

CONSERVATION, EDUCATION AND ECONOMIC
DEVELOPMENT COMMITTEE
AGENDA

DATE: Wednesday, December 5, 2018
TIME: 9:00 a.m.
LOCATION: Wood County Courthouse, Room 114

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. Approval of 2018 crop prices.
 - b. Nonmetallic Mining update.
 - c. Discuss and consider resolution to approve agreement addressing nitrate concerns in the Town of Port Edwards.
 - d. Citizens Groundwater Committee request to become advisory to CEED.
 - e. Discussion on groundwater.
8. Economic Development
 - a. Wood County ATV Trail committee update
 - b. Discussion on Wood County's funding and role in Economic Development
9. Private Sewage
10. Land Records
 - a. Consider approval of the 2018 Wood County Land Information Plan
11. County Surveyor
 - a. County Surveyor Annual Report
 - b. Consider 2-year extension of Wood County Surveyor Contract
12. Planning
13. UW Extension
 - a. Presentation- FoodWise Program Update, Jodi Friday
14. Schedule next regular committee meeting.
15. Agenda items for next meeting
 - a. Discuss Placement of Economic Development in Wood County Committee structure.
 - b. Discuss placement of Census Review and Redistricting in Wood County Committee Structure.
16. Schedule any additional meetings if necessary
17. Adjourn

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, NOVEMBER 7, 2018
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

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

Staff Present:

Planning & Zoning Staff: Jason Grueneberg
Land & Water Conservation Staff: Shane Wucherpfennig, Lori Ruess.
UW Extension Staff: Jason Hausler, Laura Huber, Nancy Turyk

Others Present: County Board Chair Douglas Machon, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Kim McGrath, Human Resources Administrator, Susan Kunferman, Health Department Director, Peter Kastenholz, Corporation Counsel.

1. **Call to Order.** Chair Kenneth 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.** There was no correspondence to review.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the October 3, 2018 CEED meeting, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Matt Lippert, Jodi Friday, Chris Viau, Nancy Turyk, and Laura Huber.
 - A. Minutes of the October 3, 2018 meeting. Harvey Petersen questioned the next meeting date of September 7th instead of November 7th. After reviewing, it was verified the date in the minutes was correct – November 7, 2018.
 - B. Department Bills. Bill Leichtnam asked for clarification from UW Extension on the \$107,499.26 for agent contracts. Jason Hausler shared that this is the second billing cycle for the educators' contracts and varies from the first billing due to filling a vacant position.
 - C. Staff Activity Reports. No questions or comments.

Motion by (Bill Leichtnam/Dave Lafontaine) to approve and accept the October 3, 2018 minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Motion carried unanimously.

6. **Risk and Injury Report.** None.
7. **Human Resources Presentation on Performance Evaluation Criteria.**

Kim McGrath shared with the committee, copies of Instructions for doing evaluations, the 2018 Wood County Pay Structure, copies of the County Conservationist's and Planning & Zoning Director's 2017 performance evaluations, and a copy of the 2018 blank performance evaluation form. Kim explained the evaluation system, core criteria and selective criteria and cautioned against adding criteria that the Department Head is not aware of. She added that evaluations are due to the Human Resources Department by Friday, December 7th. Discussion followed.

Supervisor Holbrook commented that he would like to have the criteria "well in advance" to reliably gauge how an employee is performing.

Chair Curry stated that a closed session is on the agenda for the purpose of discussing the performance of the Land & Water Conservation department head and Planning and Zoning department head and asked if it was the committee's wish to go into closed session today or to schedule a special meeting for the performance evaluations. Following discussion it was the consensus of the committee to hold a special meeting. The meeting is scheduled for Monday, November 12, 2018 at 1:00 p.m.

Shane Wucherpfennig and Jason Grueneberg gave copies of their 2018 goals to the committee to review prior to the November 12th meeting.

8. Land & Water Conservation Department.

- A. Discussion and Possible Action on Non-Ferrous Metallic Mining Ordinance. Shane briefed the committee on the Non-Ferrous Metallic Mining Ordinance which was presented and discussed at past CEED meetings. At the October CEED meeting there was a motion to take the necessary steps to hold a public hearing in November. The public hearing was not scheduled as Peter Kastenholz informed Shane Wucherpfennig that it was not necessary.

Motion by (Dave Lafontaine/Bill Leichtnam) to sign the Non-Ferrous Metallic Mining, Land Use and Reclamation Ordinance and forward to County Board. Motion carried unanimously.

- B. Weed Commissioner Agreement Renewal In June of 2017 a resolution authorizing the CEED to appoint a Weed Commissioner and enter into a contract with the Weed Commission that sets forth the powers and duties was passed by County Board.

The Weed Commissioner Contract is a one year contract which is signed by the Weed Commissioner and the County Conservationist. Shane Wucherpfennig informed the committee that he has the 2018-2019 Weed Commissioners' Contract signed by John Eron, Weed Commissioner.

Motion by (Dave Lafontaine/Harvey Petersen) to approve to extend the Weed Commissioner's contract to 2019. Motion carried unanimously.

At this time Chair Curry moved up agenda item 8e for discussion because Sue Kunferman needed to leave by 10:30 a.m.

- C. Discussion/Approval of Nonmetallic Mining Reclamation Financial Assurance. Wucherpfennig explained the need to increase financial assurance for the nonmetallic mining reclamation program. A financial assurance comparison with neighboring counties was completed and Wood County was lower than most. Wood County is currently at \$4,000/acre and is requesting approval to increase to \$4,500/acre.

Motion by Bill Leichtnam/Mark Holbrook to increase the Wood County financial assurance fees for the nonmetallic mining reclamation program to \$4,500, effective immediately. Motion carried unanimously.

- D. Discussion on Groundwater. Bill Leichtnam shared that there is a state wide groundwater problem and it bothers him that the CEED committee and County Board have not stepped up to do something. He added that the Citizen's Groundwater Group has done more than the CEED or County Board and asked if the Citizen's Groundwater Group could be given advisory status with the CEED Committee. Following discussion it was decided that the following item would be added to the December 5th CEED meeting agenda: Discuss the process whereby the Citizen's Groundwater Group can be advisory to the CEED.

Bill gave a brief report on the WCA Agriculture, Environment & Land Use Steering Committee meeting held at the Mead Inn in Wisconsin Rapids on November 2nd. Speakers at the meeting included Shawn Pfaff and Kara O'Connor. Subjects they spoke on included the 2018 midterm election and problems with agriculture today. The next meeting will be Friday, April 5th in Stevens Point.

Shane Wucherpennig reported he is moving forward with the proposed well-testing program.

E. Armenia/Port Edwards Memorandum of Understanding with AGC (Armenia Growers Coalition).
Discussion Combined Health & Human Services Meeting with CEED.

Shane Wucherpennig shared information on the well testing that took place in Wood and Juneau County. 40 percent of the well that were tested came back with nitrates above the federal standard of 10 milligrams per liter. Three major vegetable growers that farm in both Wood and Juneau counties formed a coalition called the Armenia Growers Coalition (AGC). A Memorandum of Understanding between AGC, Department of Natural Resources, Juneau County and Wood County was drafted by AGC with several revisions completed to date. As of a few weeks ago we received a copy of the latest draft of the MOU. Peter Kastenholz reviewed and drafted a memo addressing the substantive issues the counties, EPA and DNR have with the latest draft. Lengthy discussion followed.

Peter Kastenholz shared that the county has an educational obligation, but legally does not have an obligation to provide clean drinkable water to our residents.

Sue Kunferman shared that on Friday, November 9th letters will be mailed to residents in Juneau and Wood counties for offering water testing on a voluntary basis. Sue shared her concerns with the significant increase in work load and phone calls the letters could generate. She added that it is going to be difficult, but it needs to be done.

Bob Ashbeck shared that he agrees with the water testing, but what is our future? He added that changes to fertilizer uses are needed to stop groundwater contamination.

Doug Machon, County Board Chair, shared his concerns with sending the letters without having a signed MOU.

Mark Holbrook and Bill Leichtnam expressed their feelings regarding obligations to constituents.

Bill Leichtnam expressed his concern with AGC taking too long and the need to move along quicker with the MOU process.

Nancy Turyk asked a question regarding acceptable sampling protocol. Peter Kastenholz added that this is AGC's problem and they need to rectify it. They should be doing the follow-up testing.

Dave LaFontaine stated he couldn't support the MOU because it leaves the County hanging.

Mark Holbrook stated he is opposed to the MOU.

- He doesn't feel the time frame of the MOU is long enough.
- He has problems with the idea in section D paragraph 2 -- farmer led solution to the problem. This should be multiple groups.
- He has a problem with water testing being done by a third party, especially if hired by AGC.

Bill Leichtnam questioned if the Land & Water Conservation Department has enforcement authority for over application of fertilizer to fields in Wood County. Shane added that he has the authority to enforce over application in Wood County, however, vegetable growers are not

required to have a nutrient management plan and for CAFOs it has to be complaint driven for LWCD to step in and do something.

Shane Wucherpennig added that all concerns expressed at the meeting were addressed at one time and may have been removed from the MOU. He reminded the CEED that the MOU is not an enforceable document and any of the parties can terminate for any reason at any time.

Bill Clendenning expressed a concern with a CEED member being omitted in conversations regarding the MOU. Peter Kastenholz stated nobody was left out. He explained, the last meeting Shane Wucherpennig invited Chair Curry to attend. He was the only member from the CEED committee that was asked to attend and was only there to sit in and listen. Juneau County hasn't had their chairperson or supervisors attend.

Chair Curry added that this will be discussed further at the dual Health and Human Services and CEED meeting on Tuesday, November 13th.

9. Economic Development

- A. Wood County ATV Trail Committee Update. Jason Grueneberg gave a brief update on the Wood County ATV trails. A special order of business on the joint efforts of Highway, Parks & Forestry and Planning & Zoning Departments to improve the ATV/UTV trail system in Wood County will be on the November 13th County Board agenda. Action can be taken that day.

A question was asked regarding trails on private land. Jason stated it is not a recommendation currently to have trails on private land.

- B. Consider Approval of Budgeted \$5000 for County Marketing Efforts to Purchase ATV/UTV Trail and Route Signs. Jason Grueneberg explained the procedure established for use of the \$5,000 in the budget for marketing. At the time the \$5,000 was put in the budget for marketing and approved, he told the CEED he would come back and let them know how the money would be used. He shared that marketing of ATV/UTV is a challenge since County Board has not yet approved the ATV/UTV trails/routes and there is no route signage. Signage would cost approximately \$200 - \$600 per mile. Jason Grueneberg asked the CEED for approval to take the \$5,000 that was budgeted for marketing in 2018 and use it towards the ATV/UTV signage expenses. If the ATV/UTV Wood County trail system is approved by County Board, marketing would take place in 2019. Discussion followed.

Motion by (Dave LaFontaine/Mark Holbrook) to approve the request to use the \$5,000 budgeted marketing for ATV/UTV signage. Motion carried unanimously.

- C. Update and Approval of Release of Budgeted Funds of \$2,500 for 2018 Wisconsin State Fair Booth. Jason Grueneberg stated in 2018 Wood County had a booth at the state Fair which was staffed by volunteers from the Wisconsin Rapids, Steven's Point and Marshfield area. He added that the booth was right across from the travel Wisconsin booth, a lot of people visited the booth and he feels it is worth the \$2,500 to have a booth. He asked the committee for approval to release \$2,500 from the Economic Development funds for the 2018 Wisconsin State Fair booth.

Motion by Robert Ashbeck/Dave LaFontaine) to approve release of \$2,500 from Economic Development funds to be used for the 2018 Wisconsin State Fair Booth. Motion carried unanimously.

- D. Discussion on Wood County's funding and role in Economic Development. A meeting to discuss this agenda item will be held on Monday, November 12th at 1:00 p.m. in room 114 at the Wood County Courthouse.

Nancy Turyk handed out some materials for the committee to review prior to the November 12th meeting.

10. Private Sewage

Jason Grueneberg gave a brief update on the private sewage program. The \$20 invoices have been mailed; approximately one-third of the payments have been received.

11. County Surveyor – Nothing to report.

12. Planning

A member of the CEED asked why Wood County isn't a member of the Regional Planning Commission. Jason stated that in the past he talked with other Department Heads and gave a presentation to the full county Board and there was no desire to be a member.

A short break was called by Chair Curry at 11:27 a.m. Chair Curry reconvened the CEED Committee meeting at 11:34 a.m.

13. UW Extension

Office Update. Jason Hausler reported Katie Tomsyck is resigning. Her last day hasn't been finalized, but will either be the end of December or early January. She is moving out of state. Her position is posted with hopes of having it filled prior to her departure.

December 4-6 all professional staff will be attending training.

Jason needs the CEED to approve of the 2019 UW-Extension Contract. This will be added to the November 13th CEED/ HHS joint meeting agenda.

Wood County received all their money back from Farm Tech Days (\$63,000).

Jason Hausler met with Shane Wucherpfennig and Jason Grueneberg and discussed how to move forward with the CEED tour. The 2019 CEED tour is scheduled for Friday, October 4th.

Horticulture Educator Update. The Horticulture Educator position was in administration transition, but has now been approved and is moving forward. Jason is waiting for the "green light" to post the position.

Presentation 4-H Program Update, Laura Huber. Committee introduction took place, as a couple of new members joined the CEED since Laura last gave a presentation. Laura gave a PowerPoint presentation on 4-H. She shared where 4-H enrollment was in 2017 and where they are today. She also shared her program goals for the year, some of which included:

- Improve opportunities available to youth through community partnership.
- Offer older youth opportunities of leadership development, healthy relationship building and fun.
- Develop strong youth and adult partnership stressing the importance of youth leadership and life leadership skills.
- Support volunteers through training, peer support programs and club leader guidance.
- Introduce new audiences to 4-H through targeted, project-based program and SPIN clubs.
- Promote 4-H in under-represented areas of the county.

Laura thanked the CEED and County Board for their support of the 4-H Youth Development Program. The Committee offered suggestion on how to attract participation in specific areas of Wood County,

- 14. Closed Session. Motion to go into Closed Session Pursuant to the Exemption Contained in S.19.85(1)(c) Wisconsin Statutes for the Purpose of Discussing Land & Water Conservation Department Head's Performance and Planning & Zoning Department Head's Performance.**
This item will be on the November 12th CEED meeting agenda.

15. Schedule Next Meeting.

The next regular CEED meeting is scheduled for Wednesday, December 5, 2018 at 9:00 a.m. at the Wood County Courthouse in Room 114.

16. Agenda items for December 5th meeting.

- Discuss the process whereby the Citizen's Advisory Groundwater Group can be advisory to the CEED.

17. Schedule any additional meetings if necessary.

Monday, November 12th at 1:00 p.m. in Room 114 at the Wood County Courthouse
Tuesday, November 13th at 11:00 a.m. in Room 114 of the Wood County Courthouse

18. Adjourn.

Motion by Dave LaFontaine/Mark Holbrook to adjourn at 12:10 p.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 November 23, 2018 @ 1:38 p.m.)

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 MONDAY, NOVEMBER 12, 2018
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine and Bill Leichnam. Robert Ashbeck was excused at 3:38 p.m.

Members Excused: Harvey Petersen

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech.

Land & Water Conservation Staff: Shane Wucherpennig.

UW Extension Staff: Nancy Turyk.

Others Present: Dist. #15 Supervisor Bill Clendening.

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 1:00 p.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comment.** None
4. **Review Correspondence.** None

Item #7 was moved up on the agenda prior to closed session.

5. **CLOSED SESSION** - At 1:05 p.m., it was moved by Robert Ashbeck, and seconded by Bill Leichnam, to go into closed session pursuant to the exemption contained in S.19.85 (1)(c) Wisconsin Statutes for the purpose of discussing Land & Water Conservation Department Head's performance and Planning & Zoning Department Head's performance. Roll call taken: Curry – aye, Holbrook – aye, Leichnam – aye, LaFontaine – aye, Ashbeck – aye.
6. **Return to OPEN SESSION.** At 2:38 p.m., it was moved by Dave LaFontaine, seconded by Robert Ashbeck, to return to open session. All ayes.
7. **Inform CEED of discontinuance of Progress Lane in the Town of Rock.**

Shane Wucherpennig shared that when a township designates a discontinuance of use the CEED Committee has to be notified of the closing. Town of Rock had 8 residents sign a petition dated October 17, 2018 to close Progress Lane. Shane Wucherpennig explained that the reason for the request is that Progress Lane is a dead end road. Jason Grueneberg commented that the Planning & Zoning Department will look into the closing to see if there will be any issues or concerns.

8. **Economic Development Presentation and discussion – Nancy Turyk.**

Nancy Turyk gave a PowerPoint presentation on Economic Development in Wood County and Central Wisconsin. Nancy shared that there are many sides to economic development not just marketing. Economic development can also be tourism, UW Extension, land use planning, parks & forestry and transportation. In Wood County, there are many players who are involved in Economic Development. The agencies in Wood County that are involved in Economic Development are: City of Marshfield, Marshfield Chamber & Commerce, City of Wisconsin Rapids, Heart of Wisconsin, City of Nekoosa, HoChunk Nation, Greater Lakes Initiative, Planning & Zoning Department, UW Extension, Parks & Forestry Department, Highway Department, REGI, Small Business Development Center, North Central Regional Commission, Centergy, CWED, WEDC and ITBEC. Economic development activities that Wood County agencies are involved in are small business support, large business

support, county-wide semi-annual meetings, tourism, marketing and event planning. Agencies have an interest to be more organized county-wide working together. There are approximately 16,000 people who leave Wood County to work with approximately 16,000 people coming to work in Wood County each day. This suggests that Wood County is part of the Central Wisconsin ruralplex suggesting tight ties to adjacent communities. Nancy Turyk shared that the next steps could be conducting a SWOT analysis at the quarterly economic development roundtable meetings hosted by Wood County or participating in the future Regions Initiative as a county. Wood County needs to develop a vision and plan for the future regarding economic development.

9. Schedule any additional meetings if necessary.

10. Adjourn. Chairman Curry declared the meeting adjourned at 3:55 p.m.

Respectfully submitted,



Mark L. Holbrook, Secretary

Minutes by Kim Keech, Planning & Zoning Office

Review for submittal to County Board by Mark L. Holbrook (approved November 23, 2018 @ 12:37 p.m.)

MINUTES
HEALTH AND HUMAN SERVICES COMMITTEE AND CONSERVATION, EDUCATION AND
ECONOMIC DEVELOPMENT COMMITTEE
TUESDAY, NOVEMBER 13, 2018
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Donna Rozar, Allen Breu, Adam Fischer, Marion Hokamp, Tom Buttke, Jessica Vicente, Kenneth Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine, Bill Leichtnam,

Member Excused: Lori Slattery-Smith and Harvey Petersen

Staff Present:

Land & Water Conservation Staff: Shane Wucherpfennig, Lori Ruess.
Health Department Staff: Susan Kunferman, Nancy Eggleston
UW Extension: Jason Hausler, Nancy Turyk

Others Present: County Board Chair Douglas Mahon, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Peter Kastenholz, Corporation Counsel, Brad Kremer, ASA

1. **Call to Order.** Chair Rozar called the CEED meeting to order at 11:05 a.m.
2. **Declaration of Quorum.** Chair Rozar declared a quorum.
3. **Public Comment.** There was no public comment.
4. **Review and Approval of 2019 UW-Extension Contract by CEED Committee.**
Jason Hausler presented the 2019 UW-Extension Contract between Wood County and the Board of Regents of the University of Wisconsin System for the Wood County Educator's positions and asked for the CEED's approval

Motion by (Dave LaFontaine/Bill Leichtnam) to approve and sign the 2019 UW-Extension Contract between Wood County and the Board of Regents of the University of Wisconsin System.

5. Discuss Groundwater Contamination in South Wood County and the Memorandum of Understanding (MOU) with the Armenia Growers Coalition (AGC).

Bill Leichtnam brought in a map that showed the Ag corridor with red/pink shading to indicate the fields being used by AGC. Nancy Eggleston and Shane Wucherpfennig gave an overview of the water sampling results from the sampling that was done by Wood and Juneau counties in May of 2018. Of the 104 samples taken, 41 percent of the wells exceed the state drinking water standard of 10 mg/L for nitrates. Following the well sampling, the AGC was formed by three large area farming operations within the Ag corridor. The AGC has voluntarily coordinated and collaborated with Wood and Juneau Counties on a response effort to offer residents bottled water and an in-home point-of-use water treatment system for wells in the Ag corridor that exceeded 10 mg/L. A Memorandum of Understanding (MOU) between Wisconsin DNR, Juneau, County, Wood County and the AGC has been drafted with several revisions.

The most recent revised draft of the MOU dated 10/25/2018 was handed out to committee members. Chair Rozar explained the purpose of this meeting was to review the MOU and discuss the County's role. Lengthy Discussion followed.

Some concerns brought up during the discussion included:

- Cost to the County – currently the only cost not being cover is staff time.
- Vegetable growers not being required to have a nutrient management plan.
 - EPA did Isotope testing; some of the contamination came from manure and some from commercial fertilizer.

- Problems with the MOU.
 - After the reverse osmosis systems get installed, it's the homeowner's responsibility for upkeep and maintenance.
 - The MOU will terminate in 2022; should be a 10 year MOU.
- Role and responsibility of the Health Department.
 - Health Department's responsibility is education.
 - Concerns with the current staff workload, once the notification letters (approximately 1200) are mailed as this may generate a substantial increase in phone calls
 - Follow-up calls needed to residents who have high test results.
- Peter Kastenholz, Corporation Counsel shared history of the MOU. If there is a signed MOU, either party or any party can extricate themselves at any time. He added that if County does not sign the MOU, the County has no obligation as to testing the wells.

It was pointed out that an advantage to an MOU is shared results of the testing and well information.

Al Breu feels the County is heading in the right direction with the MOU, but should negotiate a longer time frame and get some reimbursement.

Bill Leichtnam shared he would like to see the MOU as it was originally before the revisions. He added if the MOU does fail he would like to see alternative action to help affected residents.

Mark Holbrook expressed that there is an overwhelming responsibility to people who live on the land and whose water has been polluted and it is not asking too much of large corporations to solve the problems of the water table that has been polluted.

Tom Buttke shared the Health Department's responsibility is education; he could support an MOU if there was proper funding.

Dave Lafontaine expressed the problem with the MOU is the County will be left "holding the bag". If AGC created the problem they should correct the problem.

Donna Rozar shared she does not completely support the MOU as it put the Health Department at a different level.

Shane Wucherpennig stated additional changes may not be made to the revised MOU, but the next best thing the County could do is to look at the future and what can be done to help residents.

- Educate residents
- Offer water testing
- Eventually build a 3-D groundwater model

Ken Curry commented that the purpose of the meeting today was not to approve or disapprove the MOU.

Peter Kastenholz, Sue Kunferman and Shane Wucherpennig agreed that they received the information needed to move forward with the MOU. Chair Rozar shared that the committees have provided information on where they stand and their expectations and now their responsibility is to educate the full County Board.

5a

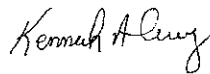
6. Schedule any additional meetings if necessary.

Another meeting will be scheduled in December; a date was not set.

7. Adjourn.

Chair Rozar declared the meeting adjourned at 12:23 p.m.

Respectfully submitted,



Donna Rozar, Chair of HHS and Kenneth Curry Chair of CEED
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Donna Rozar and Kenneth Curry (approved on 11-21-18 by Ken Curry)

Committee Report

County of Wood

Report of claims for: Land & Water Conservation

For the period of: November 2018

For the range of vouchers: 18180163 - 18180173

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18180163	ARNOLD TRACY	LWC - MILEAGE REIMBURSEMENT	11/05/2018	\$10.90	P
18180164	POSTMASTER - WISCONSIN RAPIDS	LWC/WD - NEWSLETTER POSTAGE	11/08/2018	\$240.51	P
18180165	AGSOURCE COOPERATIVE SERVICES	LWC - WATER TESTING-R SCHILL	10/31/2018	\$41.25	P
18180166	WISCONSIN MEDIA	WLD/NMM - PUBLICATION FEES	08/20/2018	\$107.18	P
18180167	SALVINSKI EMILY	LWC-MILEAGE & SAFETY SHOE REIM	11/09/2018	\$118.48	P
18180168	WUCHERPFENNIG SHANE A	LWC - MEAL, MILEAGE & DATA REI	11/21/2018	\$127.02	P
18180169	ACE HARDWARE	LWC - FIELD SUPPLIES	11/15/2018	\$3.59	P
18180170	GROSHEK ADAM	LWC - DATA PLAN REIMBURSEMENT	11/26/2018	\$30.00	
18180171	ADAMS COUNTY UW EXTENSION	LWC - REGISTRATATION NM MEETIN	11/27/2018	\$45.00	
18180172	STRICKLY WILD MEAT PROCESSING	WLD - VENISON PROCESSING REIMB	11/27/2018	\$65.00	
18180173	WI LAND + WATER CONSERVATION	LWC - REGISTRATION CC MEETING	11/26/2018	\$90.00	
Grand Total:				\$878.93	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: November 2018

For the range of vouchers: 22180119 - 22180124 38180024 - 38180024

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22180119	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permits(Oct)	10/31/2018	\$1,200.00	P
22180120	CARMODY SOFTWARE INC	PS-Upgrades/Services (Nov)	11/01/2018	\$299.00	P
22180121	BOYER KEVIN	SU-Services Per Contract (Nov)	11/08/2018	\$833.00	P
22180122	GRUENEBERG JASON	PL-Expenses (Oct/Nov)	11/14/2018	\$149.88	P
22180123	WOOD TRUST BANK	Credit Card Charges	11/20/2018	\$103.83	P
22180124	DEKLEYN ADAM	PL-Expenses (Nov)	11/27/2018	\$45.78	P
38180024	MARSHFIELD CONVENTION & VISITORS BUREAU	ED-State Fair Booth 2018	10/31/2018	\$2,500.00	P
Grand Total:				\$5,131.49	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: UW-EXTENSION

For the period of: NOVEMBER

For the range of vouchers: 30180144 - 30180161

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30180144	ADVANCED DISPOSAL	Clean Sweep	11/13/2018	\$395.39	P
30180145	CENTRAL WI STATE FAIR ASSOC	Clean Sweep Building Rental	11/13/2018	\$350.00	P
30180146	EO JOHNSON CO INC	copier lease	11/13/2018	\$229.49	P
30180147	OPPORTUNITY DEVELOPMENT CENTER	4-H newsletter	11/13/2018	\$138.98	P
30180148	QUALITY PLUS PRINTING INC	4-H newsletter	11/13/2018	\$210.00	P
30180149	TOM'S PAINT & DECORATING	FTD aerial frame	11/13/2018	\$89.50	P
30180150	UW EXTENSION	jackie wislines june-oct	11/13/2018	\$36.04	P
30180151	UW SOIL TESTING LAB	soil tests	11/13/2018	\$90.00	P
30180152	VEOLIA ES TECHNICAL SOLUTIONS	clean sweep	11/13/2018	\$18,138.80	P
30180153	WEAFCS	jackie NEAFCS membership	11/13/2018	\$150.00	P
30180154	WOODTRUST BANK	FL books, FTD fish, petri dish	11/13/2018	\$593.77	P
30180155	FRIDAY JODI	ADRC, SWEPS, & pantry series	11/20/2018	\$319.34	P
30180156	CARATTINI JACKIE		11/27/2018	\$217.46	
30180157	HUBER LAURA		11/27/2018	\$110.88	
30180158	LIPPERT MATTHEW		11/27/2018	\$383.68	
30180159	VIAU CHRISTOPHER		11/27/2018	\$80.12	
30180160	BURT TROPHY & AWARDS INC		11/27/2018	\$278.35	
30180161	UW SOIL TESTING LAB		11/27/2018	\$10.00	
Grand Total:				\$21,821.80	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



Activities Report for Shane Wucherpfennig November, 2018

- **November 1** – Grass Ridge Farms, LLC walkover with DNR for their WPDES permit application & compliance schedule.
- **November 2** – Worked on Mill Creek Watershed 9 Key Element Plan.
- **November 5** – AGC & Counties, DNR, EPA conference call.
- **November 6** – John and Steve Pankratz Waste Transfer System install & inspection.
- **November 7** – Attended CEED meeting
- **November 12** – Performance Evaluations for Department heads with CEED
- **November 13** – Attended County Board and special Joint CEED/HHSC committee meeting to discuss the AGC's MOU.
- **November 14** – Huffcutt tank and channel install & inspection.
- **November 15** – Staff Meeting, Staff Performance Evaluations, Huffcutt tank and channel install & inspection, RC & D Counsel meeting.
- **November 16** – Staff Performance Evaluations, Worked on Mill Creek Watershed 9 Key Element Plan.
- **November 19-23** – Vacation.
- **November 26** – Mapping, Nutrient management Snap Plus maps for FSA and potential manure spreading violations. Review meeting minutes, Public notice for proposed Frac Sand operation in Rock Township.
- **November 27** – Mapping, Nutrient management Snap Plus maps for FSA and potential manure spreading violations.
- **November 28** – Worked on Mill Creek Watershed 9 Key Element Plan
- **November 29** – Enforcement conferences with Schill farms and Marti farms on Manure runoff violations. Met with DATCP, Sue Porter to review Wood Counties FPP program and Nutrient management program.
- **November 30** – Worked on Mill Creek Watershed 9 Key Element Plan.

Activities Report for Tracy Arnold 11-2018

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Complying 2018 crop prices for approval by CEED
- Coordinating 2018 Venison Donation
- 1 permanent fence approved, working though issues with landowner
- 2 permanent fences submitted to DNR for approval
- 1 permanent fence design started
- 3 permanent fence design in line to start design work
- Numerous site visits to Highlander Cranberry to facilitate construction of permanent fence
- Completed Highlander Cranberry permanent woven wire fence, conducted final walk around entire fence to ensure it meets standards and specifications
- Facilitating final bills between Highlander Cranberry landowner and Real Fence contractors
- Prepared WDNR 15 year woven wire fence contract for Highlander Cranberry and send it out for signatures

Non-metallic mining reclamation program

- Updating NMM databases
- Reviewed 3 different reclamation plans for Coulee Frac. Worked with them for edits.
- Prepared public notice regarding Coulee Frac reclamation permit application
- Prepared public hearing notice regarding Coulee Frac reclamation permit application
- Preparing a powerpoint presentation on the reclamation plan for Coulee Frac
- Conducted 89 mine site inspections, including GPS and photos of each site
- Completing maps, permit fee amounts, financial assurance amounts for each of the 89 mine sites
- Processing and reviewing financial assurance documentation as received
- Processing and reviewing permit fee documentation as received
- Wait for final decision regarding Joan Arnold case (223 hours to date invested)
- Assisted Marquette County and Adams Co with nonmetallic mining questions
- Requesting updates on Competition Industrial Minerals bankruptcy as two different parties are interested in taking over these sites.

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 11 sites (authorized by state to enter data)
- Completed stream flow on Two Mile, Blood Run and Five Mile
- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Processing order forms for 2019 tree/shrub and wildflower sale with Lori
- Promoted tree/shrub and wildflower sale on WFHR with Lori
- Answering numerous questions regarding 2019 tree/shrub and wildflower sale
- Coordinating/Promoting 2018-2019 Poster and Speaking Contest for Wood County
- Presented to 26 students Wood County 4H group on agricultural careers
- Provided 2 Pittsville High School students with a job shadow opportunity
- Received my annual review of my job performance
- Assist with 2018 fall newsletter
- Requested new tree sale program from IT, current one is from 1995
 - Checked on the status of the new tree sale program

Activities Report for Adam Groshek – November 2018

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

- ~Pankratz Farms underbarn manure tank abandonment site visit construction progress checks. All sand being placed from above through slats until tank is full. Test holes dug to confirm tank did not leak into surrounding soils.
- ~Accola manure abandonment back and forth calls lining up pump out times with contractor work times.
- ~Construction inspection for new manure transfer system for Pankratz Farms and planning for expansion of clay lined manure pit.
- ~Weinfurter/Ruess well abandonment finalizing.
- ~Construction site inspection, asbuilts, and final cost-share paperwork for the Mike Van Whye manure storage facility abandonment.
- ~GIS tracking and site visit to check on CREP grasslands and wooded buffers for Warnecke, Triple P Farm, Richardson, Krings, Al Weiler, and Miller.
- ~Assistance with LWCD Newsletter loading and shipment to Wood County landowners.
- ~CAD and GIS computer software info research.
- ~Trial run of phosphorus testing program with DNR for future MDV and Mill Creek 9-key plan phosphorus tracking.
- ~Attendance of the Wood Co. Citizens Groundwater Group meeting.
- ~Working with Marshfield on potential future phosphorus credit trades. Possible future Mill Creek 9-key element plan phosphorus reductions as well.

**Activities Report for Emily Salvinski
November 2018**

- **Thursday, November 1.** Worked on digitizing old well project.
- **Friday, November 2.** Organized arcmap shapefiles to reduce size in drive.
- **Monday, November 5.** Well mapping.
- **Tuesday, November 6.** Met with landowner to update their NMP.
- **Wednesday, November 7.** Well mapping.
- **Thursday, November 8.** Helped with newsletter mailing. Well mapping.
- **Friday, November 9.** Attended NRCS pasture walk at Good Earth Farms. Helped with newsletter mailing.
- **Monday, November 12.** Updated NMP tracking sheets and shapefiles for 2019. Added checklist to the tracking. Put together cost-share contract for farmer and sent it. Worked on other cost-share contract for nutrient management.
- **Tuesday, November 13.** Well mapping.
- **Wednesday, November 14.** Finished up old mapping project digitizing.
- **Thursday, November 15.** Attended staff meeting. Completed/send in NMFE grant extension request.
- **Friday, November 16.** Updated cost-share tracking excel and shapefile. Reviewed tree sale forms and sent to IT to go on website.
- **Monday, November 19.** Vacation Day.
- **Tuesday, November 20.** Went over manure spreading options with farmer. Entered parcel #s into well info spreadsheet.
- **Wednesday, November 21.** Entered parcel #s into well info spreadsheet.
- **Thursday, November 22.** Holiday
- **Friday, November 23.** Holiday
- **Monday, November 26.** Entered parcel #s into well info spreadsheet.

Activities Report for Lori Ruess – November 2018

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Wednesdays & Fridays.
- Calculated and mailed payroll percentages for specific budgets to Finance for November payrolls
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll (WRS).
- Organized County Board and CEED packet information and took to County Clerk's office.
- Attended November 7th CEED meeting and completed minutes.
- Attended November 15th staff meeting.
- Attended November 13th HHS & CEED meeting and completed minutes.
- Meeting and annual review with Shane Wucherpfennig.
- Completed Conservation Newsletter, sent to printer, printed 1400 envelopes for mailing the newsletter and stuffed the envelopes with Tracy Arnold & Emily Salvinski.
- Created fillable tree, shrub, and wildflower form in Adobe.
- Emailed the Conservation Connection and fillable forms to over 400 people on our email list.
- Verifying and entering tree, shrub and wildflower orders as they come in.
- Verified and deposited cost-share reimbursements received from DATCP for Nathan Wolosek, Bulgrin Grand View Farms, R & S Pankratz Farms, and Kyle Altmann.
- Vacation days – November 14th, November 28, November 29th and November 30th.

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 December 5, 2018

1. Economic Development (Jason Grueneberg)

- a. Central Wisconsin Fund Board of Directors – On November 14th, I attended the CWED Board of Directors meeting. Agenda items included creating a loan committee, review of a loan request, loan updates, financial updates, and monthly activity report.
- b. ATV/UTV Trails and Routes – At the November 13th County Board meeting, a special order of business was held so that staff from Highway, Parks and Forestry, and Planning and Zoning could present a recommendation to the Board to develop ATV/UTV trails and routes in Wood County.

On November 27th, an ATV/UTV meeting was convened to discuss the cost of developing 42 miles of main line routes and 7 miles of trail in 2019. The cost estimate was included in a draft resolution to secure funding for trail/route development in 2019 for consideration by CEED and HIRC at a November 29th joint committee meeting.
- c. Staff Performance Evaluations – All staff performance evaluations were completed in the month of November.

2. Planning (Adam DeKleyn)

- a. Plat Review Officer – (3) CSM's were submitted for review/approval. (8) CSM's were approved/recorded. (5) CSM's are pending approval.
- b. Town of Lincoln Comprehensive Plan Update – Transportation element of plan has been prepared. Plan Commission met to review/approve draft transportation element. In the process of preparing the utilities and community facilities element for the next meeting.
- c. Wood County Parks, Recreation, and Open Space Plan – Finalizing all sections of the plan. Plan will be brought before the board for approval in the near future.
- d. Town of Rock – Meet with Town of Rock officials to assist with several land use issues.

3. Land Records (Justin Conner)

- a. Land Information Council Meeting – Led Land Information Council Meeting where future projects were discussed and the Land Records Modernization Plan was approved.
- b. Parcel Mapping – Updating parcel data with new splits and surveys.
- c. ATV Trails – Attended meetings to discuss ATV trails. Created maps and data.
- d. Various Map Requests – Health Department, Sherriff's, town zoning updates.

4. Code Administrator's (Jeff Brewbaker and Stevana Skinner)

- a. Private Sewage Program, Permitting, Maintenance and Violations
 - i. (42) on-site investigations/inspections/compliances
 - ii. (0) septic system verification letters & failing system investigations
 - iii. (0) failing septic system orders, (1) holding tank maintenance violations & settlements
 - iv. (8) soil tests reviewed, (2) soil on-sites, (3) hydrograph reports reviewed, (1) interpretive soils report reviewed
 - v. (1) holding tank plan reviews, (3) conventional plan reviews, (0) mound plan review, (0) system and fill plan
 - vi. (5) sanitary permits reviewed
 - vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals invoices & maintenance
 - viii. (0) sanitary system easements (0) Undersized System Affidavit
 - ix. (0) camper complaints
 - x. (0) court cases for failure to comply with septic tank maintenance program
 - xi. (0) meetings with holding tank offenders in office (0) meetings at property owners residence regarding holding tank violations
 - xii. Jeff worked on and submitted delegated plan review status for Pressurized Private Sewage Plans < 1,000 gallons per day
 - xiii. Answered phone calls, emails and met in office regarding permitting and inspection questions.
- b. Floodplain Ordinance Investigations and Permitting
 - i. (2) site inspections, meetings or enforcement
 - ii. (0) permit issued, screening sites or Letter of Map Amendment (LOMA)
 - iii. (0) DNR Approved flood studies reviewed
 - iv. (0) Cranberry farm certification

- v. (5) Meetings in office regarding citizens building near floodplain
- vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

c. Shoreland Ordinance Investigations and Permitting

- i. (2) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (5) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (1) navigability determinations (Frac Mine Town of Rock)
- v. (2) wetland evaluation/site visit
- vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

5. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 16 sanitary permits issued in October 2018 (4 New, 8 Replacements, 3 Reconnects and 1 Non-Plumbing) with revenues totaling \$4,175. There were 34 sanitary permits issued in October 2017 (9 New, 21 Replacements, 4 Reconnects and 0 Non-Plumbing) with revenues totaling \$9,700.

There were 151 sanitary permits issued through October 2018. For comparison purposes, the following are through the same period for the previous five years: 2017 – 176, 2016 – 141, 2015 – 163, 2014 – 165 and 2013 – 181.

- b. 2018 Tax Refund Intercept Program (TRIP) – As of November 28th, Wood County has received a total of \$2,076.00 on seven outstanding cases.
- c. 2018 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 23rd with a due date of Friday, August 10th. There were 717 Septic Maintenance 2nd reminders mailed on Monday, September 24th. On November 26th, Wood Co Corp Counsel letters were mailed to those owners for failure to provide servicing documentation. As of 11/26/18, there were 79 property owners who haven't serviced for 2018.
- d. 2018 Program Fee Notices – The 2,864 program fee notices were mailed on Friday, October 26th with a due date of Wednesday, November 28th. Acceptable forms of payment can be paid by cash, check, debit card or credit card. On December 11th, program fee 2nd reminders are tentatively scheduled to be mailed to those property owners for failure to pay the \$20 program fee. As of 11/28/18, there were 548 property owners who haven't paid the \$20 program fee for 2018.

- e. Zoning Permits Database for Shoreland and Floodplain – The new zoning permit database program has been completed by the Information Technology Department. Zoning permits have been transferred from the old TIPfe program to the new zoning permit database system created by the Information Technology Department. Office staff will be reviewing the zoning permits in the new database system for accuracy and updating zoning permits as time permits. Years completed & verified: 2010 - 2018
- f. Enforcement Activities Update (Small Claims) – None.
- g. Document Imaging Projects
 - i. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2017 are available for viewing on Wood County's website www.co.wood.wi.us/Departments/PZ. 2018 Sanitary Permits will be scanned in mid-October 2019.
 - h. 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.
 - i. (7) Wisconsin Fund Applications FY2019 – Wisconsin Fund Grant Applications were emailed to the State of Wisconsin on January 30th meeting the deadline date of January 31st. State of Wisconsin Fund Grant Program payout has been requested from the state. A Wisconsin Fund Grant disbursement check to applicants is anticipated early-December.
 - ii. (3) Wisconsin Fund Applications FY2020 – Wisconsin Fund Grant Applications are due to the State of Wisconsin by January 31, 2019.
 - i. 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 is creating this program.
 - j. Kim attended the CEED Committee Meeting on November 12th.
 - k. Victoria attended the ATV Route Discussion on November 27th and CEED Committee Meeting on November 29th.

CEED Committee Report

November 2018

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- On the last day of the month our Wood County Farm Technology Days Committee chairs and Executive Committee traveled to Stevens Point to meet with future host counties and to break into work groups. This is our final activity as the entire organization. We provided encouragement and leadership to these future organizations so that they may also have successful events.
- There still is one committee continuing to meet for Farm Technology Days. Now that all financial commitments have been met there is still a balance that remains that will be distributed by grants and possibly scholarships. The committee is meeting to develop the grant application and the grant process.
- I was on the radio with both WFHR during the month.
- Management Assessment Center is a UW-Extension program that is quite innovative. I have joined the team. We hold workshops; the next one will be co-sponsored by the Professional Dairy Producers of Wisconsin. Attendees come in for some training but essentially an evaluation of their management abilities and style as far as strategic planning, financial management and employee management. The first assessment that I have served as a team member was held during the last week of the month.
- The CWAS newsletter was distributed to farm families across the county.
- I met with the Citizens Committee for Ground Water here in the county.
- I am working with a team to update worker training materials at a state level for dairy cattle feeders.
- We interviewed for a new support staff position in our office.
- Office questions included how much to charge for custom harvesting of corn, mold in corn cobs and protecting trees from winter burn damage.
- I presented to a group of the visually impaired at the Centralia Center. I talked to them about our local cranberry industry.
- I attended a cranberry research roundtable with cranberry growers and researchers on the UW-Madison Campus
- I attended the county Farm Bureau meeting
- I attended the county Dairy Youth Committee meeting.
- I attended a meeting of the advisory group for the Agriculture program at MSTC.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Coordinator

I would like to take a moment to remind the committee that I have taken on the role of Interim Coordinator for the Wood and Portage County FoodWise program. My appointment includes administration, direct education and PSE time allocations.

- 5th Grade Classrooms 24 classrooms for approximately 480 teaching contacts (11/1, 6, 9, 13, 16, 20, 26, 27 & 29)

- Ho Chunk Head Start Parent lessons with Jackie Carattini featuring family meal planning & grocery store tour (11/1, 11/8)
- New Coordinator Zoom meeting (11/6)
- River Cities High School lesson series (11/7, 11/12)
- Wood County Staff meeting with AED (11/7)
- Portage County Staff meeting, office hours & Open House (11/8)
- FoodWise monthly Wisline (11/14)
- Portage County office Hours (11/15)
- Portage County office hours & Wood/Portage FoodWise Team Meeting (11/19)
- Healthy Cents at the Pantry Lesson (11/20)
- Farmers Market Meeting (11/27)
- Portage County office hours (11/28)
- Hunger Poverty Prevention Partnership of Portage County Coalition mtg (11/28)
- Golden Apple Committee meeting (11/29)
- Attended weekly Wood County Staff meetings (11/5, 12, 19)

CHRIS VIAU

Wood County UW-Extension, 4-H Youth Development Educator

The following is a summary of 4-H/Youth Development activities:

4-H Club and Program Management

- 4-H Club and Volunteer Management concerns- Ongoing
- 4-H Member Recognition Event
- Wood County 4-H Leaders Association Meetings
 - 5 committee Kick-off Meeting. Assist in facilitation

Other

- WDLB Radio 11/5- Tips for the Holidays with Teens

Administrative

- Office Closed- Thanksgiving Holiday
- State and Regional Phone Conferences and Meetings
- Wisconsin 4-H Program Liaison Responsibilities- 50% FTE

LAURA HUBER

Wood County UW-Extension, 4-H Program Coordinator

- Attended WI 4-H Fall Forum (2-4 November)
- Assisted club leaders with completion of the required 4-H Charter renewal forms
- Assisted two clubs with dissolution process
- Presented an update on the Wood County 4-H Program to the Wood County CEED Committee (7 November)
- Participated in ongoing UWEX onboarding (online 7 November and 8 November)
- Helped coordinate County 4-H Awards Program (10 November)
- Met with Pleasant Corners 4-H Leadership team to help organize after leadership changes (11 November)

- Provided support for Wood County 4-H committees
- Participated in face-to-face WI 4-H Fundamentals Training in Fond du Lac (15-16 November)
- Attended SEED (Seeking Educational Equality and Diversity) meeting (19 November)
- Attended Wood County 4-H Leaders Association Executive Committee meeting (20 November)
- Met with colleague (online) from Marathon County 4-H to plan officer training workshop (26 & 28 November)
- Attended Wood County 4-H Leaders Association meeting (26 November)
- Appeared on WDLB for Extension Tuesday (27 November)
- Attended Junior Fair Board meeting (28 November)
- Appeared on WFHR (29 November)

Ongoing responsibilities:

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 749 followers.
 - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 285 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

NANCY TURYK

Wood County UW-Extension, Community Development Extension Educator

Attended

- Marshfield Economic Development Board meeting
- Wood County Executive Committee Meeting to discuss process for County strategic plan development and exploration of Solsmart.
- SBDC *Starting a Business* workshop
- Groundwater Group meeting
- RENEW Wisconsin presentation on large-scale solar initiatives in Wisconsin
- SEED inclusion training in Port Edwards
- Meet and greets with REGI, Wisconsin Rapids Planners, and Clean Green Action

Research and Preparation

- Finalizing schedule, speakers, and arrangements for Heart of Wisconsin Community Leadership Program diversity and inclusion day.
- Prepared Clean Sweep final report.
- Developing an understanding for economic development services and programs in Wood County and state through research and inquiries.
- County strategic planning preparation with county staff and Supervisor Rozar.
- Preliminary planning for Marshfield Community Foundation strategic planning sessions.

UW-Extension

- Community Development Educator program discussions
- Cohort 2 training

- Prepared materials for UWEX directory

JACKIE CARATTINI

Wood County UW-Extension, Family Living Educator

- Taught a Wood County Financial Wellness Lunch n Learn on Budgeting.
- Attended the UW-Madison Faculty Senate meeting in Madison.
- Taught Money Smart at the Job Center in WI Rapids.
- Completed teaching the remaining 3 out of 8 weeks of a online Raising a Thinking Child Parenting Class.
- Taught two programs on Family Stress.
- Attended a training on Human Trafficking.
- Provided information on Holiday Food Safety on WFHR and WDLB.
- Attended a Civil Rights Training in Madison.
- Completed co-teaching the final week of a 4 week nutrition/parenting series and the Nekoosa Ho-Chunk Headstart.
- Co-taught two sessions of a multi-session series at River Cities High School.
- Taught a Wood County Financial Wellness Lunch n Learn on Savings.

2018 STATEWIDE and LOCAL CROP PRICES

MONTH	FIELD CORN	SOYBEANS	OTHER HAY	ALFALFA	
Jan. 16	\$ 3.27	\$ 8.70	\$ 94.00	\$ 141.00	* Wisconsin Farm Reporter
Feb. 16	\$ 3.38	\$ 9.24	\$ 96.00	\$ 133.50	* Wisconsin Agricultural Statistics 2017
Mar. 16	\$ 3.51	\$ 9.15	\$ 90.00	\$ 135.00	* Ace Ethanol
Apr. 16	\$ 3.39	\$ 9.77	\$ 120.00	\$ 165.00	* Agweb
May. 16	\$ 3.56	\$ 9.43	\$ 109.00	\$ 171.00	* Central WI Coop
Jun. 16	\$ 3.43	\$ 9.84	\$ 118.00	\$ 148.00	* Olsen's Crop
Jul. 16	\$ 3.37	\$ 9.30	\$ 94.00	\$ 127.00	* Wood County FSA
Aug. 16	\$ 3.35	\$ 8.70	\$ 91.00	\$ 134.00	* Agri-View
Sep. 16	\$ 3.36	\$ -	\$ -	\$ -	* Chicago Board of Trade
Oct. 16	\$ 3.56	\$ -	\$ -	\$ -	* Minneapolis Grain Exchange
Nov. 16	\$ 3.15	\$ 7.88	\$ -	\$ -	*Marathon Feed and Grain LLC
Dec. 16	\$ 3.39	\$ 8.25	\$ -	\$ -	*ADM
					*Wisconsin Corn Growers Association
Total	\$ 40.71	\$90.26	\$ 812.00	\$ 1,154.50	*Sparta Coop
	total/12	total/10	total/8	total/8	*United Coop
Price	\$3.39	\$9.03	\$ 101.50	\$ 144.31	
	per bushel	per bushel	per ton	per ton	

Cranberry (fresh fruit) \$64.70/barrel

*WI Cranberry Growers Association
 *APHIS
 *USDA-NASS
 *DNR
 *Independent contractor

7C

RESOLUTION # _____

Date: December 18, 2018
Effective date: Dec. 18, 2018

Introduced by the Health & Human Services and Conservation, Education and Economic Development Committees.

Intent & Synopsis: To authorize and direct the Public Health Director to execute the attached Memorandum of Understanding (MOU) between Wood and Juneau Counties, the Wis. DNR and the Armenia Growers Coalition (AGC).

Fiscal Note: The MOU is a four year agreement that can be terminated by any party at any time. It provides for the counties to bill for their expenses in performing the services they are responsible for under the agreement. The AGC will advance \$25k for those costs and be responsible for paying up to another \$25k. Costs that exceed the \$50 k may or may not be reimbursed; the parties are only committed to discuss them. In that Wood County provides environmental services to Juneau County under contract, all of the reimbursements would go to Wood County. It is not known what the actual expenses will be but Wood County is obligated to identify and record them.

WHEREAS, Wood County and Juneau County (jointly referred to as "the Counties") have tested more than 100 private residential wells in parts of the Wood County Town of Port Edwards and the Juneau County Town of Armenia (known as the "Agricultural Corridor") and found many of the wells produced water exceeding the state drinking water standard of 10 mg/L for nitrate; and

WHEREAS, the United States Environmental Protection Agency ("EPA") conducted testing at 5 private residential wells in the Agricultural Corridor and found levels of nitrates in samples taken from those wells exceeded the legal limits; and

WHEREAS, the Wood County Health Department and the Wood County Land and Water Resources Department, in conjunction with their Juneau County counterparts, have been considering how to address the existing problem and to develop proposed actions to be taken, recognizing that counties do not have a legal obligation to provide clean drinking water to their residents; and

WHEREAS, the Armenia Growers Coalition, L.L.C. ("AGC") was formed to represent Wysocki Produce Farms, Okray Family Farms and B&D Farms, three of the largest of the many farming operations in the Agricultural Corridor; and

WHEREAS, AGC, in recognition of the aforementioned testing results as well as concerns over EPA action and private legal action, has proposed to work with the Counties on a response effort consisting of offering water testing and then to offer residents bottled drinking water and an in-home point-of-use water treatment system if their well is in the Agricultural Corridor and tests above 10 mg/L for nitrate (referred to as "the Clean Drinking Water Plan"); and

WHEREAS, the Counties and WDNR have agreed to collaborate with AGC on further investigation of the nature and extent of the problem in the agricultural corridor, including Groundwater Hydrogeology, Agricultural Practices and Monitoring Plans, and to collaborate on implementation of the Clean Drinking Water Plan; and

7C

WHEREAS, the Counties, WDNR, and AGC have negotiated the proposed Memorandum of Understanding ("MOU") as a basic vehicle for proceeding to work together toward the joint aims of the parties and to promote the best interests of the residents of the Counties who may be affected by the nitrate contaminated water problem; and

WHEREAS, a true copy of the proposed MOU, in its entirety, is attached to this Resolution, and the MOU has been constructed to address the immediate problem of contaminated water as well as studying the problem with the DNR and to address best management farming practices for a long term resolution; and

WHEREAS, the Health & Human Services and Conservation, Education and Economic Development Committees have reviewed the MOU with their staff and recognize that the MOU is not a panacea either short term or long term but it is a step in the right direction to address the problem by facilitating the necessary water testing, analysis, and responsive action to deal with the problem as effectively as reasonably possible in the immediate term and it sets up a process to study and remedy the problem on a long-term and lasting basis at the least cost to the Counties;

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors shall and hereby does approve the attached Memorandum of Understanding and authorizes and directs the Director of Public Health to duly execute it on behalf of Wood County.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is voluntarily entered by and among the Wisconsin Department of Natural Resources (WDNR), Juneau County, Wood County and the Armenia Growers Coalition, LLC, and is effective as of the date of the final party executes the MOU.

A. Background

WHEREAS Juneau County and Wood County (the "Counties") have tested more than 100 private residential wells in the Counties and found many of the wells produced water in exceedance of the state drinking water standard of 10 mg/L for nitrate;

WHEREAS the United States Environmental Protection Agency (EPA) conducted testing at 5 private residential wells west of Petenwell Lake in northeast Juneau County and found elevated levels of nitrates in samples taken from those wells;

WHEREAS a 1995 groundwater resource and agricultural practice evaluation that was published by the Central Wisconsin Groundwater Center and titled "Port Edwards Groundwater Priority Watershed" documented the presence of nitrate in groundwater exceeding the state enforcement standard in the agricultural corridor in southern Wood County west of the Wisconsin River

WHEREAS, the WDNR and Department of Health Services (DHS) have each issued fact sheets on nitrate in drinking water: <https://dnr.wi.gov/files/PDF/pubs/DG/DG0001.pdf>; and, <https://www.dhs.wisconsin.gov/publications/p02128.pdf>;

WHEREAS the Armenia Growers Coalition, LLC (AGC) represents three of the many farmers in the agricultural corridor that is west of the Wisconsin River, south of Port Edwards, north of Necedah, and east of several state natural and wildlife areas;

WHEREAS AGC, in receipt of the aforementioned testing results, has voluntarily coordinated and collaborated with the Counties on a response effort to offer residents bottled water and an in-home point-of-use water treatment system if wells in the agricultural corridor study area defined in this MOU test above 10 mg/L for nitrate (the Clean Drinking Water Plan); and,

WHEREAS the Counties and WDNR have agreed to collaborate with AGC on further investigation in the agricultural corridor and implementation of the Clean Drinking Water Plan;

NOW, THEREFORE, the process the Parties agree to follow and to implement the Clean Drinking Water Plan and the Groundwater Hydrogeology, Agricultural Practices and Monitoring Plans is as follows:

7C

B. Definitions

Agricultural corridor study area is the area with the boundaries depicted on the attached map, marked as Exhibit A. The Parties may agree to adjust the boundaries of the area to reflect further investigation and sampling results.

Clean Drinking Water Plan is the plan to provide bottled drinking water and an in-home point-of-use water treatment system, as further detailed in this MOU.

Counties means Juneau and Wood Counties.

Groundwater Hydrogeology, Agricultural Practices and Monitoring Plans are the plans to (1) further investigate the hydrogeology of the agricultural corridor study area to determine the depth at which potable water can potentially be obtained for well owners, (2) evaluate the impact of current and potential changes to agricultural practices conducted in the agricultural corridor study area, and (3) monitor the concentrations of nitrate in groundwater in the agricultural corridor study area.

Nitrate-impaired means well water used for human consumption having nitrate concentrations above 10.0 mg/L at any time during the duration of this MOU that is properly verified by test results from a Wisconsin-certified laboratory from samples collected by a third-party testing service retained by AGC or by the Counties, WDNR or EPA.

Parties means AGC, the Counties and WDNR.

Simple access agreement means the agreement attached as Exhibit B.

Water Treatment System means a reverse osmosis or a similar treatment system certified by the Wisconsin Department of Safety and Professional Services (DSPS) for the reduction of nitrate at the highest level found in a water test from a nitrate-impaired well to 10 mg/L or below.

C. Clean Drinking Water Plan

1. The Parties agree to make reasonable attempts to test all private residential wells in the agricultural corridor study area. There are 1209 known addresses located in the agricultural corridor study area (823 in Juneau County and 386 in Wood County). Not all addresses have private wells. For the purpose of this MOU, it is assumed there are approximately 700 private residential wells in the agricultural corridor study area, 576 of which have not yet had a County-verified water test completed.

The Counties will coordinate with AGC to conduct outreach to private residential well owners whose wells have not yet been tested by the Counties, WDNR or EPA with an offer for a third-party retained by AGC to test their well for nitrate and to send the sample to a WDNR-certified laboratory for analysis. This outreach will include, at a minimum:

- a. A letter, which shall include the following content or attachments:
 - (1) Notification of the groundwater nitrate concerns identified in the agricultural corridor study area;
 - (2) public health information relating to nitrate in drinking water;

- (3) survey and consent form authorizing a third-party contractor retained by AGC to take a sample of water from the well;
 - (4) data release form specifying that the sample results and locations of the wells are to be provided to the Counties and therefore shall be a public record; and
 - (5) a request for confirmation of receipt.
- b. A follow up phone call for homeowners/residents not responding to the letter within two weeks.
 - c. A personal visit to the residence for those homeowners/residents that are unable to be reached via letter or phone call to ensure all homeowners/residents whose wells have not yet been tested are informed and are provided the opportunity to have their well tested as soon as practicable.

Once a homeowner/resident returns a completed survey and consent form and release form, AGC will arrange for testing of the well water by a third-party testing service. The testing will occur as soon as practicable after the forms are received by AGC.

If a well sample test result is above 10 mg/L, the Counties will advise the homeowner/resident not to drink the water and will inform the homeowner of the Clean Drinking Water Plan. If a well sample test result is between 8 to 10 mg/L, the homeowner/resident will be offered two additional samples collected over the course of a year to verify that the well water is not nitrate impacted beyond the drinking water standard. AGC will retain a third party to conduct the sampling and will pay for the certified lab testing costs under this paragraph.

- 2. For private residential wells located in the agricultural corridor study area that are nitrate-impaired, all the following apply:
 - a. The Counties and AGC will develop and maintain a list of addresses for each of the wells that have been tested and each of the nitrate-impaired wells identified pursuant to this MOU.
 - b. AGC will send a letter to each identified nitrate-impacted well owner, offering to provide bottled water and a Water Treatment System, as outlined in this MOU.
 - c. If AGC does not hear from a homeowner letter recipient within one week, it will send a follow up correspondence.
 - d. If AGC does not hear from the homeowner within a week of sending the second communication, it will notify the Counties. The Counties will then assume primary responsibility for contacting the homeowner to inform them of the Clean Drinking Water Plan. The Counties will keep AGC reasonably apprised of the status of these follow up contacts such that accurate records of the Clean Drinking Water Plan can be maintained.
 - e. A homeowner will have up to six (6) months following the letter sent pursuant to subsection (b), above, to accept AGC's offer to provide bottled water and the installation and maintenance of a Water Treatment System pursuant to this MOU.

3. Once AGC receives notice of a nitrate-impaired well within the agricultural corridor study area, all the following will apply:
- a. AGC will offer to immediately provide the homeowner/resident a two-week supply of drinking water and will offer to arrange, at no cost to the homeowner/resident, to install a Water Treatment System.
 - b. If the homeowner/resident accepts AGC's offer of a Water Treatment System within two weeks of the offer, AGC will continue to supply the homeowner/resident with bottled drinking water until the Water Treatment System is installed and verified to produce drinking water equal to or less than the 10 mg/L standard for nitrate. AGC will be invoiced directly for the Water Treatment System and bottled drinking water deliveries.
 - c. If the homeowner/resident does not accept AGC's offer to install a Water Treatment System within two weeks after the offer, AGC will notify the Counties of the homeowner's/resident's decision to decline the offer. In this case, AGC would discontinue providing any further bottled water to the homeowner/resident. A short extension of the two-week deadline may be granted, if there is good cause shown.
 - d. For homeowners/residents with nitrate-impaired wells who accept the offer of a Water Treatment System pursuant to this MOU, AGC will arrange for a licensed installer to be dispatched to the home as soon as practicable to conduct an inspection of the plumbing system to determine reasonable compatibility (e.g. piping, water pressure, under sink cabinet space) with the Water Treatment System. The licensed installer will enter the home only after the homeowner/resident has signed a simple access agreement. Upon completion of the inspection, the licensed installer will send a report of the inspection to the homeowner/resident, the WDNR, the Counties, and AGC. The licensed installer's report will indicate if the plumbing is reasonably compatible with the Water Treatment System and if not, the report will identify any necessary plumbing repairs or adjustments necessary to install the Water Treatment System.
 - e. If the licensed installer hired by AGC determines that the plumbing is not reasonably compatible with the Water Treatment System selected, the licensed installer may recommend other options for alternative water, such as another point-of-use or point-of-entry treatment system approved by DSPS. AGC will continue to provide bottled water to the homeowner/resident for a period of up to three (3) months, or such longer time as is reasonably necessary to make needed repairs, as agreed upon by the parties, after an inspection to allow the homeowner/resident time to make any needed repairs or for AGC and the homeowner/resident to select another treatment option from devices approved by DSPS. It will be expected the homeowner/resident will contact AGC when the repairs are completed or when they reach agreement on an alternative treatment option. As soon as practicable upon completion of the repairs as the case may be, AGC will install the recommended option in accordance with paragraph 4.f.
 - f. If the licensed installer hired by AGC determines that a homeowner's/resident's plumbing is reasonably compatible with the requirements for a Water Treatment

System, the Water Treatment System will be installed by a professional installer as soon as practicable. The Water Treatment System will be installed to provide drinking water to a spigot located at the kitchen sink or at the refrigerator, depending on water pressure requirements, appliance compatibility, and the treatment manufacturer specifications and stipulations of the DSPS approval.

- g. No later than 48 hours after the installation of the Water Treatment System, the professional installer and the homeowner/resident will together take a sample of the drinking water and provide their initials on the sample. The sample will then be tested for nitrate concentration by a WDNR-certified laboratory that will directly bill AGC. The results of the test will be shared with the homeowner/resident, professional installer, the Counties, and WDNR. If the test indicates a nitrate concentration at or below 10 mg/L, AGC will no longer continue to provide bottled drinking water to the homeowner/resident. If the test indicates a nitrate concentration above 10 mg/L, AGC will continue to provide bottled drinking water and will work with the homeowner/resident to ensure a Water Treatment System is installed and the resulting treated water tests at or below 10 mg/L for nitrates.
- h. AGC will provide homeowners/residents with a pre-paid 2-year maintenance agreement from the date of installation of the Water Treatment System, including treated water testing and replacement of filters in accordance with the manufacturer's recommendations and DSPS approval.
- i. AGC will reimburse the Counties for their actual costs and expenses in fulfilling their duties under this MOU, within the limits of the following:
 - AGC shall pay the Counties the aggregate sum of \$25,000 within thirty (30) days of the last party to execute the MOU, as an advance against the first \$25,000 of actual costs and expenses, which shall be supported by detailed documentation supplied to AGC by the Counties on a semi-annual basis.
 - If the advance of \$25,000 has been fully depleted in the manner indicated, then in that event AGC will continue to reimburse the Counties for additional actual costs and expenses supported by documentation on a semi-annual basis, up to a cap of an additional \$25,000 for a total expenditure by AGC of up to \$50,000 in all.
 - If the initial advance of \$25,000 is not depleted by reimbursable expenditures, the balance remaining shall be repaid to AGC by the Counties.
 - In the event that unexpected and extraordinary expenses greater than the \$50,000 cap arise for the Counties in fulfilling this agreement, then in that event the parties shall engage in good faith negotiations to determine reasonably how those expenses will be covered and paid for by the parties.

D. Groundwater Hydrogeology, Agricultural Practices, and Monitoring Plans

- 1. The Parties will support a two-year groundwater study organized and approved by WDNR starting in the calendar year 2019 to be conducted in the agricultural corridor study area. The goals of the study will include: a) Identifying the 3-dimensional distribution of water containing less than 10 mg/L nitrate accessible in sufficient quantity to supply private well owners in the agricultural corridor study area; b) Identifying the 3-dimensional distribution of water in the agricultural corridor study area that could be

expected to supply water for at least 25 years under present land use; and c) Confirmation or recommendations to revise/refine the existing WDNR potable well casing recommendations for the agricultural corridor study area; d) Identifying modeled scenarios that would define land use changes that may be helpful to achieve groundwater quality goals. The WDNR and AGC agree to work together to secure funds to cover the cost of the study estimated at \$225,000, and, if necessary, the Counties may be asked to contribute toward those costs. The groundwater study results will be made available to the public.

The Parties will support a farmer-led, two-year program starting in the calendar year 2019 to evaluate agricultural impacts on groundwater in the agricultural corridor study area. AGC and any other interested growers or associations will work with the WDNR and Counties to evaluate the impacts, if any, of current agricultural practices in the agricultural corridor study area on concentrations of nitrate in groundwater. This may involve groundwater monitoring networks installed upgradient and downgradient of row-crop fields to determine the impact of changes that may reduce the nitrogen loading to groundwater. Practice changes may include but are not limited to changes in crop rotations, reductions of total nitrogen applicated (accounting for all sources of nitrate), changes in the timing of applications, changes in irrigation scheduling, and the use of cover crops. Data from the program will be shared with the Counties and WDNR. Educational programs will be developed by the Counties and WDNR for residents in the agricultural corridor study area to describe the changes that are being made and the goal of the program. The producer-led groundwater program results will be made available to the public.

2. The Parties agree to develop and implement a long-term groundwater monitoring plan to investigate the status of groundwater beneath the agricultural corridor study area. The study design will be led by WDNR in consultation with the Counties and other state and federal agencies. The Parties agree to work together to secure funds to cover the cost of the long-term groundwater monitoring plan.

E. General Conditions

1. The Parties will each designate a representative to lead and coordinate implementation of this MOU, including communication, representation and participation.
2. WDNR will serve as a communication liaison to update the EPA as to the status of the Clean Drinking Water Plan. Monthly reports will be generated by AGC and sent to WDNR and the Counties for the first six (6) months of the program. The Parties will meet at least every month and will evaluate further reporting at the end of the first six (6) months. Such meetings may occur telephonically.
3. No Admission of Liability.
 - a. The Parties acknowledge that this executed MOU presents a reasonable and voluntary approach to providing clean drinking water for residents of the agricultural corridor study area.
 - b. All Parties understand, acknowledge and agree that this MOU is voluntarily entered and is not to be construed as an admission of any liability, responsibility or

7C

wrongdoing whatsoever on the part of any party or its owners, members, participants or employees, collectively or individually, and any and all such alleged liability is expressly denied and defenses expressly reserved.

4. Notice under this MOU shall be as follows:

- a. AGC: David A. Crass, Esq.
Michael Best & Friedrich LLP
P.O. Box 1806
Madison, WI 53701-1806
Phone: (608) 283-2267
Email: dacrass@michaelbest.com
 - b. Juneau County: David E. Lasker
Juneau County Corporation Counsel
200 Hickory Street
Mauston, WI 53948
Phone: (608) 847-9321
Email: dlasker@co.juneau.wi.us
 - c. Wood County: Sue Kunferman, Director
Wood County Health Department
Wood County River Block Building, 3rd Floor
111 W. Jackson Street
Wisconsin Rapids, WI 54495
Phone: (715) 421-8911
Email: skunferman@co.wood.wi.us
 - d. WDNR: Bruce Rheineck
Groundwater Section Chief
Wisconsin Department of Natural Resources
P.O. Box 7921
Madison, WI 53707-7921
Phone: (608) 266-2104
Email: bruced.rheineck@wisconsin.gov
5. This MOU is voluntary in nature and any party may withdraw from participation herein in the party's sole discretion and such withdrawal shall not affect the remaining parties' agreement to continue to perform hereunder or to terminate this MOU. All Parties understand, acknowledge and agree, that by entering into this MOU, WDNR does not waive its right to take any action authorized by law if WDNR determines such action is warranted with respect to groundwater or wells in the agricultural corridor. The Parties further agree that this MOU may be amended in the future as necessary to implement the Clean Water Plan, but such amendment shall only be effective in a writing signed by all parties then participating and agreeing to be so bound. WDNR will notify EPA of any amendment.
6. This MOU is effective as of the date of the final party to execute the MOU. The MOU will terminate on December 31, 2022.

- 7C
7. The Parties agree to meet monthly for the first six months following the effective date of this MOU to assess the implementation actions that have been completed and the actions that remain to be performed. The Parties will continue to meet on a routine basis after the first six-month period, but no less frequently than once every three months while this MOU is in effect. Such meetings can occur telephonically. Approximately six months prior to the expiration of the MOU, the Parties agree to reconsider whether the MOU should be continued or whether a revised MOU is advisable.
 8. By signing below, each signatory represents and warrants that he or she has the authority to enter into this MOU and to so bind the respective party. This may be executed in counterparts and as so executed shall constitute one agreement binding on the Parties. Delivery of an executed counterpart of this MOU by email or other electronic means will be equally as effective as delivery of a manually executed counterpart of this MOU.

[SIGNATURES ON FOLLOWING PAGE]

7C

IN WITNESS THEREOF and intending to be legally bound, the Parties have caused this MOU to be executed by signature of their duly authorized respective representatives. The Effective Date is the date the final party executes the MOU.

JUNEAU COUNTY, WISCONSIN

By: _____ Date: _____
Alan K. Peterson
Juneau County Board Chairman

WOOD COUNTY, WISCONSIN

By: _____ Date: _____
Sue Kunferman
Director of Wood County Health Department

WISCONSIN DEPARTMENT OF NATURAL RESOURCES

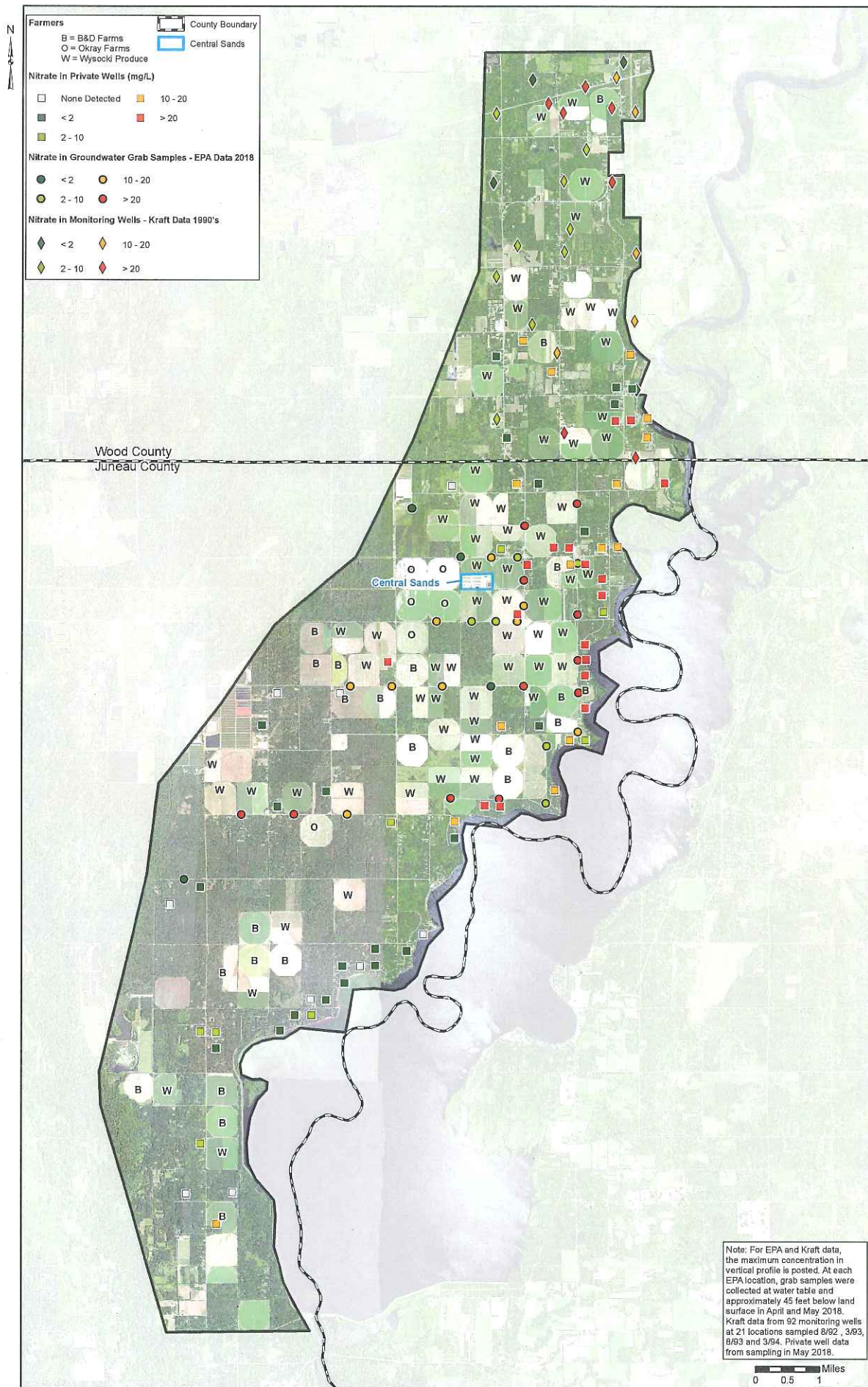
By: _____ Date: _____
Daniel L. Meyer, Secretary
Department of Natural Resources

ARMENIA GROWERS COALITION, LLC

By: _____ Date: _____
James Wysocki, Armenia Growers Coalition, LLC
Manager

EXHIBIT A

7C



August 22, 2018. Aerial imagery, NAIP 2015

7C

EXHIBIT B

ARMENIA GROWERS COALITION

GRANT OF ACCESS/ LICENSE AGREEMENT

[PROPERTY OWNER] his/hers/their heirs, successors, and assigns (the "Owner(s)"), hereby grants to ARMENIA GROWERS COALITION, LLC, its agents, contractors and plumbers, a right of reasonable access to enter upon the property located at _____, Wisconsin (the "Property"), for the purpose of inspecting the homeowner's well and associated plumbing to determine whether the infrastructure is sufficient for installation of a reverse osmosis or similar water treatment system, and, if so, for the installation of a water treatment system. The Owner(s) also consents to the performance of all activities reasonably related to the above-listed activities.

This Grant of Access and License Agreement and its conditions shall run with the property and bind current and subsequent owners and lessees of the Property until expiration. This Grant of Access and License Agreement, its terms and conditions, shall be effective from the date of signature, and shall continue for twelve months after the installation of the water treatment system. Armenia Growers Coalition shall provide Owner with at least 24 hours' advance notice prior to access. This notice can be via telephone.

In return for this license, Armenia Growers Coalition, LLC agrees to promptly provide Owner with the results of all testing completed, conduct itself in a professional and skillful manner, and to repair any damage to the residence and otherwise reasonably restore the Property to its condition prior to access by the Coalition or its agents, contractors and plumbers.

Dated this _____ day of _____, 2018.

PROPERTY OWNER

Printed Name: _____

Signature: _____

Address where
access is granted: _____

ARMENIA GROWERS COALITION, LLC

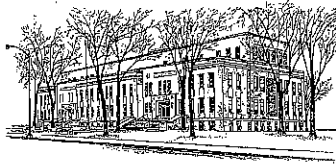
By: _____

Name: _____

Title: _____

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 18 - XX

DATE: December 18, 2018

INTRODUCED BY: Executive Committee

SYNOPSIS: Resolution Approving the Memorandum of Understanding between Juneau County, Wood County, the Wisconsin Department of Natural Resources, and the Armenia Growers Coalition, L.L.C.

WHEREAS, Juneau County and Wood County (jointly referred to as "the Counties") have tested more than 100 private residential wells in the Counties and found many of the wells produced water exceeding of the state drinking water standard of 10 mg/L for nitrate; and

WHEREAS, the United States Environmental Protection Agency ("EPA") conducted testing at 5 private residential wells west of Peterwell Lake in northeast Juneau County and found elevated levels of nitrates in samples taken from those wells; and

WHEREAS, the Juneau County Health Department and the Juneau County Land and Water Resources Department, under the direction of Health Officer Barbara Theis and County Conservationist Matt Komiskey, respectively, have been working arduously to assess the nature and extent of the existing problem and to develop proposed actions to be taken, all in conjunction with the Wisconsin Department of Natural Resources ("WDNR") and the EPA; and

WHEREAS, the Armenia Growers Coalition, L.L.C. ("AGC") was formed to represent three of the largest of the many farming operations in the agricultural corridor that is west of the Wisconsin River, south of Port Edwards, north of Necedah, and east of several state natural and wildlife areas; and

WHEREAS, AGC, in receipt of the aforementioned testing results, has voluntarily coordinated and collaborated with the Counties on a response effort to offer residents bottled drinking water and an in-home point-of-use water treatment system if wells in the affected agricultural corridor test above 10 mg/L for nitrate (referred to as "the Clean Drinking Water Plan"); and

WHEREAS, the Counties and WDNR have agreed to collaborate with AGC on further investigation of the nature and extent of the problem in the agricultural corridor, including Groundwater Hydrogeology, Agricultural Practices and Monitoring Plans, and to collaborate on implementation of the Clean Drinking Water Plan; and

WHEREAS, the Counties, WDNR, and AGC have negotiated and agreed to a proposed Memorandum of Understanding ("MOU") as a basic vehicle for proceeding to work together toward the joint aims of the parties and to promote the best interests of the residents of the Counties who may be affected by the problem; and

WHEREAS, a true copy of the proposed MOU, in its entirety, is attached to this Resolution, and the document is now endorsed by the all the parties, including the management and governing committees of the Juneau Department of Health and the Juneau County Land and Water Resources Department; and

WHEREAS, the federal EPA is greatly concerned about the problem confronted by residents of the Counties, has closely monitored the progress of the negotiations and ultimate agreement between the parties, and has indicated its willingness to allow the MOU to be adhered to by all parties in lieu of taking any further enforcement action within its jurisdiction at this time so as to reach an effective resolution to the problem by mutual cooperation and as promptly and efficiently as possible; and

7C

WHEREAS, the MOU would be in the best interests of the Counties and their residents because it would facilitate the necessary water testing, analysis, and responsive action to address the problem effectively in the immediate term and ultimately on a more long-term and lasting basis at the least cost to the Counties because of the substantial costs to be paid for by AGC under the MOU;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does approve the attached Memorandum of Understanding and authorize County Board Chairperson Alan K. Peterson to duly execute the document, as the official act of Juneau County.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON DECEMBER 18, 2018.

EXECUTIVE COMMITTEE

Alan K Peterson, Chairperson

Michael Kelly

Lynn Willard

Adopted by the County Board of Supervisors of
Juneau County on December 18, 2018

Terri L. Treptow, Juneau County Clerk



Dear Juneau or Wood County Resident,

We are contacting you on behalf of the Juneau County and Wood County Health Departments to inform you of water quality issues in the community and to request your participation in a free water sampling program.

Juneau and Wood Counties are aware that recent tests of some private wells in this area indicate levels of nitrates above the drinking water standard. For information on the health risks of elevated nitrates in groundwater, please see the attached brochures from the Wisconsin Department of Health Services and the Wisconsin Department of Natural Resources.

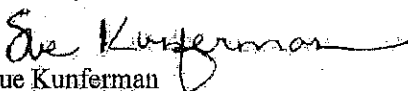
If you obtain your drinking water from a private well on your property, we encourage you to have your water tested for nitrates. The Armenia Growers Coalition (AGC) is offering a free water sampling and testing service in the coming weeks through a partnership with environmental consultants AECOM and a laboratory, Northern Lake Service, Inc.

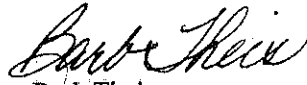
To have your drinking water tested at no cost to you, please fill out and return, using the included stamped and addressed envelope, the attached survey and consent form within two weeks. After receiving the form, AECOM and Northern Lake Service, Inc. will collect a sample of well water from an outdoor spigot on your property between the hours of 8:00 a.m. and 6:00 p.m., Monday through Friday in the coming weeks. Your presence is not required for the sampling to occur, but please be sure the water is turned on to the spigot. Results of the sampling will be promptly communicated to you, and any property with results that exceed the drinking water standard for nitrates will be provided an immediate offer of clean drinking water and an in-home Water Treatment System.

The Counties are committed to identifying the scope of nitrate impacted groundwater in the area and finding a lasting solution to provide our residents with safe drinking water. Your cooperation with this drinking water sampling effort is a key component to this process.

If you have any further questions regarding the water sampling and testing service, please contact AECOM at (715) 342-3005. For all health related questions, please feel free to call or email your Health Department contact listed below.

Sincerely,


Sue Kunferman
Wood County Health Department
(715) 421-8911
skunferman@co.wood.wi.us


Barb Theis
Juneau County Health Department
(608) 847-9373
btheis@co.juneau.wi.us



SURVEY FOR DRINKING WATER SAMPLING

Please complete the following questions to the best of your knowledge.

- 1) Please list the address of your property:

- 2) Does this property contain a well that serves as a source of drinking water for human consumption? (Yes / No)

If you answered Yes to Question #2 above, please continue to answer specific questions regarding the well below.

- 3) Please describe where the well is located on the property (include a map or sketch, if available).

- 4) Is there a working outdoor spigot located on the property associated with the well and if so, where is the spigot located (include a map or sketch, if available)?

- 5) If there is not a working outdoor spigot on your property, would you like to be contacted to arrange a time to sample water from inside your residence? (Yes / No / NA)

If so, please list a phone number, email, or address to contact: _____

- 6) What is your unique well number? (located on the well itself) _____

- 7) How deep is your well? _____ How deep is the casing on your well? _____

- 8) When was your well constructed? _____

- 9) Does your well have an existing water treatment system such as reverse osmosis or a water softener? Please explain.

- 10) If you described a water treatment system in Question #9, does the water treatment system connect to the outdoor spigot referenced in Question #4? (Yes / No)



7C

CONSENT AND GRANT OF ACCESS FOR WATER SAMPLING AND RELEASE OF
SAMPLING RESULTS

_____, (PROPERTY OWNER), on behalf of hers/his/their heirs, successors, and assigns (the "Owner(s)"), hereby grant to Juneau and Wood County Health Department, its agents, contractors, and partners AECOM and Northern Lakes Services, Inc., a right of reasonable access to enter upon the property located at:

_____, Wisconsin (the "property"), for purposes of obtaining a water sample from the Owner(s)' well. The Owner(s) also consents to the performance of all activities reasonably related to the above-listed activities, including the public availability and disclosure of water sampling results and location data specific for the well sample.

This Authorization and Grant of Access for Water Sampling and its conditions shall be effective from the date of signature and shall continue to twelve months, unless voluntarily extended by Owner(s).

In return for this Authorization and Grant of Access, Juneau and Wood Counties, its agents, contractors, and partners AECOM and Northern Lakes Services, Inc. agree to promptly provide the Owner(s) with the results of all testing completed, conduct themselves in a professional and skillful manner, and to repair any damage to the residence and otherwise reasonably restore the Property to its condition prior to access by the Counties, their agents, contractors or partners.

Dated this _____ day of _____, 2018.

PROPERTY OWNER

Printed Name: _____

Signature: _____

Address where
access is granted: _____

DRAFT
Wood County, Wisconsin
LAND INFORMATION PLAN
2019 – 2021



Wood County Land Information Office
400 Market Street, 2nd Floor | Wisconsin Rapids, WI 54494
(715) 421-8469
www.co.wood.wi.us

CONTENTS

EXECUTIVE SUMMARY	3
1 INTRODUCTION	4
2 FOUNDATIONAL ELEMENTS	7
PLSS.....	8
Parcel Mapping.....	11
LiDAR and Other Elevation Data	14
Orthoimagery.....	15
Address Points and Street Centerlines.....	16
Land Use	18
Zoning.....	19
Administrative Boundaries.....	20
Other Layers	22
3 LAND INFORMATION SYSTEM.....	24
Public Access and Website Information	28
4 CURRENT & FUTURE PROJECTS	30
Project Plan to Maintain Searchable Format (Benchmarks 1 & 2).....	31
Project Plan for PLSS (Benchmark 4)	32
Project #1: 2020 Orthophotography Acquisition	34
Project #2: Parcel Fabric Maintenance and Accuracy Improvements	35
Project #3: Indexing of Non-Recorded Documents by Geography	35
Project #4: Hydrographic Layer Improvement	36
Project #5: NG911	36
Project #6: ROD System Upgrades	37
Project #7: GIS Website, Data Hosting Services, Software and Hardware Maintenance	38
Project #8: Research and Mapping Right-of-Ways	38
Project #9: Historical Tax Roll Scanning.....	39
Ongoing Costs Not Associated With a Specific Project.....	40

EXECUTIVE SUMMARY

About this Document. This document is a land information plan for Wood County prepared by the land information officer (LIO) and the Wood County land information council. Under state statute 59.72(3)(b), a “**countywide plan for land records modernization**” is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land records modernization in order to improve the efficiency of government and provide improved government services to businesses and county residents.

WLIP Background. The WLIP, administered by the Wisconsin Department of Administration, is funded by document recording fees collected by register of deeds at the county-level. In 2018, Wood County was awarded \$58,120 in WLIP grants and retained a total of \$92,880 in local register of deeds document recording fees for land information.

This plan lays out how funds from grants and retained fees will be prioritized. However, as county budgets are determined on an annual basis with county board approval, this plan provides estimated figures that are subject to change and are designed to serve planning purposes only.

Land Information in Wood County. Land information is central to county operations, as many essential services rely on accurate and up-to-date geospatial data and land records. A countywide land information system supports economic development, emergency planning and response, and a host of other citizen services. The Wood County land information system integrates and enables efficient access to information that describes the physical characteristics of land, as well as the property boundaries and rights attributable to landowners.

Mission of the Land Information Office. Eliminate or reduce redundancy through the coordination and modernization of existing services provided by and between departments and agencies participating in the program; Develop an efficient delivery system for products and services offered to the public, and; Improve the quality of products and services offered to the public.

Land Information Office Projects. To realize this mission, in the next three years, the county land information office will focus on the following projects:

Wood County Land Information Projects: 2019-2021

Project #1	PLSS Monumentation
Project #2	2020 Orthophotography
Project #3	Register of Deeds System Upgrades
Project #4	Document Imaging
Project #5	Hydrographic Layer Improvement
Project #6	NG911

The remainder of this document provides more details on Wood County and the WLIP, summarizes current and future land information projects, and reviews the county's status in completion and maintenance of the map data layers known as Foundational Elements.

1 INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county register of deeds document recording fees collected from real estate transactions would be devoted to land information through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the land information plan is to meet WLIP requirements and aid in county planning for land records modernization.

The WLIP and the Land Information Plan Requirement

In order to participate in the WLIP, counties must meet certain requirements:

- Update the county's land information plan at least every three years
- Meet with the county land information council to review expenditures, policies, and priorities of the land information office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Coordinate the sharing of parcel/tax roll data with the Department of Administration in a searchable format determined by DOA under s. 59.72(2)(a)

LAND INFORMATION

Any physical, legal, economic or environmental information or characteristics concerning land, water, groundwater, subsurface resources or air in this state.

'Land information' includes information relating to topography, soil, soil erosion, geology, minerals, vegetation, land cover, wildlife, associated natural resources, land ownership, land use, land use controls and restrictions, jurisdictional boundaries, tax assessment, land value, land survey records and references, geodetic control networks, aerial photographs, maps, planimetric data, remote sensing data, historic and prehistoric sites and economic projections.

— Wis. Stats. section 59.72(1)(a)

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan.

Act 20 and the Statewide Parcel Map Initiative

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has made funding available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel/tax roll dataset improvement.

For Strategic Initiative grant eligibility, counties are required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—were determined through a participatory planning process. Current benchmarks are detailed in the WLIP grant application, as will be future benchmarks.

WLIP Benchmarks (For 2016-2018 Grant Years)

- Benchmark 1 & 2 – Parcel and Zoning Data Submission/Extended Parcel Attribute Set Submission
- Benchmark 3 – Completion of County Parcel Fabric
- Benchmark 4 – Completion and Integration of PLSS

More information on how Wood County is meeting these benchmarks appears in the Foundational Elements section of this plan document.

County Land Information System History and Context

The Wood County Land Information Office (WCLIO) was officially formed through County Board resolution #90-8-8 on August 21, 1990. The WCLIO was originally set up under the jurisdiction of the General Claims Committee, with the Wood County Register of Deeds named as the contact person. However with the passage of Resolution #92-6-8 on June 16, 1992, the WCLIO was moved to the Wood County Planning and Zoning Office with the Planning and Zoning Committee as the oversight committee. WCLIO has retained this structure ever since.

The first 15 years of the Land Records Modernization Program (1991 – 2006) focused on establishing the foundation on which much of the program's future would be built off of. During this time the County purchased Geographic Information System (GIS) software, established the staff positions of the Land Information Officer, and the Geographic Information System Specialist, and began developing foundational GIS data layers. In the early years of land records modernization much of the focus was on project prioritization, needs assessments and data creation. The end of this period had many quantifiable achievements that involved significant advances in the County Geographic Information System. Of particular note was 2005, which saw the "completion" of digital parcel mapping, the first digital aerial photography acquisition and the ArcIMS Interactive GIS Map and Property Tax Data application launched.

Since 2005, much of the focus in land records modernization has been on maintaining and improving the quality of GIS information, acquiring new data (e.g. LiDAR), implementing digital imaging projects, and integrating/linking records from departments and agencies, and developing ways to improve public access to records through web applications.

From the inception of the Land Records Modernization Program, the goals have remained relatively the same; however the objectives have continually been updated as a means to achieve the goals. The objectives have changed from a focus on technical issues and data creation in the early years of the program; to maintaining, sharing, publishing, and utilizing data for decision making in recent years.

County Land Information Plan Process

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. The 2019-2021 plan, completed at the end of 2018, is the second post-Act 20 required update.

Plan Participants and Contact Information

Another requirement for participation in the WLIP is the county land information council, established by legislation in 2010. The council is tasked with reviewing the priorities, needs, policies, and expenditures of a land information office and advising the county on matters affecting that office.

According to s. 59.72(3m), Wis. Stats., the county land information council is to include:

- Register of Deeds
- Treasurer
- Real Property Lister or designee
- Member of the county board
- Representative of the land information office
- A realtor or member of the Realtors Association employed within the county
- A public safety or emergency communications representative employed within the county
- County surveyor or a registered professional land surveyor employed within the county
- Other members of the board or public that the board designates

The land information council must have a role in the development of the county land information plan, and DOA requires county land information councils to approve final plans.

This plan was prepared by the county LIO, the Wood County Land Information Council, and others as listed below.

Wood County Land Information Council				
Name	Title	Affiliation	Email	Phone
* Justin Conner	Land Records Coordinator	Wood County Planning and Zoning	jconner@co.wood.wi.us	715-421-8469
* Kevin Boyer	County Surveyor	Wood County Surveyor	kboyer@co.wood.wi.us	715-421-8528
* Nanci Marti	Real Property Lister	Wood County Treasurer's Office	nmarti@co.wood.wi.us	715-421-8479
* Kenneth A Curry	County Board Member	Wood County Board	wcdistrict11@co.wood.wi.us	715-459-3392
* Tiffany Ringer	Register of Deeds	Wood County Register of Deeds Office	tringer@co.wood.wi.us	715-421-8455
* Brian Spranger	Realtor	First Weber	bsprangerb@firstweber.com	715-572-7117
* Lori Heideman	Dispatch Manager	Wood County Dispatch Center	lheideman@co.wood.wi.us	715-421-8668
* Heather Gehrt	Treasurer	Wood County Treasurer's Office	hgehrt@co.wood.wi.us	715-421-8482
* Allen Breu	Town of Marshfield Chair	Town of Marshfield	breutown@frontier.com	715-387-4222

2 FOUNDATIONAL ELEMENTS

Counties must have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP Foundational Elements. Foundational Elements incorporate nationally-recognized "Framework Data" elements, the major map data themes that serve as the backbone required to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, this plan places priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county's use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

FOUNDATIONAL ELEMENTS

PLSS
Parcel Mapping
LiDAR and Other Elevation Data
Orthoimagery
Address Points and Street Centerlines
Land Use
Zoning
Administrative Boundaries
Other Layers

PLSS

Public Land Survey System Monuments

Layer Status

PLSS Layer Status

	Status/Comments
Number of PLSS corners (selection, 1/4, meander) set in original government survey that can be remonumented in your county	• 2,615
Number and percent of PLSS corners capable of being remonumented in your county that have been remonumented	• 2,615 (100%)
Number and percent of remonumented PLSS corners with survey grade coordinates (see below for definition) <ul style="list-style-type: none"> • SURVEY GRADE – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision • SUB-METER – point precision of 1 meter or better • APPROXIMATE – point precision within 5 meters or coordinates derived from public records or other relevant information 	• 2,615 (100%)
Number and percent of survey grade PLSS corners integrated into county digital parcel layer	• 2,615 (100%)
Number and percent of non-survey grade PLSS corners integrated into county digital parcel layer	• 0
Tie sheets available online?	• Yes http://opendata.woodcogis.com/pages/survey-records
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values)	• 100%
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values) and a corresponding URL path/hyperlink value in the PLSS geodatabase	• 100%
PLSS corners believed to be remonumented based on filed tie-sheets or surveys, but do not have coordinate values	• 0
Approximate number of PLSS corners believed to be lost or obliterated	• 0
Which system(s) for corner point identification/numbering does the county employ (e.g., the Romportl point numbering system known as Wisconsin Corner Point Identification System, the BLM Point ID Standard, or other corner point ID system)?	• Romportl point numbering system known as Wisconsin Corner Point Identification System
Does the county contain any non-PLSS areas (e.g., river frontage long lots, French land claims, private claims, farm lots, French long lots, etc.) or any special situations regarding PLSS data for tribal lands?	• No
Total number of PLSS corners along each bordering county	• 241
Number and percent of PLSS corners remonumented along each county boundary	• 241 (100%)
Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates	• 241 (100%)
In what ways does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	• Yes, The Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates. These are accessible to the surveying community at the following link: http://opendata.woodcogis.com/

Custodian

- County Surveyor in conjunction with the Land Information Office

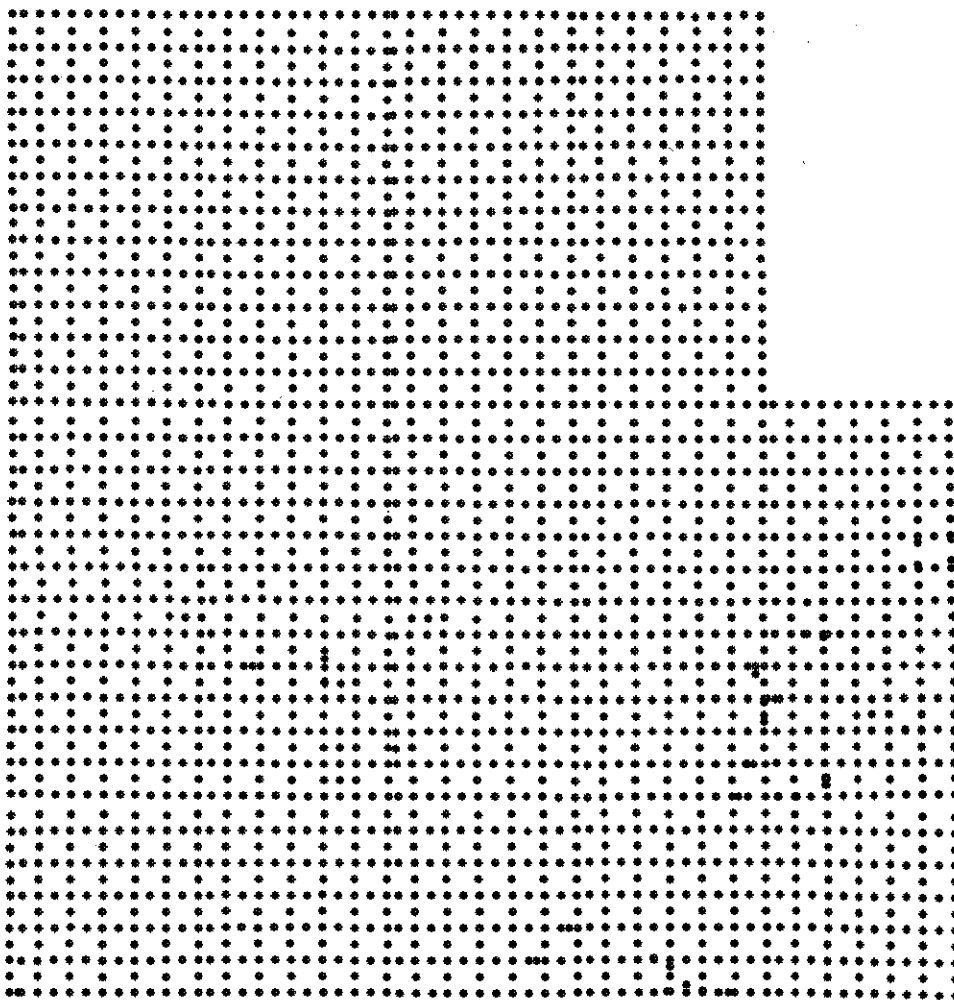
Maintenance

- Ongoing maintenance of the PLSS will be accomplished through a planned, long-term program with the goal of occupying each corner every 10 to 15 years, depending on location, condition, and other significant factors(e.g. road construction).

Standards

- Statutory Standards for PLSS Corner Remonumentation
 - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
 - s. 60.84, Wis. Stats. Monuments.
 - ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
 - ch. A-E 7.06, Wis. Admin. Code, Measurements.
 - s. 236.15, Wis. Stats. Surveying requirement.
- SURVEY GRADE standard from Wisconsin County Surveyor's Association:
 - **SURVEY GRADE** – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision

Survey Grade PLSS Corners



Other Geodetic Control and Control Networks

High Accuracy Reference Network (HARN)

Layer Status

- Wood County completed a densification from stations within the Wisconsin High Accuracy Reference Network (HARN) in 1995 with the assistance of a WLIP grant. In total, 104 monuments are included in this network: 12 - 16" dia. x 5' deep concrete monuments built to DOT specifications; 5 NGS monuments that were already in existence; 75 - 6" dia. x 7' deep concrete and steel monuments designed by our local surveyors; and 12 section corner monuments, all of which are Harrison or Waupaca Foundry cast iron.

Custodian

- County Surveyor in conjunction with the Land Information Office

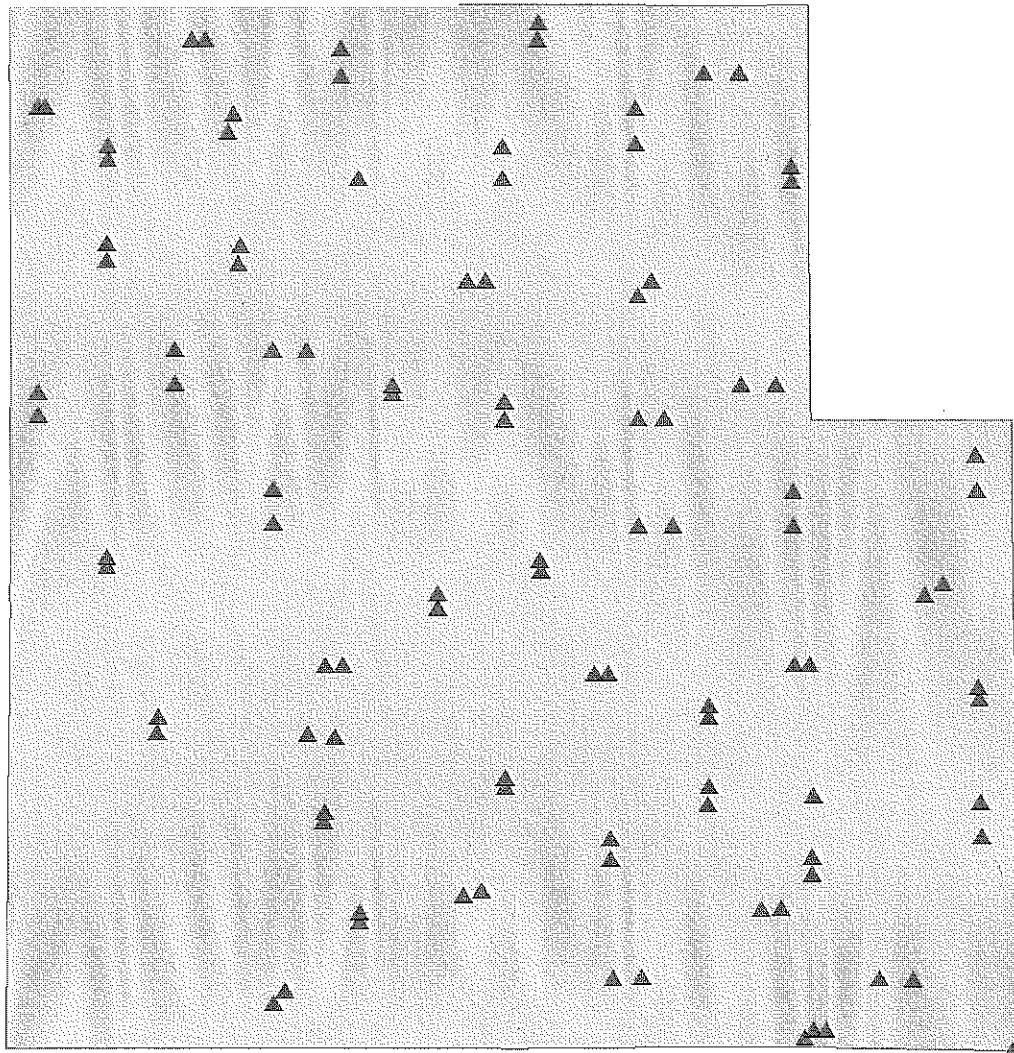
Maintenance

- None

Standards

- The Wood County geodetic network was developed with three levels of accuracy, and complies with the WLIP Specifications and Guidelines to Support Densification of the Wisconsin High Accuracy Reference Network (HARN) Using Global Positioning System (GPS) Technology - June, 1995.

Geodetic Control Network



Parcel Mapping

Parcel Geometries

Layer Status

Layer Status

	Status/Comments
Progress toward completion/maintenance phase	In Wood County, 100% of the county's parcels are available in a commonly-used digital GIS format.
Coordinate System / Authority / WKID	NAD_1983_HARN_WISCRS_Wood_County_Feet ESRI 103471
Projection /Datum / Spheroid	Lambert Conformal Conic D_North_American_1983_HARN GRS_1980
Integration of tax data with parcel polygons	Tax and assessment attributes are maintained by the Real Property Lister (RPL). The parcel geometry is joined to the County tax database using a parcel identification number (PIN).
Esri Parcel Fabric/LGIM Data Model	The county has used the ESRI Parcel Fabric Data Model since 2016
Online Parcel Viewer Software/App	ESRI Web AppBuilder for ArcGIS (custom) – In-house
Unique URL path for each parcel record	Tax System: <a href="https://propertytax.co.wood.wi.us/gcswbportal/Search.aspx?parcelnumber=<value>">https://propertytax.co.wood.wi.us/gcswbportal/Search.aspx?parcelnumber=<value> Map: <a href="http://gis.co.wood.wi.us/Land-Records-Viewer/index.html?find=<value>">http://gis.co.wood.wi.us/Land-Records-Viewer/index.html?find=<value>

Custodian

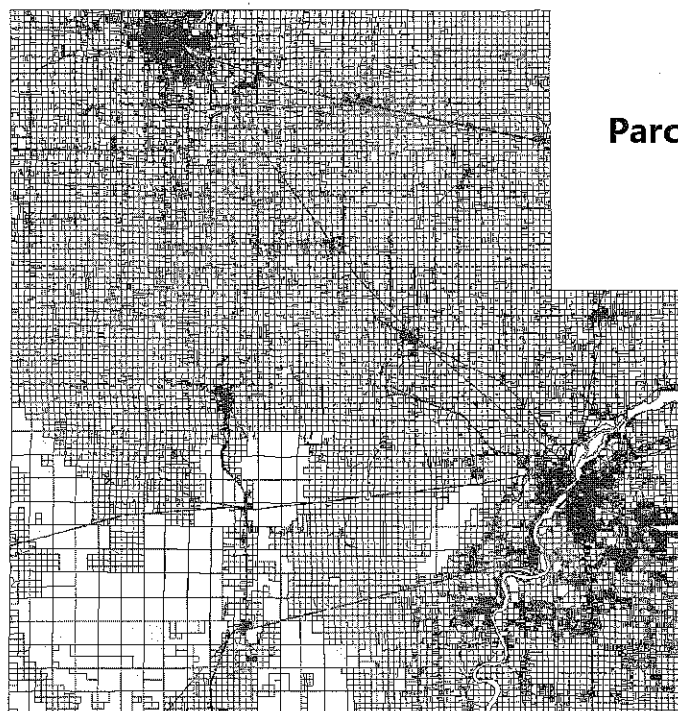
- Land Records Coordinator and Real Property Lister

Maintenance

- Parcel mapping is a top priority. Parcel geometry and attributes are edited as soon as possible after recording of the source documents. The database is archived on an annual basis.

Standards

- The only attribute in the parcel geometry maintained by Wood County is a parcel identification number (PIN) that links up to the County tax database. All parcels have a PIN, but the parcel cannot be located on the Public Land Survey System because the PIN is not structured as a geo-locator.



Parcel Geometries

Assessment/Tax Roll Data

Layer Status

Layer Status

	Status/Comments
Progress toward completion/maintenance phase	NA
Tax Roll Software Vendor Name	GCS Land Records Management Software
Municipal Notes	NA

Custodian

- County Treasurer and Real Property Lister

Maintenance

- **Maintenance of the Searchable Format standard:** To maintain the Searchable Format standard, the county will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.
- **Searchable Format Workflow:** The county maintains parcel/tax roll data in the Searchable Format or close enough to the Searchable Format that little to no human labor is required for the annual submission of parcel/tax roll data to DOA.

Standards

- s. 73.03(2a), Wis. Stats. Department of Revenue (DOR) – Powers and duties defined. Department of Revenue Property Assessment Manual – Chapter 5 and DOR format standard requested by DOR for assessment/tax roll data
- s. 59.72(2)(a), Wis. Stats. Presence of all nine “Act 20” attributes
- s. 59.72(2)(a), Wis. Stats. Crosswalk of attributes

Wood County Web Portal
Welcome to the Wood County, Wisconsin Web Portal.

Enter your search criteria and click Search to view a list of results.

Search By: **Property** Reset Search | Hide Search

Property Type <input checked="" type="radio"/> Real Estate / <input type="radio"/> Personal Property		Owner Last Name: <input type="text"/> First Name: <input type="text"/>	
Parcel Numbers Parcel #: <input type="text"/> Alt. Parcel #: <input type="text"/>		Owner Status: Current Owners/Co-owners	
Property Address Address #: <input type="text"/> Street Name: <input type="text"/> Prefix Dir.: <input type="text"/>		Type: <input type="text"/> Suffix Dir.: <input type="text"/>	
Public Land Survey Section: <input type="text"/> Township: <input type="text"/> Range: <input type="text"/> 40% <input type="text"/> 100%		Other Municipality: <input type="text"/> Include: <input checked="" type="checkbox"/> Current Properties <input checked="" type="checkbox"/> Historical Properties	
<input type="button" value="Search For Properties"/>			

Public Web Portal to Search Tax and Assessment Data

ROD Real Estate Document Indexing and Imaging

Layer Status

Layer Status

	Status/Comments
Grantor/Grantee Index	In process of back indexing. Deeds and miscellaneous recorded are indexed to approximately 1930. Mortgages are back indexed to approximately 1976. All this relates to our computer system, i.e., iDoc via Fidar Technologies. We have paper grantor/grantee indexes from the beginning (1856).
Tract Index	PLSS based – Computer tract goes back to August 1, 1999. Paper tract available from beginning 1856. Tract books are scanned into the computer system.
Imaging	Not imaged are lis pendens, corporate records as well as 30+ year old mortgages.
ROD Software/App and Vendor Name	Fidar Laredo/Tapestry

Custodian


- County Register of Deeds

Maintenance

- New documents are recorded, scanned and indexed daily.

Standards

- s. 59.43, Wis. Stats. Register of deeds; duties, fees, deputies.
- ch. 706, Wis. Stats. Conveyances of real property; Recording; Titles.

 PRINTS SEARCH RESULTS Print Save Search Reset Display Hide Line Hide Document Restore SAVED SEARCHES USER NEWS SUPPORT/LINKS PUBLIC LOGIN	Drag a column header here to group by that column							
	Criteria: End Date: 01/01/1990 S: 16 T: 22 R: 6							
	1	SIEWERTS ADDITION	GRANTOR	241132	PLAT	12/13/1945 4:00:00 PM	Multiple Legals: See Record	TR1276 TI
	2	EAST VIEW ADDITION	GRANTOR	252665	PLAT	8/14/1947 1:30:00 PM	Multiple Legals: See Record	TR1205 TI
	3	WAGNERS ADDITION	GRANTOR	254181	PLAT	11/7/1947 9:50:00 PM	Multiple Legals: See Record	TR1285 TI
	4	RENTZ ADDITION	GRANTOR	373263	PLAT	6/3/1949 4:45:00 PM	Multiple Legals: See Record	TR1216 TI
	5	1	GRANTOR	416605	CERTIFIED SURVEY MAP	3/29/1957 1:30:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	377MR075 AOC
	6	JOHNSON, IRENE	GRANTOR	416605	CERTIFIED SURVEY MAP	3/29/1957 1:30:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	377MR075 AOC
	7	JOHNSON, JULIUS	GRANTOR	416605	CERTIFIED SURVEY MAP	3/29/1957 1:30:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	377MR075 AOC
	8	NOVAK, EDMOND R	GRANTOR	416605	CERTIFIED SURVEY MAP	3/29/1957 1:30:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	377MR075 AOC
	9	PUBLIC	GRANTEE	416605	CERTIFIED SURVEY MAP	3/29/1957 1:30:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	377MR075 AOC
	10	GETZLAFF SUBDIVISION	GRANTOR	421071	PLAT	1/6/1958 4:15:00 PM	Multiple Legals: See Record	Multi Assoc Docs
	11	PARK LAWN ADDITION	GRANTOR	421846	PLAT	3/6/1958 2:30:00 PM	Multiple Legals: See Record	TR1252 TI
	12	KRUGERS ADDITION	GRANTOR	422304	PLAT	4/8/1958 8:30:00 AM	Multiple Legals: See Record	TR1224 TI
	13	17	GRANTOR	426485	CERTIFIED SURVEY MAP	12/4/1958 2:52:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	314MR515 AFF
	14	GILBERTSON, EDWARD G	GRANTOR	426485	CERTIFIED SURVEY MAP	12/4/1958 2:52:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	314MR515 AFF
	15	GILBERTSON, FRANCES	GRANTOR	426485	CERTIFIED SURVEY MAP	12/4/1958 2:52:00 PM	S:16 T:22 R:6 Q:Q: NW Q:SW	314MR515 AFF

Laredo Document Search

LiDAR and Other Elevation Data

LiDAR

Layer Status

Layer Status

Status/Comments	
Acquisition date	March 2015
Accuracy	<p>A comparison of the ground survey versus LiDAR model values indicates a vertical root mean square error (RMSEz) of 0.399 feet. This is well within the FEMA specified vertical accuracy tolerance of 0.61 feet. RMSEz varies depending on land cover:</p> <p>RMSEz - Urban: 0.110 US Survey Feet RMSEz - Low Grass: 0.139 US Survey Feet RMSEz - Tall Grass: 0.319 US Survey Feet RMSEz - Low Trees: 0.322 US Survey Feet RMSEz - Tall Trees: 0.397 US Survey Feet</p> <p>Ground truth survey results report: http://lidar.woodcogis.com/Metadata/LiDAR%20Ground%20Truth%20Survey.pdf</p>
Nominal pulse spacing	1 meter
Next Planned Acquisition Year	2030
LiDAR Data Download	http://gis.co.wood.wi.us/datadistribution/index.html
Available Layers	<p>Generated by Contractor</p> <p>2 foot contour shapefiles Bare Earth LAS Point Cloud LAS Breaklines Digital Elevation Model DEM Digital Terrain Model DTM Digital Surface Model DSM Intensity Images</p>

Custodian

- Land Records Coordinator

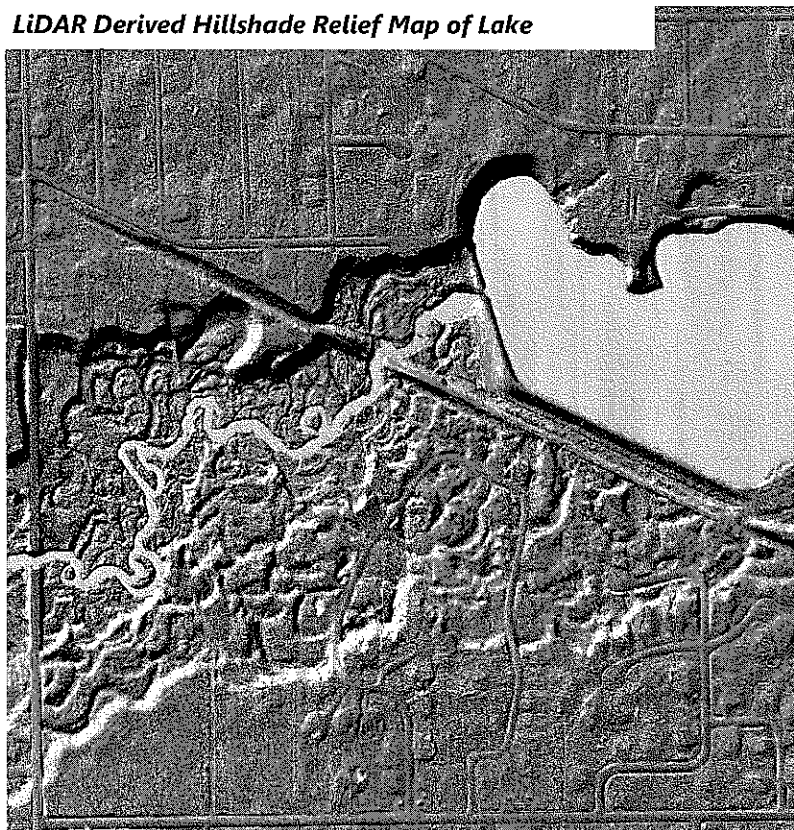
Maintenance

- LiDAR data is not actively maintained or updated. The next project likely would not happen until at least 2030.

Standards

- FEMA vertical accuracy standard

LiDAR Derived Hillshade Relief Map of Lake



Orthoimagery

Color Infra-red (IR) Digital Orthoimagery

Layer Status

Layer Status

Status/Comments	
Acquisition date	March 2015
Resolution	6 inch
Standard	ASPRS Class II horizontal accuracy specifications at 1" = 100' map scale. The horizontal accuracy meets or exceeds 2.0 feet RMSE using the National Standards for Spatial Data Accuracy (NSSDA) standards.
Next Planned Acquisition Year	2020
WROC	Confirmed participating in WROC 2020
Data Download	http://gis.co.wood.wi.us/datadistribution/index.html

Custodian

- Land Records Coordinator

Maintenance

- None



Historic Orthoimagery

Layer Status

- Wood County, like most other counties has a wide variety of historic aerial imagery dating as far back as the mid-thirties. The most comprehensive list of historic aerial imagery can be found on the Wisconsin State Cartographer's Office (SCO) website. The website allows users to search any county in Wisconsin for imagery, and submit updates or revisions to the index if necessary. Most of the historic imagery for Wood County is not in a digital format that is usable in the GIS. Wood County does not have the original film or images for most of the historic aerial imagery because the County did not commission the acquisition of the imagery.

The first time that Wood County contracted to have the entire County flown was in 2005. This 18" black and white project was part of a consortium coordinated by the North Central Wisconsin Regional Planning Commission. Five years later the County acquired 18" color digital orthophotography through the Wisconsin Regional Orthophotography Consortium (WROC).

Custodian

- Land Records Coordinator

Other Types of Imagery

- **Satellite Imagery.** Wood County has never acquired satellite imagery, but may consider it in the future. Future consideration of purchasing satellite imagery is dependent on technological advances and a cost/benefit analysis of purchasing it compared to traditional orthophotography.
- **Oblique Aerial Imagery.** In recent years there has been a some interest for oblique aerial imagery in Wood County. Most of the interest has been from law enforcement agencies, emergency responders, and municipalities. Given the rural nature of Wood County, we don't feel there is justification for WLIP investment in oblique aerial imagery.

Address Points and Street Centerlines

Address Point Data

Layer Status

- Site Address points exist for all known addressed structures located within the county. Coordinating the collection of new and changed addresses across the County is a challenge. Wood County Emergency Management Agency (EMA) manages addresses for most towns, and some villages. The County works with municipalities that it does not issue addresses for, to update the site address database that is used for a variety of applications including emergency dispatch. Municipalities managing their own addresses include the Town of Grand Rapids, villages of Biron, Rudolph, Milladore, and Port Edwards along with the cities of Wisconsin Rapids, Marshfield and Pittsville.
- Address points are mapped to the driveway and then adjusted to the structure after each round of aerial photography.

Custodian

- Wood County Emergency Management Agency
- Land Records Coordinator
- Municipal addressing authorities

Maintenance

- Site address points are mapped when notified of changes or new addresses.

Standards

- Meet the requirements of e911 dispatch

Street Centerlines

Layer Status

- All public and private street and highway centerlines are mapped for the County.
- Centerline data is fully populated with address ranges, street name, municipality, zip codes, etc. to support e911 geocoding.
- The centerlines are used to create street maps and other base maps, and are an integral component of the emergency response system

Custodian

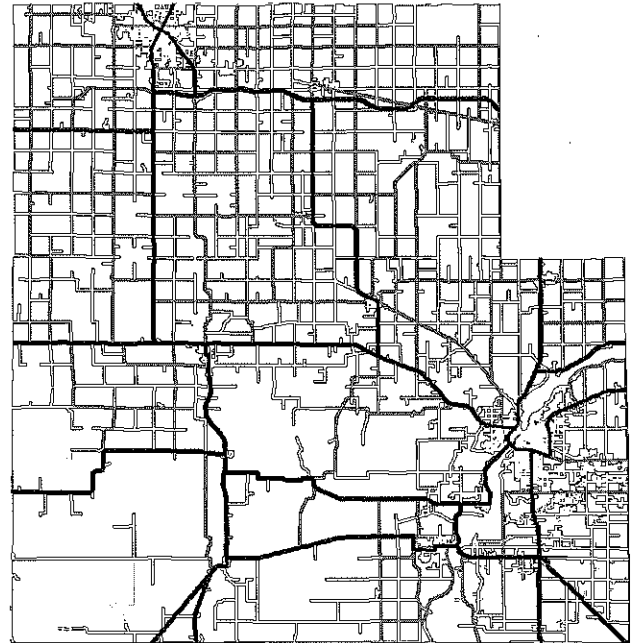
- Land Records Coordinator

Maintenance

- Data is updated as new information is made available

Standards

- Meet the requirements of e911 dispatch.



Street Centerlines

Rights of Way

Layer Status

- Approximate right-of-way is available for all townships and villages in Wood County. A comprehensive determination of right-of-way ownership and transfers has not been completed.

Custodian

- Land Records Coordinator

Maintenance

- Update as needed to reflect surveys, transportation plats and deeds.

Standards

- None

Trails

e.g., Recreational Trails

Layer Status

- Recreation trail routes are maintained in the County parks as well as bicycle and pedestrian trails throughout the County. Snowmobile trails for the entire County are mapped, and ATV trails on County property are mapped.

Custodian

- Land Records Coordinator

Maintenance

- As needed

Standards

- None



Land Use

Current Land Use

Layer Status

- Land use maps are available for all townships in Wood County and created using the Land-Based Classification Standards. Land use mapping for cities and villages will be completed in the future on an as-need basis. Land use codes that are used in the tax parcel database are compliant with the Department of Revenue Land Use Classification System.

Custodian

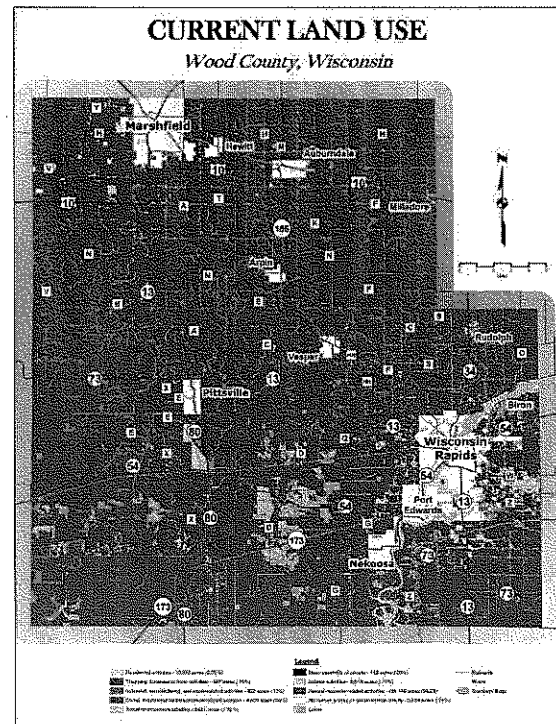
- Wood County Planning and Zoning

Maintenance

- Land use maps are updated as projects require and based on the most recent imagery available at that time. Most townships have not been remapped since the creation of the layer over 10 years ago.

Standards

- American Planning Association Land Based Classification Standards (LBCS)



Future Land Use

Layer Status

- Future land use was created as a product of the Wood County Comprehensive Plan that was completed in 2010. Future land use is based off of wetlands, floodplains, and water bodies that limit or prohibit future development.

Custodian

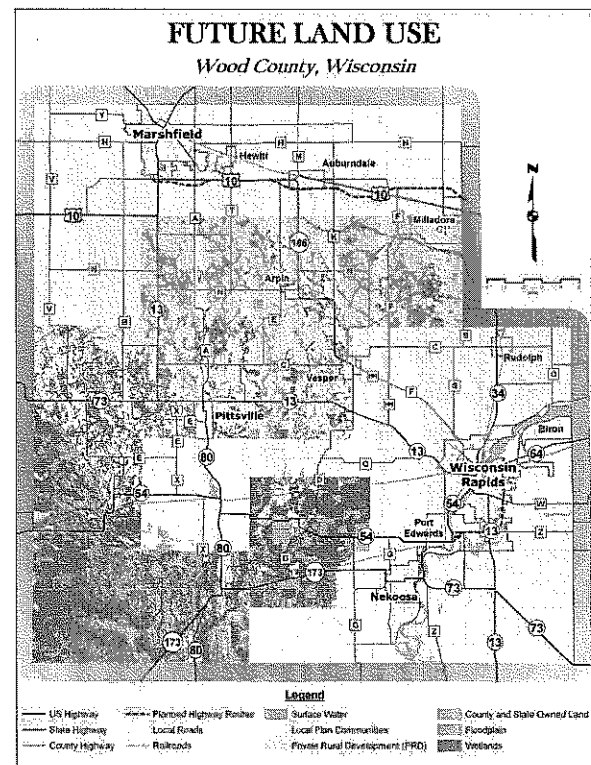
- Wood County Planning and Zoning

Maintenance

- Future land use maps would be updated along subsequent comprehensive plans

Standards

- s. 66.1001, Wis. Stats. Comprehensive planning.



Zoning

County General Zoning

Layer Status

- Not administered by county.

Shoreland Zoning

Layer Status

- The County does maintain a GIS representation of county shoreland zoning boundaries. Shoreland areas were determined by buffering the hydrography layer as defined by the County Shoreland Zoning Ordinance. This layer is only a graphical representation and NOT an official boundary delineation.

Custodian

- Planning and Zoning
- Land Records Coordinator

Maintenance

- Shoreland zoning buffers will be updated as hydrography layers are improved.

Standards

- Wood County Shoreland Zoning Ordinance

Farmland Preservation Zoning

Layer Status

- Not administered by county.



Floodplain Zoning

Layer Status

- The County does maintain a GIS representation of floodplain zoning boundaries.
- The county's floodplain zoning GIS data is identical to the FEMA map.
- In 2010, Federal Emergency Management Agency (FEMA) initiated a floodplain mapping update. Although the mapping used the best available information, accurate LiDAR elevation data is now available and should be used to accurately delineate floodplains.

Custodian

- Federal Emergency Management Agency
- Land Records Coordinator

Maintenance

- None currently. However, FEMA Flood Hazard maps should be updated using LiDAR to accurately delineate floodplains.

Standards

- ** Standards set by Federal Emergency Management Agency

Airport Protection

Layer Status

- Not administered by county.

Administrative Boundaries

Civil Division Boundaries

e.g., Towns, City, Villages, etc.

Layer Status

- The civil boundaries within Wood County were constructed using our parcel data, PLSS data and annexation documents.

Custodian

- Land Records Coordinator

Maintenance

- As needed to reflect annexations.

Standards

- Meets the data requirements for Consolidated Boundary Annexation Survey (CBAS)

School Districts

Layer Status

- School district codes are maintained for every parcel in the tax database. We join the tax data to the parcel layer to generate school district boundary maps.

Custodian

- Real Property Lister
- Land Records Coordinator

Maintenance

- As needed

Standards

- Meets the data requirements for Consolidated Boundary Annexation Survey (CBAS)

Election Boundaries

e.g., Voting Districts, Precincts, Wards, Polling Places, etc.

Layer Status

- The County created municipal ward and county supervisory districts, along with voting district maps during the 2010 redistricting.

Custodian

- County Clerk
- Land Records Coordinator

Maintenance

- Maintenance typically occurs during annexations and the decennial redistricting process.

Standards

- Meets the data requirements for Consolidated Boundary Annexation Survey (CBAS)

Public Safety

e.g., Fire/Police Districts, Emergency Service Districts, 911 Call Center Service Areas, Public Safety Answering Points, Healthcare Facilities

Layer Status

- Emergency service districts are mapped and referenced in the County Shared Dispatch Center to dispatch the appropriate emergency responders. Wood County Shared Dispatch Center is designated as the County PSAP. The Shared Dispatch Center is located in Wisconsin Rapids in the Wood County Courthouse.

Custodian

- Land Records Coordinator
- Dispatch Manager

Maintenance

- Update as needed

Standards

- Meets the data requirements to support 911 dispatching

Native American Lands

Layer Status

- All Native American lands are included in the County parcel mapping and can be queried and mapped on request.

Custodian

- Land Records Coordinator
- Real Property Lister

Maintenance

- Maintained within parcel layer.

Standards

- See parcel mapping

Other Layers

Hydrography Maintained by County or Value-Added

e.g., Hydrography maintained separately from DNR or value-added, such as adjusted to orthos
Layer Status

- The hydrography of the County is mapped and was created based off of data from the Wisconsin Department of Natural Resources. The data has improved as our aerial photography improves.

Custodian

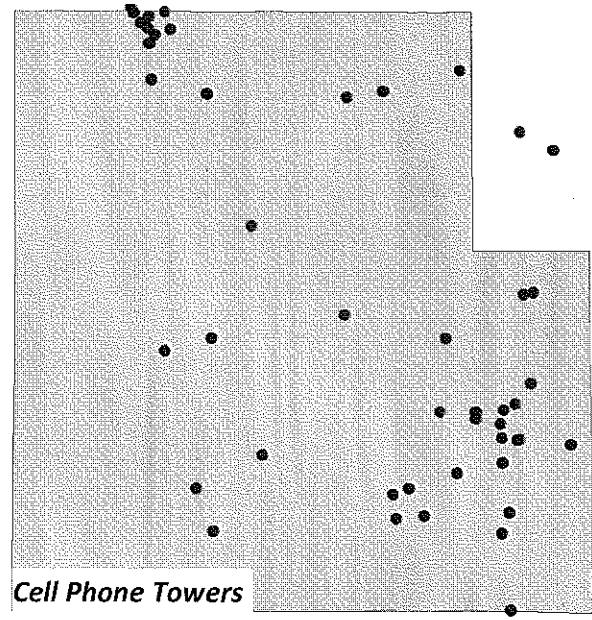
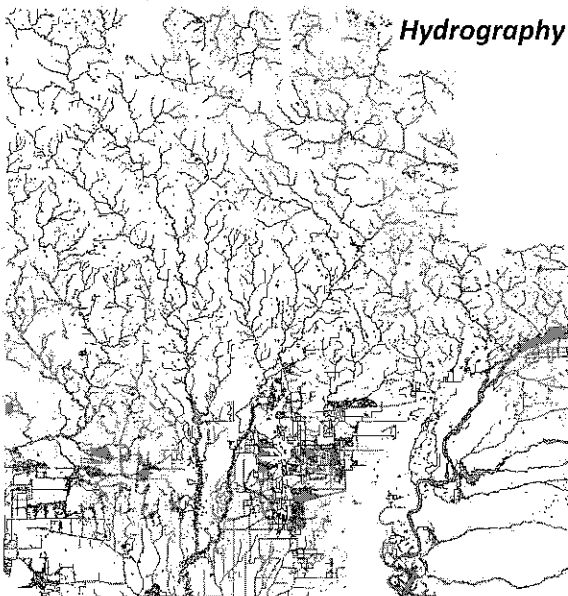
- Land Records Coordinator

Maintenance

- Data is edited against aerial photography and LiDAR layers as time allows.

Standards

- None



Cell Phone Towers

Layer Status

- Cell phone towers are mapped to support e911 dispatch

Custodian

- Land Records Coordinator

Maintenance

- Updated as needed

Standards

- Meets the data requirements for e911 dispatch.

Public Lands

Layer Status

- Wood County offers 7 recreational parks, 38,000 acres of county forest land, and 18,500 acres of Wood County State Wildlife Area. All public lands are included in the County parcel mapping database. Additionally, public land amenities such as beaches, campgrounds, boat access, etc. are mapped to support map creation.

Custodian

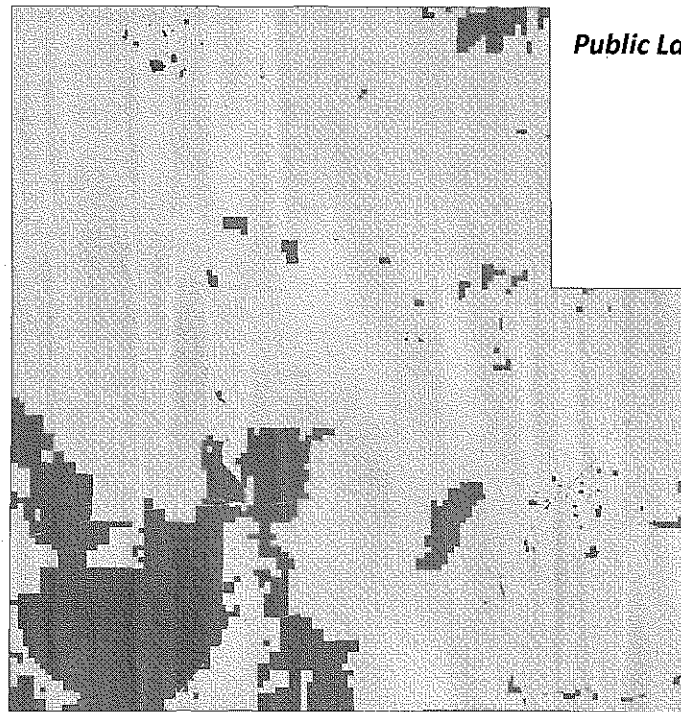
- Park and Forestry Department
- Land Records Coordinator

Maintenance

- Updates as needed.

Standards

- None



Public Lands

3 LAND INFORMATION SYSTEM

The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

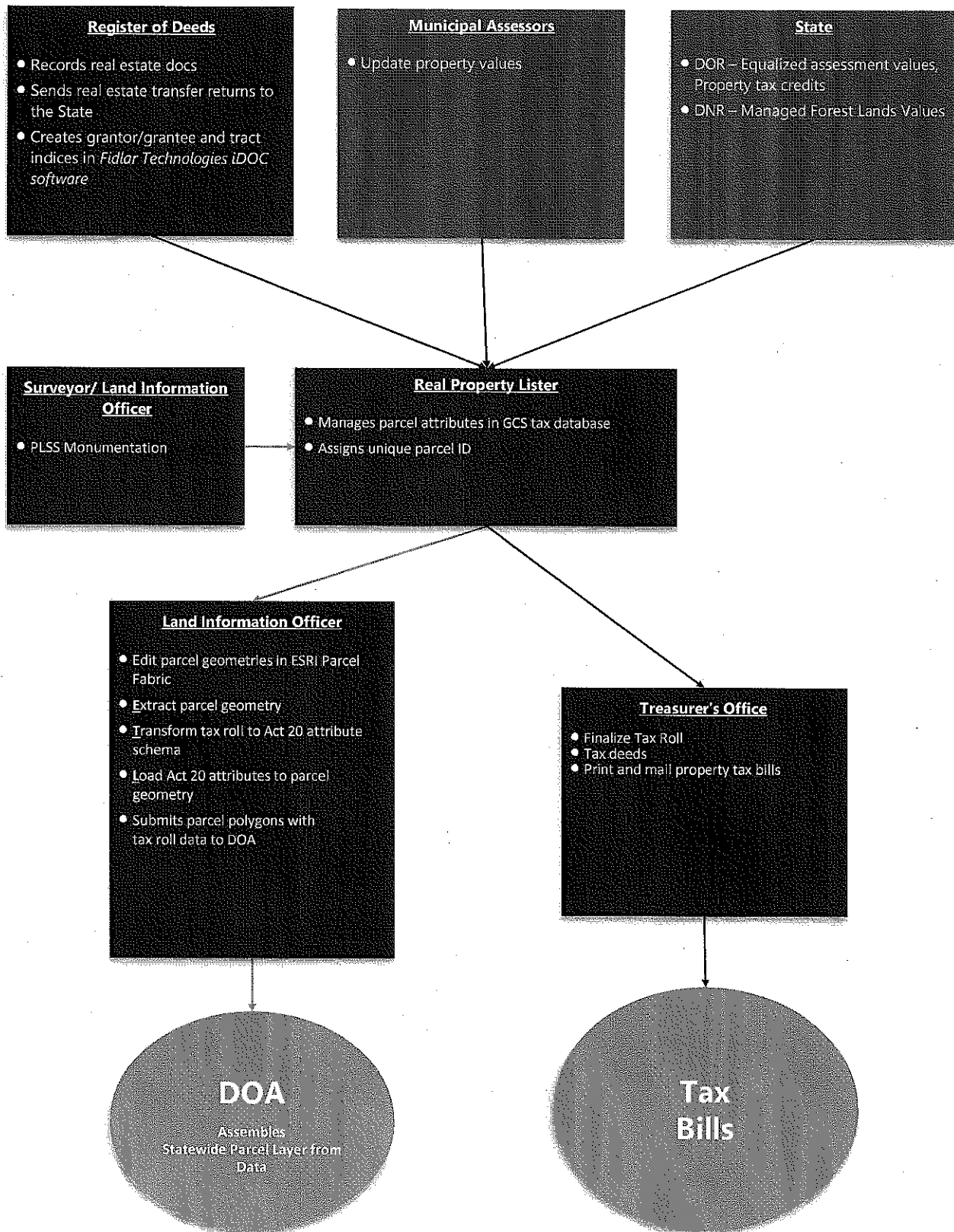
One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

- The design, development, and implementation of a land information system that contains and integrates, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter describes the design of the county land information system, with focus on how data related to land features and data describing land rights are integrated and made publicly available.

County Parcel Data Workflow Diagram

This diagram documents Wood County's parcel mapping and tax roll process.



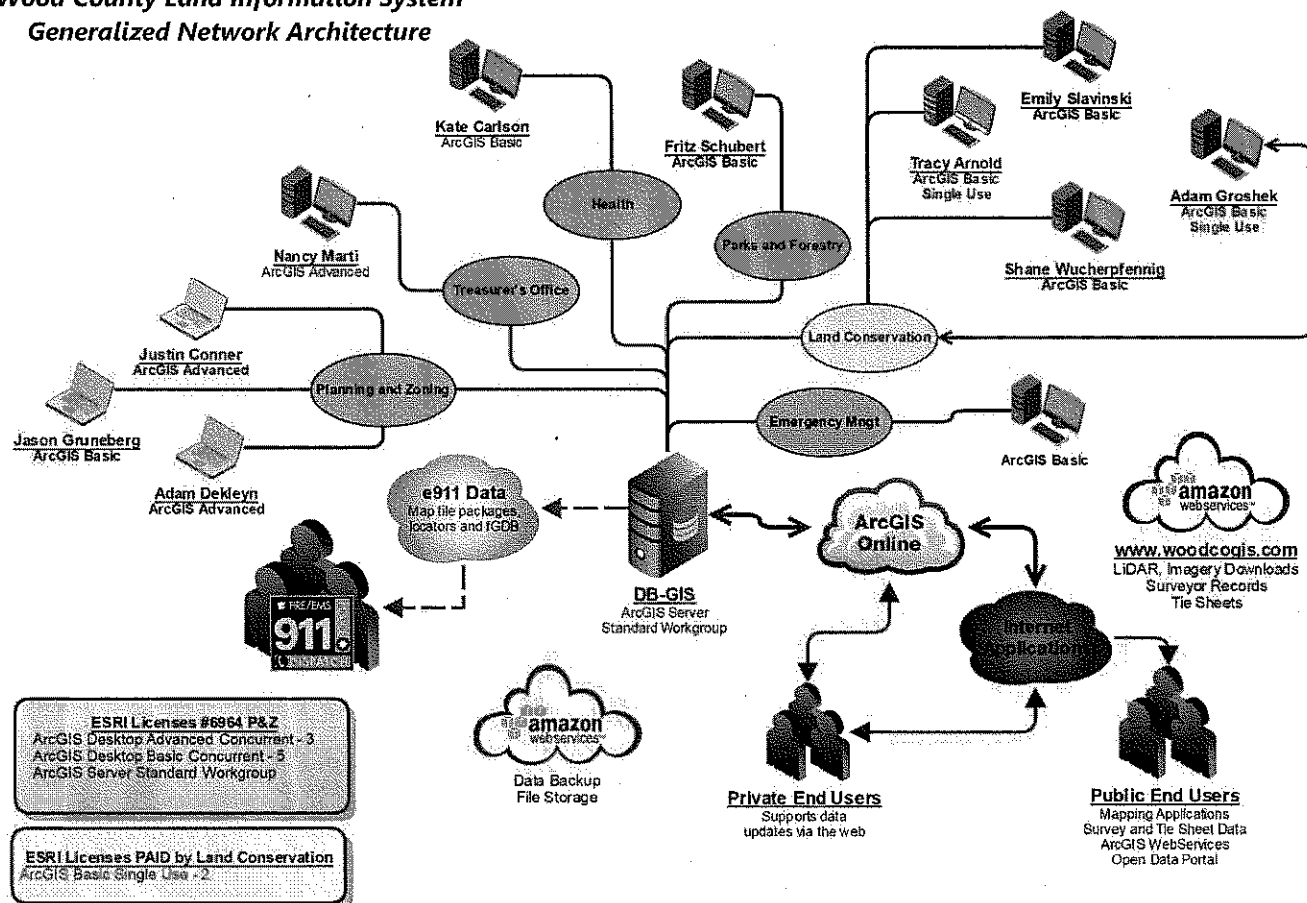
Technology Architecture and Database Design

This section refers to the hardware, software, and systems that the county uses to develop and operate computer systems and communication networks for the transmission of land information data.

The Wood County Land Information System runs on the County's local area network and is supported by the Information Systems (IS) Department. The IS Department is committed to supporting all activities of the Land Records Modernization Program and has been a reliable contributor to system development and support.

Wood County Land Information uses one Windows Server 2008 R2 virtual machine (DB-GIS), Amazon Web Services and ArcGIS Online. DB-GIS is the GIS file and web server. DB-GIS runs ArcGIS Server Standard Workgroup to support data editing and publishing web services. Amazon Web Services and ArcGIS Online are employed to decrease the demand on DB-GIS, data backups, and document storage.

Wood County Land Information System Generalized Network Architecture



Website Development/Hosting

- All website development and hosting is done in-house, ArcGIS Online or Amazon Web Services (AWS)
- A combination of ESRI Web AppBuilder and ArcGIS Online configurable apps are used for web maps.

Metadata and Data Dictionary Practices

Metadata is maintained for many of the County's GIS layers. It is not 100% complete at this time, but metadata improvement is an ongoing initiative that will strive for near complete coverage of all Wood County GIS layers. Data sets that are created for a specific use for a limited period of time and for an identified user may not be subject to metadata requirements of shared GIS baselayers. ArcCatalog is used to develop and provide access to geospatial metadata consistent with the FGDC Content Standard for Digital Geospatial Metadata

Municipal Data Integration Process

The cities of Marshfield and Wisconsin Rapids are the only two with in-house GIS staff. Of those two, only Marshfield edits their own parcel data in GIS. Marshfield shares parcels, addresses, roads, etc to incorporate in countywide datasets. Wisconsin Rapids accesses county parcel and other base layers through an ArcGIS Server geodata service. The geodata service is used to periodically synchronize the geodatabase over the Internet.

In the past, the Land Information Office has provided data to any contractors that are working on projects for municipalities. In fact, some contractors even incorporate county web services via REST it into municipal projects

Public Access and Website Information

Public Access and Website Information (URLs)

Single Landing Page/Portal for All Land Records Data

URL

<http://www.co.wood.wi.us/Departments/PZ/LandRecords.aspx>

Public Access and Website Information

GIS Webmapping Application(s) Link - URL	GIS Download Link - URL	Real Property Lister Link - URL	Register of Deeds Link - URL
http://gis.co.wood.wi.us	http://opendata.woodcogis.com/	https://propertytax.co.wood.wi.us/gcswbportal/Search.aspx	https://www.co.wood.wi.us/Departments/ROD/LandRecords.aspx

Municipal Website Information

Municipal Website	Municipal Website URL
City of Wisconsin Rapids	http://gis.wirapids.org/
City of Marshfield	http://comgis.ci.marshfield.wi.us/MPV/

Data Sharing

Data Availability to Public

Wood County makes land records information available according to the requirements of the Wisconsin Open Records Law. The public has **FREE**, both in terms of cost and barriers, access to land records through the County Interactive Web Map, the Land Records Portal and the upcoming Open Data Portal. Even "expensive" data like orthophotography and LiDAR will be available for **FREE**.

Data Sharing Restrictions and Government-to-Government Data Sharing

Data Sharing Restrictions

- Wood County imposes no use restrictions. Users are free to share and adapt the data for any purpose, even commercially. We do ask that users give appropriate attribution of our source data.

Government-to-Government Data Sharing

- Data-sharing is encouraged because of the resulting cost savings and efficiencies. The County has used both formal and informal agreements to share data when necessary. Wood County does not require agreements for Government-to-Government data sharing.

Training and Education

- The Land Information Office has offered GIS training sessions that were open to other governmental agencies and the general public. We support training opportunities offered by the Wisconsin Land Information Association (WLIA) and ESRI Wisconsin User Group (EWUG) because they are effective ways of providing information on timely topics at a reasonable price.

All County staff have internet access to online training or coursework, and participation in training sessions is encouraged. On occasion, educational sessions and demonstrations are presented to staff, elected officials and the general public.

WLIP Education and training funds are used to supplement the cost of sending staff to training at conferences and workshops.

4 CURRENT & FUTURE PROJECTS

This chapter lists the current and future land information projects the county is currently undertaking or intends to pursue over its planning horizon. A project is defined as a temporary effort that is carefully planned to achieve a particular aim. Projects can be thought of as the *means* to achieving the county's mission for its land information system.

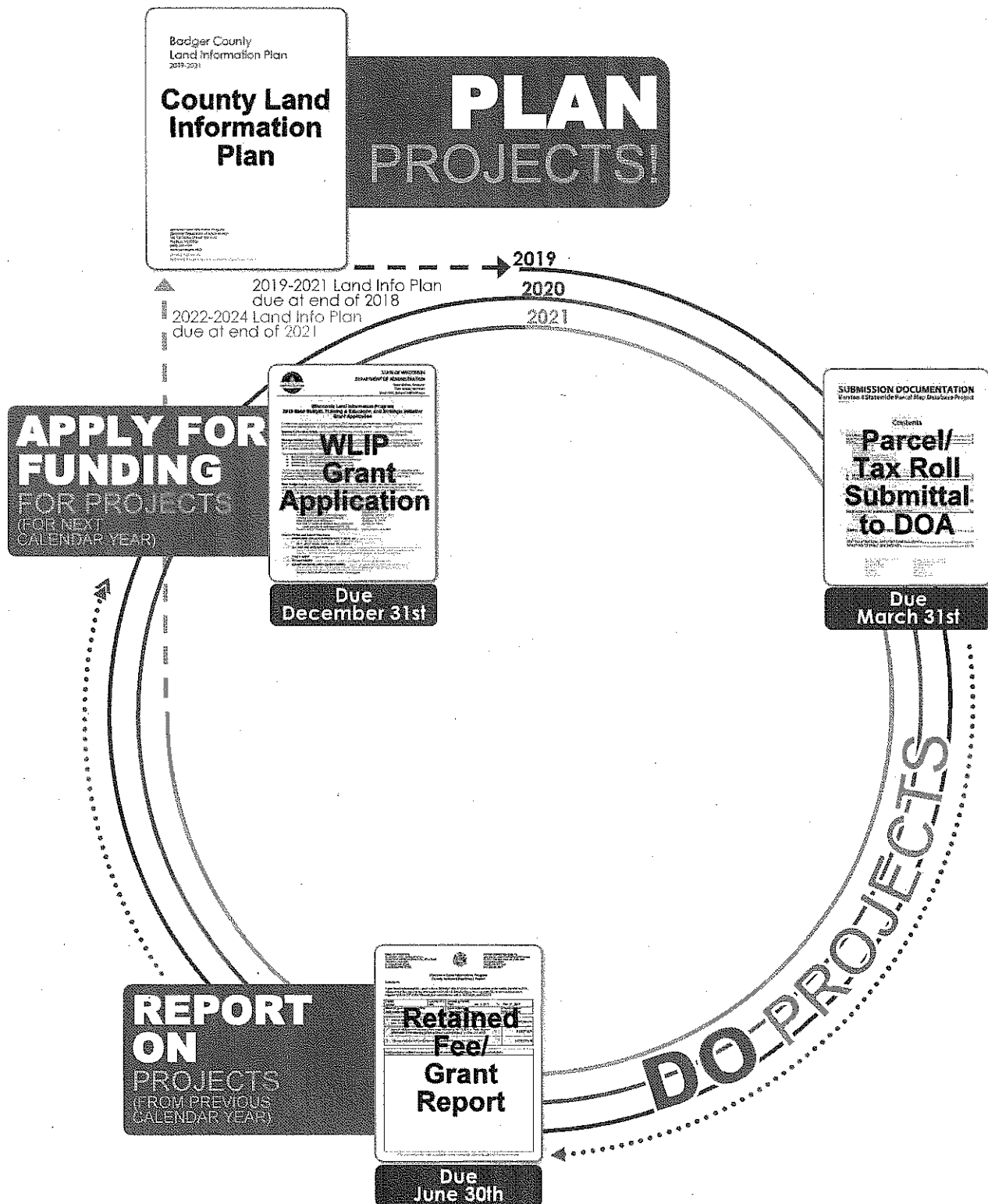


Figure 1. The WLIP Land Information Plan/Grant Project Cycle

Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

Project Title: Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

Project Description/Goal

How Searchable Format Will Be Maintained

- Wood County will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.

Business Drivers

- The Project Plan to Maintain Searchable Format for Benchmarks 1 & 2 is a requirement for those counties who utilize Strategic Initiative funds for parcel/tax roll formatting to prepare the data submission to DOA.

Objectives/Measure of Success

- The objective is to continue to meet the Searchable Format for Benchmarks 1 & 2 (Parcel and Zoning Data Submission, Extended Parcel Attribute Set Submission).

Project Timeframes

Timeline – Project Plan to Maintain Searchable Format		
Milestone	Duration	Date
Submit data to DOA	–	Annually by March 31st

Responsible Parties

- Wood County - Join tax information to parcel geometry, compile zoning data and submit to DOA.

Estimated Budget Information

- Annual costs would be minimal barring any changes to the Searchable Format, software, and tax database.
- \$3000 - Land Records Coordinator

Project Plan for PLSS (Benchmark 4)

Project Title: Project Plan for PLSS (Benchmark 4)

Project Description/Goal

Planned Approach

- In 2010, Wood County began a renewed push to fulfill the goal of 100% PLSS remonumentation with survey grade coordinates. That goal was met by the end of 2018. Ongoing maintenance of the PLSS will be accomplished through a planned, long-term program.
- Wood County has a "bounty program" in place where surveyors are paid a set fee for maintenance of corners that have been disturbed and are important to land surveys that they are completing. Preapproval for each corner covered under this program is necessary.
- The County works with towns to maintain corners that fall in the right-of-way of County highways and local road projects. Towns are encouraged to contact the County Surveyor prior to commencement of any local road improvements that could affect PLSS corners. The County annually contracts with a registered land surveyor to maintain the corners that will be impacted by County highway and local road projects.

Current Status

- **Tally of the total number of corners:** 2615
- **Remonumentation status:** 2615
- **Coordinate status (accuracy class) if known:** Survey Grade

Goals

- The goal of the PLSS maintenance program is to visit each corner every 10 to 15 years, depending on location, condition, and other significant factors(e.g. road construction).
- **Number of corners to be remonumented during plan period:** ~600
- **Number to have new coordinates established during plan period:** ~600
- **Accuracy class for these new coordinates:** Survey Grade
- **Way in which these points will be integrated into the parcel fabric:** New points are imported into the Parcel Fabric and used to map new surveys and land divisions.

Missing Corner Notes

- **Documentation for any missing corner data:** None.

County Boundary Collaboration

- The Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates. These are accessible to the surveying community at the following link:
<http://opendata.woodcogis.com/>

Business Drivers

- The Project Plan for PLSS is a requirement for those counties who utilize Strategic Initiative funds for work related to PLSS completion and integration.
- Wood County has invested considerable resources, especially in the last 8 years.
- Continuous maintenance is needed to protect our investment.
- PLSS monuments are the fundamental building blocks for land descriptions and property ownership.
- Surveyors, engineers, realtors and other professionals rely on accurate land information.
- Parcel mapping improvements

Objectives/Measure of Success

- 100% PLSS remonumentation with survey grade coordinates
- Every monument has a recent tie sheet online
- Monuments are maintained before and after road construction

Project Timeframes

- 2019 - 2021
- RFPs are generally released in the winter. Final deliverables are due by the end of November.

Responsible Parties

- County Surveyor – Project management and Quality Control
- Contracted Survey Firm or Firms – Research and survey PLSS corners
- Land Records Coordinator - Project management and processing of new corners

Estimated Budget Information

- \$50,000 annually



Project #1: 2020 Orthophotography Acquisition

Project Description/Goal

- Obtain countywide, leaf-off, 4-band orthophotography with 3" or 6" pixel resolution in spring 2020.
- **Land Info Spending Category:** Orthoimagery

Business Drivers

- Orthophotography is one of the most used layers in the county GIS.
- Current orthophotography is important for zoning, planning, law enforcement and other county programs.
- Orthophotography is the base on which other layers like surface water and address points are digitized.
- Wisconsin Regional Orthophotography Consortium (WROC) is a cost effective imagery program.

Objectives/Measure of Success

- Delivery of Orthophotography meeting all project specifications

Project Timeframes

Timeline – Project #1 Title		
Milestone	Duration	Date
Project planning, solicit project partners, contracts signed		2018 - 2019
Ortho flight		March – April 2020
Final Deliverable		Late 2020

Responsible Parties

- Land Records Coordinator
- WROC Contractor

Estimated Budget Information

- \$64,720 (countywide 6") - \$202,250 (countywide 3")

Project #2: Parcel Fabric Maintenance and Accuracy Improvements

Project Description/Goal

- Wood County completed parcel mapping in 2005 using the best available control information. Since then a tremendous amount of resources have gone in to collecting survey-grade coordinates on PLSS corners.
- Parcel maps are never static. Deeds and surveys are constantly being recorded changing ownership boundaries daily. This requires constant maintenance of the digital parcel map.
- While the accuracy of the current parcel mapping is generally pretty good, accuracy improvements should be made
- We plan to continue daily maintenance of the parcel map while improving accuracy by integrating survey-grade coordinates.
- **Land Info Spending Category:** Digital Parcel Mapping

Business Drivers

- Parcel data is a priority dataset used by hundreds of people daily.
- Surveyors, engineers, realtors, other professionals and citizens rely on accurate land information.

Objectives/Measure of Success

- Fully integrate PLSS control with parcel mapping.
- Keep parcel mapping current

Project Timeframes

- This project will run the duration of the plan period.

Responsible Parties

- Land Records Coordinator

Estimated Budget Information

- TBD – Staff time and/or possible consultant

Project #3: Indexing of Non-Recorded Documents by Geography

Project Description/Goal

- Expand the use of document imaging and GIS.
- Map the location of these documents to provide easier access for users.
- Create targeted web apps
- **Land Info Spending Category:** Digital Parcel Mapping, PLSS, Other Parcel Work

Business Drivers

- Wood County has all non-recorded survey documents, such as plats of survey, map of survey, ALTA/ASCM, etc., scanned and sorted by town range and section.
- Surveyors regularly search and rely on these records.

Objectives/Measure of Success

- Records are mapped and easily searched on a surveyor focused web app.

Project Timeframes

- Unknown at this time

Responsible Parties

- Land Records Coordinator
- County Surveyor

Estimated Budget Information

- TBD – Staff time and/or possible consultant

Project #4: Hydrographic Layer Improvement

Project Description/Goal

- Current hydrographic layer is a "value-added" version of the WiDNR 24K Hydro layer. New ponds, shoreline improvements and stream alignments have been made after each round of imagery.
- We plan to use LiDAR to extract hydro features
- **Land Info Spending Category:** LiDAR, Orthoimagery, Other Parcel Work

Business Drivers

- Basis of the county shoreland zoning layer
- Useful in parcel mapping, 911 Dispatch, Land Conservation

Objectives/Measure of Success

- Accurate hydro features to use for zoning, 911 and other applications

Project Timeframes

- 3 - 6 months

Responsible Parties

- Land Records Coordinator

Estimated Budget Information

- \$40,000

Project #5: NG911

Project Description/Goal

- Ensure that County GIS data is NG911 ready
- **Land Info Spending Category:** Address Points, Street Centerlines, Administrative Activities and Management

Business Drivers

- State government is preparing for NG911 implementation
- Need to maintain current 911 data

Objectives/Measure of Success

- County GIS data is relied upon successfully in 911 applications

Project Timeframes

- Ongoing throughout plan period

Responsible Parties

- Land Records Coordinator
- Dispatch Manager

Estimated Budget Information

- TBD – Staff time and/or possible consultant

Project #6: ROD System Upgrades

Project Description/Goal

- AVID is Fidler's current land records system used by almost 200 counties. Wood County is currently using iDocument XF which is a product that is over 15 years old. The goal is to provide the best service possible and bring Wood County up to date with technology. In addition, the software PIntegrity will be looked at to streamline the process of the addresses, legal descriptions and GIS information.
- **Land Info Spending Category:** Other Parcel Work, Software, Hardware

Business Drivers

- Scan first workflow – AVID is designed to merge the workflow of paper and electronic documents into a seamless process. Scanning first allows AVID to easily track rejected documents, utilize Optical Character Recognition for redaction and assisted indexing, and maintains order of documents received.
- Assisted indexing via iNspect – iNspect utilizes Optical Character Recognition to find information on the digital image that already resides in our database. Other systems will utilize Auto-Indexing which automatically indexes information it has found via OCR. OCR is not 100% accurate so errors may accidentally be introduced into your index or it simply isn't efficient to have to delete and re-enter incorrect information. Fidler's approach to utilizing OCR technology was to create assisted indexing. Assisted indexing allows the user to make the decision of what data to index and also provides the option to standardize how the information may be indexed. For example it may find MERS, but allow us to also index it as Mortgage Electronic Registration System as well.
- Electronic Return of paper documents – provides better customer service to more quickly return paper submitted documents to customers.
- Google like internal search – AVID search uses google like search phrases to return results in a data paragraph format. There are then filters to drill down even further. Images can be viewed and detached to other monitors, re-printed, re-scanned, or even emailed directly from the search screen.

Objectives/Measure of Success

- The objectives are to simply get our office up to speed on the latest technology available from Fidler.
- Measures of success will be when we are successfully updated and trained on AVID. Fidler has a very defined implementation process and treat upgrades to AVID the same as they would a new customer install. Project Managers will be onsite to work with all office staff as well as our County IT to make the transition smooth and they will train until we all feel comfortable doing our daily work within AVID.
- New features such as the electronic return of paper documents also allows us to offer something new to our customers and show how we are keeping up with technology and moving the office forward.

Project Timeframes

- 2019-2020

Responsible Parties

- Register of Deeds

Estimated Budget Information

- \$15,000

Project #7: GIS Website, Data Hosting Services, Software and Hardware Maintenance

Project Description/Goal

- Maintain and improve online mapping capabilities.
- **Land Info Spending Category:** Software, Hardware, Website Development/Hosting Services, Training and Education

Business Drivers

- Public demand for online land records
- Technology advancements have made distributing maps and data easier

Objectives/Measure of Success

- GIS apps and data are available to the public
- Hardware and software required is up to date and reliable

Project Timeframes

- Ongoing

Responsible Parties

- Land Records Coordinator
- Information Systems

Estimated Budget Information

- \$10,000 - \$15,000 annually

Project #8: Research and Mapping Right-of-Ways

Project Description/Goal

- Research, organize and map State, County and municipal right-of-ways in the County.
- **Land Info Spending Category:** Digital Parcel Mapping, Other Parcel Work

Business Drivers

- Most questions in the Surveyor's Office center on ROW issues.
- Better ROW information to improve parcel mapping

Objectives/Measure of Success

- Integration of ROW boundaries in the county's parcel mapping.
- Inventory and organization of ROW resources

Project Timeframes

- TBD

Responsible Parties

- Land Records Coordinator
- County Surveyor
- Highway Department
- Consultant

Estimated Budget Information

- \$150,000

Project #9: Historical Tax Roll Scanning

Project Description/Goal

- Conversion of paper documents to scanned images.
- **Land Info Spending Category:** Other Parcel Work

Business Drivers

- Scanning of the tax rolls will provide a digital copy that will be available for individuals to review online.
- Copies of the electronic scans will preserve the tax rolls in case of fire or other disasters where paper copies have the potential of being destroyed.

Objectives/Measure of Success

- Tax rolls scanned and archived.

Project Timeframes

- TBD

Responsible Parties

- Land Records Coordinator
- Treasurer
- Consultant

Estimated Budget Information

- \$15,000

Ongoing Costs Not Associated With a Specific Project

Funding for the Land Records Coordinator Position

Since it began in 1990, the Land Information Program has been funded entirely through retained fees, contribution-based grants, strategic initiative grants, and education and training grants. The biggest recurring investment on annual basis is funding the cost of employing a Land Records Coordinator to work towards the goals of land records modernization in the County.

Expense	Explanation	Cost
Total Personnel Costs	Salary, Taxes, Benefits	\$80,000
Office Costs	Phone, Office Supplies, Postage, Insurance, Office Rent	\$2,775
GRAND TOTAL		\$82,775

Note. These estimates are provided for planning purposes only. Budget is subject to change. Detailed WLIP spending from previous years can be found on the WiDOA webpage. (<http://goo.gl/kOD6qT>)

In July 2014, an email survey was conducted by the Wisconsin Land Information Officers Network (LION) to determine the number of FTE positions funded by WLIP revenues. Almost half of the counties responded to the questionnaire (Results on next page). Most responding counties spend less than 50% of their WLIP dollars on staff; many do not use WLIP dollars for salaries at all. As shown in the chart below, personnel expenses as a percentage of retained fees has risen. This is due both to a rise in expenses but also a drop in retained fees. It is important to keep these numbers in mind during future budget cycles. Increased fixed expenses reduce our ability to save money for larger projects like aerial photography and LiDAR.

Year	Retained Fees (<i>Base Budget Grant</i>)	WLIP FTE Expenses	Ratio %
2012	\$109,920	\$58,423	53%
2013	\$97,656	\$60,556	62%
2014	\$80,808	\$68,336	84%
2015	\$83,944	\$72,723	86%
2016	\$86,120	\$76,349	88%
2017	\$91,248	\$79,634	87%
2018	\$92,880	\$82,000 (est.)	88%

Estimated Budget Information (All Projects)

Estimated Budget Information

Project Title	Item	Unit Cost/Cost	Land Info Plan Citations Page # or section ref.	Project Total
Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)	Land Records Coordinator	100% of \$3,000	Page 31	\$3,000
Project Plan for PLSS (Benchmark 4)	Land Records Coordinator Contracted Surveyor	20% of \$150,000 80% of \$150,000	Page 32-33	\$150,000
1) 2020 Orthophotography Acquisition	Contract with vendor	\$65,000		\$65,000
2) Parcel Fabric Maintenance and Accuracy Improvements	Land Records Coordinator Possible Consultant		Page 35	To Be Determined
3) Indexing of Non-Recorded Documents by Geography	Land Records Coordinator County Surveyor		Page 35	To Be Determined
4) Hydrographic Layer Improvement	Land Records Coordinator Possible Consultant		Page 36	\$40,000
5) NG911	Land Records Coordinator Possible Consultant		Page 36	To Be Determined - Staff time and/or possible consultant
6) ROD System Upgrades	Register of Deeds		Page 37	\$15,000
7) GIS Website, Data Hosting Services, Software and Hardware Maintenance	Land Records Coordinator		Page 38	\$40,000
8) Research and Map Right-Of-Way	Land Records Coordinator Consultant		Page 38	\$150,000
9) Historical Tax Roll Scanning	Land Records Coordinator Treasurer Consultant		Page 39	\$15,000
Ongoing Costs Not Associated With a Specific Project	Land Records Coordinator	100% of 90,000 annually	Page 40	\$270,000
GRAND TOTAL				\$440,000

Note. These estimates are provided for planning purposes only. Budget is subject to change.

County Surveyor's 2018 Year End Report

1.) Maintenance Work

- a. 2018 County Contract 1 with Quest Engineering
 - i. 259 corners under contract
 - 1. Town of Milladore
 - 2. Town of Sherry
 - 3. Town of Sigel
 - 4. Misc cleanup NW portion of County
 - ii. Deliverables expected to be on time
 - iii. Contract Due November 30, 2018
 - iv. Maintenance contract
- b. 2017 Town/Highway Contract
 - i. Corners sent to Central Staking due to construction
 - ii. Notifications from Highway Dept and Townships
 - iii. 48 corners being reset on surface of pavement
- c. Signs will need to be resupplied in 2019 and is budgeted
- d. Reminder: AS OF MARCH OF 2017 WOOD COUNTY IS 100% MONUMENTED

2.) 2017 office work

- a. CSM Reviews
 - i. CSM submittals are consistent with few comments
 - ii. All CSM reviews are done offsite
- b. Section corner tie sheets
 - i. New tie sheets coming in are scanned at the time of receipt
 - 1. Justin links the scans to the website virtually live
- c. Map filing
 - i. Maps are filed every Friday
 - ii. No backlog of Maps in the in basket
 - iii. All maps are stamped "Received" with the date
 - 1. CSM are no longer accepted
 - a. CSMs are a Register of Deeds document
 - b. By giving CSM copies away we are hurting our retained fees.
 - c. CSM's are being removed from the files. Progress is about 60%
 - d. CSM removal will save the office a lot of filing space
 - iv. R/W maps
 - 1. Project continues
 - 2. Maps are hung
 - 3. Sorted through outdated maps, maps that have been updated
 - 4. Many duplicate maps to sort through
- d. Work has started on the 2019 PLSS project scoping

e. Scanning

- i. All new surveys are scanned upon receipt and sent to Justin for posting online
- ii. Provides a back up
- iii. DRAMATICALLY reduced office traffic

3.) Public Outreach

a. Outreach continues to increase

- i. In office visits
- ii. Phone calls
 - 1. Questions
 - 2. Information need
 - 3. Overall help in understanding property laws
 - 4. Needing a survey
 - a. Calls are directed to our website for the list of active surveyors working in the county

b. All calls are returned weekly

c. Continued in 2018

- i. MSTC annual visit to the county surveyor's office was replaced with a presentation at the MSTC campus by county surveyor
 - 1. Response was very positive
- ii. Continue to sit on MSTC program advisory board

d. Middle School visit

- i. Neillsville Middle School
- ii. Sub for the Clark County Surveyor
- iii. Why
 - 1. Expose kids to the profession and importance of surveys
 - 2. Bring interest to the kids to come to MSTC in Wood County



Wood County WISCONSIN

OFFICE OF PLANNING
AND ZONING
Land Information Office

Contract for County Surveyor Services

This contract is made and entered into this 7th day of December, 2018, by and between **Wood County**, 400 Market Street, Wisconsin Rapids, WI 54494, hereinafter referred to as "County" and **Kevin C. Boyer**, hereinafter referred to as "Contractor."

The Contractor is an Independent Contractor and as such has made a written proposal to the County to do the work described in the Scope of Services, for the total price listed in Payment for Services, and for the duration identified in the Contract Terms.

1) Scope of Services

The Contractor shall be required to perform the following duties:

- a. Catalog and file surveys and section summary sheets submitted by surveyors.
- b. Maintain survey files at the County Surveyor's Office.
- c. Coordinate the perpetuation of PLSS corner locations in preparation for proposed construction and other activities including street and highway construction activities that would otherwise lead to destruction of corner monuments and loss of true corner locations.
- d. Receive requests for PLSS remonumentation and maintenance, review same and authorize if appropriate. *No self authorization will be permitted.*
- e. Keep records of all PLSS remonumentation and maintenance requests.
- f. Receive invoices for PLSS remonumentation and maintenance by surveyors, review and authorize payment when appropriate. *No self authorization will be permitted.*
- g. Review all certified survey maps and subdivision plats submitted for review to the Wood County Planning and Zoning Department, or recorded in the Register of Deeds Office.
- h. Services for other departments as requested.
 - i. Serve in advisory capacity for ordinance revisions that affect land subdivision practices in the County.
 - ii. Serve in advisory capacity to Register of Deeds, Treasurer's, Planning & Zoning Departments, and other County departments where guidance is needed pertaining to general land surveying practices.
 - iii. Assist the Planning and Zoning Department with questions regarding certified survey map and subdivision plat review.
- i. Perform duties under Wisconsin Statutes Section 59.45. *Survey field work is not a requirement of this position.*
- j. Attend Conservation, Education and Economic Development (CEED) Committee meetings at the request of the Committee, and prepare a monthly activity report.
- k. Advise the CEED Committee on preparation of the Wood County Surveyor annual budget.
- l. Perform 208 hours annually (4 hours per week on average) of County Surveyor Services. Weekly regular posted office hours should be conducted as often as practicable.
- m. Respond to questions and requests from customers regarding survey records.

- n. Prepare an annual report to be presented at the December monthly CEED Committee meeting including:
 - i. Activity of the County Surveyor for the year.
 - ii. Status of County records pertaining to PLSS and survey records.
 - iii. Status of the PLSS monuments of the County.
- o. Improve accessibility, quality, completeness and longevity of survey records.

2) Liability Insurance

Based on the ability of Wood County to obtain the recommended level of liability insurance at a cost of less than \$100 annually, both parties agree to Wood County covering the cost of liability insurance.

3) Contract Terms

- a) This contract is for a term of 2 years with additional 2 year renewal options at the discretion of the parties.
- b) Failure of either party to comply with any part of this Contract may be considered adequate cause for termination by the other party.
- c) If County finds it necessary to terminate this Contract prior to the completion of the terms set forth herein, for a reason other than violation of the Contract by Contractor, then the actual costs incurred by the Contractor shall be the stipulated damages for said termination.
- d) Revision of this Contract must be agreed to in writing by an addendum signed by the authorized representative of each party.
- e) Contractor shall notify County immediately whenever it is unable to provide the required services or materials described herein. Upon such notification, County and Contractor shall determine whether such inability will require a revision or cancellation of the Contract.
- f) Contractor shall not assign this Contract or any interest therein, nor sublet the work described herein, or any part thereof, without the consent in writing of the County's authorized representative, first endorsed hereon.

4) Payment for Services

The total amount to be paid to Contractor for the work performed in accordance with this agreement shall be \$9996 annually. Payment by County to Contractor shall be made in 12 equal monthly payments.

5) Vendor Indemnity

Contractor agrees at all times during the term of this Contract to indemnify, save harmless and defend the County, its Boards, Officers, Employees and Representatives against any and all liability, losses, damages, costs or expenses which the County, its Boards, Officers, Employees and Representatives may sustain, incur or be required to pay by reason of bodily injury, personal injury or property damage or other cause of action of whatsoever nature or kind arising out of or as a result of any negligent failure to act in connection with the operations of the Contractor, or their agents, in performing work under this contract, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs or expenses caused by or resulting from the acts or omissions of the County, its Agencies, Boards, Officers, Employees or Representatives.

6) Equal Opportunity, Affirmative Action Employer

Wood County is an Equal Opportunity, Affirmative Action Employer.

Date
Director, Wood County Planning and Zoning

Date
Contractor