

## CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, June 7, 2017  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse, Room 115

1. Call meeting to order
2. Public Comments (*brief comments/statements regarding committee business*)
3. Review Correspondence
4. Consent Agenda
  - A. Approve minutes of previous meeting
  - B. Approve bills
  - C. Receive staff activity reports
5. Risk and Injury Report
6. Update from "80 Feet is Enough" group on Enbridge expansion opposition – Mark Borchardt
7. Water Issues
  - A. Discuss/action on resolution supporting full funding of the Great Lakes Restoration Initiative (GLRI).
  - B. Discussion of water issues on future agendas.
  - C. SE Wood County Groundwater Group report Manley
8. Land & Water Conservation Department
  - A. Multi-discharge Variance/Phosphorus Trading update Groshek
  - B. Consider/action on resolution to amend the 2017 DATCP budget for unanticipated revenue.
  - C. Discuss Farmers of Mill Creek Watershed Council Summer Field Day – June 24, 2017 from 9 AM – 3 PM.
  - D. Update on manure complaints & violations.
  - E. Update on Wisconsin budget committee's changes to release of sexually violent offenders.
  - F. 2017 RC&D dues.
9. UW Extension
  - A. nEXT Generation Reorganization Update Manley
  - B. Clean Sweep Resolution Manley
  - C. 4-H STEM Project Grant
  - D. Community Food Hub Friday, Siegel
10. Planning
  - A. Consider resolution approving the updated and amended City of Marshfield Comprehensive Plan.
11. Economic Development
  - A. Discussion of application process and eligible projects for 2018 Economic Development funding consideration.
  - B. Review and discuss draft mission statement for Wood County Economic Development.
12. Schedule next regular committee meeting – 9:00 am Wednesday, July 5, 2017.
13. Agenda items for next meeting
14. Schedule any additional meetings if necessary.
14. Adjourn

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, MAY 3, 2017  
 WOOD COUNTY COURTHOUSE, ROOM 115

**Members Present:** Hilde Henkel, Ken Curry, Bill Leichtnam, Robert Ashbeck, Adam Fischer, Harvey Petersen

**Staff Present:** Land & Water Conservation: Shane Wucherpfennig  
Planning & Zoning: Jason Grueneberg, Adam DeKleyn, Heather Marquardt  
UW-Extension: Peter Manley, Chris Viau, Katie Tomsyck

**Others Present:** Bill Clendenning, Lance Pliml, Jason Angell, John Hochkammer, Jason Stringer, Keith Langenhahn, Dennis Polach, Denise Sonnemann, Sam Warp

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment-**no public comments.
3. **Review Correspondence**
  - A. Jason Grueneberg informed the committee that former Planning and Zoning employee, Julie Akey, passed away. Julie retired from the county in December. She was a county employee for 41 years.
  - B. Jason Grueneberg announced that Heather Marquardt, their environmental specialist, will be taking a position in Walworth County. That position will be posted later today.
  - C. Bill Leichtnam shared that there will be an Emerald Ash Borer Workshop on Monday, June 3<sup>rd</sup>; the cost is \$15.00.
4. **Consent Agenda:** The Consent Agenda included the following Items: A) minutes of the April 5, 2017 CEED meeting, B) bills from Planning & Zoning, Land & Water Conservation and UW Extension and C) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Heather Marquardt, Kim Keech, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.
  - A. Bill Leichtnam brought forward the second motion in 6A of the minutes, stating that he would examine recommendations for groundwater legislative actions at further meetings.
  - B. Harvey Peter asked Shane Wucherpfennig to clarify the multiple farm expenses on the bills. Shane responded that they were tuition reimbursement and are grant-funded.

*Motion by Ken Curry to approve and accept the April 5, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Adam Fischer. Motion carried unanimously.*

5. **Risk and Injury Report-** nothing to report.

Hilde Henkel asked to move to item 10A on the agenda.

**10. Economic Development**

- A. Discussion of Property Assessed Clean Energy Program (PACE) – Jon Hochkammer with WCA introduced himself and gave a brief overview of the Green Tier Legacy Communities

program. He then introduced the Property Assessed Clean Energy (PACE) program. Jon stated that if Wood County passes the resolution, there is nothing else that the municipalities need to do to be involved in the program, and that there is very limited legal liability to the county. Jason Stringer from the Wisconsin Energy Conservation Corporation (WECC) introduced himself and explained that PACE has been passed in 15 Wisconsin counties. PACE is represented by a board of director's commission, one of which comes from each of those counties. Jon Hochkammer added that Marathon County will most likely pass it in May and Portage County is showing interest in the program. Jason then gave an overview of the PACE program, its eligible improvements and property types and the benefits of the program. He explained that PACE minimizes risk and the member county is not required to contribute any capital or operating budget to participate. If Wood County decides to pass the resolution, the county's role would be to appoint a representative to the commission and publicize the program. Lance Pliml shared that PACE is a valuable tool and it is wholeheartedly supported by the Counties Association. Lance recommends that the committee forward it to the board. Hilde Henkel strongly recommended that the CEED committee present a resolution to the county board. Jon added that Wood County would have to pass the resolution first, then the ordinance. Both of these have been passed identically in the other 15 counties. The committee agreed to host a special meeting before the next County Board Meeting to present this.

6. **Enbridge Pipeline update and Introduction of Community Ambassadors-** Denise Sonnemann, the Central Wisconsin Community Ambassador from Enbridge introduced herself to the committee and gave an update on the plans with the pipeline. She states that there are no current plans for expansion that she is aware of. Ken Curry asked if there will be an increase in the volume of pumping. She responded that they are currently not at maximum capacity.
7. **Water Issues-** Bill Leichtnam shared that State Senate Bill 76 passed yesterday evening. He passed around a summary sheet that he put together on State Senate Bill 22/ Assembly Bill 50 and gave an overview of the bill to the group. Bill suggested that the committee sends a letter of support for this bill. Hilde Henkel stated that she would like the conservation experts' view on this. Ken Curry addressed his concerns that the bill could be dead-on-arrival because the bill is solely democratic-sponsored. Adam Fischer wanted more information and documentation before sending a letter. Jon Hochkammer agreed to provide feedback on this matter within the next week. This item will be added to the agenda for the special meeting on May 10<sup>th</sup>. Later in the meeting, Jon Hochkammer gave an update that this bill has been pushed to the side. He suggested the committee look at specific pieces of the bill and speak with Representative Krug and Senator Testin about those areas, and invite them or their staff members to come speak to the committee on these issues.
  - A. **Water issues –** Sam Warp, the wastewater superintendent in Marshfield introduced himself to the committee and gave an update about the Total Maximum Daily Load (TMDL) limits that the EPA will be enforcing. He hopes to have the limit numbers from the DNR sometime in 2017. They are currently at 1000/ppb for phosphorus, and are expecting that they will need to be at 75/ppb, which is a huge reduction that he believes will be unrealistic. Last year, he hired a consultant to estimate what the cost will be to get that reduction. The estimate was twenty-seven million dollars to get the phosphorus levels close to where they need to be. Sam is currently working with agriculture community to develop a water quality trading program. He explained that the municipality will trade dollars with farmers to improve farming practices that will keep phosphorus out of the river. He mentioned that the smaller communities will likely be doing the multi-discharge of variance. Ken Curry asked if Sam anticipates any changes with TMDL with the new administration in the EPA. Sam responded that he sends a letter to

the EPA daily. He also mentioned that he has been getting good participation from the agriculture community.

- B. Update on April 27th SE Wood County Groundwater Group meeting. Peter Manley gave an overview of the meeting. Mark Borchardt presented to the group about a groundwater study that he did in Kewaunee County, which was funding through grants from the DNR and EPA. The study found that groundwater is being contaminated from both bovine and human waste. Mark would be interested in doing a study in Wood County. The group also completed work on the mission statement to include the "central sands" area in the mission statement. Peter also gave an update on the well testing that was done in Saratoga. Of the 13 participants, no wells tested positive for high nitrate or bacteria problems, which is typical for Saratoga water.

## 8. Land & Water Conservation Department

- A. Discussion/action on resolution to allow Conservation Program Coordinator to travel to Emmitsburg, Maryland for the 2017 National Envirothon. Shane Wucherpennig shared that Tracy Arnold received awards from the WI Land and Water Conservation Association and the WI Association of Environmental Educators. The resolution would allow Tracy to travel to the 2017 National Conservation Foundation event in July, which would be paid for by the Wisconsin Land and Water Conservation Association. Jason Grueneberg stated that there is no need for a resolution, just a motion to approve the travel. The committee agreed.

*Motion by Bill Leichtnam to allow Wood County Conservation Program Coordinator, Tracy Arnold, to travel to the 2017 National Conservation Foundation's National Envirothon in July of 2017 at no cost to the county. Second by Ken Curry. Motion carried unanimously.*

- B. Update on move to River Block. Shane Wucherpennig shared that the moving company is taking longer than expected. They hope to be settled in by the end of the week.

## 9. UW Extension

- A. nEXT Generation Reorganization Update-Peter Manley shared that they are still waiting to determine what area specialists and outreach coordinators will be in this area, and what the cost will be for the county positions. The Area Extension Directors (AEDs) will be selected and will start on July 1. Peter also mentioned that the 133 contracts will be extended through the end of 2017. He clarified that the AEDs are not intended to be the department heads of the four counties, but instead will be focused on talent development and program development. However, the AEDs will still be negotiating with the oversight committees. The existing Department Heads will continue through the end of 2017 but will not be there in 2018. Hilde shared her concerns for that and believes someone needs to be present for day-to-day issues. She asked how the committee should move forward with budgeting. Peter responded that by August, they should know the costs of the positions. This is very late in the budget process. Peter mentioned that they are currently sitting on the open secretary position to allow some flexibility within the budget. He clarified that if we offer state specialist office space, we also offer them support staff. The WACEC will have its annual business meeting the morning of September 26 from 7 to 8:15am.
- B. 4-H Program Update- Chris Viau explained that 4-H provides positive learning experiences, builds positive relationships between youth and adults, creates safe environments, and promotes positive-risk taking. Chris also mentioned trying to reach out to more cultures in our area to get involved in 4-H, specifically the Hmong, Ho-Chunk and Hispanic communities. Hilde Henkel asked Chris how we getting kids more involved in the local government. Chris responded that the schools have not been helping and that our meeting times don't work for students because their academics must come first. Hilde Henkel suggested that we could be going to the students. Bill Leichtnam suggested that Chris might have more success by

approaching the social studies teachers. Peter Manley gave a report on Youth Government Day. Fifty-three 3<sup>rd</sup> graders participated.

#### 10. Economic Development (*continued*)

- B. Presentation of Marshfield Residential Incentive (MRI) Program – Jason Angell had to leave for another commitment before he could present. He offered to come back next month. Jason Grueneberg gave an update on the program in his place. Jason explained that they are not making a financial request at this moment, but would like the CEED committee to consider this for the 2018 budget. They have two different proposals, the first being a one-year investment, the second being a two-year investment, and they are looking for feedback from the committee. Hilde asked why a house of \$200,000 or more is now included in the brochure. The focus of this program is to get people to locate within the City of Marshfield, instead of outside the city limits or into Marathon County. Adam Fischer mentioned that the average citizen is more excited about this project than they were about the subdivision. Hilde Henkel asked Jason Grueneberg to tell Jason Angell that the CEED committee supports the concept, but does not know if they will be able to support financially, depending on the budget.
- C. Review and discuss draft mission statement for Wood County Economic Development. Jason Grueneberg passed out two drafts of a mission statement. He asked the committee members to individually look at them and bring him feedback. Bill Leichtnam suggested changing the word “build” to “plan”. Adam Fischer agreed and commented that developing a skilled workforce needs to be a priority and that the marketing piece is also important. Dennis Polach commented that in order to promote a business friendly environment, those businesses will need some incentive.

**11. The next regular CEED Committee meeting will be held at 9:00 am Wednesday, June 7, 2017.**

**12. Agenda items for next meeting**

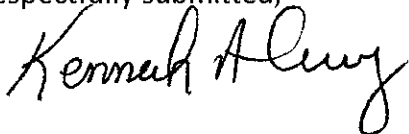
**13. A special meeting will be held on Wednesday, May 16th at 9:15am before the County Board meeting.** Agenda items include PACE and Groundwater Legislative Correspondence.

Dennis Polach commented that last month's minutes need to be amended to include him in attendance.

*Motion by Adam Fischer to amend the April 5th CEED minutes to include Dennis Polach in attendance.  
Second by Bob Ashbeck. Motion carried unanimously.*

*Motion to adjourn 12:18pm by Adam Fischer. Second by Harvey Peterson. Motion carried unanimously.*

Respectfully submitted,



Kenneth A Curry, Secretary

Minutes by Katie Tomsyck, UW-Extension

Review for submittal to County Board by Ken Curry (approved on May 09, 2017)

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 TUESDAY, MAY 16, 2017  
 WOOD COUNTY COURTHOUSE, ROOM #317A, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Robert Ashbeck, Kenneth Curry, Bill Leichtnam and Adam Fischer.

Members Excused: Harvey Peterson.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech.

Land & Water Conservation Staff: None.

UW Extension Staff: None.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Heather Gehrt (Wood County Treasurer), Attorney Peter Kastenholz (Wood County Corporation Counsel), Jason Stringer (Wisconsin Energy Conservation Corporation) and Jon Hochkammer (Wisconsin Counties Association).

1. **Call to Order.** Chairperson Hilde Henkel called the CEED Meeting to order at 9:15 a.m.
2. **Public Comment.** None.
3. **Review Correspondence.** None.
4. **Consider ordinance adopting a PACE (Property Assessed Clean Energy) Ordinance, approving the PACE Joint Powers Agreement, and approving the appointment of a PACE Commission member.**

Jason Grueneberg discussed three key highlights of Wood County Ordinance #17-5-1:

- a. Adopts the PACE Ordinance.
- b. Approves the PACE Joint Exercise of Powers Agreement.
- c. Approves appointing Adam Fischer as a PACE Commission member.

Jason Grueneberg commented that Peter Kastenholz and Mike Martin have reviewed Wood County Ordinance #17-5-1 adopting PACE making minor changes. Jason Grueneberg asked that Joint Exercise of Powers Agreement relating to Wisconsin PACE Commission to strike the part in Section 14. (a) "in substantially the form, and substantively to the effect, set forth in EXHIBIT A to this agreement" at the Wood County Board Meeting because the PACE Commission has been formed.

Jon Hochkammer (Wisconsin Counties Association) discussed that PACE is between the property owner and lender, county treasurer collects the taxes, and loans underwritten by the PACE lender are in good economic standing at time of the loan which results in minimal foreclosures.

*Motion by Adam Fischer to approve and accept Wood County Ordinance 17-5-1 to adopt a PACE (Property Assessed Clean Energy) Ordinance, approve a Joint Powers Agreement, and approve the appointment of a Commission member making Wood County commercial property owners, lessees, and lenders eligible for PACE financing of energy or water efficiency improvements or renewable resource projects. Second by Bill Leichtnam. Motion carried 4-1. Robert Ashbeck voted against the motion because he has concerns that Wood County would be held liable if the property owner defaults on the loan.*

5. **Consider possible groundwater legislation correspondence.**

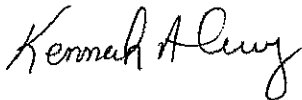
Bill Leichtnam briefly discussed Wisconsin SB 22 & AB 50 Water Sustainability Act. Jon Hochkammer (Wisconsin Counties Association) suggested that a meeting with area legislatures versus a letter would be beneficial and that he would be willing to arrange a meeting with the CEED Committee and other board members.

*Motion by Adam Fischer to approve that Jon Hochkammer (Wisconsin Counties Association) set-up a meeting within 60 days with area legislatures to discuss possible groundwater legislation. Second by Kenneth Curry. Motion carried unanimously.*

**6. Adjourn.**

*Motion by Adam Fischer to adjourn at 9:34 a.m. Second by Kenneth Curry. Motion carried unanimously.*

Respectfully submitted,



Kenneth Curry, Secretary  
Minutes by Kim Keech, Planning & Zoning Department  
Review for submittal to County Board by Kenneth Curry (approved on May 18, 2017 @ 1:03 p.m.)

AB

County of Wood

Report of claims for: LAND & WATER CONSERVATION

For the period of: MAY 2017

For the range of vouchers: 18170055 - 18170108

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18170055	LULL SCOTT	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170056	MEISSNER JASON	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170057	MONNESS WILLIAM	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170058	NIGON TYLER	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170059	PEISSIG JACOB	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170060	PETERS EDWARD	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170061	POPP MICHELLE	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170062	ROTH GLEN	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170063	SCHMITZ TIM	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170064	WOJCIK DENNIS	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170065	BOHMAN ALEX	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170066	REINART KELLY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170067	BREITENFELDT WAYNE	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170068	GREINER RON	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170069	RIEHLE ROY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170070	BEERY JOHN	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170071	KOHN GARY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170072	BAUMAN DAVID	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170073	FELDBRUEGGE RICHARD	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170074	HORACEK JEFFREY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170075	SPINDLER CHARLES	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170076	VAN LANGEN RON	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170077	ZAHRT ROGER	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170078	WALTERS RICK	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170079	WELLNER CHARLES	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170080	SOCHA PATRICK	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170081	VAUGHAN AARON	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170082	BARKLEY TIMOTHY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170083	BRYD BILL	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170084	CHRISTIAN SCOTT	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170085	GAJEWSKI WAYNE	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170086	JANSEN RANDY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170087	KRAUTKRAMER PAUL	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170088	KREJCI BEVERLY	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170089	PAHL RYAN	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170090	BRUSS RICHARD	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170091	DUKELOW GREG	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170092	ENSIGN EVAN	NMFE - INCENTIVE PAYMENT	04/06/2017	\$220.00	P
18170093	KOPS DOUGLAS	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P



4B

County of Wood

Report of claims for: LAND & WATER CONSERVATION

For the period of: MAY 2017

For the range of vouchers: 18170055 - 18170108

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18170094	STOFLET ZACH	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170095	WEIGEL MIKE	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170096	COENEN JAMES	NMFE - INCENTIVE PAYMENT	04/06/2017	\$350.00	P
18170097	ARNOLD TRACY	LWC - MEAL & MILEAGE REIMB	04/09/2017	\$50.10	P
18170098	ACE HARDWARE	LWC - ENVIRONMENTAL ED SUPPLIE	04/25/2017	\$57.45	P
18170099	TRACTOR SUPPLY CREDIT PLAN	WD - (2) 5-MILE SOLAR ENERGIZ	04/04/2017	\$299.98	P
18170100	WOODTRUST BANK NA	FEDS SUPPLIES/HOTEL/OFFICE EXP	03/03/2017	\$556.83	P
18170101	PRAIRIE NURSERY INC	TS - WILDFLOWER SEEDS	04/24/2017	\$95.00	P
18170102	SAFELITE FULFILLMENT INC	LWC - TRUCK WINDSHIELD REPLACE	04/22/2017	\$426.90	P
18170103	HRAHOR NURSERY	TS - DOUGLAS FIR	04/28/2017	\$110.00	P
18170104	WI LAND + WATER CONSERVATION	LWC - CONFERENCE REGISTRATION	02/17/2017	\$985.00	P
18170105	COENEN JAMES	SWRM - NUTRIENT MGT COST SHARE	05/16/2017	\$4,533.20	P
18170106	GROSHEK ADAM	LWC - DATA PLAN REIMBURSEMENT	05/23/2017	\$30.00	P
18170107	WUCHERPFENNIG SHANE A	LWC - DATA PLAN, MEALS & MILEA	05/16/2017	\$63.94	P
18170108	MARQUETTE COUNTY LWCD	TS - TREE DELIVERY FEE	05/09/2017	\$600.00	P
Grand Total:				\$18,998.40	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

## County of Wood

Report of claims for: Planning &amp; Zoning Department

For the period of: May 2017

For the range of vouchers: 22170055 - 22170069 38170010 - 38170011

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22170055	WLIA	LR-Regional Conf Reg	04/26/2017	\$120.00	P
22170056	OPPORTUNITY DEVELOPMENT CNTR	PS-Data Processing Septic Mtce	04/25/2017	\$251.37	P
22170057	OPPORTUNITY DEVELOPMENT CNTR	PS-Data Processing ATU Mtce	04/25/2017	\$103.88	P
22170058	WOODTRUST BANK NA	Credit Card Charges	04/20/2017	\$273.78	P
22170059	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Apr)	05/01/2017	\$2,100.00	P
22170060	CARMODY DATA SYSTEMS INC	PS-Upgrades/Services (May)	05/01/2017	\$299.00	P
22170061	WAUPACA COUNTY SHERIFF'S DEPT	PS-Service Fee (1)	04/28/2017	\$55.00	P
22170062	BOYER KEVIN	SU-Services Per Contract	05/11/2017	\$833.00	P
22170063	WILSON VICTORIA	PS-Notary Public	05/09/2017	\$81.00	P
22170064	EAGLE REPROGRAPHICS	LR-Ink Cartridges	05/09/2017	\$159.90	P
22170065	ON Q SOLUTIONS	LR-Surveyor Books	05/16/2017	\$1,638.50	P
22170066	GRUENEBERG JASON	PL-Expenses (May)	05/18/2017	\$30.00	P
22170067	DEKLEYN ADAM	PL-Expenses (May)	05/23/2017	\$48.15	P
22170068	WOOD COUNTY CLERK OF COURTS	PS-Filing Fee for Small Claims	05/22/2017	\$199.00	P
22170069	JACKSON COUNTY SHERIFF'S WI	PS-Service Fee (1)	05/22/2017	\$75.00	P
38170010	CITY OF MARSHFIELD	ED-Annual Aid (2017)	05/10/2017	\$30,500.00	P
38170011	GRUENEBERG JASON	ED-Expenses (May)	05/18/2017	\$118.77	P
<b>Grand Total:</b>				<b>\$36,886.35</b>	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

County of Wood

Report of claims for: UWEX

For the period of: May

For the range of vouchers: 30170062 - 30170075

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30170062	UW SOIL TESTING LAB	SOIL SAMPLES	05/09/2017	\$345.00	P
30170063	WOODTRUST BANK	Matt JCEP, summit reg Sarah	05/09/2017	\$180.00	P
30170064	TOMSYCK KATIE	Tomsyck April Expenses	05/09/2017	\$32.10	P
30170065	ERICKSON JEREMY	erickson april expenses	05/09/2017	\$174.84	P
30170066	WOOD COUNTY MASTER GARDENERS	MG Training dues	05/23/2017	\$270.00	P
30170067	EO JOHNSON CO INC	Copier Lease	05/23/2017	\$229.49	P
30170068	WAL-MART COMMUNITY/RFCSLLC	Family Living	05/23/2017	\$24.06	P
30170069	MASTER GARDENER PROGRAM	MG name badges	05/30/2017	\$9.00	P
30170070	WOODTRUST BANK	MG banner, Jeremy Training, FL	05/30/2017	\$266.10	P
30170071	BROWN KYLI	BROWN MAY EXPENSES	05/30/2017	\$129.47	P
30170072	ERICKSON JEREMY	ERICKSON MAY EXPENSES	05/30/2017	\$178.58	P
30170073	LIPPERT MATTHEW	LIPPERT MAY EXPENSES	05/30/2017	\$388.95	P
30170074	SIEGEL SARAH	SIEGEL MAY EXPENSES	05/30/2017	\$191.53	P
30170075	VIAU CHRISTOPHER	VIAU MAY EXP	05/30/2017	\$581.16	P
<b>Grand Total:</b>				<b>\$3,000.28</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_



*Activities Report for Shane Wucherpennig May 2017*

- **May 1** – Preparation for office move, Moving boxes and small items to River Block.
- **May 2 & 3** – Office Move to River Block.
- **May 3** – Attended CEED Meeting.
- **May 4 & 5** – Setup in new office area, unpacking.
- **May 5** – Investigation on a complaint of a manure discharge on the Tri-Star Dairy site. Verification was confirmed.
- **May 8** – A notice of Violation Letter was drafted for Tri-Star Dairy and the documentation was all collected. The Letter was sent out and \$1,500 forfeiture was assessed on the Dairy for the violations.
- **May 9** – Worked in office on designs.
- **May 10** – Attended a Tree Farm Field Day planning meeting at the Richard and Mary Czaja Tree Farm.
- **May 11** – Worked in office on designs.
- **May 12** – Worked in office on designs.
- **May 15** – Attended a DNR Enforcement meeting w/ Alan Schiferl and DNR folks to discuss enforcement options at the DNR Bldg.
- **May 16** – Sign Nutrient Management CSA with Coeneon at the Jim Coeneon Farm.
- **May 17** – Met with Bazooka Farmstar Rep. & Kyle Altman about a low disturbance manure injection tour we are hosting on Kyle's farm on June 24<sup>th</sup>.
- **May 17** – Met with Shawn Kieffer on his farm to follow up with a manure complaint we had received earlier.
- **May 18** – Staff Meeting
- **May 19** – Attended an enforcement conference for Norman Gingerich & Travis Marti for Tiling a wetland and Manure contamination of a private pond.
- **May 22** – Summer Intern Started.
- **May 22** – DNR meeting with Alan Schiferl to follow up with CAFO requirements.
- **May 23** – Attended SE Wood County Groundwater Group at Saratoga Town Hall.
- **May 24** – Staff Meeting.
- **May 25** – Attended NCLWCA meeting in Florence County.
- **May 21** – Met with Deb Cherney - Emmons Business Interiors, LLC About Office workstation equipment
- **May 24** – Worked on office Moving/Packing
- **May 25** – Worked on office Moving/Packing
- **May 30** – Follow up on email contact, phone messages and correspondence, fixed flat on Silver truck.
- **May 31** – Worked on budget reports & grant questions & enforcement correspondence.
- **May 31** – Worked on Grass Ridge LLC Waste Transfer Plan.
- **May 31** – Worked on Manure complaint correspondance.

AC

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## *Activities Report for Tracy Arnold 05-2017*

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

- Maintaining DNR database with current Wood County information
- Working with the 4 failed fences to get them back into compliance
- Working through issues with landowners and the new GoWild program to issue shooting permits
- Continue to enroll landowners for the 2017 year
- Acquiring apiary supplies to prevent bear damage
- Designing one permanent fence, trying to finalizing them with landowners before submitting them to DNR for approval
- Submitted one permanent fence for DNR approval
- Preparing for permanent fence inspections in June
- Conducted 20 acres of alfalfa appraisals

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

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Numerous phone calls and emails regarding Badger Sandstone
- Site visit to Badger Sandstone, GPS, photo documentation of visit
- Working with a number of counties about being more consistent throughout the state.
- Working with one permit holder to make sure financial assurance gets updated on correct date
- Investigated two complaint calls that came in regarding mining

### **Land and Water Conservation**

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Attended North Central Land and Water Conservation Association meeting in Florence Co
- Taught 26, 2nd graders about prairies, pollinators and agriculture and planted prairie seeds with them.
- Finished the Pittsville Rusty Crayfish Trapping Project, pulled out traps
- Submitted article for the Natural Resource magazine with 3 Pittsville students about our Rusty Crayfish trapping project
- Moved department to River Block building
- Participated in the WI First Detector Network training for invasive throughout the state
- Obtained DNR permit to dig purple loosestrife roots. Dug purple loosestrife roots for use in school programs.
- Taught 32 5<sup>th</sup> graders about purple loosestrife and planted roots with them
- Collected generic gel from DNR sales.
- Take Joel (intern) in field whenever I'm going out
- Started planning the 2018 Fall CEED Tour with Land & Water, UWEX and Planning and Zoning
- Assisting with the planning of the Dairy Berry Breakfast- Friday June 16<sup>th</sup> at Lincoln High School. As part of the 10<sup>th</sup> Annual Cranberry Blossom Festival



AC

## Activities Report for Adam Groshek –May 2017

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

- ~Preliminary re-design, further wetland and soil investigations, meeting to go over layout, and calculations for the future 2017 additional earthen manure storage lagoon for Tom Hamus near Auburndale.
- ~Moving office to RiverBlock building, assembly of most work stations, installation of desks, shelves and hanging wall units and re-arranging office files and projects.
- ~Schiferl Farms NOV meeting with DNR for CAFO permit items and discussion on future compliance investigations and evaluations.
- ~Dealing with issues with getting extended cords and network cables during the move to get my computer up and running, and graphics card issues to allow AutoCAD to operate properly without freezing up and having time lags.
- ~Assisting in the replacement of the windshield for the blue worktruck as well as 2 tire flat replacements for the silver worktruck.
- ~GPS stakeout of CREP field boundaries related to renewed contract alterations.
- ~Investigation of manure complaint for Shawn Kieffer farm-first time out manure appeared to be staying on farm property and not flowing into surface water.
- ~Follow-up check of full manure storage structure for Richard Cournoyer, temporary containment berm is set up. The road limits were taken off 4-24-17 so the Cournoyer's were able to get some manure transferred to a neighbor's pit until the fields dry out enough to spread.
- ~CREP environmental benefit reports and contract discussion, signing for re-enrolls and new for Biebl's, Milz's, Mrozek's, Weiler's, Haffenbredl's, Laidlaw's, and others coming soon.
- ~Wayerski manure storage pit expansion and new barn manure transfer system plan review and attendance of the pre-construction meeting.
- ~Chris Hoffman barn new transfer system and manure pit expansion discussion and review.
- ~Assisting the new LWCD intern Joel in getting to know the department functions and starting to work on a few projects.
- ~Attendance of the Feedlot and Milkhouse Waste Discharges training hosted by DATCP and Portage County for 2 days based at the Eron farm and surrounding farmsteads.

### ***Activities Report for Lori Ruess – May 2017***

- Moved to River Block – packed and unpacked, organized files and office.
- Submitted master 2017 SWRM Grant contract to DATCP.
- Completed April sales tax report and submitted report to Finance.
- Reviewed general ledger and payroll registers and completed journal entries to correct May payrolls.
- Completed CREP re-enroll contracts and scheduled appointment for signing of contracts with:
  - Donald & Adeline Mrozek
  - Ra-Con Farm
  - Marlin Laidlaw
  - William & Janice Hafenbredl
  - Alan Weiler
- Completed New CREP contract for Russ & Tara Biebl and submitted to DATCP.
- Ordered temporary fence supplies for two landowners.
- Attended May 16<sup>th</sup> and May 24<sup>th</sup> staff meetings.
- Drafted resolution supporting full funding of the Great Lakes Restoration Initiative (GLRI).
- Drafted resolution to amend the DATCP budget for unanticipated revenues.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Organized County Board and CEED packet information and took to County Clerk's office.
- Working on articles for summer newsletter.

4C

## Activities Report for Emily Salvinski May 2017

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- **May 1.** Office Move
- **May 2.** Office Move
- **May 3.** Office Move
- **May 4.** Mapped 3 landowner fields, merged in arcmap
- **May 5.** Reviewed 2 NMPs. Prepped land info for cost-share contract.
- **May 8.** Reviewed 1 NMP. Added 4 landowners to ArcMap. Worked on mailing for NMFE reimbursement
- **May 9.** Added 5 landowners to arcmap. Reviewed 1 NMP.
- **May 10.** Reviewed 1 NMP. Worked on NMFE mailing. Learned new tools in arcmap. Mapped 1.
- **May 11.** Reviewed 1 large NMP. Created investigative snap file for mine erosion site.
- **May 12.** Sent another batch of NMFE reimbursements. Mapped 1 farm. Worked on improved review process.
- **May 15.** Prepped and sent another batch of NMFE reimbursements, reviewed 1 NMP, sent reviews to coop, prepped and printed maps for erosion site near NMM.
- **May 16.** Reviewed 2 NMPs.
- **May 17.** Worked on 2015 590 summary sheets
- **May 18.** Staff Meeting. Worked to get shapefile offline onto my GIS. Worked on stats collecting.
- **May 19.** Reviewed 2 NMPs. Made improved visual of NMP acres with newly added cropland shapefile
- **May 22.** Attended Youth Education Committee Meeting. Mapped large farms new fields recently added to NMP.
- **May 23.** Attended Southeastern Wood County Groundwater meeting, started 1 large farm review, tracked down checklists to help complete NMFE program.
- **May 24.** Finished 1 review. Attended staff meeting. Wrote article on wild parsnip for summer newsletter.
- **May 25.** Reviewed 1 NMP. Took a closer look at multiple operations reporting on same field, recorded findings. Worked on NMP webpage.
- **May 26.** Worked on other pages to improve our website
- **May 30.** E-mailed 3 NMP writers their reviews, looked through photos to add to website, continued to work on website.



## **Conservation, Education & Economic Development Committee Report for the month of May 2017**

### **PETER MANLEY**

*Wood County UW-Extension, Community Resource Agent*

- I attended and processed paperwork related to the May 3 CEED meeting.
- I made input into a Wisconsin River recreational planning team, May 2.
- I began planning for a forestry field day in August. Bill and Mary Czaja from the Pittsville Area are the Outstanding Foresters of the Year in Wisconsin and the field day will be at their forest.
- I met with the Aging and Disability Resource Center of Central Wisconsin on May 11th to complete their strategic plan. We may need to have one more session.
- The Department Head meeting I had scheduled for May 17 was cancelled due to the low number of agenda items.
- I attended the Quarterly Economic Update of the Central Wisconsin Economic Research Bureau, May 19.
- I attended the Wood County Towns Association, May 19 and spoke on town maps, Clean Sweep and upcoming trainings.
- I led the May 23 session of the Southeast Wood County Groundwater Group. We began thinking about what long-term projects we might take on.
- I was on sick leave May 24-25 due to surgery.
- I attended several state teleconferences related to ongoing reorganization plans.
- I also gave feedback to my mentee on his tenure portfolio.
- I participated in the 3-year program review of another mentee, Jay Dampier.
- I attended a meeting of the Standards, Rank and Promotion Committee, by teleconference.
- I attended a Healthcare Roundtable at the Marshfield Clinic put on by Chancellor Sandeen, May 31.

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### **MATT LIPPERT**

*Wood County UW-Extension, Agriculture Agent*

- Two radio segments were conducted this month on WDLB and one on WFHR. We discussed spring planting conditions (They are wet!), market situation and home horticulture.
- I led the Master Gardener training session on Soils, fertilizers and soil amendments. Jeremy Erickson is leading a very energetic group of MG trainees. There were about twenty people attending. The group is training in Pittsville.
- There were many responsibilities with Farm Technology Days planning. I met with the fundraising committee and the publicity committee as they develop educational videos about the farming conducted by the host farms and with the executive committee.
- I chaired the reorganizational meeting of our Agriculture Extension Department Standards Rank and Promotions committee. This is the committee that reviews our colleagues for tenure. There will be an exceptional level of activity on this committee during the next year as Extension

reorganizes and candidates seek tenure approval in advance of the structural changes in our organization. Fortunately, although I will continue on this committee, I will no longer chair it during this fall and winter period.

- I took visitors from the Czech Republic to farms in the area. The tour was set up by the UW-Agriculture Engineering department.
- I helped organize the dairy portion of the upcoming Area Animal Science Days- a district program for 4-H livestock projects in the state.
- I met with the District Holstein Breeders that will be holding a Holstein show for about 200 head here in June.
- I met with the Wood County Farm Bureau Board for their monthly meeting.
- There were a number of calls about land rent, lawn and garden materials. Even though we have a horticulture educator during this time of year there are many questions that our office assists county citizens with.

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## **SARAH SEIGEL**

*Wood County UW-Extension, Family Living Educator*

- Listened to a Home and Community (HCE) State Wisline on May 2. I am the Wood County FLE State Liaison for the Wood County HCE program.
- Taught Summer Fun and Activities at Nekoosa/Ho-Chunk Head Start parent meeting on May 2. Parents and children participated in a discussion and activities that promoted the importance of spending time together this summer. We reviewed summer activities to do in the summer that are free or low cost.
- Attended an Adverse Childhood Experiences (ACEs) training on May 4. The training offered information on the importance of identifying ACEs and how they affect the primary audiences that I work with for Family Living.
- Taught Strong Families in Lynn Borski's Relationships class at Lincoln High School on May 5. The students participated in activities that emphasize the importance of building strong family relationships.
- Attended a Falls Prevention program on May 5 at the Marshfield Library. The program was sponsored by Healthy Lifestyles and was an introduction to a falls prevention program starting in Wood County.
- Attended the HCE County Day at St. Phillips Church in Rudolph. The HCE ladies had a board meeting along with Jeremy Erickson coming in to talk about straw bale gardening. May 9
- Attended the Hunger and Health Summit sponsored by Feeding America at the Hotel Mead on May 9 and 10. I attended sessions on the policy and research track which will be useful in my food security work in Wood County.
- Attended a MSTC Health and Wellness Promotion Board meeting on May 15. I am on the advisory board for the Health and Wellness Promotion degree through MSTC.
- Taught Becoming Money Smart class at the Wisconsin Rapids Job Center on May 15.
- Talked on the radio (WDLB & WFHR) on May 16 and 18. My topic was Ending the School Year and Enjoying Summer Activities. I discussed the importance of a positive transition into summer and all the programs and events taking place throughout the summer.

- Taught a Nutrition Grab & Go at the Marshfield Public Library on May 16. The grab & go focused on the importance of dairy, fruits and vegetables and I provided some quick snacks for participants.
- Taught Eating a Colorful Diet and Family Meals at Lincoln Elementary School in Marshfield on May 18. The outreach event was available to all children and parents who are part of the CLC program.
- Put out a display board at the courthouse regarding the Check Your Free Credit Report Campaign. The campaign focuses on how to check your credit report along with the importance of checking your credit report. May 22
- Talked with my mentor team about the importance of applying for tenure before the tenure process changes under the nEXT generation model. I also started to work on my tenure document. May 22
- Had a booth at the Boys and Girls Club community night on May 23. I explained my role with Wood County UW-Extension along with marketing my healthy living work which will take place at the farmers' markets this summer.
- Listened to a Focus on Family Living Wisline on May 25. The wisline is presented by our program director.
- Finalized the notes from the WEAFCs board meeting on April 25. I am the board secretary for WEAFCs. In addition listened to a WEAFCs membership wisline on May 30.
- Attended a Preserving Pathways event at Marshfield Clinic on May 31. The Preserving Pathways round table is sponsored by UW-Extension and our Chancellor Sandeen.
- I attended coalition meetings throughout the month for Healthy Lifestyles, United WE Can subcommittee, south Wood County Financial Stability coalition, south Wood County Hunger Coalition, and the Community Food Center sub-committee.

## **JODI FRIDAY**

*Wood County UW-Extension, FoodWise Nutrition Educator*

- Taught 28 youth lessons at both Almond and Wisconsin Rapids schools. Taught Kindergarten lessons to approximately 425+ youth using the Discovery MyPlate curriculum. One parent shared "Mrs. Friday is a hero in our house. I've been trying for years to get my kids to eat healthier foods, but when you say "Eat more fruits and vegetables" they actually listen!"
- Participated in a PEARS Google hangout training for the new FoodWise data & evaluation entry system (5/3)
- Taught at the South Wood County Emerging Pantry (SWEPS) two times this month (5/22 & 6/1). The pantry manager has stated several times how much more fresh fruits and vegetables are taken by participants since I have started education at the pantry. While the pantry had to dispose of a good quantity of fruits and vegetables at the end of each day, now the tables are mostly empty at the end of service.
- Participated in two United WE Can event planning meetings (5/8 & 5/30). **Come out to the Rafter's game on June 14th to support United WE Can!**
- Attended a meeting of The Neighborhood Table site managers to discuss educational classes held at the site.
- Participated in one Wood/Portage County FoodWise meeting (5/16)
- Participated in the Mobile Food Pantry hosted by SWEPS and The Neighborhood Table on May 17th. It was a great opportunity to learn how the mobile food pantry works. I also realized the

need for education related to receiving large cuts of meat by participants. I will be reaching out to SWEPS and TNT related to this need.

- Participated in a Community Food Center meeting (5/18). The next full meeting for this group will be June 27th.
- Attended the South Wood County Hunger Coalition meeting (5/25)
- Attended five Wood County staff meetings.

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**KYLI BROWN**

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

- Attended the 4-H PALS and 4-H Leaders Association Meeting on May 24th.
- Attended the Junior Fair board meeting on May 17th.
- Worked with local farmer Joel Kuenhelt to play our June 13 4-H Cloverbud Day Camp
- Getting 4-H systems online and ready for the June 1 Junior Fair enrollment opening.
- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Attended the North Central Region 4-H meeting to discuss 4-H happenings at the state level.
- Had our 5th Youth Tent meeting for Farm Technology Days. Also met with researchers from the National Farm Medicine Center to discuss partnerships for FTD.

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**CHRIS VIAU**

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

The following is an overview of Youth Development activities:

- 4-H Club and Program Management
  - Leadership Washington Focus Trip Planning and Logistics
    - Continue planning for 2017 trip
    - Bus logistics and lodging details
  - 4-H Area Animal Science Days Organizing Committee Meeting
    - Continued-
    - Manage Registration
    - Refine facility needs
    - Wood County to host June 21 @ Fairgrounds
    - Dairy, Livestock, Horse, and Small Animal educational and competitive judging events
    - Expect 200-300 youth/volunteers/parents to attend
  - 4-H Leaders Association Executive and Association Meetings
    - Executive Committee Meeting
    - Youth and Adults as Partners in Leadership workgroup meeting
      - Review current structure and recommend changes to engage youth as partners in leadership
  - 4-H Club and Volunteer Management concerns-Ongoing
    - Club bylaws concern and meeting to remedy
    - 4-H Club potential merger-address concerns

- Central WI State Fair
  - Work with office staff to ensure completion of Jr. Fair tasks
  - Jr. Fair Board May Meeting
- Other
- Administrative
  - Support Staff Transition-reassignment and training
  - State and Regional Phone Conferences and Meetings
  - 4-H Youth Development Liaison Responsibilities- 25% FTE

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## **JEREMY ERICKSON**

*Wood County UW-Extension, Horticulture Educator*

- Conduct Wood County Master Gardener Training
- Participate in the Marshfield Community Garden work day, develop planting plan and get plants and seeds for Planting Demo conducted by Wood County Master Gardener Volunteers
- Teach 'Straw Bale Gardening' class for Rudolph HCE Group
- Attend the Wisconsin Hunger Summit in Wisconsin Rapids
- Appear on WFHR Rapids Radio program
- Attend Master Gardener Membership meeting
- Assist clients with Horticultural related questions
- Work with Wood County Farm-to-School on School Garden project
- Coordinate Education Workshops with Master Gardener Volunteers

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for June 7, 2017

**1. Administrative (Jason Grueneberg)**

- a. Code Technician – The Code Technician position was posted from May 3<sup>rd</sup> to May 28<sup>th</sup>. Interviews will be scheduled for the week of June 12<sup>th</sup>.

**2. Economic Development (Jason Grueneberg)**

- a. Marshfield Economic Development Board - On May 4<sup>th</sup>, I attended the Marshfield Economic Development Board Meeting. Agenda items included the Marshfield Residential Incentive Program (MRI) and an update on the Wenzel Plaza planning.
- b. Regional Economic Growth Initiative (REGI) – On May 9<sup>th</sup>, I participated in the REGI Municipal Forum held at the Nekoosa Community Center. The purpose of the forum was to engage area municipalities in a discussion about the regional economy and collaborative efforts.
- c. Central Wisconsin Economic Development (CWED) Fund – On May 17<sup>th</sup>, I participated in the CWED Fund Board meeting. Loan modifications were considered for approval, further discussion took place on renewing the administrative services contract with CAP Services, and elections took place and I was elected to another term as Treasurer.

**3. Planning (Adam DeKleyn)**

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (CORP) – Planning committee held a public hearing to collect public input on outdoor recreation in Nekoosa. Community survey results were compiled into a survey summary document. An overview of the plan was presented to the Nekoosa Property Recreation and Human Affairs Committee. Planning committee will start developing recommendations based on the public input and survey results.
- b. Plat Review Officer – (1) CSM was submitted for review/approval. (3) CSM's and (1) final subdivision plat were approved/recorded.
- c. 2017-2037 City of Marshfield Comprehensive Plan – Reviewed comp. plan to verify it doesn't conflict with any county planning programs or

zoning ordinances. Plan will go before CEED Committee/County Board for approval.

- d. Wood County Parks and Open Space Plan - Plan is in early development stages. Initial background work has started.
- e. Town of Seneca Comprehensive Plan – Plan is in early development stages. Initial background work has started.
- f. Regional Economic Growth Initiative (REGI) – Attended the Municipal Forum to promote further collaboration between Wood County municipalities with regards to economic development.
- g. POWTS – Back-up inspector due to office vacancy.

#### **4. Land Records (Justin Conner)**

- a. Wisc. Land Information Program (WLIP) – Submitted detailed grant reporting to remain eligible for WLIP grants.
- b. NG 911 Strategic Planning – Organized a panel discussion for the June WLIA meeting.
- c. Scanning Original Surveyor Notes – Contracted with On Q Solutions out of Wausau for scanning project. Pricing was very favorable which will allow us to scan more items than originally thought. This information will eventually be available online for free; potentially saving surveyors a trip to the courthouse.
- d. US Census Block Boundary Suggestion Project – 1<sup>st</sup> phase of 2020 Census data program. Opportunity to submit suggestions of census block geometry.
- e. Highway Dept. Projects
  - i. Driveway permit management application – (<http://app.woodcogis.com/drivewaypermit>) Permits are being scanned and located on the map.
  - ii. Road closure and detour maps
  - iii. 2017-18 construction projects map
- f. Health program participant mapping – Mapping program participants throughout Wood County to identify locations to focus efforts.
- g. Nekoosa Industrial Park – Update industrial park graphic for marketing materials

#### **5. Code Administrator's (Jeff Brewbaker)**

- h. Private Sewage Program, Permitting, Maintenance and Violations

- i. (29) on-site investigations/inspections/compliances
- ii. (1) septic system verification letters & failing system investigations
- iii. (0) failing septic system orders, (1) holding tank maintenance violations & settlements
- iv. (17) soil tests reviewed, (8) hydrograph reports reviewed, (0) interpretive soils report reviewed
- v. (2) holding tank plan reviews, (10) conventional plan reviews, (3) mound plan review
- vi. (26) sanitary permits reviewed
- vii. (2) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (0) referrals invoices
- viii. (0) sanitary system easements
- ix. Answered phone calls, emails and met in office regarding permitting and inspection questions.

i. Floodplain Ordinance Investigations and Permitting

- i. (6) site inspections, meetings or enforcement
- ii. (1) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (0) DNR Approved flood studies reviewed
- iv. (0) Cranberry farm certification
- v. (5) Updated Community Assistance Visit Violations
- vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

j. Shoreland Ordinance Investigations and Permitting

- i. (4) general shoreland permits reviewed & issued
- ii. (1) Shoreland permit denied (NEPCO Lake)
- iii. (1) mitigation plans reviewed, (0) exempt structure affidavit
- iv. (5) onsite pre-construction inspections, meetings & enforcement, compliances
- v. (1) navigability determinations
- vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

- k. Heather Marquardt Wood County Code Technician last day was on May 12, 2017. She has taken another position with Walworth County, Wisconsin. We are currently screening applicants for a suitable replacement. Heather was only here for approximately three years but will be dearly missed as a valued co-worker and friend to many people in the courthouse.

**6. POWTS Activity (Kim Keech and Victoria Wilson)**

- a. Monthly Sanitary Permit Activity. There were 24 sanitary permits issued in April 2017 (13 New, 8 Replacement, 2 Reconnects and 1 Non-Plumbing) with revenues totaling \$7,850. There were 15 sanitary permits



issued in April 2016 (6 New, 8 Replacements and 1 Reconnect) with revenues totaling \$5,050.

There were 46 sanitary permits issued through April 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 32, 2015 – 28, 2014 – 24, 2013 – 34 and 2012 – 30.

- b. 2017 Tax Refund Intercept Program (TRIP) As of May 30<sup>th</sup>, Wood County received an additional \$1,197.32 on three cases. To date, Wood County has received \$4,336.94 on seven outstanding cases.
- c. 2016 Program Fee Notices – Paperwork for small claims action for approximately 30 property owners for failure to pay program fee have been completed and will be referred to Wood Co Corp Counsel.
- d. 2017 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight Maintenance Notices and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 24<sup>th</sup> with a due date of Friday, August 11<sup>th</sup>. There were 2,413 mailed between the four notices.
- e. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2015 are available for viewing on the Wood County's website [www.co.wood.wi.us/Departments/PZ](http://www.co.wood.wi.us/Departments/PZ). 2016 Sanitary Permits will be prepped and scanned in fall 2017.
- f. Enforcement Activities Update.

- i. Small Claims

The following cases were forwarded to Wood Co Corp Counsel to initiate Small Claims action and are not yet scheduled:

- 1. Allowing discharge of wastewater to the ground surface and into zones of seasonal or periodic saturation.
    - 2. Pumping wastewater from a holding tank without being licensed to do so and connecting a sewer line from a home designed for human habitation without first obtaining a Wood County Sanitary Reconnect Permit.
    - 3. Failure to properly service holding tanks.

- ii. Contempt Hearing Nothing scheduled.

- g. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11<sup>th</sup> on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021. Please encourage those who may qualify to complete and submit applications for funding.



## RESOLUTION#

Effective Date Upon Passage &amp; Publication

Conservation, Education and Economic Development and Executive Committees

Introduced by  
Page 1 of 1

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

LAR

INTENT & SYNOPSIS: To seek County Board approval to amend the 2017 Wood County Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies and to appropriate those monies to the DATCP grant budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from the DATCP. The adjustment to the budget is as follows:

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Account	Account Name	Debit	Credit
56122-480	DATCP Grant		\$ 60,614.00
43586-480	State Aid	\$ 60,614.00	
56122-481	DATCP Grant		\$ 8,400.00
43586-481	State Aid	\$ 8,400.00	

WHEREAS, the Land & Water Conservation Department shall receive additional grant funds in the amount of \$ 69,014.00 to disburse as cost-share assistance for conservation practices that include, manure storage facilities, waste transfer facilities and vegetative treatment areas and

WHEREAS, additional funds were not expected to be obtained and therefore were not included in the budgeted amount, and

WHEREAS, THE \$ 69,014.00 will have no impact on the county tax levy and,

THEREFORE BE IT RESOLVED, that the Wood County State Aid Land & Water Conservation Department account 43586-480-000 be amended to accept \$ 60,614.00 and account 43586-481-000 be amended to accept \$ 8,400.00 of state aid monies and appropriate those monies to the DATCP Grant budget expenditures for disbursing as cost-share assistance for conservation practices that include manure storage facilities and waste transfer facilities and:

BE IT FURTHER RESOLVED, , that pursuant to §65.90 (5), Wisconsin Statutes, the County Clerk shall publish a Class I notice of this budget change within ten (10) days.

Ed Wagner, Chair

Michael Feirer

Donna Rozar

Al Breu

Lance Pliml

Hilde Henkel

Hilde Henkel, Chair

Robert Ashbeck

Kenneth Curry

Adam Fischer

Bill Leichtnam

Harvey Petersen

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 17 .

County Clerk

County Board Chairman

## RESOLUTION#

Introduced by  
Page 1 of 1

CEED

KT

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

**INTENT & SYNOPSIS:** To authorize the submittal of a state grant application and the subsequent appropriation of County funds and outside donations for a Household Hazardous Waste Clean Sweep program for Wood County, in 2018.

**FISCAL NOTE:** County Funds - \$20,000  
Anticipated State Grants - \$9,000

**Source of Money:** Levy funds to be put in Extension Budget

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

**WHEREAS**, Wood County recognizes that improper storage and handling of hazardous waste poses a potential risk to human health, and

**WHEREAS**, the release of hazardous waste to the County's air, soil, surface, and groundwater is a threat to its natural resource base, and

**WHEREAS**, Wood County recognizes the benefits of a program to control the disposal and storage of potentially hazardous waste and will carry out all activities described in the state grant application, and

**WHEREAS**, the proper collection and disposal of outdated, unused, or unwanted medicines protects the environment and the health of Wood County residents and prevents drug theft, and

**WHEREAS**, the County's Clean Sweep Programs are intended to offer education and assistance to citizens regarding limitation of introduction of toxic materials into the environment through prudent purchasing, identification, proper handling and disposal of hazardous wastes, and recycling alternatives for household waste, and

**WHEREAS**, in previous Clean Sweeps, Wood County collected and safely disposed of more than 400,127 pounds of hazardous waste to date, and 2,944 of drugs in 2016, and

**WHEREAS**, a Clean Sweep program is scheduled for September 30, 2017, and

**WHEREAS**, in this action the County Board declares its intent to conduct Clean Sweep Programs and the appropriation of State funding in 2018, and

**WHEREAS**, Wood County will allow employees from the Wisconsin Department of Agriculture, Trade and Consumer Protection access to inspect the Clean Sweep Program site upon request, and

**WHEREAS**, Wood County will maintain records documenting all Wood County expenditures made during the Clean Sweep Program, and

**WHEREAS**, Wood County will submit a final report to the Wisconsin Department of Agriculture, Trade and Consumer Protection, describing all Wood County Clean Sweep Program activities and problems, comparing the actual program with the activities and objectives proposed in the application, including samples of the information – education brochures, data on participation rates, waste quantities collected, documentation of the project cost, and recommendations;

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to**, authorize the Wood County UW-Extension Department to submit a state grant application for a Wood County Hazardous Waste Collection Program with the intent of holding a Clean Sweep Program in Wood County in 2018 if adequate state funds are received, and

**BE IT FURTHER RESOLVED**, that Wood County budget an amount of levy funds not to exceed \$20,000 to be included in the Extension Department budget to conduct Household Hazardous Waste Collection in Wood County in 2018.



# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING

**DATE:** May 30, 2017  
**TO:** CEED Committee  
**FROM:** Adam DeKleyn, County Planner *AD*  
**RE:** City of Marshfield 2017-2037 Comprehensive Plan – Extraterritorial Planning Consent

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## STAFF MEMORANDUM

### Request:

The City of Marshfield is requesting consent from the County Board of Supervisors to allow extraterritorial planning provisions in the City of Marshfield 2017-2037 Comprehensive Plan.

### Purpose:

Extraterritorial planning:

- Promotes intergovernmental cooperation and communication by coordinating mutual agreement.
- Provides for smoother transitions between rural and urban land uses.
- Makes planning for roads, utilities, land use, etc. easier.

### Statutory Analysis:

Pursuant to § 62.23(2) Wis. Statutes, the City of Marshfield Plan Commission has “the function and duty” to “make and adopt a master plan for the physical development of the city, including any areas outside of its boundaries that in the commission’s judgment bear relation to the development of the city, provided, however, that in any county where a regional planning department has been established, areas outside the boundaries of a city may not be included in the master plan without the consent of the county board of supervisors.”

### Background & Discussion:

After a lengthy process, the latest Comprehensive Plan for the City of Marshfield is nearly finished. Although it was originally going to be just an update, for the most part it is a complete revision to the 2007 Comprehensive Plan. The planning process began with the adoption of the Public Participation Plan back in June of 2015. Since that time, a steering committee was established and met on a monthly basis to provide guidance on the Existing Conditions Report and each element of the Plan. Throughout the planning process, staff held events and forums with various groups to gather public input and present information on the Plan. Staff met with members from each of the adjacent Townships to present the Land Use chapter and gather any feedback they may have on the Plan. Each Town Chairperson was included on notifications for the Land Use Open House, Public Open House, and public hearing notice. The Plan includes over 140 programs, policies, and recommendations to provide guidance for the growth and development in Marshfield for the next 10-20 years. The City of Marshfield Plan Commission passed a resolution recommending the adoption of the Plan.

The Wood County Department of Planning and Zoning has reviewed the Plan, and find that it does not conflict with any county planning programs, zoning ordinances, or § 66.1001 of the Wis. Statutes.



# Wood County

## WISCONSIN

OFFICE OF PLANNING  
AND ZONING

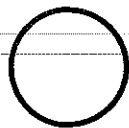
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**Conclusions:**

Based on the above mentioned and Department review of the City of Marshfield 2017-2037 Comprehensive Plan, I recommend forwarding the attached resolution to the County Board of Supervisors with a favorable recommendation.

**Attachments:**

1. Resolution

**RESOLUTION#** \_\_\_\_\_Effective Date June 20, 2017
 Introduced by Conservation, Education & Economic Development Committee  
 Page 1 of 1

ARD

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

**INTENT & SYNOPSIS:** To allow the extraterritorial planning of areas outside of the boundaries of the City of Marshfield to be included in the City of Marshfield 2017-2037 Comprehensive Plan.

**FISCAL NOTE:** No cost to Wood County.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

**WHEREAS**, pursuant to § 62.23(2) Wis. Stats., it shall be the function and duty of the City of Marshfield Plan Commission to make and adopt a master plan for the physical development of the city, including any areas outside of its boundaries that in the Commission's judgment bear relation to the development of the city; and

**WHEREAS**, pursuant to § 62.23(2) Wis. Stats., areas outside the boundaries of the City of Marshfield may not be included in the master plan without the consent of the Wood County Board of Supervisors; and

**WHEREAS**, the Wood County Department of Planning & Zoning has reviewed the City of Marshfield 2017-2037 Comprehensive Plan, and find that it does not conflict with any county planning programs, zoning ordinances or § 66.1001 of the Wis. Stats.; and

**WHEREAS**, the City of Marshfield, Development Services Department staff met with members from each of the adjacent Townships to present the City of Marshfield 2017-2037 Comprehensive Plan and gathered any feedback; and

**WHEREAS**, the City of Marshfield Plan Commission passed a resolution recommending the adoption of the City of Marshfield 2017-2037 Comprehensive Plan; and

**WHEREAS**, the CEED Committee reviewed the request at a public meeting and recommends approval; and

**WHEREAS**, extraterritorial planning promotes intergovernmental cooperation and communication by coordinating mutual agreement, and is intended to provide for smoother transitions between rural and urban areas; and

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES** to, allow extraterritorial planning of areas outside of the boundaries of the City of Marshfield to be included in the 2017-2037 City of Marshfield Comprehensive Plan; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be directed to the City of Marshfield, Development Services Department.