



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**January 6th, 2023
1:00 PM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

This meeting will be held in person at the ADRC-CW office: 2600 Stewart Ave suite 25. Wausau, WI

You may participate in the meeting by using the following:

Join from the meeting link

<https://meet.google.com/ddx-seho-mym?authuser=0&hs=122>

Join by phone

(US) +1 440-494-6381 PIN: 255 691 679# United States Toll

Global call-in numbers

If you are joining by phone or computer, **PLEASE PUT YOUR PHONE or COMPUTER MICROPHONE ON MUTE!** Use *6 (star 6) to put phones on mute or take phones off mute.

AGENDA

1. Call to Order

2. Public Comments

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3 rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: adrc@adrc-cw.org Website: www.adrc-cw.org				
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3. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to WI Statutes Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility, namely, the discussion/completion of the annual performance review for the Executive Director of the ADRC of Central Wisconsin.
4. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)
5. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

EMAILED TO ANTIGO DAILY
JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 1/3/2023 Time 1:00 AM/PM
By Angela M Hansen

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time _____ AM/PM
By _____

ADRC-CW
EXECUTIVE BOARD MEETING
JANUARY 6, 2023
MINUTES

The meeting was called to order by Chair Ann Lemmer at 1:05 pm.

Present were:

Ann Lemmer

Dona Schwichtenberg

Jim Hampton

Norbert Ashbeck

Mike Feirer

Feirer moved to go into closed session to discuss evaluation of named employee. Motion was seconded by Ashbeck. Roll call voted taken with unanimous vote of “aye”.

The closed session ended at 2:45 with no announcements or actions taken except to agree to meet again on January 12, 2023, immediately after the regular Board meeting.

Respectfully submitted,

Dona Schwichtenberg



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE**

**January 12th, 2023
11:30 AM**

(Immediately following the Board Meeting)

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

This meeting will be held in person at the ADRC-CW office: 2600 Stewart Ave suite 25. Wausau, WI

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AGENDA

1. Call to Order
2. Public Comments
3. Discussion/possible action: Approval of minutes 11/10/2022
4. Discussion/possible action: Interim policy regarding closed sessions and remote voting.
5. Discussion/possible action – **ROLL CALL VOTE TO GO INTO CLOSED SESSION** pursuant to WI Statutes Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has

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jurisdiction or exercise responsibility, namely, the discussion/completion of the annual performance review for the Executive Director of the ADRC of Central Wisconsin.

6. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)

7. Adjournment

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EMAILED TO ANTIGO DAILY
JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 1/10/23 Time 1:00 AM/PM
By Angela M Hansen

Signed:

Ann Lemmer, ADRC Board Chair

THIS NOTICE POSTED AT THE COURTHOUSE

Date _____ Time ____ AM/PM

By _____

ADRC-CW
EXECUTIVE BOARD MEETING
JANUARY 12, 2023
MINUTES

The meeting was called to order by Chair Ann Lemmer at 12:05 pm.

Present were:

Ann Lemme,r Mike Feirer

Dona Schwichtenberg Jim Hampton Norbert Ashbeck

Feirer moved to accept minutes of 11/10/22 meeting. Ashbreck seconded. Motion carried.

Motion by Schwichtenberg to ask all virtual board attendees to verify no one else is in the room during a closed session of entire board. Feirer seconded. Discussion revolved around making it clear this is an interim policy until the newly appointed ad hoc committee recommends a new, permanent policy. Motion carried.

Lemmer moved to go into closed session to discuss evaluation of named employee. Motion was seconded by Ashbeck. Roll call voted taken with unanimous vote of "aye".

The Executive Committee came out of closed session at 1:25 pm.

No action was taken except to agree to meeting with named employee at 1 pm on January 31, 2023, with a back up date, if necessary, of February 7 at 1 pm.

Employee came into meeting at this point to agree with the proposed dates.

Ashbeck moved to adjourn meeting at 1:30 pm. Feirer seconded motion. Motion carried.

Meeting adjourned.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**January 31st, 2023
1:00 PM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

This meeting will be held in person at the ADRC-CW office: 2600 Stewart Ave suite 25. Wausau, WI

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AMENDED AGENDA

1. Call to Order
2. Public Comments
3. Approval on Minutes 1/6/23 and 1/12/23

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3 rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
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4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to WI Statutes Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility, namely, the discussion/completion of the annual performance review for the Executive Director of the ADRC of Central Wisconsin.
5. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)
6. Discussion/possible action- Board member attendance
7. Adjournment

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EMAILED TO ANTIGO DAILY
JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 1/30/2023 Time 12:40 AM **PM**
By Angela M Hansen

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time _____ AM/PM
By _____

ADRC-CW Executive Committee Meeting
1/31/23

The meeting was called to order by Chair Ann Lemmer at 1:05 pm.

Present were:

Ann Lemmer

Dona Schwichtenberg

Jim Hampton

Norbert Ashbeck

Mike Rhea (sat in for first items only)

There were no public comments.

Minutes of both Jan 6 and Jan 12 meetings were approved on motion by Ashbeck and second by Hampton.

We agreed to take item 6 regarding Board member attendance first to accommodate Mike Rhea's schedule. The attendance records of board members were reviewed. It was determined that one member has missed four meetings in a row and another has missed a total of three meetings since last June when new members were welcomed. After some discussion, Hampton moved that the Chair will call both of these members to ascertain if there is an extenuating circumstance regarding attendance and to determine their intent regarding future attendance. If this cannot be resolved to the Chair's satisfaction, then appropriate action will be taken regarding their membership on the Board. The motion was second by Ashbeck. Motion carried.

Ashbeck then moved to go into closed session to continue discussion of evaluation of named employee. Motion was seconded by Hampton. Roll call voted taken with unanimous vote of "aye". Mike left the meeting at this point at 1:30.

The closed session ended at 2:40 with no announcements or action taken except to agree to meet on February 7, 2023, at 1 pm with named employee to review the final evaluation.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**February 7, 2023
1:00 PM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

This meeting will be held in person at the ADRC-CW office: 2600 Stewart Ave suite 25. Wausau, WI

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AGENDA

1. Call to Order
2. Public Comments
3. Approval on Minutes 1/31/23

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3 rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
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4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to WI Statutes Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility, namely, the discussion/completion of the annual performance review for the Executive Director of the ADRC of Central Wisconsin.
5. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)
6. Adjournment

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EMAILED TO ANTIGO DAILY
JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 2/6/2023 Time 12:20 AM/PM
By Angela M Hansen

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time _____ AM/PM
By _____

ADRC-CW Policy Executive Committee

February 7th 2023

The meeting was called to order by Chair Ann Lemmer at 1:00 pm.

Present were:

Ann Lemmer
Dona Schwichtenberg
Jim Hampton
Norbert Ashbeck
Mike Feirer
Mike Rhea

Ashbeck mentioned in public comments that at a different organization's meeting a member of the staff at the Marshfield office had positive comments about the ADRC-CW "liking the way things are. There is a new partnership building."

Minutes of Jan. 31 meeting were approved on motion by Hampton and second by Ashbeck.

Ashbeck then moved to go into closed session to continue discussion of evaluation of named employee. Motion was seconded by Feirer. Roll call voted taken with unanimous vote of "aye". Closed session began at 1:12 pm.

Motion by Ashbeck and second by Feirer to move back into open session at 2:30 pm.

No action was taken except to agree to recommend to the full board the final evaluation on Feb. 9.

Motion by Feirer, second by Ashbeck to adjourn. All voted "aye" and meeting was adjourned at 2:35 pm.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**April 13th, 2023
11:30 AM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

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AGENDA

1. Call to Order
2. Public Comments
3. Approval on Minutes 2/7/23
4. Executive Director Updates and Discussion

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5. Discussion regarding Ends statements
6. Executive Director Performance Review process discussion
7. ADRC-CW Principles/values

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HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date _Time _AM/PM
By Angela M Hansen

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time ____ AM/PM
By _____

ADRC-CW EXECUTIVE COMMITTEE
MEETING MINUTES
April 13, 2023

Chair Ann Lemmer called the meeting to order at 11:40 am. Present were

Norbert Ashbeck
Ann Lemmer
Jim Hampton
Dona Schwichtenberg
Mike Rhea

During public comments, the question of non board members speaking during the regular meetings outside of the Public Comments time was discussed. Those not on the board will be reminded that they must be recognized first and the chair may choose to not allow such comments.

There was also discussion of ways to better inform all board members of committee meetings so everyone can stay more informed. This will also be addressed.

Minutes of the previous Executive Committee meeting were approved with a motion by Hampton and second by Ashbeck.

The committee discussed how to better organize the outside organizations that consistently interact with ADRC-CW in order to enhance those interactions and gain better feedback to improve services.

The committee also discussed the need to begin "succession" planning in the event there are future retirements or resignations. This involves both the Leadership Team as well as managers within the various departments.

The Ends statements should be presented to the full Board for approval. It was suggested that since nutrition programs are a large component of our responsibilities that it be included in those statements.

The meeting adjourned at 1:15 pm.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**July 13th, 2023
11:30 AM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

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AGENDA

1. Call to Order
2. Public Comments
3. Approval on Minutes 4/13/23
4. Executive Director Updates and Discussion

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HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 7/7/2023 Time: 1:00 AM/PM
By Angela M Hansen

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time _____ AM/PM
By _____



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**July 13th, 2023
MINUTES**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

Join from the meeting link

<https://meet.google.com/ddx-seho-mym?authuser=0&hs=122>

1. Call to Order:
 - a. Meeting called to order by Ann Lemmer

2. Public Comments
 - a. No public comments

3. Approval on Minutes 4/13/23
 - a. Motion to approve the minutes from April 13, 2023 by Jim Hampton, seconded by Ann Lemmer.
 - b. Motion passed, minutes approved.

4. Executive Director Updates and Discussion
 - a. Mike Rhea appreciates the opportunity to talk through some things organizationally and operationally.
 - b. Opening on the support team is being discussed to see how it can be filled to best meet the needs of the organization.
 - i. Evolution of the role to support the nutrition program.
 - ii. Executive support role for volunteer/leadership/board packet.
 - c. If the Marshfield footprint were to be reduced, how would the community receive that?
 - d. Jim Hampton questions the competence of the staff putting together the board packet and other operations when the packet and posting has errors every month.
 - i. Each staff member has many tasks to complete, spread thin.

- e. A lot of moving pieces, a lot of things going on at any given time. The leadership team is on board to see the big picture and move the organization forward.
 - i. Little details need tweaking.
 - f. Discussion on the rotation of the board meetings.
 - i. Tour of the buildings in the other locations. Introduction to the staff in those locations.
 - ii. Look at the bigger picture and get the others involved.
 - iii. Are you willing and able to attend the board meetings?
 - 1. Must maintain accessibility.
 - iv. Have a discussion with the full board about the rotating meetings.
 - 1. Perhaps during the election cycle.
 - g. Board policies should be in place to provide consistency.
 - h. This is the opportunity for the committee to provide an opportunity for the board to provide feedback so that there isn't a surprise at review time.
 - i. Counties are not going to be able to give the ADRC-CW more funds.
 - ii. Advocacy piece, presenting the annual report to the member counties should see the increase of population served over time.
 - 1. Need to be careful when presenting the message to avoid the member counties thinking the ADRC-CW is going to ask for more funds.
 - a. Levy will have to increase at some point.
 - i. The agency is doing well managing the increases in work.
 - i. Focus is on culture, creating a good place to work.
 - j. Jim Hampton cautioned placing key positions with internal candidates.
 - i. "Don't just look internally. There has been a tendency to do that in recent years."
 - k. Make sure people have the opportunity and skills to move into leadership positions.
5. Meeting adjourned at 12:08 pm



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**October 12th , 2023
11:30 AM**

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AGENDA

1. Call to Order

2. Public Comments

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3. Approval on Minutes 7/13/23
4. Executive Director Updates and Discussion
5. Discussion/possible action: Executive Director performance review process discussion

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

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JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 10/9/2023 Time: 11:30 AM/PM
By Holly Thompson

Signed:
Ann Lemmer, ADRC Board Chair
THIS NOTICE POSTED AT THE COURTHOUSE
Date _____ Time _____ AM/PM
By _____



**1. AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
EXECUTIVE COMMITTEE –**

**October 12th , 2023
11:30 AM**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

MINUTES DRAFT

1. Call to Order
 - a. Called to order at 10:56 by Ann Lemmer

2. Public Comments
 - a. No public comments

3. Approval on Minutes 7/13/23
 - a. Motion to approve the minutes from 7/13/23 by Adam Fischer, seconded by Jim Hampton
 - b. Motion passed, minutes approved.

4. Executive Director Updates and Discussion
 - a. Mike Rhea reviewed his interaction with Langlade County Board on 9/25/23. All revenue sources coming in and services being provided by the ADRC were presented to the members of Langlade County.
 - i. The meeting was prepared differently than the other county meetings Mike has participated in as Robert Benishek requested county specific data rather than regional data.
 - ii. Members of the Langlade County Board questioned why county specific statistics cannot be sent on a weekly basis.
 - iii. Data is based on who and what needs the ADRC staff serves. Due to the capabilities of the data system used, county specific data can only be provided on a quarterly basis.
 - b. Norbert Ashbeck questioned if Langlade County has ever expressed the desire to drop out of the ADRC-CW region and expressed that Mike has spent a significant amount

of time catering to Langlade County's questions and concerns. He stated, "Picking at each dollar spent here and there is not Mike's job."

- c. Jim Hampton stated that, when each county joined the regional ADRC model, they recognized that they would be giving up some control to reap the benefits of regionalism. He expressed that it might be more reasonable for Langlade County to show the ADRC where they feel services are lacking in Langlade County rather than Mike continuing to try and prove what services are being provided to Langlade County.
 - d. Adam Fischer inquired if the questions have come from multiple representatives in Langlade County or if the questions originated from one source.
 - e. Mike explained that the Langlade County core counsel questioned the fact that the ADRC receives more money from Langlade County than from any other county in the region, and the concern about county specific data originated as a request from Robert Benishek.
 - f. Adam Fischer voiced the need to maintain a regional focus in all communications.
 - i. Less details can be provided when responding to questions shifting away from the regional focus.
 - g. Ann Lemmer inquired about the open board position.
 - i. Mike stated that despite recruitment efforts, there have been no applicants.
 - ii. If applications come in they will be presented to the board.
 - iii. Jim Hampton communicated that the board will need to be picky with their selection in order to feel confident that the candidate will show up for meetings.
 - h. No action required.
5. Discussion/possible action: Executive Director performance review process discussion
- a. Mike Rhea explained that Molly in Marathon County's HR Department stated that all performance reviews are transitioning to Workday. Although, the ADRC will be using the process used in previous years for this year's performance reviews.
 - b. Ann Lemmer stated that there is a survey that needs to go out in regard to the Executive Director's performance review.
 - i. The survey was managed by Angela Hansen and Kit Ruesch last year.
 - ii. Mike stated that in the past Marathon County handled the survey, but it was efficient having Angela and Kit manage the survey
 - iii. Jim Hamptin inquired if the survey could be handled by Marathon County again, and Norbet Ashbeck added that it seems better to have the survey sent back to someone at the county rather than someone at the ADRC.
 - iv. If Marathon County managed the surveys this year, they would be providing the service, but they would not do anything with the results themselves.
 - c. The accuracy and effectiveness of the Executive Director performance review was discussed

6. Adjournment

- a. Meeting adjourned at 12:03 pm

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

EMAILED TO ANTIGO DAILY
JOURNAL, MARSHFIELD NEWS
HERALD, MERRILL FOTO NEWS,
WAUSAU DAILY HERALD,
WISCONSIN RAPIDS TRIBUNE
Date 10/9/2023 Time: 11:30 AM/PM
By Holly Thompson

Signed:

Ann Lemmer, ADRC Board Chair

THIS NOTICE POSTED AT THE COURTHOUSE

Date _____ Time _____ AM/PM

By _____