

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: Wednesday, May 1, 2019  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse, Room 115

1. Call meeting to order.
2. Declaration of Quorum.
3. Public Comments (*brief comments/statement regarding committee business*)
4. Review Correspondence.
5. Consent Agenda.
  - a. Approve minutes of previous meeting
  - b. Approve bills
  - c. Receive staff activity reports
6. Risk and Injury Report
7. Land & Water Conservation Department
  - a. Approve low bid for \$21,801.58 from Huffcutt Concrete for Leslie Jagodzinski's manure tank and channel
  - b. Approve Governmental Responsibility Resolutions for Mill Creek 9-Key TMDL Project.
  - c. Staffing update and future staffing needs
  - d. Discuss AB 21 & SB 137
  - e. Intern start date of May 20<sup>th</sup>
  - f. Committee reports
    - i. Citizens Groundwater Group meeting
    - ii. Health Committee report
8. Private Sewage
  - a. Consider waiver for a holding tank system for a low flow seasonal dwelling
9. Land Records
10. County Surveyor
11. Planning
  - a. Review/Action on Town of Grand Rapids Zoning Map Amendments
12. UW Extension
  - a. General Office Update
  - b. May 7<sup>th</sup> – Joint Extension Meeting
  - c. Staffing Update
  - d. FoodWise Program Update
  - e. Horticulture Program Update – Janell Wehr
13. Schedule next regular committee meeting.
14. Agenda items for next meeting
15. Schedule any additional meetings if necessary
16. Adjourn

MINUTES  
CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE  
WEDNESDAY, APRIL 3, 2019  
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS, WI

Members Present: Kenneth Curry, Bill Leichtnam, Mark Holbrook, Robert Ashbeck, Dave LaFontaine, Harvey Petersen

Staff Present: Land & Water Conservation Staff: Shane Wucherpennig, Adam Groshek  
Planning & Zoning Staff: Jason Grueneberg, Jeff Brewbaker  
UW Extension Staff: Karli Tomsyck, Laura Huber, Nancy Turyk

Others Present: Wood County Board Chairman Doug Machon, Dist. Supervisor Bill Clendenning, Dist. Supervisor Dennis Polach, Nancy Eggleston (Wood County Health Department), Peter Kastenholz (Corporate Counsel), Angel Whitehead (Heart of Wisconsin) and Heather McKellips (Incourage)

1. **Call meeting to order.** Chairperson Curry called the CEED meeting to order at 9:00am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **CEED Committee picture for LWCD Annual Report.**
4. **Public Comments**  
Chair Curry asked if there was any public comment. Bob Ashbeck shared there will be a District 4 meeting in Marshfield next Wednesday, April 10 from 9:30am-3:00pm. The cost for lunch is \$15.00. Fairs from around the area join and it will be held at the Junior Fair Grounds. To register, contact the fair office by Friday, April 5<sup>th</sup>.
5. **Review Correspondence.** Nothing to report.
6. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the February 19, March 6 and March 19 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW-Extension and 3) staff activity reports from Shane Wucherpennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Matt Lippert, Laura Huber, Nancy Turyk, Janell Wehr, Kelly Hammond and Jackie Carattini.
  - a. **Approve minutes of previous meeting.** No additions or corrections needed.
  - b. **Approve bills.** No additions or corrections needed.
  - c. **Receive staff activity reports.** No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the February 19, March 6 and March 19 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.*

Bill Leichtnam mentioned an upcoming Extension meeting on May 7<sup>th</sup> and asked if any CEED committee member(s) planned to attend. This will be discussed during the May 1st CEED meeting to confirm if Chair Curry will attend.

7. **Risk and Injury Report.** None
8. **Land & Water Conservation Department**
  - a. Discuss Port Edwards Groundwater Resolution and recommendations from Corporation Counsel. Shane Wucherpennig shared a handout with supervisors of an email he sent to Peter Kastenholz with a list of what Wood County is doing to address the Port Edwards Groundwater Resolution.

Corporation Counsel, Peter Kastenholz, expressed it would be inappropriate for the Wood County Board to pass a resolution unless all issues included in the resolution are addressed. Peter suggested the

resolution could be broken down and communicating what action can be taken is fine but that is different than approving the resolution as a whole.

Bill Leichtnam asked in what format the CEED committee should respond. Ken Curry stated the topic being on the last 2-3 meeting agendas is a response. Ken also suggested radio as a forum to communicate information. Discussion followed.

Shane Wucherpennig shared the email list previously passed out lists all things Wood County is currently doing to address the resolution. This email was sent to the individuals from Port Edwards who have given public comment at past 2-3 CEED meetings. Discussion followed.

Bill Leichtnam stated Port Edwards residents know what the Health Department is doing to help and a similar statement from Land and Water Conservation could be beneficial. Doug Machon agreed and suggested an official letter to the Port Edwards Town Board to be read at Town Board meetings would be sufficient. If a draft of highlights on what is currently being done in regard to water is put together, Doug stated he would be happy to talk about it on the radio talk show if the committee wants.

Dave LaFontaine stated an official response is needed from the committee. Mark Holbrook agreed and suggested that it be sent to every township in Wood County.

*Motion by Dave LaFontaine to officially accept and continue to review resolution items. Shane Wucherpennig and Peter Kastenholz will put together an official letter to be distributed to all of the townships in Wood County, pending CEED Committee approval. Second by Ken Curry. Motion carried unanimously.*

- b. Update on Multi Discharger Variance (MDV) funds. Shane Wucherpennig explained the DNR runs a program which mandates point sources to meet a new set of criteria for phosphorous reductions. The point sources are legally mandated through a permit timeframe to meet reductions. MDV is designed to give point sources more time during the permit process to determine how new standards will be met.

In exchange for more time, point sources pay 53 dollars per pound of phosphorous to the county. Land and Water has been applying for funds for two years and as of two months ago, checks starting coming in. To date \$10,967.53 has been received. Of that, \$3,800 can be used for support staff and \$7,000 or full amount can go toward phosphorous practices. The money has been deposited into a LWC revenue account but an expense account will need to be amended in the future for unanticipated revenues. Discussion followed.

- c. Update on no-till drill. Shane Wucherpennig gave an update on the no-till drill purchase. A unit was located in Iowa for \$17,500. \$1,000 was put down to hold it and shipping cost \$600. The purchase fit the budget of \$18,500 and left a surplus in the drill account.

Shane shared photos of the no-till drill and noted they are also available on the LWC webpage. The webpage has a tab for wells and another for no-till drill. The well tab has brochures, information on how to get wells tested, why you should get your well tested, etc. The no-till drill tab has videos, brochures, photos and an application form to print out. Shane shared there is a lot of interest in the drill already. At least six people have already inquired. Lori Ruess set up an Outlook calendar so all LWC employees can add reservations.

Shane stated there is a surplus of about \$400 from the purchase. Ken Curry asked if that money would be segregated and used for maintenance. Shane confirmed it would be. There is a \$60 flat rate fee for reservation plus \$6 per anchor. Mark Holbrook commented the fee should supplement a maintenance fund. Shane stated farmers will have a checklist to complete before use to avoid damage. Discussion followed.

Bill Leichtnam speculated there would be 2 peak periods, spring planning and fall cover crops and that it should be publicized for these uses. Shane stated the City of Marshfield is interested in renting the equipment. Ken stated this is a perfect example of communication and its success should be shared with County Board.

- d. Discuss Aquatic Invasive Species (AIS) Grants to County in 2020. Shane shared an update on the AIS grant. The AIS grant will not exist after 2019 and Wood County is covered through fall with the current grant. The new grant program will be unveiled in 2020. Counties will have the option to enter into a direct contract with the DNR in 2020 and funds are then appropriated directly to the County. Funds can support current AIS activities or be used for wish list activities. LWC will then report progress back to DNR on how money was spent. In 2020, Shane will bring a list of activities to the CEED committee to determine priorities and where money should be spent.

- e. Update on March 22<sup>nd</sup> groundwater meeting held in Friendship. Shane Wucherpennig stated 5 or 6 counties were represented at the first meeting. Shane would like to see a 3D model study done in Wood County of groundwater to provide tools to make scientific decisions to improve water quality. Comprehensive studies have been done in Kewaunee County and are currently being done in LaFayette, Grant and Iowa Counties. These two areas are dolomite fractured bedrock. Shane would like the study to focus on central sands region. Discussion followed.

Nancy Eggleston shared it was a good meeting with a lot of good discussion. The group decided they would like Mark Borchardt to come to the next meeting to discuss a study and determine what the study question is. Nancy mentioned counties that attended include Portage, Wood, Adams, Juneau, Waushara, Marquette, Sauk and Richland. The next meeting will be held at the end of April.

Bill Leichtnam mentioned the financial aspect of the study needs to be considered. Shane responded that most counties represented at the meeting are on board with a regional study. Mark Borchardt will be able to give an estimate at the next meeting for what the regional study will cost and then what each county's portion will be. Shane will bring that information to the CEED Committee with request for funding.

Mark Holbrook expressed concern that the studies, best practices, education of public and farm community do not address enforcement. Nancy suggested looking at all the counties with a common problem and their representatives and senators to represent the area and make an impact on what's happening at the state level with policy and law. Discussion followed.

f. Committee Reports

- i. **Update on Citizen's Groundwater Committee meeting.** Bill Leichtnam shared a brief update from the March 18<sup>th</sup> meeting. Scott Krug was present and questioned by attendees. A 12-city road tour will begin with Speaker Voss' Task Force. Stevens Point will be one of the stops and Bill suggested it would be beneficial for CEED committee members to attend. The Citizens Groundwater Committee will meet next on April 15<sup>th</sup> at 2:00pm at the River Block building, room 206.
- ii. **Health Committee report.** Nancy Eggleston shared water bottle distribution began Monday, March 26<sup>th</sup>. Bottles will be available through the end of testing, April 12<sup>th</sup>. On Saturday, March 30<sup>th</sup>, 40 samples came in at Whitetail Crossing drop-off location. On Tuesday, April 2<sup>nd</sup>, 40 more samples came in. Nancy stated the first 40 samples were tested. 30% of them were unsafe. For samples considered unsafe, calls are made immediately to the resident. April 4<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> will be collection days. Bottles will be available for seasonal residents until end of April.
- iii. **Report on WI Land + Water Conservation Conference – Leichtnam.** Bill Leichtnam, Nancy Eggleston, Tracy Arnold and Adam Groshek attended the conference in Lake Geneva. Nancy presented on behalf of Wood County. Bill shared that Rock County talked about their perfect storm of sandy soils

and heavy agriculture which led them to create a 12-person nitrate work group. The group is made up of 4 committee chairs, Planning & Zoning, Land & Water and Extension. Discussion followed.

*Motion by Bill Leichtnam for CEED Committee look into creation of a nitrate workgroup in Wood County. Second by Mark Holbrook.*

*Ayes – Kenneth Curry, Dave LaFontaine, Bill Leichtnam, Harvey Peterson  
Nay – Robert Ashbeck*

*Robert Ashbeck expressed concern that groundwater discussion takes up the majority of monthly CEED meetings and Planning & Zoning and UW-Extension do not have enough time.*

*Motion carried.*

Meeting recessed at 10:59am. Meeting adjourned at 11:07am.

- iv. **Request for CEED member to attend WCA seminar “Environment & Land Use.”** Bill Leichtnam shared the seminar is on April 22<sup>nd</sup> in Stevens Point from 10am-3pm. There is no seminar fee. It would cost mileage and \$50 per diem for Bill to attend.

*Motion by Mark Holbrook to approve CEED Committee member to attend WCA seminar “Environment & Land Use”. Second by Bill Leichtnam. Motion carried unanimously.*

- g. Discuss AB21 Resolution. The resolution was done by Portage County and will be taken to Wisconsin Land and Water board members with a few slight revisions to be passed. The resolution was originally LRB1197. Katrina Shankland sent Shane a list of all assembly members in support.

*Motion by Bill Leichtnam to approve AB21 Resolution as Wood County and include a copy in County Board packet. Second by Mark Holbrook. Motion carried unanimously.*

- h. Discuss A2809 Resolution – N-Reduction. Shane Wucherpennig shared a resolution handout and gave a brief update on A2809 Resolution. Shane proposed the resolution be from an 8-county consortium, instead of just Wood County to look at the resolution from a groundwater perspective.

*Motion by Bill Leichtnam to propose endorsement of A2809 and revision of the Resolution to be Wood County specific. Second by Ken Curry. Motion carried unanimously.*

- i. Update on LWCD webpage.  
Shane Wucherpennig gave a webpage update under item c.

**9. Private Sewage.** Nothing to report.

**10. Land records.** Nothing to report.

**11. County Surveyor.** Nothing to report.

**12. Planning and Zoning**

- a. Update on FEMA National Flood Insurance Program Audit. Jason Grueneberg noted this agenda item relates to page 37 in the CEED committee packet. Federal government audits how the plain zoning program is administered. Jeff Brewbaker shared handouts regarding the Community Assistance Visit (CAV) report and timeline and provided an update on the audit. There are 9 properties remaining with potential

structure related violations. These property owners have been notified and addressed through correspondence. Jason hopes that some will self-correct overtime. The DNR and FEMA are less concerned about Wood County as they are aware the audit has been taken seriously and work continues on the remaining sites. Wood County has marvelous wetlands and flood plain storage, which is protected through the shore land zoning and flood plain zoning administration, to aid when flooding occurs. Jeff shared a 2011 statistic that 64 flood insurance policies were taken out from FEMA with coverage of just over 7 million dollars. \$27103 has been paid out of Wood County's insurance fund since 1978. The FEMA National Flood Insurance Program audit is conducted so Wood County remains eligible for federal flood insurance program and federal disaster relief assistance. Jeff's goal was to provide solutions to the property owners. Jason stated there is no immediate safety or health risk with the remaining properties in violation.

- b. Update on Rural Economic Development Innovation Grant Jason Grueneberg and Nancy Turyk provided a brief update on the grant. The application is almost complete and will be finalized this week and submitted on Friday, April 5th. Wood County will be notified of the grant decision within a month. Nancy handed out a working draft for revisions or suggestions from CEED committee members.

Nancy also shared a small Communities Forum save the date flier with committee members. Nekoosa was selected as one of four sites around the state to highlight and hold a forum. Promotion of the event will be discussed at a later date but Nancy wanted to begin generating awareness. The event will be held on September 11, 2019 at the Nekoosa Community Center.

### 13. UW Extension

- a. 4-H Programming Update – Laura Huber. UW Extension emphasizes reaching diverse audiences and inclusivity. There has been a focus on the county's white population so Laura Huber has recently been working with 4-H Leaders on training about what diversity exists in Wood County. Laura invited CEED committee members to participate in an activity by drawing something on their nametag to share their background, diversity, etc. This is an activity she has completed with the 4-H Leaders Association. The goal of the lesson is to show that everyone has pride in where they come from, no matter where that is. These activities encourage volunteers and members to be inclusive, inviting and welcoming.

Laura is currently working to develop a new 4-H club based out of Chahk Ha Chee in Nekoosa and expects the club to be active in early 2020 with a focus on cultural immersion. The goal is to bring culture back to the community's youth under the umbrella of positive youth development.

Upcoming 4-H trips include American Spirit (to Philadelphia, Boston, New York City and Niagara Falls – participant cost of \$1400), Washington DC (participant cost of \$1150) and Space Camp (participant cost of \$650). For the first time, the teen leadership group started a fundraiser to assist youth financially to attend these trips. They are selling Kwik Trip car wash cards and for every card a youth sells, they receive \$15 toward their individual trip. To date, 4-H members have raised almost \$2200. Youth who wouldn't otherwise be able to afford these experiences now have the opportunity.

Laura shared Creative Arts Day is Saturday, April 6<sup>th</sup> at Pittsville Elementary School. The program showcases 4-H's emphasis on the arts, performance and public speaking. Community donations for Creative Arts Day currently total over \$4000.

**14. Schedule next regular committee meeting.**

- a. The next regular CEED meeting is scheduled for Wednesday, May 1<sup>st</sup>, 2019 at 9:00am at Wood County Courthouse in Conference Room #115.

**15. Agenda items for next meeting**

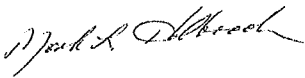
- a. Discuss allocation of Community Resource Development position time for natural resources

**16. Schedule any additional meetings if necessary.**

- a. A special CEED meeting is scheduled for Tuesday, April 16<sup>th</sup> at 1:00pm on Economic Development.

**17. Adjourn.** Chair Curry declared the meeting adjourned at 12:22pm.

Respectfully submitted,



Mark L. Holbrook, Secretary

Minutes by Karli Tomsyck, UW-Extension Wood County

Review for submittal to County Board by Mark L. Holbrook (approved on Tuesday, April 9th, 2019)

MINUTES  
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
TUESDAY, APRIL 16, 2019  
WOOD COUNTY COURTHOUSE, ROOM #317A, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine, and Bill Leichtnam

Members Excused: Harvey Petersen

Staff Present:

Land & Water Conservation Staff: Lori Ruess.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning.

1. **Call to Order.** Chair Curry called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Curry declared a quorum.
3. **Public Comment.** None
4. **Review Correspondence.** None
5. **Consider/Take Action on a Resolution to Develop Nitrogen Application Rate Guidelines for Groundwater Protection.** Chair Curry presented the resolution to develop nitrogen application rate guidelines for groundwater protection. There were no questions or comments.

*Motion by Dave LaFontaine/Mark Holbrook to approve and forward to County Board the resolution to develop nitrogen application rate guidelines for groundwater protection. Motion carried unanimously.*

6. **Consider/Take Action on a Resolution to Support Bill 2019 AB 21 to Maintain and Improve Groundwater Quality Statewide.** Chair Curry presented the resolution supporting Bill 2019 AB 21 to maintain and improve groundwater quality statewide. There were no questions or comments.

*Motion by Bill Leichtnam/Mark Holbrook to approve and forward to County Board the resolution supporting Bill 2019 AB 21 to maintain and improve groundwater quality statewide. Motion carried unanimously.*

7. **Schedule any additional meetings if necessary.**  
The next regular CEED meeting - Wednesday, May 1, 2019.

8. **Adjourn.**

*Motion by Dave LaFontaine/Bill Leichtnam to adjourn at 9:04 a.m. Motion carried unanimously.*

Respectfully submitted,



Mark Holbrook, Secretary

Minutes by Lori Ruess, Land & Water Conservation Department

Review for submittal to County Board by Mark Holbrook (approved on April 23, 2019 @ 9:44 a.m.)



## Committee Report

County of Wood

Report of claims for: Land & Water Conservation Dept

For the period of: April 2019

For the range of vouchers: 18190035 - 18190048

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18190035	SALVINSKI EMILY	LWC - MILEAGE REIMBURSEMENT	03/28/2019	\$20.18	P
18190036	WUCHERPFENNIG SHANE	LWC - DATA REIMB, MILEAGE/MEAL	03/28/2019	\$193.75	P
18190037	WI DEPT OF NATURAL RESOURCES	LWC- BIO CONTROL BEETLES (PL)	03/28/2019	\$20.00	P
18190038	JOEL'S TRACTORS AND AUCTION LLC	LWC -GREAT PLAINS NO-TILL DRIL	03/29/2019	\$17,100.00	P
18190039	LAURA'S LANE NURSERY	LWC - ELDERBERRY, BURR OAK, SW	01/29/2019	\$2,383.00	P
18190040	PAINT CREEK NURSERY	LWC - RIVER BIRCH & BALSAM FIR	01/26/2019	\$3,156.00	P
18190041	BORES TODD M	LWRM-CS NUTRIENT MANAGEMENT	04/01/2019	\$4,240.00	P
18190042	HRAMOR NURSERY	LWC - TREES & SHRUBS	04/03/2019	\$4,643.25	P
18190043	PELOT DANA	LWC - REFUND FOR WHITE OAK	04/04/2019	\$24.26	P
18190044	SCHAD JASON	LWC - REFUND FOR TREES	04/08/2019	\$86.51	P
18190045	CLEAN GREEN ACTION	LWC- NATIVE PLANTS	04/11/2019	\$100.00	
18190046	GROSHEK ADAM	LWC - DATA PLAN REIMBURSEMENT	04/23/2019	\$30.00	
18190047	ARNOLD TRACY	LWC - REIMB FOR GAS	04/23/2019	\$50.01	
18190048	WUCHERPFENNIG SHANE	LWC - DATA PLAN REIMBUSREMENT	04/25/2019	\$30.00	

**Grand Total:**

**\$32,076.96**

### Signatures

Committee Chair:

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Committee Member:

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## Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: April 2019

For the range of vouchers: 22190036 - 22190044 38190007 - 38190008

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22190036	J2 CATERING LLC	PS-POWTS Seminar Refreshments	03/25/2019	\$168.75	P
22190037	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Mar)	03/31/2019	\$200.00	P
22190038	CARMODY SOFTWARE INC	PS-Upgrades/Services (April)	04/01/2019	\$299.00	P
22190039	WOOD TRUST BANK	Credit Card Charges	03/20/2019	\$262.62	P
22190040	BOYER KEVIN	SU-Services Per Contract (Apr)	04/03/2019	\$833.00	P
22190041	WISCONSIN MEDIA	PL-Public Hearing Notice	03/31/2019	\$63.22	P
22190042	POSTMASTER - WISCONSIN RAPIDS	PS-Postage Septic Mtce 2811pcs	04/16/2019	\$717.77	P
22190043	GRUENEBERG JASON	PL-Expenses (April)	04/15/2019	\$38.73	P
22190044	DEKLEYN ADAM	PL-Expenses (April)	04/18/2019	\$79.46	P
38190007	WOOD TRUST BANK	Credit Card Charges	03/20/2019	\$198.25	P
38190008	GRUENEBERG JASON	ED-Expenses (April)	04/15/2019	\$89.32	P
<b>Grand Total:</b>				<b>\$2,950.12</b>	

### Signatures

Committee Chair:

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## Committee Report

County of Wood

Report of claims for: UWEX

For the period of: April 2019

For the range of vouchers: 30190050 - 30190070

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30190050	AMAZON CAPITAL SERVICES	Office supplies	04/02/2019	\$7.72	P
30190051	AMAZON CAPITAL SERVICES	4-H Awards	04/02/2019	\$41.61	P
30190052	AMAZON CAPITAL SERVICES	4-H Awards	04/02/2019	\$13.58	P
30190053	EO JOHNSON COMPANY INC	Color Copies 12/25/18-3/24/19	04/02/2019	\$372.48	P
30190054	GREAT EXPECTATIONS	April YMHFA Catering	04/02/2019	\$317.01	P
30190055	UW EXTENSION - MADISON	Area 7 & County Contracts	04/02/2019	\$144,071.00	P
30190056	UW - STEVENS POINT	JCEP Conference Fees	04/02/2019	\$600.00	P
30190057	HUBER LAURA	Project Gen Connect Lunch	04/02/2019	\$32.05	P
30190058	BURT TROPHY & AWARDS INC	4-H Creative Arts Day Awards	04/10/2019	\$607.91	P
30190059	GREAT EXPECTATIONS	Chainsaw Training - Lunch	04/10/2019	\$188.95	P
30190060	UW SOIL TESTING LAB	UW Soil Testing Charges	04/10/2019	\$20.00	P
30190061	CARATTINI JACKIE	Family Living - Presenter Gift	04/10/2019	\$32.00	P
30190062	TOMSYCK KARLI	Chainsaw Training Reimbursemen	04/10/2019	\$20.95	P
30190063	ENTERPRISE RENT-A-CAR	Car Rental - Turyk	04/17/2019	\$90.22	P
30190064	EO JOHNSON CO INC	Copier Lease	04/17/2019	\$229.49	P
30190065	WISCONSIN STATE FARMER	WI State Farmer Subscription	04/17/2019	\$42.26	P
30190066	CHAINSAW SAFETY SPECIALISTS LLC	Professional Chainsaw Training	04/24/2019	\$1,050.00	
30190067	CARATTINI JACKIE	April, YMHFA & Kitchen Expense	04/24/2019	\$316.63	
30190068	HUBER LAURA	Huber April Expenses	04/24/2019	\$127.02	
30190069	LIPPERT MATTHEW	Lippert April Expenses	04/24/2019	\$327.12	
30190070	TURYK NANCY	Turyk April Expenses	04/24/2019	\$238.38	
<b>Grand Total:</b>				<b>\$148,746.38</b>	



*Activities Report for Shane Wucherpfennig April, 2019*

- **April 1** – Weiler Dairy Nutrient Management Plan updates.
- **April 2**– Worked on the TRM Grant for the Mill Creek Watershed.
- **April 3** – Attended CEED Meeting.
- **April 4** - Worked on the TRM Grant for the Mill Creek Watershed.
- **April 5** – Worked on the TRM Grant for the Mill Creek Watershed.
- **April 8** – Staff Meeting, Worked on the TRM Grant for the Mill Creek Watershed.
- **April 9** – Worked on the TRM Grant for the Mill Creek Watershed. Met with Health Department to discuss County wide well testing program.
- **April 10-23** – Vacation
- **April 24** – Emails, correspondence, tree sorting.
- **April 25** –Worked on a 2019 Projects. Central Sands Groundwater meeting in Adams County.
- **April 26** – PACRS Meeting.
- **April 29-30** – No-Till Drill demonstration plantings.

## **Activities Report for Adam Groshek – April 2019**

### **Land and Water Resource Management Program/Animal Waste Storage Ordinance/CREP Activities:**

- ~Attendance of the Manure Storage 313 design Roundtable meeting/training in Waupaca
- ~New office-wide printer training and discussion
- ~Final MDV funding amount for 2019 received and confirmed with DNR
- ~Discussion with Brad Kremer and neighbor Jason Scheel over field runoff concerns and the extreme winter runoff conditions of 2019. Also working on updating Brad's Nutrient Management Plan to avoid future concerns.
- ~Wilbar Dairy manure pushoff planning and calf barn wastewater tank planning.
- ~Wood County Mill Creek 9-key element plan and TRM grant application discussion with DATCP and Wood County Staff.
- ~Attendance of the statewide conservation partners meeting with DATCP, NRCS, DNR, and county conservation staff in Shane's absence.
- ~Site visit and discussion over a future creek crossing/agricultural road flooding with culvert for Dale Behrend.
- ~Discussion with a concerned landowner about flooding of Hamann Road near Dale Behrend's in the Town of Saratoga. Extremely wet February and high groundwater table appear to be to blame.
- ~BMP implementation tracking system (BITS) discussion with DATCP and LWCD staff.
- ~No-till drill receiving, scheduling, and promotion to Wood/Portage County landowners. Training and trial demonstrations to follow.
- ~NR151 questions and clarification for the Planning and Zoning department.
- ~Tree sale/generic gel sales and assistance with County landowners.
- ~Jagodzinski cultural resources inquiries, transfer systems design, calculations, pump selection, sizing, discussions with precast concrete company, and landowner planning assistance for 2019 barn manure channel transfer system and manure storage pit.
- ~Attendance of the April Wood County Citizens Groundwater meeting.
- ~Wild parsnip discussion with John Eron-Weed Commissioner and planning for future Wood County highway/town staff over Wild Parsnip eradication training.
- ~Nutrient management, no-till, and cover crop discussion with Glen Peplinski for his 500+ acres of farmland.
- ~Attendance of the webinar for Engineering design standards and National Engineering Manual guidelines for having good, organized engineering plans for all to be able to effectively work off of.
- ~Discussion with Rudolph area landowner about nutrient management for his cranberry bogs.
- ~Working on the Wilson streambank reinforcement design plan.
- ~Discussions with Pankratz Farms on their future manure storage lagoon with their 2018 transfer system and 2019 barn construction.
- ~Tree pickup with Tracy in Westfield for distribution to Wood County landowners.
- ~Jeremy Krings CREP easement grazing plan discussions and details to the grazing plan writer to transfer CREP easement land from permanent grass to an approved managed intensive grazing plan to utilize the land while maintaining the environmental benefit from the permanent CREP easement.

## *Activities Report for Tracy Arnold 05-2019*

### **Wildlife Damage Abatement and Claims Program**

- Maintaining DNR database with current Wood County information
- 2 permanent fences submitted to DNR for approval
- 1 permanent fence design started
- 3 permanent fence design in line to start design work
- Enrolling landowners for 2019

### **Non-metallic mining reclamation program**

- Updating NMM databases
- Processing and reviewing financial assurance documentation as received
- Processing and reviewing permit fee documentation as received
- Working with Peter Kastenholz on Competition Industrial Minerals bankruptcy
- Two reclamation plans out for public notice
- Dealing with solid waste issue at a mine site with WI DNR

### **Land and Water Conservation**

- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Coordinating/Facilitating 2019 Tree Sale
- Working with Dan Brandl/Lori Ruess to develop a tree sale program that works more efficiently. Coming along great!
- Presenting to numerous schools in Wood and Portage Co with Dan O'Connell on prairies and pollinators
- Coordinating/Facilitating the 2019 Pittsville Rusty Crayfish Trapping Program with Todd Steward

### ***Activities Report for Lori Ruess – April 2019***

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Fridays.
- Calculated and emailed payroll percentages for specific budgets to Finance for February payrolls
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed CREP Practice Payment reimbursements for seven landowners and emailed the requests to DATCP.
- Completed and submitted to DATCP a cost-share reimbursement request for NMP for Todd Bores.
- Assisted with assembling of over 300 water-sampling packs.
- Edited water sampling mail list in preparation for the upcoming mailing.
- Preparation for our annual tree and shrub distribution
- Worked at the Forestry garage sorting, bagging and distribution of trees, shrubs and wildflowers.
- Approved staff timecards in department's absence.
- Attended April 16<sup>th</sup> special CEED meeting and completed minutes.
- Organized CEED packet and County Board packet and took to County Clerk's office.
- 2018 Annual Report is complete and posted on webpage.
- Covering Nutrient Management questions and filing of checklists while Emily is on leave.

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Justin Conner, GIS Specialist  
Jeff Brewbaker, Code Administrator  
Stevana Skinner, Code Technician  
Kim Keech, Admin Services 5  
Victoria Wilson, Admin Services 4

RE: Staff Report for May 1, 2019

**1. Planning (Adam DeKleyn)**

- a. Plat Review Officer – (6) CSMs were submitted for review/approval. (4) CSMs were approved/recorded. (3) CSMs are pending approval.
- b. Town of Lincoln Comprehensive Plan Update – Economic Development Element was presented and reviewed at the last monthly Plan Commission meeting. Next element of the plan is being prepared. A draft of the Intergovernmental Cooperation Element will be presented and reviewed at next Plan Commission meeting.
- c. Request for Zoning Amendment Approval – Town of Grand Rapids – P&Z received a request to approve several (13) zoning map amendments for the Town of Grand Rapids. Request was reviewed and a staff memorandum is included in this packet for CEED and CB review/action.
- d. Town of Grand Rapids – Met with the Town of Grand Rapids Zoning Administrator and Town Attorney to discuss county P&Z functions and its relationship to town P&Z functions.
- e. Wisconsin Rapids Downtown Steering Committee – Committee is interviewing downtown businesses to gather public input. This information will be used by the committee to guide future decisions.
- f. Wood County CDAC – Representing the P&Z Department as the tourism/economic development appointee on the Council. Final quotas and recommendations were developed based public input.
- g. P&Z Website Updates – Drafting new zoning webpage to include county and town zoning resources to assist the general public and town officials.

**2. Land Records (Justin Conner)**

- a. Parcel Mapping – Updating parcel data with new splits and surveys. Updated online mapping and data downloads.



- b. Campground Maps – Updated and printed maps that are posted on campground registration boards.
- c. WLIP Grant Requirements – Completed grant spending report and submitted parcels to meet grant requirements.
- d. Wisconsin NG-911 Committee – Participate in online meetings and phone calls
- e. Various map and printing requests

### 3. **Code Administrator's (Jeff Brewbaker and Stevana Skinner)**

March 28<sup>th</sup> – Prepared documentation and application for shoreland permit regarding addition to primary structure in the Town of Rudolph

March 29<sup>th</sup> – Responded to tiny house and bad septic emails, on-sited soils in Town of Port Edwards, checked hydrograph wells, requested shoreland and floodplain permits for new home in Town of Port Edwards

April 1<sup>st</sup> – Created undersized system affidavit for property in Town of Rudolph, worked on CEED presentation, worked on well delegation program

April 2<sup>nd</sup> – Trained Stevana on drafting out of court holding tank violation settlement agreements, worked on updating CAV Staff Report, determined which holding tank maintenance violations (HTMV) have not responded to letters sent regarding holding tank maintenance violations. HTMV settlement with owner to have tanks inspected and repaired.

April 3<sup>rd</sup> – Presented CAV Update to CEED, approved mound sanitary permit for Town of Grand Rapids, reviewed, drafted, and mailed 5 HTMV letters

April 4<sup>th</sup> – Wazeecha White Sands shoreland permit issued for expansion and re-purposing of the existing shower building, three floodplain zoning calls, holding tank violation Town of Marshfield reported by Wood County Sheriff's Dept.

April 5<sup>th</sup> – Approved sanitary permit for new home in the Town of Port Edwards, Phone calls regarding soil testing, mound reconnect review and approval- HTMV settlement agreement mailed - 1 system in fill review and approval-discussion with Victoria on how to best route vacancy checks.

April 8<sup>th</sup> – Evaluated soils and plants for wetland implications at the request of a County Board Supervisor for property located in the industrial park, reviewed 1 soil report and 1 HT plan

April 9<sup>th</sup> – Assisted Village of Biron Building Inspector with base flood elevation determination for proposed paper mill expansion, review and approved system-in-fill on site system revision, reviewed 1 conventional plan, soil report, and hydrograph- septic fee/ maintenance small claims court appearance.

April 10<sup>th</sup> – Completed inspection report for system-in-fill, Town of Grand Rapids, researched question regarding low flow holding tank application

April 11<sup>th</sup> – Reviewed drafted and mailed 5 more HTMV letters.

April 12<sup>th</sup> – Spoke to City of Marshfield plumbing inspector regarding 2204 Yellowstone. Researched property sent HS letter to owners of property regarding proper abandonment of septic system.- scheduled onsite with City of Marshfield on 4/24/19.

April 15<sup>th</sup> – Reviewed and approved 2 conventional plans, 2 soil reports, and 2 hydrographs, on-sited Town of Grand Rapids soils, took Eichorn well reading

April 16<sup>th</sup> – Reviewed and approved 2 conventional plans, 3 soil reports, and 2 hydrographs. HTMV inspection on Knuth Rd. Town of Sigel, overfull-holding tank

April 17<sup>th</sup> – Reviewed 1 soil report, discussed HT replacement Auburndale. JB on Vacation

April 18<sup>th</sup> – 4 conventional installation inspections (Permit # 19017, 19019, 18166, & 19006). JB on Vacation

April 22<sup>nd</sup> – Low Flow Holding tank application review-1 soil report review- returned emails and phone calls with follow up after being on vacation for two days

#### **4. Office Activity (Kim Keech and Victoria Wilson)**

- a. Monthly Sanitary Permit Activity – There were 3 sanitary permits issued in March 2019 (1 New, 1 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$1,400. There were 14 sanitary permits issued in March 2018 (13 New, 1 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$3,475.

There were 12 sanitary permits issued through March 2019. For comparison purposes, the following are through the same period for the previous five years: 2018 – 20, 2017 – 22, 2016 – 17, 2015 – 14 and 2014 – 14.

- b. 2019 Tax Refund Intercept Program (TRIP) – As of April 30<sup>th</sup>, Wood County received an additional \$1,448.32 on two cases for a total of \$5,611.40 on eight outstanding cases for 2019.
- c. 2019 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, and Farmer Exempt Holding Tank Maintenance Notices are scheduled to be mailed approximately Monday, April 22<sup>nd</sup> with a due date of Friday, August 9<sup>th</sup>. There were 2,858 scheduled to be mailed between the four notices.
- d. Enforcement Activities Update (Small Claims).

i. Small Claims Court Cases Scheduled

<u>Court Date</u>	<u># Cases &amp; Court Case Type</u>
4/9/2019	(7) Failure to pay \$20 program fee (2018)

Court Case Summary:

(5) cases have settled paying a forfeiture.  
(1) case has settled with a monthly payment plan.  
(1) case has default judgement.

4/09/2019	(2) Failure to provide servicing & pay \$20 program fee (2018)
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Court Case Summary:

(1) case rescheduled for 5/07/2019  
(1) case has default judgement.

5/07/2019	(1) Failure to provide servicing & pay \$20 program fee (2018) – Rescheduled from 3/12/2019 & 4/09/2019
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- e. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11, 2017 on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021. However, if approved in Governor Tony Evers budget the sunset date of the Wisconsin Fund Grant Program will be eliminated.

- i. (5) Wisconsin Fund Applications FY2020 – Wisconsin Fund Grant Applications was emailed to the State of Wisconsin on January 30<sup>th</sup> meeting the deadline date of January 31<sup>st</sup>. Disbursement of Wisconsin Fund Grant is expected late fall 2019.
- ii. (0) Wisconsin Fund Applications FY2021 – The deadline to apply is January 31, 2020.

- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. This phase will consist of service providers reporting pumping, inspections and maintenance service events on the Wood County Sanitary Permit system. Information Technology Department continues work on the design phase of the project.

- g. Kim attended the following meetings:

- i. Met with the Systems Department regarding the Sanitary Permit Database System Project on March 28<sup>th</sup>.
- ii. Met with the Systems Department with a pumper for design input on March 29<sup>th</sup>.

- iii. Printer Installation & Training on April 2<sup>nd</sup>
- iv. Small Claims on April 9<sup>th</sup>
- v. Citizens Groundwater Group Meeting on April 15<sup>th</sup>

h. Victoria attended the following meetings:

- i. Printer Installation & Training on April 2<sup>nd</sup>
- ii. CEED Committee Meeting (Econ Dev) on April 16<sup>th</sup>
- iii. ATV Meeting on April 23<sup>rd</sup>



## CEED Committee Report

*April 2019*

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### MATT LIPPERT

*Wood County UW-Extension, Agriculture Agent*

- The Farm Technology Days Executive Committee is reviewing \$829,000 of grant requests. A call for grant proposals was issued earlier this year. There is over \$250,000 of funds available from the profits generated from the show. The Extension office is acting as the coordinator of the grant application process.
- Heart of the Farm, a farm financial and risk management program for farm women was held in the Marshfield Area. The program is a joint effort of Wood, Clark, and Marathon Counties. I presented on financial ratios and how they relate between the balance sheet and profit and loss statement. Other themes at the program were water quality and soil health and we featured a local beginning farmer from the Wittenberg area that spoke about grass fed and direct marketed lamb and beef, produce production and the production of Mead – a honey based fermented beverage that they make on their farm.
- I interviewed with Carl Hilke on WFHR.
- The Central Wisconsin Agriculture Specialization Newsletter went out to about 400 people in the county. We work with six other area counties to produce this newsletter.
- I met with the Wood County Farm Bureau Board.
- I met with the Wood County Market Animal Sale Committee.
- I met with the Marshfield Chamber of Commerce and Industry Agri-Business Committee.
- We have been fielding calls about water quality for farm animals, insect and tick identification, land rents, cropping budgets and grazing plans.
- Our office conducted a civil rights review. This exercise involves a review team from the Extension program visiting our office as we discuss our conscious efforts to be inclusive to minorities and underserved audiences.
- I attended the Joint Council of Extension Professionals annual two-day conference in Stevens Point.
- The Central Wisconsin Agriculture Specialization program met to plan future joint efforts by Extension Educators in seven central Wisconsin Counties.

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### JACKIE CARATTINI

*Wood County UW-Extension, Family Living Educator*

- Met with colleague in Waupaca to collaborate on Poverty programming in WI.
- Attended the National PILD conference planning meeting.
- Taught Money Smart Week events at the Ho-Chunk Headstart in Nekoosa.
- Hosted a Youth Mental Health First Aid Training for community members.
- Taught budgeting at the Hannah Center in Marshfield.
- Attended a statewide Food Safety Update zoom professional development.
- Taught a budgeting program at SWEPS.
- Taught a 2 part Rent Smart series at the Hannah Center in Marshfield.
- Attended the National Public Issues In Leadership Development Conference in Washington DC.



- Attended the Department of Family Development Meeting.
- Taught Raising a Thinking Child online on Tuesday nights from 8-9:15pm
- Attended the Financial Stability Coalition.
- Presented on WDLB on "stress awareness in older adults".
- Attended a HCE scholarship meeting.
- Presented at the WI. Council on Family Relations Conference in Marshfield WI.

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## **JANELL WEHR**

*Wood County UW-Extension, Horticulture Coordinator*

- Appear on WFHR Radio Programs
- Attend Master Gardener membership meeting
- Attend South Wood County Hunger Coalition meeting
- Participate in the Master Gardener Coordinator online discussion
- Presented Civil Rights Report to State Committee
- Respond to horticultural inquiries from the community
- Planning for upcoming events, workshops, and trainings
- Met with Central Rivers Farmshed and distributed Farm Atlas to Marshfield locations
- Attend WCMGV CORE Meeting
- Update WCMGV Social Media regularly
- Met with Edgewater Project leader about solutions to challenges in coming season
- Developing Mentor program for new Master Gardeners
- Attend WCMGV Spring Seminar
- Start develop programing for SWEPS in partnership w/FoodWise program
- Attend JCEP conference for Extension professionals
- Upload WCMGV Projects to state database for new reporting of hours process for Master Gardeners
- Attend WCMGV Board Meeting

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## **LAURA HUBER**

*Wood County UW-Extension, 4-H Program Coordinator*

- Attended Nekoosa High School Culture Event at Nekoosa High School (4 April)
- Creative Arts Day ( 6 April)
- Joined WI 4-H Volunteer Development Team and participated in organizational meeting (9 April)
- Participated in McMillan Adult Room Planning Meeting #4 (April 10)
- Participated in WI 4-H Program Zoom, presenting on Fall Forum and the 4-H Hall of Fame (11 April)
- Trained camp counselors for the summer camp season (13 April)
- Attended the SEED (Seeking Educational Equity and Diversity) meeting/training (15 April)
- Participated in the state Civil Rights Review of Extension Wood County programs (17 April)
- Hosted the Wood County 4-H Leaders Association Executive Committee meeting (22 April)
- Appeared on WDLB to discuss 4-H's role in the Junior Fair (23 April)



- Pre-recorded an appearance on WFHR (23 April)
- Attended the Joint Council of Extension Professionals Conference in Stevens Point (24-25 April)
- Prepared for and participated in "Project GEN Connect: Learning to Give" (8-9 March)
- Prepared for and attended the SEED (Seeking Educational Equality and Diversity) meeting (11 March)
- Taught public speaking skills to Fairest of the Fair and Junior Fairest contestants (27 April)
- Participated in the WI 4-H Hall of Fame meeting (29 April)
- Coordinated Kwik Trip Car Wash fundraiser with Teen Leadership Group (ongoing)
- Prepared materials for the Youth Connections newsletter

**Ongoing responsibilities:**

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 815 followers.
  - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 315 followers
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
- Ongoing assistance for new leaders and the volunteer background checks

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**KELLY HAMMOND**

*Wood & Portage Counties UW-Extension, FoodWise Nutrition Coordinator*

- FoodWise Educator Jodi Friday's last day in the office was April 1
- Continuation of programming with limited capacity, priority programming includes SWEPS Food Pantry Eating Healthy on Budget monthly sessions and Ho Chunk Nation Head Start 5-lesson series.
- Coalition work includes South Wood County Hunger Coalition, preparing for United We Can Event
- Healthy People Wood County Conference, April 30 in Marshfield
- Collaboration with Janell Wehr to provide gardening opportunities at SWEPS Food Pantry

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**NANCY TURYSK**

*Wood County UW-Extension, Community Development Extension Educator*

**Economic Development**

- Completed and submitted USDA REDI program grant application with Jason Grueneberg
- Discussion with CEED committee and partners at special CEED ED meeting
- Met with Jason Grueneberg, Ken Curry, Chair Machon
- Attended Marshfield Economic Development Board meeting
- Met with Josh Miller, City of Marshfield
- Met with Supervisor Adam Fischer
- Discussed Wisconsin Rapids ED partners collaborative conversations

**Renewable Energy / SolSmart**



## Extension

UNIVERSITY OF WISCONSIN-MADISON  
WOOD COUNTY

4

- Met with Executive Committee
- Completed Wood County energy efficiency/renewable energy webpage (access through home page)
- Requested update of SolSmart points - nearing gold level designation
- Participated in meeting with SolSmart
- Included SolSmart initiative in discussion on Marshfield radio program
- Energy efficiency focus during Wisconsin Rapids radio program
- Met with UWEX Energy specialist

### **UW-Extension**

- Civil Rights discussion with Wood County colleagues
- Listened to Dean Coop update
- Participated in Community Development Institute Zoom meeting
- Attended Academic Staff meeting

### **Other**

- Attended state elected officials meeting on transportation
- Coordinated chainsaw training event with Karli, DNR Urban Forester, and Wood County Parks
- Attended Tri County groundwater meeting



## GOVERNMENTAL RESPONSIBILITY RESOLUTION FOR RUNOFF MANAGEMENT GRANTS

WHEREAS, Wood County Land & Water Conservation Department is interested in acquiring a  
(governmental unit applicant)  
Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project: Mill Creek Watershed 9-Key TMDL Project.

THEREFORE, BE IT RESOLVED, that Wood County Land & Water Conservation Department  
(applicant)

HEREBY AUTHORIZES Bill Leichtnam, CEED Committee Member to act on  
(position title) (department)

behalf of Wood County Land & Water Conservation Department to:  
(applicant)

Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;

BE IT FURTHER RESOLVED that Wood County Land & Water Conservation Department shall comply with all state  
(applicant)

and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this 1st day of May, 2019.

I hereby certify that the foregoing resolution was duly adopted by the Conservation, Education, and Economic Development (CEED) Committee at a legal meeting on 1<sup>st</sup> day of May, 2019.

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)

**GOVERNMENTAL RESPONSIBILITY RESOLUTION  
FOR RUNOFF MANAGEMENT GRANTS**

WHEREAS, Wood County Land & Water Conservation Department is interested in acquiring a  
(governmental unit applicant)  
Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control  
agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or  
281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project: Mill Creek Watershed 9-Key TMDL Project.

THEREFORE, BE IT RESOLVED, that Wood County Land & Water Conservation Department  
(applicant)

HEREBY AUTHORIZES County Conservationist, Wood County Land & Water Conservation Dept to act on  
(position title) (department)

behalf of Wood County Land & Water Conservation Department to:  
(applicant)

Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid  
that may be available;

Make cost-share payment to landowner/operator after payment is requested, evidence of contractor payment by  
landowner/operator has been received, and grantee has verified proper BMP installation;

Sign and submit reimbursement claims along with necessary supporting documentation;

Sign and submit interim and final reports and other documentation as required by the grant agreement;

Sign and submit an Environment Hazards Assessment Form, if required; and

Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Wood County Land & Water Conservation Department shall comply with all state  
(applicant)

and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of  
the grant document provisions.

Adopted this 1st day of May, 2019.

I hereby certify that the foregoing resolution was duly adopted by the Conservation, Education, and Economic  
Development (CEED) Committee at a legal meeting on 1<sup>st</sup> day of May, 2019.

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)

**IMPORTANT NOTE:** The DNR expects the individual in the position authorized by this resolution to become familiar with the  
applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the  
approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant  
application, fulfilling the requirements of the grant agreement, carrying out acquisition or development project (e.g., obtaining  
required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting final report,  
grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance).



## 2019 SENATE BILL 137

March 28, 2019 - Introduced by Senators TESTIN, COWLES, MARKLEIN and OLSEN, cosponsored by Representatives KURTZ, KRUG, BRANDTJEN, KITCHENS, KULP, MURPHY, PLUMER, QUINN, SKOWRONSKI, THIESFELDT, ZIMMERMAN and TUSLER. Referred to Committee on Natural Resources and Energy.

1     **AN ACT** *to create* 20.435 (1) (ec) and 254.25 of the statutes; **relating to:** nitrate  
2             testing pilot program, granting rule-making authority, and making an  
3             appropriation.

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### *Analysis by the Legislative Reference Bureau*

This bill requires the Department of Health Services to award grants of up to \$2,500 to eligible private well owners, which recipients must use to cover remediation costs with a primary purpose of providing potable water for human consumption to either a residential or nonprofit business property if the owner has a well that has nitrate levels exceeding ten parts per million. Eligible costs include well testing, installation of an appropriate filtration system, replacement of the well, or replacement of the water supply. The bill also requires DHS to distribute up to a total of \$500,000 to counties that apply to participate in the testing program to provide reimbursement for the actual costs of administering the testing and reporting requirements.

Under the bill, private well owners may contact a local health department to have nitrate levels tested. If the well owner's county has chosen to participate in the testing program, upon request from a private well owner, the local health department shall collect the necessary samples and do all of the following: 1) submit the samples for testing to the state laboratory of hygiene or another state certified laboratory, as determined by DHS; 2) report the test results to DHS and the private well owner, together with a recommendation for one or more of the remediation approaches set forth in the bill, if appropriate, and, if the testing indicates nitrate

**SENATE BILL 137**

1           **254.25 Nitrate testing grant program.** (1) In this section, "local health  
2 department" has the meaning given in s. 250.01 (4).

3           (2) (a) From the appropriation under s. 20.435 (1) (ec), subject to subs. (3), (5),  
4 and (6), the department shall award grants to private well owners who apply to  
5 receive a grant and who satisfy the requirements set forth in this section.

6           (b) From the appropriation under s. 20.435 (1) (ec), the department shall  
7 distribute amounts up to a total of \$500,000 to counties that apply to participate in  
8 the testing program under this section to provide reimbursement for the actual cost  
9 of administering the testing and reporting requirements under sub. (4).

10          (3) The department shall, to the extent that funds are available under this  
11 section, distribute grants to cover costs described in this subsection, according to a  
12 schedule promulgated by the department by rule, subject to a limitation of \$2500 per  
13 private well owner. Grant recipients must use grant moneys to cover costs for a  
14 private well with a primary purpose of providing potable water for human  
15 consumption to either a residential or nonprofit business property. Eligible costs  
16 under this section include any of the following:

17           (a) Well testing.

18           (b) Installation of an appropriate filtration system.

19           (c) Replacement of the well with a well that complies with the requirements  
20 under s. 281.75 (12).

21           (d) Replacement of the water supply.

22          (4) A private well owner may contact the local health department to have the  
23 nitrate levels tested for his or her well. If the well owner's county has chosen to  
24 participate in the program under this section, upon request from a private well

**SENATE BILL 137****SECTION 3**

1 owner, the local health department shall collect the necessary samples and do all of  
2 the following:

3 (a) Submit the samples for testing to the state laboratory of hygiene or another  
4 state certified laboratory, as determined by the department of health services.

5 (b) Report the test results to the department and the private well owner,  
6 together with a recommendation for one or more of the remediation approaches  
7 enumerated under sub. (3) (b) to (d), if appropriate, and, if the test results indicate  
8 nitrate levels exceeding 10 parts per million, a statement of the fees charged by the  
9 local health department for testing and a recommendation that the private well  
10 owner receive reimbursement for those costs.

11 (c) Notify the private well owner that the private well owner may contact the  
12 department within 30 days to request a grant for a different approach than was  
13 recommended by the local health department.

14 (5) (a) A private well owner is eligible to apply for a grant under this section  
15 if the report provided to the department by a local health department under sub. (4)  
16 indicates that nitrate levels in the owner's well water exceed 10 parts per million.  
17 A private well owner may receive only one grant per parcel.

18 (b) The department may not set an income limitation for an applicant to be  
19 eligible for a grant under this section.

20 (6) In considering grant applications under this section, the department shall  
21 give preference to applicants who have a household member who is any of the  
22 following:

23 (a) Pregnant.

24 (b) Breast-feeding.

25 (c) Under the age of 3 years.

**SENATE BILL 137**

1 (d) Over the age of 65.

2 **SECTION 4. Nonstatutory provisions.**

3 (1) No later than September 1, 2020, the department shall submit a report on  
4 the grant program under s. 254.25 to the legislature under s. 13.172 (2). The  
5 department shall include in the report information on the status of the program and  
6 provide recommendations regarding continuation of the program, proposed changes  
7 to the program, if any, and a recommendation regarding funding.

8 **SECTION 5. Effective date.**

9 (1) This act takes effect on the day after publication, or on the 2nd day after  
10 publication of the 2019 biennial budget act, whichever is later.

11 (END)

8a

**(D) Holding Tank Systems for Low Flow Seasonal Dwellings.**

1. A waiver from s. 702.04 (8) may be granted by the Conservation, Education & Economic Development (CEED) Committee to install a holding

702 - 8

tank system to serve a seasonal dwelling, as defined by this ordinance, with a design wastewater flow of less than 150 gallons per day provided the system shall be designed so the tanks can be reused as components of a POWTS. In addition to items required in s. 702.05 (7), an application for a sanitary permit to install a holding tank to serve a use with less than 150 gallons per day shall include a copy of a recorded affidavit from the property owner, agreeing to the following:

- a. The owner agrees to install another type of system if any change of occupancy or use occurs which results in a design wastewater flow which equals or exceeds 150 gallons per day.
  - b. Where a waiver is granted under this provision, a water meter shall be installed to monitor water usage.
  - c. The owner agrees to protect the designated soil absorption component location from any disturbance or development.
  - d. The owner agrees to sign and record an affidavit stating that this is not to be used as the owner's or anyone else's primary residence.
  - e. The owner agrees to pay an annual fee to compensate Wood County for costs associated with taking water meter readings, inspecting the property to assure that the designated soil absorption component area is not disturbed, and inspecting the water meter to assure that it remains connected and works properly.
2. Together with the waiver application fee, the completed waiver application shall be filed with the POWTS Administrator, who shall forward said application to the CEED Committee and schedule the applicant's appearance before the CEED Committee for the applicant to present the waiver request.
  3. The CEED Committee may set forth conditions in addition to those listed in sub. 1. a.-d.
  4. After deliberating the waiver request, the CEED Committee may approve the request and direct the POWTS Administrator to issue a sanitary permit, may modify the request in deliberation with the owner, or may deny the request.

# REQUEST FOR WAIVER OF WOOD COUNTY HOLDING TANK LIMITATION

- OFFICE USE ONLY -	
Fee Due	\$50.00
(Make checks payable to Wood County)	
Date Rec'd.	
Rec'd by:	
NOTE: Request will not be accepted without the full fee	

I request approval to install a holding tank in lieu of another type of system, as provided by §702.04(7)(D) of Wood County Ordinance #702: Private Sewage Administration, based upon the following conditions or circumstances which are unique to this parcel of land or the structure served (describe circumstances):

DEER HUNTING CAMP TO BE USED 2 WEEKS IN NOVEMBER AND A FEW WEEKS IN THE SUMMER. OWNERS RESIDE IN TUCSON, ARIZONA

Type of structure to be served by the holding tank: CAMP/GARAGE 900 sq ft

The holding tank will receive: ☒ All wastes from this structure

☐ Part of the wastes from this structure (describe):

☐ Other (describe):

Owner Name(s): JAMES & STEPHANIE CARLSON

Mailing Address: 5815 NORTH PONTATOC ROAD  
TUCSON, AZ 85718

Parcel # (PTN #):

Legal description: LOT ONE (1) CSM 10429 VUC 38 P 128 DEC 2018 007461  
SW 1/4 SW 1/4, 5th SEC 375 TWP 24N R 2E

I hereby request a waiver to §702.04(7) of the Wood County Private Sewage Administration Ordinance #702, which allows installation of a holding tanks only as a system of last resort. I understand that, if such request is granted Wood County may require recording of affidavits, the identification and preservation of a replacement area, or other conditions as deemed necessary. As a condition of waiver I agree that, if holding tank maintenance is not carried out in accordance with applicable codes, the County may order the installation of another type of private sewage system and abandonment of the holding tank(s).

Owner Signature

Date

(Do not write below this line - for P&Z Office use only)

Wood County Sanitary Permit #:

Request for a waiver: ☐ Approved ☐ Denied

Conditions of approval/reason for denial:

Authorized County Signature

Date

Submit request to:

Wood County Planning & Zoning Office  
400 Market Street, P. O. Box 8095  
Wisconsin Rapids, WI 54495-8095  
Telephone: (715) 421-8466 Fax: (715) 421-8599

ck #1002 50.00

RECEIVED

\*Personal information you provide may be used for secondary purposes (Privacy Law, s.19.04(1)(m))

APR 22 2019

WOOD COUNTY  
PLANNING AND ZONING OFFICE





# Wood County WISCONSIN

11a.  
OFFICE OF PLANNING  
AND ZONING

**DATE:** April 18, 2019  
**TO:** Conservation, Education & Economic Development Committee  
County Board of Supervisors  
**FROM:** Adam DeKleyn, County Planner *AD*  
**RE:** Request for Zoning Map Amendment Approval – Town of Grand Rapids

## STAFF MEMORANDUM

### Introduction:

On March 27, 2019 the Wood County Planning and Zoning Department (P&Z) received a request to approve several zoning map amendments for the Town of Grand Rapids (Attachment 1). The Town of Grand Rapids adopted and administers their own town zoning ordinance.

### Background:

Wood County adopted the *Wood County Zoning Ordinance #700* many years ago. This ordinance is still in effect in all (22) towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors *Wis. Stat. §60.62(3)(a)*. This rule also applies to town zoning map amendments, also known as a rezone.

### Analysis:

Over the past several years, the Town of Grand Rapids has been systematically updating their zoning map. A total of 13 zoning map amendments (rezones) have occurred between the years 2015 – 2019. The location of all 13 rezones are shown in (Attachment 2). Existing zoning on 10 of the 13 rezone sites is Agricultural (AG). Of those 10 sites: 8 will be rezoned to Residential 2 (R2), and 2 will be rezoned to General Commercial (B1). Existing zoning on the remaining 3 of the 13 rezone sites is Residential 2 (R2). Of those 3 sites: 2 will be rezoned to Agricultural (AG), and 1 will be rezoned to General Commercial (B1). The purpose of these amendments is to update the zoning map to provide consistency with current town land use requirements. There is no county floodplain or shoreland zoning on the parcels in discussion. The Town of Grand Rapids held public hearings and approved all referenced zoning map amendments. The final step in the process is approval or disapproval by County Board.

### Conclusions & Recommendations:

County review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to P&Z, the Town of Grand Rapids adhered to the process for zoning amendments as outlined in the Wis. Stats. Additionally, I find no conflict with any county planning and zoning programs or ordinances.

**P&Z staff has reviewed the request and recommends forwarding the attached resolution (Attachment 3) to the County Board of Supervisors approving all zoning amendments to the Town of Grand Rapids Zoning Map with a favorable recommendation.**

### Attachments:

1. List of Zoning Map Amendments
2. Location Map
3. Resolution

(ZA-2019-003)



# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING

## Attachment 1

### **Zoning Map Amendments: Town of Grand Rapids, Wood County**

1. Parcel #: 0700794F, Legal: Lot 2 of CSM 10516 (S27, T22N, R6E)  
Rezone from Residential 2 (R2) to Agricultural (AG)
2. Parcel #: 0700244, Legal: Lot 2 of CSM 10338 (S15, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
3. Parcel #: 0701658, Legal: Lot 1 of CSM 10346 (S25, T22N, R6E)  
Rezone from Agricultural (AG) to General Commercial (B1)
4. Parcel #: 0700653, 0700653N, Legal: Lot 2 & 3 of CSM 10325 (S22, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
5. Parcel #: 0701005B, Legal: Lot 1 of CSM 10416 (S34, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
6. Parcel #: 0700681, 0700681A, Legal: Lot 1 & 2 of CSM 10466 (S23, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
7. Parcel #: 0700772AB, Legal: Outlot 1 of CSM 10286 (S26, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
8. Parcel #: 0700770, 0700770I, Legal: Lot 1 & 3 of CSM 10245 (S26, T22N, R6E)  
Rezone from Residential 2 (R2) to Agricultural (AG)
9. Parcel #: Grand Pines Subdivision, Legal: (S34, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
10. Parcel #: Oak Creek Subdivision, Legal: (S27, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
11. Parcel #: 0700730, 0700730D, Legal: Lot 1 & 2 of CSM 10078 (S25, T22N, R6E)  
Rezone from Agricultural (AG) to General Commercial (B1)
12. Parcel #: 0700790, Legal: Lot 1 of CSM 10079 (S27, T22N, R6E)  
Rezone from Agricultural (AG) to Residential 2 (R2)
13. Parcel #: 0700801HA, Legal: Lot 2 of CSM 6568 (S28, T22N, R6E)  
Rezone from Residential 2 (R2) to General Commercial (B1)

(ZA-2019-003)

# Attachment 2: Location Map

Town of Grand Rapids, Wood County, WI  
(ZA-2019-003)



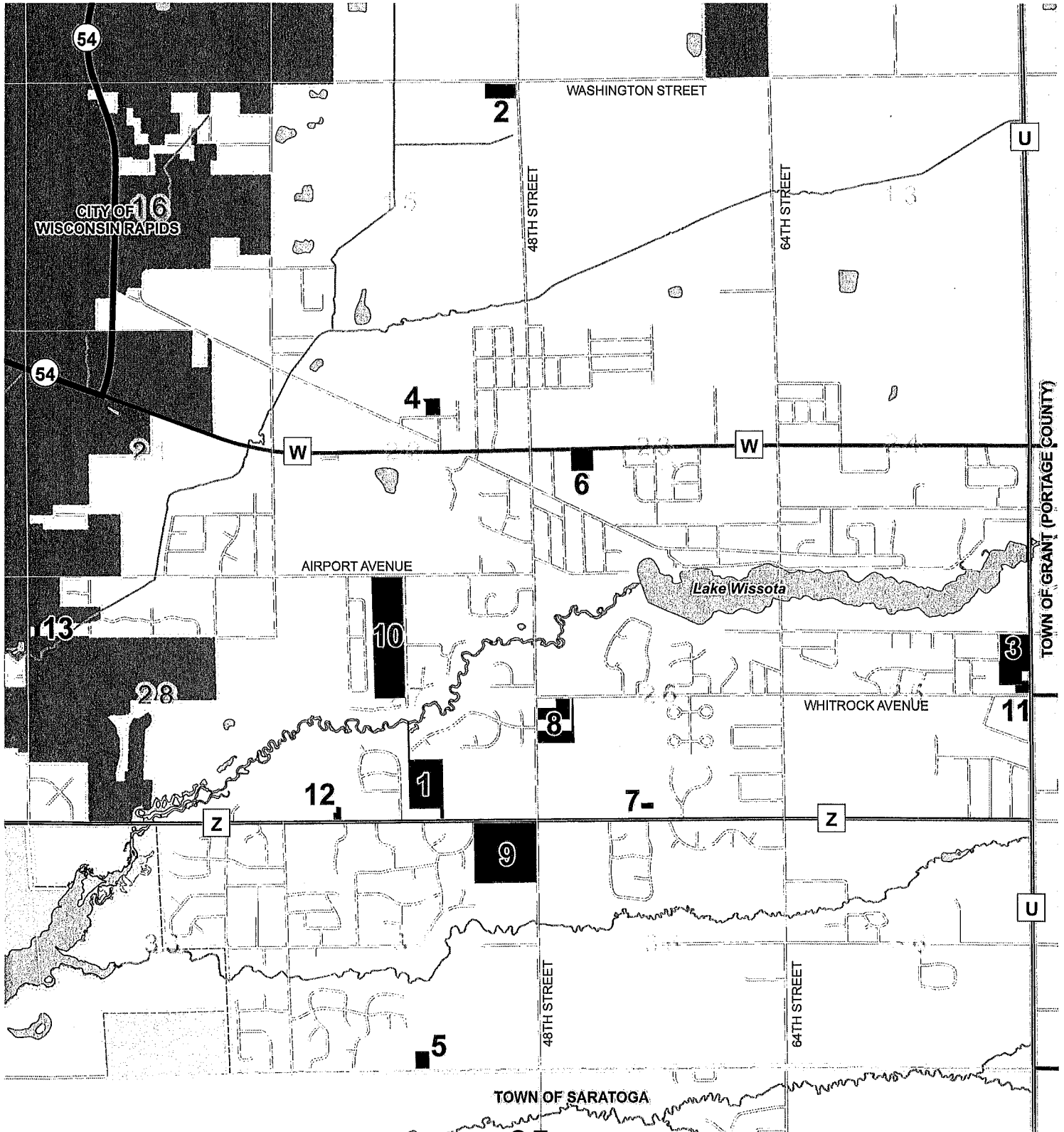
## Legend

Zoning Map Amendment (Rezone)

# Number Corresponds with Attachment 1 List

0 0.25 0.5 1 Miles

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (2019)





## RESOLUTION#

Introduced by CEED  
Page 1 of 1

ITEM#

DATE May 21, 2019Effective Date May 21, 2019

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

ARD

**INTENT & SYNOPSIS:** Approve several zoning map amendments to the Town of Grand Rapids Zoning Map.

**FISCAL NOTE:** No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated with administering their town zoning ordinance.

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

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

**WHEREAS,** on March 27, 2019 the Town of Grand Rapids submitted a list of zoning map amendments to the Planning and Zoning Department for review and approval pursuant to the Wis. Stats.; and

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

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

**WHEREAS,** the Planning and Zoning Department finds no conflict with any Wood County Planning and Zoning programs and ordinances; and

**WHEREAS,** on May 1, 2019 the Conservation, Education and Economic Development Committee reviewed the request and recommended approval; and

**THEREFORE BE IT RESOLVED,** that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the Town of Grand Rapids zoning map amendments as identified in Attachment 1 "Zoning Map Amendments: Town of Grand Rapids, Wood County" attached herein.

**BE IT FURTHER RESOLVED,** that the Wood County Planning and Zoning Department forward a certified copy of this resolution to the Clerk of the Town of Grand Rapids for inclusion in their records.

## Agreement Letter - Wood County Extension Office

### FoodWise

### Federal Fiscal Year 2020

University of Wisconsin-Madison Division of Extension FoodWise program has been offering nutrition education programming to the SNAP/FoodShare-eligible residents of Wood County since 1997. During the period of October 2018 to March 2019, 677 unique educational contacts were made in Wood County, mostly targeted at limit-resource, SNAP-Eligible audiences at locations including area food pantries, schools and senior meal sites. Participants learn to make healthy food choices, to manage their food dollars, and handle their food safely. We also work with community partners to make the healthy choice, the easy choice where our participants live, learn, work, shop and play.

Much of the cost to provide FoodWise educational programming is paid with the \$120,000 in federal funds that FoodWise is bringing into Wood County during this current year. FoodWise federal dollars pay the salaries, fringe benefits and direct teaching expenses for FoodWise colleagues in the county office.

FoodWise relies upon our County partners to provide office space and related overhead costs, as well as basic operating costs and resources such as internet service, and shared supplies and equipment in the Extension Office. These contributions from the County are essential to FoodWise's work and presence in the County Extension Offices.

We ask that a representative of Wood County confirm continued support of the work of FoodWise by signing below.

#### AGREEMENT STATEMENT:

During the period from October 1, 2019 to September 30, 2020, Wood County agrees to support the delivery of University of Wisconsin-Madison Division of Extension FoodWise grant funded efforts within the County Extension Department by contributing the following:

*Physical Space:* Offices and shared work spaces in the County Extension Office used by FoodWise colleagues and other Cooperative Extension colleagues when they are working on FoodWise efforts.

*Shared Direct & Indirect Costs & Resources:* Resources such as overhead, supplies, equipment, information systems support and county administrative costs (categories and amounts vary by county) to be used by FoodWise colleagues in support of FoodWise work. These resources are supplied to FoodWise colleagues as they are to other Extension colleagues in the office.

\_\_\_\_\_  
County Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Area Extension Director

\_\_\_\_\_  
Date

Thank you for your continued support of the FoodWise program!



An EEO/AA employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title VI, Title IX and ADA requirements.