

Subject: RE: Public Records Request (WI-WAUSHARA-24-2106)
Date: Wednesday, October 9, 2024 at 11:28:32 AM Eastern Daylight Time
From: Megan Kapp
To: AO Records
Attachments: image001.png, Appt Letters.pdf, 2020-11-03 Canvass Agenda.pdf, 2022-11-08 Canvass Agenda.docx, 2023-04-04 Canvass Agenda.docx, 2024-08-13 Canvass Agenda.docx

EXTERNAL SENDER

Greetings,

Attached please find a filed titled **Appt Letters**. These records are responsive to numbers 1 & 2 of your request, and included BOC appointment letters, as well as letters received from political parties nominating individuals to serve. Current appointments included:

- 1 – Megan Kapp, County Clerk (Nicole Overbeck – alternate)
- 2 – Patricia Power, Republican Party (Cheri Shultz, alternate)
- 3 – Laruen Engen, Democratic Party (Ruth Caves, alternate)

The requested canvass agendas are attached responsive to number 3.

Meeting notices are posted [here](#) on our website, as well as a physical copy is posted on our public notice board at the Waushara County Government Center.

Please let me know if you have any additional questions.

Kind regards,

Megan Kapp
Waushara County Clerk

P: (920) 787-0442 | E: megan.kapp@wausharacountywi.gov
A: 380 S. Townline Rd., Wautoma, WI 54982 | W: <https://www.co.waushara.wi.us/>



From: AO Records <records@americanoversight.org>
Sent: Friday, October 4, 2024 7:00 AM
To: Megan Kapp <Megan.Kapp@wausharacountywi.gov>
Subject: Public Records Request (WI-WAUSHARA-24-2106)

Hi Megan,

Please see the details of our request below.

PRR: WI-WAUSHARA-24-2106

VIA EMAIL

Waushara County Clerk
380 S. Townline Rd.
Wautoma, WI 54982-6900
megan.kapp@wausharacountywi.gov

Re: Public Records Law Request

Dear Public Records Officer:

Pursuant to Wisconsin's public records law, Wis. Stat. §§ 19.31–19.39, American Oversight makes the following request for copies of records.

Requested Records

American Oversight requests that your office produce the following records “as soon as practicable and without delay”:^[1]

1. Records sufficient to identify the names and party affiliations of the members of the 2024 County Board of Canvassers
2. Records sufficient to determine how each member of the 2024 County Board of Canvassers was selected (e.g., from a list submitted by a political party county committee)
3. All notices of meetings of the County Board of Canvassers for the November 2020, November 2022, April 2023, and August 2024 elections
4. Records sufficient to identify where and when the meeting notices identified in part 3 of this request were posted.

Fee Waiver Request

In accordance with Wis. Stat. § 19.35(3)(e), American Oversight respectfully requests that the records be produced without charge. Providing American Oversight with a waiver of fees is in the “public interest” because American Oversight will, in accordance with its organizational mission, make the records available to the public without charge. These disclosures will likely contribute to a better understanding of relevant government procedures by the general public.

American Oversight's work is aimed solely at serving the public interest. As a 501(c)(3) nonprofit, American Oversight does not have a commercial purpose and the release of the information requested is not in American Oversight's financial interest. Rather, American Oversight's mission is to serve the public by promoting transparency in government, educating the public about government activities, and ensuring the accountability of government officials. American Oversight uses the information gathered, and its analysis of it, to educate the public through reports, press releases, or other media.^[2] American Oversight also makes materials it gathers available on its public website^[3] and promotes their availability on social media platforms, such as Facebook and X (formerly Twitter).^[4]

The public has a significant interest in the County Board of Canvassers. Records with the potential to shed light on this matter would contribute significantly to public understanding of operations of the government, including the names and party affiliations of the Board of Canvassers. American Oversight is committed to transparency and makes the responses agencies provide to public records requests publicly available, and the public's understanding of the government's activities would be enhanced through American Oversight's analysis and publication of these records.

American Oversight asks that if its request for a fee waiver is denied in whole or in part, that you contact us prior to incurring any costs.

Guidance Regarding the Search & Processing of Requested Records

In the event some portions of the requested records are properly exempt from disclosure, please disclose any reasonably segregable non-exempt portions of the requested records. [5] If it is your position that a document contains non-exempt segments, but that those non-exempt segments are so dispersed throughout the document as to make segregation impossible, please state what portion of the document is non-exempt, and how the material is dispersed throughout the document. If a request is denied in whole, please state specifically that it is not reasonable to segregate portions of the record for release.

Please take appropriate steps to ensure that records responsive to this request are not deleted by the agency before the completion of processing for this request. If records potentially responsive to this request are likely to be located on systems where they are subject to potential deletion, including on a scheduled basis, please take steps to prevent that deletion, including, as appropriate, by instituting a litigation hold on those records.

Conclusion

If you have any questions regarding how to construe this request for records or believe that further discussions regarding search and processing would facilitate a more efficient production of records of interest to American Oversight, please do not hesitate to contact American Oversight to discuss this request. American Oversight welcomes an opportunity to discuss its request with you before you undertake your search or incur search or duplication costs. By working together at the outset, American Oversight and your agency can decrease the likelihood of costly and time-consuming litigation in the future.

Where possible, please provide responsive material in an electronic format by email. Alternatively, please provide responsive material in native format or in PDF format on a USB drive. Please send any responsive material being sent by mail to American Oversight, 1030 15th Street NW, Suite B255, Washington, DC 20005. If it will accelerate release of responsive records to American Oversight, please also provide responsive material on a rolling basis.

We share a common mission to promote transparency in government. American Oversight looks forward to working with your agency on this request. If you do not understand any part of this request, please contact David Kronig at records@americanoversight.org or (202) 897-3915. Also, if American Oversight's request for a fee waiver is not granted in full, please contact us immediately upon making such a determination.

Sincerely,

/s/ David Kronig
David Kronig
on behalf of
American Oversight

Sincerely,

--

Eva Mayanja | (she/her)
Paralegal | American Oversight
records@americanoversight.org | (202) 869-5246
www.americanoversight.org | @weareoversight
PRR: WI-WAUSHARA-24-2106

From: Megan Kapp <Megan.Kapp@wausharacountywi.gov>
Date: Thursday, October 3, 2024 at 9:32 AM
To: AO Records <records@americanoversight.org>
Subject: RE: Public Records Requests (WI-WAUSHARA-24-2106)

EXTERNAL SENDER

Hi, Eva,

Per our IT policy, I do not open attachments from unknown sources. Please resubmit your request with the request in the body of the email, or you may mail your request to:

Waushara County Clerk
380 S. Townline Rd.
Wautoma, WI 54982

Thank you,

Megan Kapp
Waushara County Clerk

P: (920) 787-0442 | E: megan.kapp@wausharacountywi.gov
A: 380 S. Townline Rd., Wautoma, WI 54982 | W: <https://www.co.waushara.wi.us/>



From: AO Records <records@americanoversight.org>
Sent: Tuesday, October 1, 2024 10:58 PM
To: Megan Kapp <Megan.Kapp@wausharacountywi.gov>
Subject: Public Records Requests (WI-WAUSHARA-24-2106)

Dear Public Records Officer:

Please find attached a request for records under Wisconsin's public records law.

Sincerely,

Eva Mayanja | She/Her
Paralegal | American Oversight
records@americanoversight.org
www.americanoversight.org | @weareoversight
PRR: WI-WAUSHARA-24-2106

[1] Wis. Stat. § 19.35(4)(a).

[2] See generally News, American Oversight, <https://www.americanoversight.org/blog>; State

Investigations, American Oversight, <https://www.americanoversight.org/states>; see, e.g., *State Government Contacts with Voting-Restriction Activists*, American Oversight, <https://www.americanoversight.org/investigation/state-government-contacts-with-voting-restriction-activists>; *Wisconsin Documents Offer Window into Early Uncertainty over COVID-19*, American Oversight, <https://www.americanoversight.org/wisconsin-documents-offer-window-into-early-uncertainty-over-covid-19>.

[3] *Documents*, American Oversight, <https://www.americanoversight.org/documents>.

[4] American Oversight currently has approximately 16,000 followers on Facebook and 111,300 followers on X (formerly Twitter). American Oversight, Facebook, <https://www.facebook.com/weareoversight/> (last visited Sept. 27, 2024); American Oversight (@weareoversight), X (formerly Twitter), <https://x.com/weareoversight> (last visited Sept. 27, 2024).

[5] Wis. Stat. § 19.36(6).

2020-181

(Assigned by Co. Clerk)

PUBLIC NOTICE - WAUSHARA COUNTY

Meeting of: **COUNTY BOARD OF CANVASSERS**
Date: **MONDAY, NOVEMBER 9, 2020**
Time: **9:00 A.M.**
Location: **ROOM 265 (COUNTY BOARD ROOM, 2ND FLOOR)**
Purpose of Meeting: **CANVASS BALLOTS FROM
NOVEMBER 3, 2020, GENERAL/PRESIDENTIAL ELECTION**

To attend this meeting by phone – please call **1-408-418-9388** at the time of the meeting
or click here: [Join meeting](#)
Meeting Number (access code): **146 205 7169**
Meeting Password: **GJp2GpZs7U2**

AGENDA

1. Call to Order
2. Roll Call
3. Voluntary Post-Election Audit
 - a. City of Wautoma – Representative to the Assembly, District 72
 - b. Town of Plainfield – District Attorney
4. Canvass Ballots from November 3 2020, General/Presidential Election
5. Adjourn

Filed and posted in the Office of the County Clerk on 10/27/2020.

Accepted by:


Megan Kapp


Lindsey Fuehrer
Chairman/Secretary (or Designee)

*PLEASE NOTE: Under the provisions of the American with Disabilities Act,
if special accommodations are necessary to attend the meeting,
please notify the County Clerk's Office at (920) 787-0442.*

WI-WAUSHARA-24-2106-A-000002

2022-183

(Assigned by Co. Clerk)

PUBLIC NOTICE - WAUSHARA COUNTY

Meeting of: **COUNTY BOARD OF CANVASSERS**
Date: **MONDAY, NOVEMBER 14, 2022**
Time: **9:00 A.M.**
Location: **ROOM 109 (1st Floor by Administration)**
Purpose of Meeting: **CANVASS BALLOTS FROM
NOVEMBER 8, 2022, GENERAL/GUBERNATORIAL ELECTION**

AGENDA

1. Call to Order
2. Roll Call
3. Voluntary Post-Election Audit of 2 Randomly Selected Municipalities
4. Canvass Ballots from November 8, 2022, General/Gubernatorial Election
5. Adjourn

Filed and posted in the Office of the County Clerk on 10/14/24.

Accepted by: Megan Kapp
Megan Kapp

Megan Kapp
Megan Kapp
Chairman/Secretary (or Designee)

No. 2023-059

(Assigned by Co. Clerk)

PUBLIC NOTICE - WAUSHARA COUNTY

Meeting of: **COUNTY BOARD OF CANVASSERS**
Date: **MONDAY, APRIL 10, 2023**
Time: **9:00 A.M.**
Location: **ROOM 109 (1st Floor by Administration)**
Purpose of Meeting: **CANVASS BALLOTS FROM
APRIL 4, 2023, SPRING ELECTION**

AGENDA

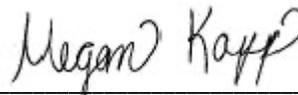
1. Call to Order
2. Roll Call
3. Voluntary Post-Election Audit of 2 Randomly Selected Municipalities
4. Canvass Ballots from April 4, 2023, Spring Election
5. Adjourn

Filed and posted in the Office of the County Clerk on 10/14/24.

Accepted by:



Nicole Overbeck



Megan Kapp
Chairman/Secretary (or Designee)

PUBLIC NOTICE - WAUSHARA COUNTY

Meeting of: **COUNTY BOARD OF CANVASSERS**
Date: **MONDAY, AUGUST 19, 2024**
Time: **9:00 A.M.**
Location: **WAUSHARA COUNTY GOVERNMENT CENTER
SPRING ROOM B1102 (1ST FLOOR)**
Purpose of Meeting: **CANVASS BALLOTS FROM
AUGUST 13, 2024, PARTISAN PRIMARY ELECTION**

AGENDA

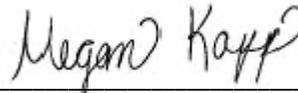
1. Call to Order
2. Roll Call
3. Voluntary Post-Election Audit of 2 Randomly Selected Municipalities
4. Canvass Ballots from August 13, 2024, Partisan Primary Election
5. Adjourn

Filed and posted in the Office of the County Clerk on 10/14/24.

Accepted by:



Nicole Overbeck



Megan Kapp
Chairman/Secretary (or Designee)

Copy



**Waushara
County**
W I S C O N S I N

OFFICE OF THE COUNTY CLERK

WAUSHARA COUNTY

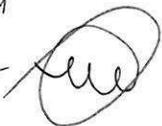
Megan Kapp
County Clerk

380 S. Townline Rd.
Wautoma, WI 54982

Nicole Overbeck
Deputy Clerk

Phone: (920) 787-0442
Fax: (920) 787-0425

September 27, 2024

→ mailed
to Pat 

Patricia Power
PO Box 279
Coloma, WI 54930

RE: Waushara County Board of Canvassers Appointment

Dear Ms. Power:

As you are aware, our currently appointed Republican member and alternate for our County Board of Canvassers are unable to serve the remainder of the current term. Per our telephone conversation, this letter serves as confirmation of your appointment as the Republican member to the Waushara County Board of Canvassers for the remainder of the two-year term, which commenced January 1, 2024, and will end December 31, 2025.

The following are remaining dates for the 2024 elections and their subsequent canvasses:

<u>Election Date</u>	<u>Canvass Date</u>
November 5 (General/Presidential Election)	November 11 (9:00 a.m.)

Please mark your calendar for the canvass date above and notify my office as soon as possible if you foresee any conflicts. Agendas for the canvasses will be sent out one week prior to the canvass date to remind you of the meeting.

Thank you for your willingness to fulfill this vital function.

Respectfully,


Megan Kapp
County Clerk



Post Office Box 279
Coloma, WI 54930
October 18, 2023

Ms. Megan Kapp
Waushara County Clerk
Post Office Box 488
Wautoma, WI 54982

Dear Ms. Kapp:

Re: Waushara County Board of Canvass (Your Letter of October 4, 2023)

On behalf of the Waushara County Republican Party, I am pleased to submit this list of members for consideration of appointment to the Waushara County Board of Canvass as a canvasser or an alternate for the two-year term commencing on January 1, 2024.

Ms. Marilyn Chesbrough → *appt. to 2024-2025 term*
668 Cummings Road – Room 109
Wautoma, WI 54982 phone 715-498-1070
- unable to serve for Aug. 2024
- passed away in Sept. '24

Ms. Cheri Schultz → *appt. as alternate*
W6700 Porters Lake Road
Wautoma, WI 54982 phone 920-787-7354
- called 8/12/24, 8/13/24, 9/27/24
no answer, no voicemail

These individuals are willing to serve as alternates:

Mr. Ted Korolewski
N4629 County Road G
Wild Rose, WI 54984 phone 920-358-3906

Ms. Patricia Power
Post Office Box 279
Coloma, WI 54930 phone 715-228-3929

Thank you for the opportunity to provide these names to your office to maintain the proper balance of partisan members on the County Board of Canvass.

Sincerely,

Patricia Power, Secretary
Waushara County Republican Party

Cc: Ms. Marilyn Chesbrough
Mr. Ted Korolewski
Mr. John Nixon, Chair,
Waushara County Republican Party
Ms. Cheri Schultz

November 14, 2023



Re: List Of Candidates For The County Board Of Canvassers

Dear Ms. Kapp:

On behalf of the Democratic Party of Waushara County, and pursuant to Wis. Stat. 7.60(2), we hereby submit our list of Democratic candidates for the county board of canvassers to serve for 2-year terms commencing on January 1, 2024.

→ appt to 2024-2025 term

Candidate 1: Lauren Engen, W4772 S Pearl Lake Rd, Redgranite, WI 54970 (920) 566-4014

Candidate 2: Ruth Caves, N5758 State Road 22, Wild Rose, WI 54984 (920) 851-6834

Candidate 3: Joannie Nelson, PO Box 180, Wild Rose, WI 5984 (920) 229-2622

unable to serve for Aug/Nov 2024

appt. as alternate

We certify that, as of the date each candidate was contacted and to the best of our ability to verify, the candidate was an eligible elector of Waushara County. Our preferred nominee is Candidate 1. However, if that person is not available, we request that you substitute Candidate 2. And if that person is unavailable, please substitute Candidate 3.

Cordially,

Ruth Caves

Ruth Caves
County Party Chair
Democratic Party of Waushara County

Lee Anne Harvey

Lee Anne Harvey
County Party Secretary
Democratic Party of Waushara County

** 8/12/24: Contacted Tom Stepanek, willing to serve as alternate if needed 920-765-4348*



**Waushara
County**

OFFICE OF THE COUNTY CLERK

WAUSHARA COUNTY

Megan Kapp
County Clerk

Nicole Overbeck
Deputy Clerk

209 S. Ste. Marie St., P.O. Box 488
Wautoma, WI 54982

Phone: (920) 787-0442
Fax: (920) 787-0425

November 27, 2023

Lauren Engen
W4772 S. Pearl Lake Rd.
Redgranite, WI 54970

RE: Waushara County Board of Canvassers Appointment

Dear Ms. Engen:

This letter serves as confirmation of your appointment as the Democratic member to the Waushara County Board of Canvassers for a two-year period, which shall be January 1, 2024, through December 31, 2025.

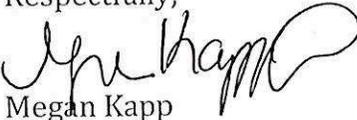
The following are dates for the 2024 elections and their subsequent canvasses:

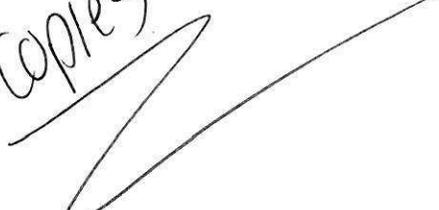
<u>Election Date</u>	<u>Canvass Date</u>
February 20 (Spring Primary <i>if necessary</i>)	February 26 (9:00 a.m.) <i>if necessary</i>
April 2 (Presidential Preference Primary & Spring Election)	April 8 (9:00 a.m.)
August 13 (Partisan Primary)	August 19 (9:00 a.m.)
November 5 (General/Presidential Election)	November 11 (9:00 a.m.)

Please mark your calendar for the canvass dates above and notify my office as soon as possible if you foresee any conflicts. Agendas for the canvasses will be sent out one to two weeks prior to the canvass date to remind you of the meeting.

Thank you for your willingness to fulfill this vital function.

Respectfully,


Megan Kapp
County Clerk

Copies




**Waushara
County**

OFFICE OF THE COUNTY CLERK

WAUSHARA COUNTY

Megan Kapp
County Clerk

Nicole Overbeck
Deputy Clerk

209 S. Ste. Marie St., P.O. Box 488
Wautoma, WI 54982

Phone: (920) 787-0442
Fax: (920) 787-0425

November 27, 2023

Marilynn Chesbrough
668 Cummings Road Apt. 109
Wautoma, WI 54982

RE: Waushara County Board of Canvassers Appointment

Dear Ms. Chesbrough:

This letter serves as confirmation of your appointment as the Republican member to the Waushara County Board of Canvassers for a two-year period, which shall be January 1, 2024, through December 31, 2025.

The following are dates for the 2024 elections and their subsequent canvasses:

<u>Election Date</u>	<u>Canvass Date</u>
February 20 (Spring Primary <i>if necessary</i>)	February 26 (9:00 a.m.) <i>if necessary</i>
April 2 (Presidential Preference Primary & Spring Election)	April 8 (9:00 a.m.)
August 13 (Partisan Primary)	August 19 (9:00 a.m.)
November 5 (General/Presidential Election)	November 11 (9:00 a.m.)

Please mark your calendar for the canvass dates above and notify my office as soon as possible if you foresee any conflicts. Agendas for the canvasses will be sent out one to two weeks prior to the canvass date to remind you of the meeting.

Thank you for your willingness to continue to fulfill this vital function.

Respectfully,

Megan Kapp
County Clerk



Waushara
County

OFFICE OF THE COUNTY CLERK

WAUSHARA COUNTY

Megan Kapp
County Clerk

Nicole Overbeck
Deputy Clerk

209 S. Ste. Marie St., P.O. Box 488
Wautoma, WI 54982

Phone: (920) 787-0442
Fax: (920) 787-0425

November 27, 2023

Ruth Caves
N5758 State Road 22
Wild Rose, WI 54984

Dear Ms. Caves:

This letter serves as confirmation of your appointment as the **alternate** Democratic member to the Waushara County Board of Canvassers for a two-year period, which shall be January 1, 2024, through December 31, 2025.

Lauren Engen is our regular Democratic member of the Board of Canvassers. In the event that Ms. Engen is unable to fulfill her duties on the Board of Canvassers, our office will contact you to serve in her place.

Thank you for your willingness to fulfill this vital function.

Respectfully,

Megan Kapp
County Clerk



Waushara
County

OFFICE OF THE COUNTY CLERK

WAUSHARA COUNTY

Megan Kapp
County Clerk

Nicole Overbeck
Deputy Clerk

209 S. Ste. Marie St., P.O. Box 488
Wautoma, WI 54982

Phone: (920) 787-0442
Fax: (920) 787-0425

November 27, 2023

Cheri Schultz
W6700 Porters Lake Rd.
Wautoma, WI 54982

Dear Ms. Schultz:

This letter serves as confirmation of your appointment as the **alternate** Republican member to the Waushara County Board of Canvassers for a two-year period, which shall be January 1, 2024, through December 31, 2025.

Marilynn Chesbrough is our regular Republican member of the Board of Canvassers. In the event that Ms. Chesbrough is unable to fulfill her duties on the Board of Canvassers, our office will contact you to serve in her place.

Thank you for your willingness to fulfill this vital function.

Respectfully,


Megan Kapp
County Clerk



Waushara
County

**WAUSHARA COUNTY
OFFICE OF THE COUNTY CLERK**

Megan Kapp, County Clerk

209 S. Ste. Marie St., P.O. Box 488

Wautoma, WI 54982

(920) 787-0442

megan.kapp@co.waushara.wi.us

November 27, 2023

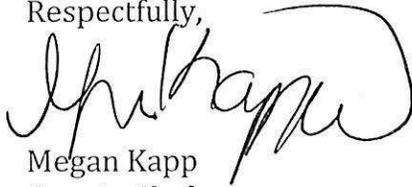
Nicole Overbeck
Deputy County Clerk
P.O. Box 488
Wautoma, WI 54982

RE: Waushara County Board of Canvassers Appointment

Dear Ms. Overbeck:

This letter serves as your official designation as the Deputy County Clerk who will perform the duties of the County Clerk as an alternate member of the Waushara County Board of Canvassers in the event that the office is vacant, or that I am unable to perform my duties. In accordance with the terms of the members of the County Board of Canvassers, this designation is valid for a two-year period, which shall be January 1, 2024 through December 31, 2025.

Respectfully,



Megan Kapp
County Clerk