen Haga, Jr.
Dan Dobratz
Jeanne Dodge
Don Butkokwski
Marion 'Bud' Flood
Jerry Walters
Stan Potocki
O. Philip Idsvoog, County Board Chair
Don Jankowski, Safety Officer
Michael McKenna/David Hickethier, Corp Counsel

SOLID WASTE MANAGEMENT BOARD

(County Executive Appointment)
Allen Haga, Jr. - CHAIR
Gerry Zastrow
Dave Medin

Larry Sipiorski
Matt Jacowski
John Holdridge - Citizen
James Zach - Citizen
Daniel Schlutter - Citizen - VICE CHAIR
Mike Wiza - Mayor

SOUTH CENTRAL LIBRARY SYSTEM BOARD

(County Executive Appointment)

Denise Heimstead
Larry Sipiorski

SPACE AND PROPERTIES COMMITTEE

Jerry Walters
Jeanne Dodge - CHAIR
Tom Mallison
Donald Jankowski
David Medin - VICE CHAIR
Mike Wiza - Mayor

TRAFFIC SAFETY COMMISSION

(County Executive Appointment)

O. Philip Idsvoog, County Board Chair
Patty Dreier, County Executive
Donald Jankowski
Nathan Check
Steve Retzke
Chief Deputy Dan Kontos - VICE PRESIDENT
Mark Krutza
Joe Gemza
Michael McKenna
Asst. Chief Thomas Zenner
Officer Andrew Hopfensperger
Scott Rifleman
Sgt. Gina Boettcher
Lieutenant Michael Morgan - PRESIDENT
Jeffrey Schuler
Matthew Dykstra
Three reps appointed by -
Sec of Trans-Law Enforcement, Highways & Highway Safety

VETERANS SERVICE COMMISSION (Statutory)

(County Executive Appointment)

John A. Monday - Citizen
Ronald MacDonald - Citizen
Scott Peplinski - Citizen

WOODLAND ENHANCED HEALTH SERVICES COMMISSION

Bob Gifford - Health & Human Services Brd (Chair/Designee)

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3.1 THE PORTAGE COUNTY BOARD OF SUPERVISORS STRUCTURES AND RESPONSIBILITIES OF THE STANDING COMMITTEES AND STANDING APPOINTMENTS OF THE PORTAGE COUNTY BOARD

Overview. This section details the membership, structure, terms, per diem policies and appointment structure of the standing committees of the Portage County Board of Supervisors and for permanent memberships and appointments of the Board as well. As a general rule, per diem payments are authorized for county board supervisors for attendance at regular committee meetings and for bona fide county business. Supervisor and citizen member (where specifically authorized in this code) per diems will be given for subcommittee meeting when designated and authorized by a majority of the standing committee through the special meeting approval process. As a general rule and unless otherwise specified, per diem and mileage payments are not authorized for citizen members of committees for attendance at regular committee meeting, for county business, or for subcommittee meetings.

Terms of Offices. Unless otherwise specified by Statute or agreement of the County Board of Supervisors, all supervisor and citizen member committee and commission terms shall end on the Monday in April before the third Tuesday (or other designated month) in the last year of such term. New terms will therefore commence on the third of Tuesday of the designated month. The April terms are intended to coincide as nearly as possible with the two-year terms of the County Board Supervisors.

STANDING COMMITTEES OF THE PORTAGE COUNTY BOARD

3.1.1. AGRICULTURE AND EXTENSION EDUCATION COMMITTEE (Statutory)

- a. Five members.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To comply with all appropriate statutory duties as described in Chapter 59.87 and other sections of the Wisconsin State Statutes.
- f. To set policy and provide policy guidance and legislative oversight for the activities of the Portage County University Extension Office and determine Educational program needs in cooperation with U.W. Extension.
- g. Audit claims under dog license law and make recommendations to the County Board.
- h. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.2 BOARD OF ADJUSTMENT (Statutory)

- a. Five members, with two alternate members.
- b. Selected by the County Executive for appointment and subject to confirmation by the County Board.
- c. Members must reside outside the limits of incorporated cities and villages, provided however that no two members shall reside in the same town.
- d. Term of three years, expiring the last day of June of the designated year.
- e. To carry out the duties in accordance with Section 59.694 of the Wisconsin State Statutes.
- f. Per Diem: Members shall be entitled to per diems and mileage.

3.1.3 CAPITAL IMPROVEMENTS/ECONOMIC DEVELOPMENT COMMITTEE

- a. Five members as follows:
 1. County Board Chairman (who shall serve as Committee Chairperson)
 2. Planning & Zoning Committee Chair/Designee
 3. Finance Committee Chair/Designee (who shall serve as the Committee Vice Chairperson)
 4. Space & Properties Committee Chair/Designee
 5. Additional Finance Committee Member selected by the Executive/Operations Committee
- b. Members to be County Supervisors.

- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. This committee serves two functions. When meeting as Capital Improvements Committee, to plan, to review, and to determine a schedule of capital improvements that can be implemented with the limits of the County's financial resources as provided for in the Capital Improvements Program Handbook (adopted by the Portage County Board, revised by the Committee on Aug. 2, 2010) in conjunction with guidance from the County Board and the County Executive. When meeting as the Economic Development Committee, to review and approve all annual budgets for the County that deal with the County's support of economic development activities, including, but not limited to, the Portage County Business Council, the Stevens Point Area Convention and Visitors Bureau, the Central Wisconsin Area Economic Development Council, and the Portage County Planning and Zoning Department. Further, to review, approve, and recommend to the County Board any financial incentive packages or offers involving County property or dollars, in an effort to secure development projects within Portage County and its municipalities, including the Portage County Business Park and to review and make final decisions on any covenant waivers requested by developers in the Portage County Business Park and to act on any site/building or landscape plan disputes that remain unresolved between the Director of Planning and Zoning and developers locating in the Portage County Business Park. Staff assistance for meetings as the Capital Improvements Committee shall be furnished by the Finance Department; for EDC meetings, by the Planning and Zoning Department.
- e. To establish lot prices and any sales commissions to be paid to individuals, realtors and/or brokers who bring projects into the Portage County Business Park.
- f. To approve all bills and/or establish bill paying policies for expenses incurred in constructing, managing, and operating the Portage County Business Park.
- g. To review, evaluate, and set policy on any economic development projects or programs, including marketing of the Portage County Business Park.
- h. To review, evaluate, and make recommendations, decisions on all potential grant applications being considered to support economic development projects or programs involving the sponsorship and/or funding by Portage County.
- i. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.4 CENTRAL WISCONSIN JOINT AIRPORT BOARD

- a. Three members. Two County Supervisors and one Citizen member. Citizen member's term expires the Monday before the third Tuesday in April of odd-numbered years.
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. Selected by the Executive/Operations Committee for appointment by the County Board.
- d. To set policy and provide guidance and legislative oversight for the activities of the Central Wisconsin Airport as defined in the Joint Agreement with Marathon County.
- e. Per Diem: County Supervisors and citizen members shall be entitled to per diems and mileage.

3.1.5 COMMISSION ON AGING/AGING AND DISABILITY RESOURCE CENTER BOARD

(effective June 1, 2011)

- a. Ten members. Three County Supervisors and seven citizen members.
- b. Of the seven (7) target group citizen members, five (5) shall be age 65 or older; of the remaining two (2) target group members, one (1) shall be an adult with a physical disability, or their family member or other representative; and one (1) shall be an adult with a developmental disability, or their family member or other representative as set forth by State policy. Each of these members may only represent one target group and elected county officials may not serve as a representative for any of these target group members. Individuals who are elected to any office (including the Portage County Board of Supervisors) may not constitute 50% or more of the membership of the COA/ADRC Board. The composition of the COA/ADRC Board shall reflect the ethnic and economic diversity of Portage County; and
- c. Any individual who has a financial interest in, or serves on the governing Board of, a Managed Care Organization (MCO), PACE Program, Family Care Partnership Program, or SSI managed care plan and IRIS Independent Consultant Agency or Financial Services Agency – that provides service in Portage County or who has a family member with any of these same conflicts, is prohibited from serving on the COA/ADRC Board. Providers offering long term care services in Portage County for older adults or people with physical or developmental disabilities are also prohibited from serving on the governing board.

County employees may not serve on the COA/ADRC Board, unless prior authorization for exceptional circumstances is obtained from the Wisconsin Department of Health Services.

d. Term of two years for County Supervisors, coinciding with the term of the County Board Supervisors and a three year term for citizen members, ending the Monday before the third Tuesday in April of the odd or even numbered year. No member may serve more than six consecutive years.

e. All members to be selected by the County Executive for appointment and subject to confirmation by the County Board.

f. The Commission on Aging/Aging & Disability Resource Center Board shall be responsible to set policy and provide policy guidance and legislative oversight for the programs and services of the county aging unit and the Aging and Disability Resource Center.

g. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage.

3.1.6 COMMUNITY DEVELOPMENT BLOCK GRANT – HOUSING COMMITTEE

a. Five members as follows:

1. One County Supervisor from the Finance Committee who shall be the Finance Committee chair or designee.

2. One County Supervisor from the Health and Human Services Board who shall be the Health and Human Services Board chair or designee. The chair or designee appointment from the Health and Human Services Board shall be a County Supervisor.

3. One Citizen member appointed be a representative from a commercial lending institution, appointed by the County Executive subject to confirmation by the County Board whenever possible.

4. One Citizen Member appointed be a representative of a realtor, appointed by the County Executive subject to confirmation by the County Board whenever possible.

5. One Citizen Member appointed be a Portage County resident that is eligible to receive community development block grant funds, appointed by the County Executive subject to confirmation by the County Board whenever possible.

b. Terms of Office:

County Supervisors – 2 years, coinciding with the term of the County Board of Supervisors

Citizen members – 3 years, ending the Monday before the third Tuesday of April in the odd or even year

c. A member of the Portage County Community Development Block Grant – Housing Committee shall be appointed by the County Executive to serve as a member of the Central Housing Region Committee (Regional Committee) subject to confirmation by the County Board. The term of the regional appointment shall be concurrent with the term of the CDBG-Housing Committee appointment.

d. The County Executive shall also appoint an elected County Board Supervisor member of the Portage County Community Development Block Grant – Housing Committee to serve as an alternate member of the Central Housing Region Committee (Regional Committee) subject to confirmation by the County Board. The term of this alternate regional appointment shall be concurrent with the term of the CDBG-Housing Committee appointment of elected supervisors. The alternate member shall be authorized to attend meetings and vote in the absence of the primary member.

e. Per Diem: County Supervisors shall be entitled to per diems and mileage. Citizen members shall not be entitled to per diems and mileage.

f. Purpose: To administer and distribute Community Development Block Grant funds.

3.1.7 EMERGENCY MEDICAL SERVICES OVERSIGHT BOARD (EMS BOARD)

a. Membership shall be two from the County Board, two from the City of Stevens Point Council (as designated by the Mayor), one from the Amherst Fire and Safety District (as designated by the Amherst Fire and Safety District), one Village and one Town Representative, and one medical system representative. The County Board membership appointed and approved by the County Board, the other members (Village Town and Medical membership) to be appointed by the County Executive, confirmed by the County Board.

b. Term of two county board members, the two city of Stevens Point members and the Amherst fire and safety member shall be for two years commencing in even years. All other terms shall be for two years commencing in odd years. Terms shall begin on the third Tuesday of April, ending the Monday before the third Tuesday of April of the designated years.

c. The charter of the Board is the oversight of the clinical, administrative and qualitative attributes of the operation of the Portage County EMS. The Board shall prepare an annual report with a performance review of the system with recommendations for system improvement to be filed with the County Board and system providers.

d. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage.

3.1.8 ETHICS COMMITTEE

- a. Five members. Three County Supervisors and two citizen members.
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. Selected by the Executive/Operations Committee for appointment by the County Board.
- d. Corporation Counsel is ex-officio, non-voting member.
- e. To carry out the provisions of Section 3.6 of the Portage County Codified Ordinance entitled "Code of Ethics for Portage County Public Officials and Employees", including the investigation, reporting and resolution of ethical misconduct allegations.
- f. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage.

3.1.9 EXECUTIVE/OPERATIONS COMMITTEE

- a. Five members, elected separately, (Majority vote required) consisting of the County Board Chair, First Vice-Chair, Second Vice-Chair and two additional members.
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. To recommend for appointment by the County Board, the Supervisors and/or citizen members to Staff the Committee/Board/Commission/Council/Authority as required by this resolution.
- d. To recommend to the County Board the creation and membership or the dissolution of any Committee/Board/Commission/Council/Authority.
- e. To act as a rules Committee for defining the areas of jurisdiction for each Committee, for referral of matters to the proper Committees and for recommending changes of Board procedure.
- f. To approve payment for all special meetings attended by County Board Committee members, and citizen members where authorized.
- g. To appoint a Supervisor to serve as Safety Officer for all safety matters in the County.
- h. To address County related issues not falling within the area of jurisdiction of another County Board Committee/Board/Commission/Council/Authority or the County Executive.
- i. To meet as needed with the County Executive, Committee Chairs and Department Heads.
- j. To oversee Portage County's Strategic Planning Program.
- k. At the direction of the Chair, to represent Portage County to the Wisconsin Counties Association, to review proposed state and local legislation concerning county Government and make recommendations thereon, and to act as liaison between the County Board and area Legislators.
- l. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.10 FINANCE COMMITTEE

- a. Five members.
- b. Selected by the Executive Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To set policy and provide policy guidance and legislative oversight for the county's financial, insurance, Information Technology and purchasing operations, and to coordinate and work with County Executive, Treasurer and Finance Director on all county financial operations.
- f. To monitor all financial matters of the County for the purpose of keeping expenditures under control and within the budget adopted by the County Board. To oversee the investment of county monies, and to have responsibility for financial audits by outside auditors. To provide the following lines of insurance coverage: General Liability, Automobile Liability and Collision, Worker's Compensation, Umbrella, Fire and Extended, Boiler, Faithful Performance, False Arrest, Money and Securities, Burglary and Theft. To oversee the financial aspects of the county's self-funded health insurance policy.
- g. To set policy and provide policy guidance and legislative oversight for all matters pertaining to taking of tax deeds and canceling tax deeds.
- h. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.11 HEALTH AND HUMAN SERVICES BOARD

- a. Nine members. Six members to be County Supervisors and three citizen members. At least one member appointed to a county human services board shall be an individual who receives or has received human services or shall be a family member of such an individual. The remainder of the county human services board members shall be consumers of services, or citizens-at-large. Portage County will make a good faith effort to appoint a registered nurse and a physician to the Board, in compliance with sec. 251.03 Stats. No public or private provider of services may be appointed to the county human services board.
- b. A three year term for citizen members and three year term for County Board members. Each year on the Monday before the third Tuesday in April, the terms of one citizen member and two County Board members will end to provide for the staggered terms. A County Board member may be removed for failure of re-election as provided by law. All terms to end on the Monday in April before the third Tuesday and shall begin on the third Tuesday in April.
- c. All members to be selected by the County Executive for appointment and subject to confirmation by the County Board.
- d. To set policy and provide policy guidance and legislative oversight for the activities of the consolidated departments of Health, Social Services and the 51.42 Board in accordance with Wisconsin State Statutes sec. 46.23, including the Division of Health Services, the Division of Community Programs, and the Division of Children and Family Services (including the Child Support Enforcement section).
- e. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage.

3.1.12 HEALTH CARE CENTER COMMITTEE

- a. Five members.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To set policy and provide policy guidance and legislative oversight for the activities of the Portage County Health Care Center.
- f. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.13 HIGHWAY COMMITTEE (Statutory)

- a. Five members.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To set policy and provide policy guidance and legislative oversight for the activities of the Highway Department and comply with all appropriate statutes as pertains to roads and bridges.
- f. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.14 HOUSING AUTHORITY (Appointment Authority Only)

- a. Five members (Two County Board members and Three citizen members).
- b. One member of the three citizen members must be a participant of the Housing Authority of the County of Portage's Section 8 Housing Choice Voucher Program.
- c. Selected by the County Executive for appointment and subject to confirmation by the County Board.
- d. Term of five years, expiring on the last day of the month of September, County Supervisor's term subject to re-election.
- e. To set policy and provide policy guidance and legislative oversight for the activities of the Housing Authority of the County of Portage to operate its units and programs to ensure diverse, affordable, and integrated housing is available to the residents and in all areas of Portage County, and to perform all duties as required by Wisconsin State Statutes 59.07(56), 59.075 and 66.40 through 66.404 (now 66.1201 through 66.1213). The Housing Authority of Portage County is a non-profit government agency, a Wisconsin municipal corporation (but is not part of the overall Portage County government). (The Housing Authority of the County of Portage is an independent entity separate and distinct from the County Board and County government but will retain certain in-kind county services per County Board Resolution and Administrative Memorandum of Understanding.)

f. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage along with reimbursement of other necessary expenses incurred in the discharge of their duties per County Resolution 169-March 1988 and Wisconsin Statute 66.1201(5)(b).

3.1.15 HUMAN RESOURCES COMMITTEE

- a. Five members.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To set policy and provide policy guidance and legislative oversight for the activities of the Human Resources Department.
- f. In consultation with the County Executive, to set policy for all matters pertaining to salaries, working conditions, employee benefits, including health and life insurance and job descriptions of all County employees; to negotiate with Union and other representatives of employees in all departments and units of the County with the advice and cooperation of Committees having jurisdiction over the various departments and units. To recommend approval of negotiated contracts to the County Board; to submit recommendations to the County Board the salaries of all elected officials, prior to the election of such officials.
- g. In consultation with the County Executive, and County Board approval, establish human resources policies and oversee conformance with such established policies.
- h. Conduct third-step grievance hearings.
- i. Act as a Grievance Committee for all matters under Section 59.21(a)&(b), Wisconsin State Statutes.
- j. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.16 JUDICIAL/GENERAL GOVERNMENT COMMITTEE

- a. Five members.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Members to be County Supervisors.
- e. To set policy and provide guidance and legislative oversight for county-related activities of the offices of Clerk of Court, District Attorney, County Clerk, Register of Deeds, Family Court Commissioner, Veterans Service, Corporation Counsel, Portage County Circuit Court Offices, and Department of Justice Programs.
- f. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.17 LAND AND WATER CONSERVATION COMMITTEE (Statutory)

- a. Six members. Five County Supervisors, and one member from the elected County Office Committee of the Farm Service Agency (FSA) said member to be designated by FSA County Office Committee to a two year term by law.
 1. One County Supervisor from each of the following:
Planning and Zoning Committee, Solid Waste Management Board, Park Commission
 2. Two County Supervisors from the Agriculture and Extension Education Committee.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Chair to be County Supervisor.
- d. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- e. To set policy and provide policy guidance and legislative oversight for the activities of the Land and Water Conservation Office and carry out such duties as provided in Chapter 92 of the Wisconsin State Statutes.
- f. To deal with all matters relating to wind and water erosion and the prevention of water and air pollution including provisions of Chapter 33, Wisconsin State Statutes.
- g. Per Diem: County Supervisors and the citizen member shall be entitled to per diems and mileage.

3.1.18 LAND PRESERVATION FUND COMMITTEE

a. Six members as follows:

1. Chair/President or designee each from the Finance Committee, Park Commission and Planning and Zoning Committee.
2. Three citizen members with a background and experience in finance, conservation, planning or agriculture.
3. One non-voting staff member each from the Finance Department, Parks Department and Planning and Zoning Department.

b. Term of two years for County Supervisors coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year and three year terms for citizen members, ending the Monday before the third Tuesday of January of the designated year.

c. Selected by the Executive/Operations Committee for appointment by the County Board.

d. Chair to be County Supervisor.

e. To set policy and provide policy guidance and legislative oversight for the identification and protection of natural, cultural, historical and/or agricultural areas in Portage County by prioritizing and recommending to the Park Commission such areas for purchase/lease/easements.

f. Per Diem: County Supervisors and Citizen members shall be entitled to per diems and mileage.

3.1.19 LAND RECORDS MODERNIZATION COMMITTEE

a. Fourteen members. Three County Supervisors and eleven other members. Supervisors will be representatives from the following committees: Finance, Planning and Zoning, and one at large member.

b. Additional membership will be set as follows:

1. Position Appointment-Portage County Land Information Officer.
2. Position Appointment-Portage County Information Technology Manager.
3. Position Appointment-County Surveyor.
4. By Position-County Register of Deeds.
5. Position Appointment-City of Stevens Point Surveyor.
6. Position Appointment-Village of Plover GIS Manager.
7. By Position-County Treasurer.
8. Citizen appointment-assessor.
9. Citizen appointment-professor of geography.
10. Citizen appointment-a licensed realtor employed within the county.
11. Citizen or position appointment-a public safety or emergency communications representative employed within the county.

c. Term of two years for County Supervisors, coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year and a five year term for citizen and position-appointment members ending the Monday before the third Tuesday of April of the designated year. County Register of Deeds and County Treasurer will automatically be on the Committee by law without need for county board appointment.

d. Citizens selected by the Executive/Operations Committee for appointment by the County Board.

e. The Committee shall be responsible to set policy and provide policy guidance and legislative oversight for the county land records program. This oversight shall include the inventory of land records, review of the program and document and electronic services, and recommendation of any necessary changes or new program initiatives for land records.

f. Per Diem: County Supervisors shall be entitled to per diems and mileage. Citizen members shall not be entitled to per diems and mileage.

3.1.20 PARK COMMISSION (Statutory)

a. Seven members as follows four members from the County Board of Supervisors and three citizen members.

b. Citizen members selected by the County Executive for appointment and subject to confirmation by the County Board.

c. Term of seven years set by State Statutes, expiring the last day of June in the designated year for each citizen member, but not to exceed two consecutive terms. County Supervisor's term shall end when the commissioner's membership on the County Board terminates (each two year term), unless thereafter reappointed to the Commission pursuant to Sec. 27.02 Wis. Stats. The Chairperson shall be an elected member of the County Board of Supervisors.

d. To set policy and provide policy guidance and legislative oversight for the activities of the County Parks Department and the Park System in accordance with Wisconsin State Statutes 27.02 through 27.06.

e. To deal with matters pertaining to restoration of forests and encouragement of programs to assist in the restoration of wild life, game and fish within Portage County.

f. Per Diem: County Supervisors and citizen members shall be entitled to per diems and mileage.

3.1.21 PLANNING AND ZONING COMMITTEE

a. Five members.

b. Selected by the Executive/Operations Committee for appointment by the County Board.

c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.

d. Members to be County Supervisors.

e. To set policy and provide policy guidance and legislative oversight for the activities of the Planning and Zoning Department and the County Surveyor's Office.

f. To set policy and provide policy guidance and legislative oversight for short and long range county planning. To maintain an up-to-date comprehensive zoning ordinance for the County and to handle its application and implementation in the County as provided by Wisconsin State Statutes 59.69.

g. To review all groundwater matters.

h. To review and supervise street name and building numbering program.

i. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.22 PORTAGE COUNTY JUSTICE COALITION

a. Membership Listing. Numerous community and government officials to include the County Board Chairman, one supervisor each from the Finance, Public Safety, Judicial General Government, and Space and Properties Committee, and one at large supervisor. Additional supervisors may be added by necessity as set forth in paragraph c.

b. Term of two years for County Supervisors coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.

c. All members to be selected and nominated by the Executive Operations Committee and approved by the County Board.

d. The Justice Coalition is an independent advisory body with its own charter charged with reviewing, drafting, and suggesting policies impacting the improvement of the operation of the judicial system in Portage County, including the courts, law enforcement, attorneys, human services, and citizen participation. The Coalition is lead by a Circuit Court Judge and retains a flexible membership and structure to meet the changing conditions and challenges of the justice system.

e. Per Diem: County Supervisors only shall be entitled to per diems and mileage.

3.1.23 PUBLIC LIBRARY BOARD (Sec. 43.57 Wis. Stats.)

a. Seven members. Two members to be County Supervisors and one member to be a School District Administrator or that School District Administrator's designee.

b. Term of three years, expiring the last day in January as set by State Statute. County Supervisor's term subject to re-election.

c. Selected by the County Executive for appointment and subject to confirmation by the County Board.

d. To set policy and provide policy guidance and legislative oversight for activities of the Portage County Public Library System in accordance with Wisconsin State Statutes 43.58.

e. Per Diem: All members, County Supervisors, School District Administrator/designee, and citizen members, shall be entitled to per diems and mileage.

3.1.24 PUBLIC SAFETY/EMERGENCY MANAGEMENT COMMITTEE

a. Five members.

b. Selected by the Executive Operations Committee for appointment by the County Board.

c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.

d. Members to be County Supervisors.

e. Chair of Committee to be designated by the County Board Chair.

f. To set policy and provide guidance and legislative oversight for the activities of the Portage County Sheriff's Department, Emergency Management, County Coroner and all areas related to protection of person's property, public safety, emergency planning and law enforcement.

- g. To set policy and provide policy guidance and legislative oversight for the Office of Emergency Management and assure compliance with Emergency Management programs as provided by Chapter 323, Wisconsin State Statutes.
- h. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.25 PORTAGE COUNTY TRANSPORTATION COORDINATING COMMITTEE

a. Eighteen members as follows:

1. One County Board Supervisor.
2. Sixteen voting Representative members subject to the following criteria (Seven by position or designation and nine by citizen appointment):
 - a. The Mayor of Stevens Point or designee.
 - b. The President of the Village of Plover or designee.
 - c. Portage County Veterans Service Officer.
 - d. One Citizen member with low income (defined as 150% or less of the federal poverty level amount).
 - e. One Citizen member who is an older adult (defined as age 60 or older).
 - f. One citizen member with a disability (defined as someone who self-reports a physical or mental impairment that substantially limits one or more major life activity).
 - g. One staff member from the Health and Human Services Department as designated by the Department Director.
 - h. One staff member of Community Care of Central WI as designated by the Director.
 - i. One representative from private transportation providers.
 - j. One representative from a long term care residential services provider.
 - k. One representative from a job training or placement agency.
 - l. One representative from a human service agency.
 - m. One representative from a medical provider.
 - n. One citizen member.
 - o. Stevens Point Transit Manager.
 - p. Manager of the Plover Public Transit System.

3. The following individuals shall be ex officio but non-voting members of the committee:

- a. The Aging & Disability Resource Center Mobility Management Director who shall provide administrative and executive support to the Committee and assist the Chairperson in calling meetings. Setting the Committee agenda and sending out notices.

Privileges of Ex Officio Member of the Committee

An Ex Officio Member of the Committee, as defined in these Committee Policies, shall be entitled to the privileges of membership, subject to the following limitations:

- a. An Ex Officio Member shall be allowed to sit with the Committee and participate in discussions of agenda items, but shall not be allowed to vote on any matter coming before the Committee or any committee of the Committee, or to make any motion regarding any matter before the Committee or any committee of the Committee.
- b. An Ex Officio Member shall be allowed to participate in and attend executive or closed sessions of the Committee (or of any committee of the Committee).
- c. An Ex Officio Member may not be elected as an officer of the Committee.
- d. At the request of an Ex Officio Member, the Chair of the Committee may appoint the Ex Officio Member as an ex officio member of any standing committee of the Committee.
- e. An Ex Officio Member shall be allowed to attend and participate in any open meeting discussion at any meeting of this committee.
- f. An Ex Officio Member shall observe all rules, regulations and policies applicable to members of the Committee, and any other conditions, restrictions or requirements established or directed by vote of a majority of the voting members of the Committee.

4. The County Clerk shall, by letter, coordinate the solicitation of nominations or confirmations of representative members prior to appointment, and shall make a good faith effort to secure representatives with requisite criteria for the committee. Representative membership shall be contingent upon the citizen's continued and ongoing participation in designated employment or membership.

5. All members to be selected by the Executive Operations Committee for appointment by the County Board.

6. Terms of office:

- a. County Board Supervisors – 2 year terms coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year and may serve 3 consecutive terms.
- b. Position representative terms are subject to existence of position.
- c. Citizen Representative members – 3 year terms expiring the Monday before the third Tuesday of April of the designated year and may serve three consecutive terms.
- d. Initial term only – To set staggered terms, of the 9 citizen appointed members, 3 will have full three year terms, 3 shall be appointed to two year terms initially and 3 shall be appointed to a one year term.
- 7. The committee shall meet at least annually.
- 8. The powers and duties of the Committee shall be:
 - a. Develop a vision and mission statement for transportation services in Portage County.
 - b. Coordinate the development of the local public transit-human services transportation plan. The plan will be updated to align with the competitive selection process based on needs identified on the local levels. As part of the planning process, the committee agency will identify the process for adoption of the plan.
 - c. Maintain an inventory of existing transportation services, equipment and costs. This will also provide a comprehensive list in event of disaster or other emergency.
 - d. The committee shall evaluate the unmet transportation needs within the county. Special attention should be focused on those populations which are most likely to be transit dependent, e.g. the elderly, low-income, handicapped, minorities, and recipients of human services. These needs shall be used to identify gaps and duplications in the delivery of transportation services and provide guidance to the committee in its coordination efforts.
 - e. A process shall be developed in cooperation with the county board chairperson and county executive to ensure county board and executive reaction and approval of the strategies for provision of transportation services. A vital function of this committee will be to serve as a communication link to higher levels of administrative government. This two-way communication will allow local agencies to better inform regional and state offices of problems in coordination of transportation needs and to seek assistance when necessary.
 - f. The committee shall have the following duties per Wisconsin Administrative Code, Chapter Trans 2.10 (b)
 - 1. Monitor the expenditures of transportation funds being expended on transportation services for the elderly and disabled in service areas;
 - 2. Review passenger transportation plans for service areas;
 - 3. Review and comment on county aid applications under section 85.21, Wisconsin Statutes;
 - 4. Review and comment on capital assistance applications under section 85.22, Wisconsin Statutes;
 - 5. Act as an informational resource for local transportation providers regarding the requirements of the American with Disabilities Act of 1990, 42 USC 12101 et seq. ;
 - 6. Act on requests by local public bodies to be designated as coordinators of transportation services for elderly and disabled person for the purpose of becoming eligible for assistance under the Federal sec. 5310 program; and
 - 7. Apply for and accept Federal section 5310 grants for purchasing specialized vehicles for transporting elderly and/or disabled citizens of the County in accordance with county procedures.
 - g. Per Diem: Only the county supervisor shall be entitled to per diems and mileage.

3.1.26 REVOLVING LOAN FUND COMMITTEE

- a. Five members. Two County Supervisors and three citizen members. Supervisors will be the County Board Chair (who shall serve as the Committee Chairperson) and the chair or designee of the Finance Committee (who shall serve as the Committee Vice Chairperson).
- b. Additional membership will be set as follows:
 - 1. Citizen Appointment-Portage County Business Council Board Member.
 - 2. Citizen Appointment-Representative of the Local Banking Community.
 - 3. Citizen Appointment-Business Law Attorney from the Local Legal Profession.
- c. Committee advisors will consist of:
 - 1. Position Appointment: Director of Planning and Zoning or the Revolving Loan Fund Administrator
 - 2. Position Appointment: Portage County Finance Director.
- d. Term of two years for County Supervisors coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year and a five year term for citizen appointment members expiring the Monday before the third Tuesday of April of the designated year.

- e. Citizens selected by the Executive/Operations Committee for appointment by the County Board.
- f. The Committee shall have the authority to review, select, and approve loan applications prior to submission to the Regional Board for final approval. The Committee shall also have the authority to make policy recommendations for administration of the program.
- g. Per diem. Per diems shall only be paid to county supervisors and not to citizen appointees.

3.1.27 RISK MANAGEMENT COMMITTEE

- a. Nine members consisting of:
 Health and Human Services Board Chair/Designee
 Highway Committee Chair/Designee
 Finance Committee Chair/Designee
 Park Commission President/Designee
 Public Safety/Emergency Mgt Committee Chair/Designee
 Health Care Ctr Comm Chair/Designee
 Space & Properties Comm Chair/Designee
 County Board Chair
 Portage County Safety Officer
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. Meet on a quarterly basis with representatives of all County Departments to review losses and make recommendations regarding loss prevention.
- d. To supervise and monitor the loss control/risk management program for Portage County.
- e. Per Diem: County Supervisors shall be entitled to per diems and mileage.

3.1.28 SOLID WASTE MANAGEMENT BOARD

- a. Nine members as follows:
 - 1. Five County Supervisors.
 - 2. Four Representative members, non County Supervisors subject to the following criteria:
 - a. One resident of the Town of Stockton, where the County landfill is located.
 - b. The Mayor of Stevens Point or his designee.
 - c. The President of the Village of Plover or his designee (as the location of the transfer facility and the material recovery facility).
 - d. One member to represent the Towns in the program, chosen in consultation with the Portage County Unit of the Wisconsin Towns Association.
 - e. The County Executive shall, by letter, coordinate the solicitation of nominations or confirmations of representative members prior to appointment.
 - f. Representative membership shall be contingent upon the member's municipality's continued and ongoing participation in the Portage County Solid Waste program.
 - g. All representative members under this paragraph are exempt from the term limits section of the Portage County Code of Ordinances, with such representative memberships herein deemed to be "titles or positions" as set forth in that section.
- 3. Each County Supervisor must represent municipalities which are part of the County pick-up and/or disposal program, and at least one supervisor must represent a district with a participating village.
- 4. All members to be selected by the County Executive for appointment and subject to confirmation by County Board.
- 5. Terms of office:
 - a. County Supervisors – 2 year terms coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
 - b. Representative members – 3 year terms expiring the Monday before the third Tuesday of April of the designated year and exempt from term limits as set forth above.
 - c. Per Diem: County Supervisors and citizen members shall be entitled to per diems and mileage.
- 6. The powers and duties of said Board shall be:
 - a. To set policy and provide policy guidance and legislative oversight for the solid waste management and county recycling system.

- b. To carry out all duties and responsibilities set forth in the Portage County Solid Waste Ordinance.
- c. To arrange for, as necessary, the collection, transport, and disposal of wastes, including garbage, ashes, or incinerator residue, municipal, domestic, agricultural, industrial and commercial wastes, chemical wastes, and herbicide and pesticide wastes.

3.1.29 SPACE AND PROPERTIES COMMITTEE

- a. Six members. Five County Supervisors and the City of Stevens Point Mayor/Designee.
- b. Selected by the Executive/Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. City of Stevens Point position to vote only on matters contained in the Joint County-City Building Agreement.
- e. To allocate or lease space in all County properties and report same to the County Board.
- f. To secure options and with County Board approval purchase or sell County Property as deemed necessary.
- g. To authorize improvements and alterations in all County properties.
- h. To recommend future County construction projects.
- i. To set policy and provide policy guidance and legislative oversight for the activities of the Maintenance Department and maintain custodial services and property repair of the County-City Building, Law Enforcement Center, Gilfry Center, Lincoln Center, Portage County Public Library, Courthouse Annex, MRF and all County rental properties.
- j. To set policy and provide policy guidance and legislative oversight for the management of all tax deeded lands and policies for the appraisal and sale of any excess lands as provided in Chapter 75, Wisconsin State Statutes.
- k. To ensure compliance with Title II, IV and V of the Americans with Disability Act (ADA).
- l. Per Diem: County Supervisors shall be entitled to per diems and mileage. The City of Stevens Point Mayor or designee shall not be entitled to per diems or mileage.

3.1.30 VETERANS SERVICE COMMISSION (Statutory)

- a. Three members.
- b. Selected by the County Executive for appointment and subject to confirmation by the County Board.
- c. Term of three years, expiring the Monday before the third Tuesday in December of the designated year.
- d. Members must be Veterans.
- e. To carry out such duties as provided in Chapter 45, Wisconsin State Statutes providing for services to the veterans of Portage County.
- f. Per Diem: Citizen members shall be entitled to per diems and mileage.

STANDING APPOINTMENTS AND MEMBERSHIPS OF THE PORTAGE COUNTY BOARD OF SUPERVISORS

3.1.31 COMMUNITY CARE CONNECTIONS OF WISCONSIN
(A MULTI-COUNTY ENTITY OF CENTRAL WISCONSIN COUNTIES)

One member from Portage County appointed by the County Executive, confirmed by the County Board as follows:

- a. One at large representative, a resident of Portage County, who is either program participant or is a family member, guardian, or advocate of a participant, or who has exhibited an interest or expertise in the goals of the organization as set forth in paragraph (c). The term of membership shall be set at two year terms commencing on May 1 of even numbered years, expiring the last day of April.
- b. To set policy and provide policy guidance and legislative oversight for the Family Care Program.
- c. The charter of the members and of CCCW is to actively pursue improving the welfare of the citizens eligible for long term care services in Portage County, serving people with disabilities and the elderly, improving their access to medical care and services.
- d. Per Diems are paid by Community Care Connections of Wisconsin.

3.1.32 NORTHEAST WISCONSIN PUBLIC SAFETY COMMUNICATIONS (NEWCOM) GROUP

- a. County Board Supervisor and staff to the Advisory Board.

- b. County Board Supervisor to be designated by the Public Safety Committee and staff member by the Sheriff, on file with the County clerk.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. To represent Portage county in the implementation of reliable and interoperable communications systems for emergency services and public safety agencies.
- e. NEWCOM and the designations herein are hereby designated as a permanent program of Portage County.
- f. Per Diem: The County Supervisor shall be entitled to per diems and mileage.

3.1.33 CONVENTION AND VISITORS BUREAU

- a. One member of the Board of Supervisors, the Chairman or designee from the Board.
- b. Confirmed by the Executive Operations Committee for appointment by the County Board.
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. Appointment to the indicated independent bureau to set policy and provide guidance and legislative oversight for the activities of the Convention and Visitor's Bureau for the promotion of are local tourism, marketing organizations specializing in developing conventions, meetings, conferences and visitations for all municipalities in Portage County.
- e. Per Diem: The County Supervisor shall be entitled to per diems and mileage

3.1.34 LANDFILL MONITORING COMMITTEE

- a. No member from the Board of Supervisors. There are four committee members, one of whom is staff (Solid Waste Manager) appointed from the Portage County Solid Waste Department, other members appointed by and from the Town of Stockton per the landfill siting agreement between Stockton and Portage County.
- b. Staff selected by the Solid Waste Department for membership.
- c. An independent board, created by the landfill siting agreement which monitors the county landfill in Stockton.
- d. Per Diem: All costs of the committee are paid by the Solid Waste Department.

3.1.35 LIAISON TO THE CAP AGENCY BOARD

- a. One member of the Board of Supervisors who is a member of the Health and Human Services Board, to be the Chair of the Health and Human Services Board or designee, confirmed by the county board.
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. This is an appointment to a separate Board to set policy and provide guidance and oversight to provide community services and projects, such as emergency human services, receiving and disbursing grants for governmental program, typically for those of modest means.
- d. Per Diem: County Supervisor shall be entitled to per diems and mileage

3.1.36 COUNTY EMS NEGOTIATIONS GROUP

- a. Three County Board Supervisors, specifically the Board Chair, the Chair from the Public Safety Committee and the Chair of the Finance Committee shall be the voting members. Other Group members include the County Executive for policy input, and technical advisors EM Director, Corporation Counsel, and Finance Director.
- b. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- c. The County EMS Negotiations Group is chartered with and charged with negotiations and policy recommendations and finalization for the design and terms of all agreements for the Portage County EMS system.
- d. Per Diem: County Supervisors shall be entitled to per diems and mileage

3.1.37 LOCAL EMERGENCY PLANNING COMMITTEE (Statutory)

- a. The Local Emergency Planning Committee (LEPC) is a committee of the County established by section 59.54(8) of the Wisconsin state statutes. The County Executive shall appoint (with County Board Confirmation), at a minimum, representatives from each of the following groups or organizations as specified in Emergency Planning and Community Right-to-Know Act (EPCRA; 42 USC 11001(c)):

1. Elected State and Local Officials. This shall include the Chair or designee of the Public Safety/Emergency Management Committee.
 2. Law Enforcement, Civil Defense, Firefighting, First Aid, Health, Local Environmental, Hospital, and Transportation Personnel.
 3. Broadcast and Print Media.
 4. Community Groups.
 5. Owners and operators of facilities subject to the requirements of EPCRA.
- b. The term of appointment shall be four years for all members, except the term shall be two years for county board supervisors. All terms shall coincide with the term of the County Board of Supervisors, ending Monday before the third Tuesday of April of the designated year.
- c. The LEPC is a statutory committee which is established for several purposes. These include providing a forum wherein representatives of local government, community leaders, emergency response agencies, long term response agencies, reporting and planning facilities, the media, and other concerned parties may cooperatively examine and discuss the political, financial, environmental, and personal safety issues of emergency planning activities; conduct fact-finding, planning, exercising, evaluating, and coordinating activities for the development of a comprehensive area-wide response system to hazardous materials emergencies; identify local response needs and resources; serve as the primary information source for residents of Portage County regarding emergency response activities, especially hazardous materials information and activities; fulfill requirements set out in EPCRA, sections 59.54, 323.60, and 323.61 of the Wisconsin statutes; and establish liaison, maintain communication, and exchange information with other LEPCs in the region.
- d. Per diems and mileage are to be paid to county board supervisors. No other payments shall be made for any other purpose. Administrative support is to be provided by Emergency Management.

3.1.38 PORTAGE COUNTY BUSINESS COUNCIL

- a. The County Executive, the County Board Chairman, and the Chairperson of the Finance Committee, by virtue of their positions.
- b. As set forth in paragraph a.
- c. Terms of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. To provide membership and oversight of the Portage County Business Council, a organization with the mission of fostering and promoting business growth and development in Portage County, with funding from the county.
- e. Per Diem: County Supervisors shall be entitled to per diems and mileage

3.1.39 PORTAGE COUNTY SAFETY OFFICER

- a. One member of the Board of Supervisors, County Board chair or designee.
- b. Confirmed by the Executive Operations Committee for appointment by the County Board,
- c. Term of two years coinciding with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.
- d. To provide coordination and oversight for County safety functions, including interaction with county departments, insurance, and the county board, in particular to oversee the worker's compensation program.
- f. Per Diem: County Supervisor shall be entitled to per diems and mileage

3.1.40 PORTAGE COUNTY TRAFFIC SAFETY COMMISSION (Statutory)

- a. The Portage County Traffic Safety Commission is a committee of the County established by section 83.013 of the Wisconsin state statutes. The membership consists of the following persons by virtue of their position:
 1. County Highway Commissioner, or a designated representative
 2. Sheriff, or a designated representative
 3. County Highway Safety Coordinator
 4. Three representatives will be appointed by the Secretary of Transportation involved in law enforcement, highways, and highway safety.
 5. The County Executive shall appoint (with County Board confirmation) a representative from education, medicine, and law.
 6. The County Executive may appoint (with County Board confirmation) additional persons to serve on the Commission, including, but not limited to, any or all of the following:
 - a. County Board Chairman;

- b. County Executive;
- c. County Safety Officer;
- d. Stevens Point Police Department Representative;
- e. Plover Police Department Representative;
- f. Coroner;
- g. Sheriff's Traffic Safety Officer;
- h. Traffic Incident Management Committee Representative;
- i. Planning and Zoning Director;
- j. Emergency Management Director.

b. The term of appointment shall be four years for all members, except the term shall be two years for county board supervisors. All terms shall coincide with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.

c. The Commission shall meet at least quarterly with the charter of reviewing traffic accident data and other traffic safety related matters, as well as other duties detailed in law.

d. Per diems are to be paid county board supervisors. No other payments shall be made for any other purpose. Administrative support is to be provided by the Sheriff's Office.

3.1.41 SOUTH CENTRAL LIBRARY SYSTEM BOARD (SCLS)

a. One citizen member at large and one member from the Board of Supervisors (said Board member to be concurrently serving on the Portage County Library Board). The citizen member need not be concurrently serving on the Portage County Library Board, but must express and demonstrate an interest and expertise in library matters and be able to represent Portage County's interests on the SCLS.

b. Both members appointed by the County Executive, confirmed by the County Board.

c. Staggered terms of three years ending the Monday before the third Tuesday of December of the designated year.

d. To set policy and provide policy guidance and legislative oversight for the SCLS, a coalition of member libraries offering exchange library services for member libraries and patrons.

e. Per Diem: Mileage is paid by the SCLS. Both the citizen members and the Supervisor shall receive per diem payments (exception to the general policy).

f. As an exception to policy (Code section 3.1.49) attendance by telephone or video is permitted as the SCLS meets in Madison.

3.1.42 WISCONSIN COUNTIES ASSOCIATION (WCA)

a. All WCA sponsored activities, committees and events shall be authorized for participation by the Portage County Board of Supervisors, including ITBEC, the County Mutual Insurance Board, and WCA Steering Committees.

b. Supervisors shall be appointed by the Executive Operations Committee, confirmed by the County Board to serve on any WCA sponsored committee, group, or sub-committee.

c. Per diems shall be authorized for such participation through the special meeting payment policy.

3.1.43 WOODLAND ENHANCED HEALTH SERVICES COMMISSION

a. The Commission is established by member counties, including Portage, by an intergovernmental agreement for the operation of the former Clark County Health Care Center which will enable Portage County Health and Human Services to better manage individual cases (and reserve space) for those who need the use of the facility.

b. Portage County representation on the Commission is by the Chairperson of the Health and Human Services Board or designee from the Board (who must be an elected supervisor). The term shall coincide with the term of the County Board of Supervisors, ending the Monday before the third Tuesday of April of the designated year.

c. Per diems shall be authorized through the special meeting payment policy.

3.1.44 LIMITATION ON THE TERMS OF CHAIRPERSONS

All Chairs/Presidents of any Standing Committee/Board/Commission/Council/Authority of the County Board who are currently serving in that capacity or who will serve in that capacity are limited to no more than two consecutive two year terms as such Chair/President.

3.1.45 ADOPTION OF ROBERT'S RULES OF ORDER

The rules of Parliamentary Practice comprised in Robert's Rules of Order, revised, shall be the Rules of Order in all county meetings, including the county board and all county committees, except where they are inconsistent with specified cases in the Code of Ordinances and state statutes. Specific exceptions include the following. The presiding chair shall not be required to relinquish the position of chair before debating any issue. Members of the board or committee shall be permitted to address an issue more than twice, upon the recognition of the chair and after others members have been afforded an opportunity to address any issue. Any member of the Board of Supervisors may attend any meeting of any sub-committee, standing committee or any other county commission, board or organization in closed or in open session.

3.1.46 REAPPOINTMENT OF CITIZEN MEMBERS

No citizen member of any standing committee of the Portage County Board of Supervisors shall be reappointed, if such member has reached ten years longevity on that committee prior to the start of the proposed term, excluding any "title or position" specific appointment.

3.1.47 PER DIEM, MILEAGE PAYMENTS AND ATTENDANCE

- a. For any member to be eligible for any payment of per diem or mileage, of the board or of its committees, the member must physically attend the meeting claimed. No telephonic or other electronic means are authorized for attendance or for voting. The Chairman of the Board and the chairperson of its committees may excuse the attendance of the members, for good cause only. Excessive absenteeism is defined by the board as good cause for removal or other actions of the board.
- b. As an exception to subparagraph (a), County Board Supervisors who serve on bona fide Wisconsin Counties Association (WCA) committee and board positions shall be entitled to per diem meeting payments without physically attending a meeting in cases where the meeting involves no physical meeting place. The agenda indicating the nature of such meeting will accompany the payment voucher, and signatures by appropriate oversight committee prior to payment.
- c. As a general rule, per diem payments are authorized for county board supervisors for attendance at regular committee meetings and for bona fide county business. Supervisor and citizen member (where specifically authorized in this code) per diems will be given for subcommittee meeting when designated and authorized by a majority of the standing committee through the special meeting approval process. As a general rule and unless otherwise specified, per diem and mileage payments are not authorized for citizen members of committees for attendance at regular committee meeting, for county business, or for subcommittee meetings.
- d. The Chairman of the Board is a salaried position and therefore does not receive per diems.
- e. It shall be county policy that all persons, including elected officials (including county board supervisors) and citizen members, who are entitled to any payments under this provision, must establish and abide by a direct deposit to their accounts, in lieu of payment by check. This requirement is a condition of the receipt of such payments.

3.1.48 BOARD AND COMMITTEE ADMINISTRATIVE REQUIREMENTS

- a. Committee/Board/Commission/Council/Authority minutes must be prepared and filed in the County Clerk's office for approval at the next Committee/Board/Commission/Council/Authority meeting or within two weeks, whichever is earlier, unless there is good cause for delay.
- b. Under direction of the County Board Chair, the Corporation Counsel may be directed to review Special Meeting vouchers of the Board in determining bona fide county board business.
- c. On all Committee/Board/Commission/Council/Authority meeting agendas the following item shall appear: Members of the public who wish to address the Committee/Board/Commission/Council/Authority on specific agenda items must register their request at this time, which such comments subject to the reasonable control of the Committee/Board/Commission/Council/Authority Chair as to set policy forth in Robert's Rules of Order.
- d. Any supervisor desiring to have an item placed on the agenda of a standing committee may contact the committee chairperson or, if necessary, the County Board Chairperson with the request. Upon such request, the item shall be placed on a subsequent committee agenda for consideration with 60 days. The supervisor who makes such request shall be notified with the agenda including the requested item. Any difficulty in implementing this policy shall be referred to the County Board Chair for review and resolution.
- e. For all County Board meetings there shall be a provision for "**Public Notice Agenda Items**" as follows. Members of the Public may present an agenda item in writing to the County Clerk no later than noon seven days prior to the meeting. The agenda item shall be reviewed by the Chair and must pertain to a county governmental function. The citizen will then be

afforded an opportunity to address the County Board during the County Board meeting for a period not to exceed three minutes on the agenda item. The County Clerk may serve as timekeeper for the Board. The citizen should not expect to engage in a general discussion with the County Board or with county staff. However, the County Board Chair may, at his or her discretion, allow County Board Members or county staff to respond for the sole purpose of clarifying or correcting factual statements only. No general debate will be permitted. This provision applies only to the County Board meetings and does not apply to other committees, boards, or commissions of the county.

f. No resolutions/ordinances or any other action items shall be placed on the County Board meeting agenda unless first approved by the respective reviewing committee or authorized by majority Board vote. Minutes, in draft form or finalized form, shall be made available upon request for any committee, board or commission meeting from which a resolution or ordinance is sent to the county board, on the Friday before the applicable county board meeting.

g. For all Committee/Council/Authority/Commission meetings, all supporting documents to the agenda (a/k/a the packet of information) must be received by the membership no less than 24 hours prior to the meeting, either via U.S. mail or electronically.

h. The County Board meeting agenda shall be mailed out six (6) days prior to the Board meeting with no addendums to the agenda being permitted. Extreme emergencies will be reviewed and handled on a case by case basis by the County Board Chair/Corporation Counsel/County Clerk.

i. The Standard meeting day and time of the monthly meetings of the Portage County Board of Supervisors shall be the third Tuesday of the month at 5:00 p.m. Special meetings of the Board may be called by the Chair on different days and at different times as may be necessary.

j. Votes of the members of the county board shall be deemed final upon confirmation and posting of the computer results by the County Clerk.

3.1.49 DUTIES OF THE CHAIR OF THE COUNTY BOARD

a. Board Duties

General. The Chair is the elected head of the County Board and shall set and approve the agenda and meeting times and places of the County Board. The Chair shall ensure County Board compliance with Wisconsin's Open Meetings and Open Records Law.

Meetings. The County Board Chair preserves the order of the County Board, and shall decide all the questions of order, subject to an appeal of the County Board. The Chair may excuse the attendance of members and the excuse shall be entered into the minutes of the County Board. The Chair shall preserve and may speak on points of order in preference to other Supervisors and shall be required to vote on all questions and matters pertaining to the County Board, except questions on appeal from his decisions, and his vote shall be recorded with the rest. The Chair shall ensure the County Board and individual Supervisors act consistently with the County Board's Rules and Policies. The Chair shall preside at County Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership. Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point. Consistent with Board rules and the conduct of an orderly meeting, the Chair shall allow public input on agenda items after registration.

Conflict. The Chair is a member of the County Board, and has the same rights in debate as any other member and may discuss issues before the Board. However, the Chair is also obligated to maintain impartiality when presiding over the County Board. If the Chair has an unresolved conflict of interest regarding matters before the Board, the First Vice Chair or Second Vice Chair will then assume the Chair for the duration of the discussion and action on the subject agenda item.

b. General Duties

Leadership. The Chair shall provide leadership and coordination for the integration of county governmental functions, including the county board, its committees and the departments. The Chair shall maintain an effective relationship with the County Executive in the management and oversight of county government, to include ensuring compliance with county policies. The Chair, or designee, shall represent the County at various events and functions in the community and conduct negotiations on behalf of the county as needed.

The Chair shall ensure the other Supervisors are informed of current and pending County Board issues and processes in coordination with the County Clerk. The Chair shall ensure that the Board remains focused on key legislative tasks and

functions and shall foster good relations among members. The Chair shall ensure that all supervisors are involved in the work of the Board and encourage active engagement and contributions of all members of the Board.

In particular, the Chair will apprise the Board and county officials of pending legislative and legal changes to county operations. By law, the Chair shall take care that all federal, state, and local laws, rules and regulations pertaining to county government are enforced.

Committee membership. The Chair shall be an ex-officio member of all committees, but may vote as such in committee only in the absence of a member of the committee.

3.1.50 RESIDENCY REQUIREMENT FOR APPOINTMENTS AND CONFIRMATIONS

- a. Only county residents may be appointed to boards, commissions, and committees. A resident is an individual who has resided continuously within Portage County for thirty days before appointment. An appointee must continue his or her residency to maintain the appointment.
- b. Exceptions to this policy may be granted for good cause shown.

Updated 4-29-2016

Changes do occur throughout the year – to view the most current version of 3.1, please visit www.co.portage.wi.us [Index](#)

MUNICIPAL OFFICERS ***TOWN, VILLAGE AND CITY***

TOWN OF ALBAN

Population 882

CHAIRPERSON

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Wittenberg, WI 54499 Tel 715-677-4656

Michael Kaminski, 9747 County Rd A
Wittenberg, WI 54499 Tel 715-677-3151

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TOWN OF ALMOND

Population 674

CHAIRPERSON

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TOWN OF AMHERST

Population 1,336

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Gary Kadow, 4006 Elkins Rd
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TOWN OF BELMONT

Population 624

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Wayne Warzynski, 9094 County Rd D S
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TOWN OF BUENA VISTA

Population 1,204

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TOWN OF CARSON

Population 1,313

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TOWN OF DEWEY

Population 939

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TOWN OF EAU PLEINE

Population 949

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TOWN OF GRANT

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TOWN OF HULL

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TOWN OF LANARK

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TOWN OF LINWOOD

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TOWN OF NEW HOPE

Population 710

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TOWN OF PLOVER

Population 1,724

www.townofplover.com

CHAIRPERSON

Timothy Karcheski, 5587 Barbara's Ln
Plover, WI 54467 Tel 715-630-5493

SUPERVISORS

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Jim Garbe, 970 Forest Lake Dr
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Mike Langlois, 4800 River Ridge Rd
Plover, WI 54467 Tel 715-344-8750

Jim Rowe, 5302 Old So-White Rd
Plover, WI 54467 Tel 715-341-4124

CLERK/TREASURER

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ASSESSOR

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TOWN OF SHARON

Population 2,007

CHAIRPERSON

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SUPERVISORS

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TOWN OF STOCKTON

Population 2,987

CHAIRPERSON

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VILLAGE OF ALMOND

Population 445

PRESIDENT

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Mosinee, WI 54455 Tel 715-340-1933

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VILLAGE OF AMHERST

Population 1,047

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VILLAGE OF AMHERST JUNCTION

Population 374

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VILLAGE OF JUNCTION CITY

Population 440

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FIRE PROTECTION

Rudolph Fire Department
Rudolph, WI 54475

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VILLAGE OF NELSONVILLE

Population 155

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VILLAGE OF PARK RIDGE

Population 497

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VILLAGE OF PLOVER

Population 12,515

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VILLAGE OF ROSHOLT

Population 495

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VILLAGE OF WHITING

Population 1,685

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Cecil J. Coats, 2301 Strange St
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CITY OF STEVENS POINT

Population 27,037
www.stevenspoint.com

MAYOR

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COMMON COUNCIL ALDERPERSONS:

FIRST DISTRICT
George Doxtator, 1401 Wisconsin St
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SECOND DISTRICT
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Stevens Point, WI 54481 Tel 715-544-4121

THIRD DISTRICT
Garrett Ryan, 1708 Clark St
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FOURTH DISTRICT
Heidi Oberstadt, 456 Wadleigh St
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FIFTH DISTRICT
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SIXTH DISTRICT
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SEVENTH DISTRICT
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EIGHTH DISTRICT
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NINTH DISTRICT

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TENTH DISTRICT

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ELEVENTH DISTRICT

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Gena Gullixon, 405 E Iola St, Iola 54945		Tel 715-445-2411

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Vice President-Krystal Ferg, 11008 Hwy 49, Rosholt 54473		Tel 715-677-3535

Treasurer - Shawn Cychosz, 3389 Evergreen Dr, Rosholt 54473
Clerk - Tammy Trzebiatowski, 10723 Lake Helen Heights, Rosholt 54473
Robert Wanta, 7430 Meadow La., Custer, WI 54423

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Tel 715-630-6667

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Treasurer - Amy Dailey, P.O. Box 707, Stevens Point 54481
Clerk - Barb Portzen, 2201 Chippewa Dr, Plover, WI 54467
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Dan Kontos, 508 Walter St, Stevens Point 54481
Samuel Levin, 1002 1st St, #103, Stevens Point 54481
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Tel 715-342-6986
Tel 715-592-4481
Tel 715-344-2652
Tel 715-347-3410
Tel 540-414-5168

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Vice President-Kelly Loken, 470 Beverly Dr, Amherst 54406
Clerk - Diana Bohman, 198 High St N, Amherst 54406
Bob Stuczynski, 10593 County Rd T, Amherst 54406
Kirk Helbach, 9328 Hwy 54, Amherst 54406

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Tel 715-824-5435
Tel 715-824-3222
Tel 715-824-5449
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Vice President-Jeff Hopkins, 370 2nd Ct, Plainfield 54966
Jerry Knutson, W10434 County Rd P, Almond 54909
Peggy Buckholt, N4054 S Main St, Hancock 54943
Wayne Cummings, 130 Mill St, Plainfield 54966
Jim Knutson, W9820 Alp Ave, Almond 54909
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Tel 715-340-4059
Tel 715-249-5796/920-572-8660
Tel 715-335-6966
Tel 715-366-8111/414-758-8820
Tel 715-335-4841/715-572-3844
Tel 715-249-5784/218-341-9568
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Vice President - Betty Manion, N1655 Wilson Ct, Waupaca 54981
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Clerk - Patrick Phair, 965 Thomas Tr, Waupaca 54981
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James Dix, W6386 Aniwa Dr, Wild Rose 54984
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Tel 715-423-3856
Tel 715-423-7951
Tel 715-421-3591
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MID-STATE TECHNICAL COLLEGE DISTRICT BOARD OF DIRECTORS

1001 Centerpoint Dr, Stevens Point 54481 Tel 715-344-3063
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Secretary-Peggy Ose, 3311 Enchanted Dr, Wisconsin Rapids 54494 Tel 715-424-4383
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Robert Beaver, 2309 18th Lane, Friendship 53934 Tel 608-339-7262
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Vice Chair-Tom Felch, 1000 W Campus Dr, Wausau 54401 Tel 715-359-2073
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Dale Smith, 1000 W Campus Dr, Wausau 54401 Tel 715-659-4816

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TELEPHONE INDEX

(Area Code 715)

(Stevens Point, WI 54481 Mailing Address Unless Otherwise Listed)

AGING & DISABILITY RESOURCE CENTER

1519 Water St 715-346-1401

AGRICULTURE AGENT

1462 Strongs Ave 715-346-1318

CHILD SUPPORT

817 Whiting Ave 715-346-1588

CIRCUIT COURT JUDGE BRANCH I

1516 Church St 715-346-1355

CIRCUIT COURT JUDGE BRANCH II

1516 Church St 715-346-1360

CIRCUIT COURT JUDGE BRANCH III

1516 Church St 715-346-1244

CLERK OF COURTS

1516 Church St 715-346-1364

COMMUNITY CARE CONNECTIONS OF WISCONSIN

3349 Church St, Suite 1 715-345-5968

COMMUNITY RESOURCE DEV AGENT

1462 Strongs Ave 715-346-1319

CORONER

1500 Strongs Ave 715-346-1400

CORPORATION COUNSEL

1516 Church St 715-346-1368

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1516 Church St 715-346-1351

COUNTY CLERK

1516 Church St 715-346-1351

COUNTY EXECUTIVE

1462 Strongs Ave 715-346-1997

COUNTY HEALTH CARE CENTER

825 Whiting Ave 715-346-1374

DISTRICT ATTORNEY

1516 Church St 715-346-1300

EMERGENCY MANAGEMENT

1462 Strongs Ave 715-346-1397

If no answer 715-346-1400

FACILITIES MANAGEMENT

Annex, 1462 Strongs Ave 715-346-1598

Co-Ci Bldg, 1516 Church St 715-346-1565

Health Care Center 715-346-1388

Law Enf Ctr, 1500 Strongs Ave 715-346-1940

Library, 1001 Main St 715-346-1292

Lincoln Ctr, 1519 Water St 715-343-6310

FAMILY COURT COMMISSIONER

1516 Church St 715-346-1364

FAMILY LIVING AGENT

1462 Strongs Ave 715-346-1321

FINANCE DEPARTMENT

1462 Strongs Ave 715-346-1330

4-H YOUTH DEV AGENT
1462 Strongs Ave..... 715-346-1320
GOLDEN SANDS RESOURCE CONSERVATION &
DEVELOPMENT COUNCIL INC 715-343-6215
HEALTH & HUMAN SERVICES DEPT
817 Whiting Ave 715-345-5350
HEALTHY BEGINNINGS PROGRAM
1462 Strongs Ave..... 715-346-1664
HIGHWAY
800 Plover Rd, Plover 715-345-5230
HISTORICAL SOCIETY 715-344-7607
HOUSING AUTHORITY
1100 Center Point Dr, Suite 201B 715-346-1392
HUMAN RESOURCES DEPARTMENT
1462 Strongs Ave
Main Number..... 715-346-1327
Job Hotline 715-346-1345
HUMANE SOCIETY
3200 Iber Ln, Plover 715-344-6012
INFORMATION
1516 Church St 715-346-1351
INFORMATION TECHNOLOGY
1462 Strongs Ave..... 715-346-1395
JUDICARE
817 Whiting Ave 715-345-5350
LAND DESCRIPTION
1516 Church St 715-346-1344
LIBRARY
1001 Main St..... 715-346-1544
MOTOR VEHICLE DEPARTMENT
1001 Maple Bluff Rd, Suite 2..... 1-800-924-3570
MUNICIPAL COURT
City of Stevens Point/Village of Plover
1515 Strongs Ave..... 715-342-4054
NATURAL RESOURCES
301 Cedar St W..... 715-344-2752
NATURAL RESOURCES CONSER SERV
4949 Kirschling Court, Suite 1 715-346-1313
PARKS
Lodge Rentals, Camping & Info
1903 Cty Hwy Y..... 715-346-1433
Snowmobile Trail Info..... 715-343-6277
Jordan Park Nature Ctr/Campground
Hwy Y, Stevens Point..... 715-345-0520
Standing Rocks Park
Route 1, Amherst 715-824-3949
PLANNING & ZONING
1462 Strongs Ave..... 715-346-1334
PORTAGE HOUSE (HALFWAY HOUSE OFFENDERS)
1019 Arlington Place 715-346-1436
PROBATION & PAROLE
1001 Maple Bluff Rd, Suite 3..... 715-346-1250

PUBLIC DEFENDER	
1025 Clark St	715-345-5382
PURCHASING AGENT	
1462 Strongs Ave.....	715-346-1241
REGISTER IN PROBATE	
1516 Church St	715-346-1360
REGISTER OF DEEDS	
1516 Church St	715-346-1428
SHERIFF	
1500 Strongs Ave	
Emergency	911
Non-Emergency	715-346-1400
SOCIAL SECURITY	
2213 8 th St South, Wisconsin Rapids	1-800-772-1213
SOLID WASTE MANAGEMENT	
Administrator	715-345-5970
Transfer Facility & Material Recovery	
Facility	715-343-6297
SURVEYOR	
1516 Church St	715-346-1343
TREASURER	
1516 Church St	715-346-1348
UNIVERSITY EXTENSION	
1462 Strongs Ave.....	715-346-1316
USDA RURAL DEVELOPMENT	
5417 Clem's Way	715-345-7601
USDA FARM SERVICE AGENCY	
4949 Kirschling Court, Suite 1	715-346-1313
VETERANS	
1516 Church St	715-346-1310
VICTIM WITNESS PROGRAM	
1516 Church St	715-346-1300
FOR ALL OTHER NUMBERS	
NOT LISTED ABOVE.....	715-346-1351

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