

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING
 WEDNESDAY, JANUARY 8, 2014
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Robert Ashbeck, William Winch, Ken Curry, Ruth Moody and Harvey Petersen

Staff Present:

Planning & Zoning Staff – Jason Grueneberg and Julie Akey

UW Extension Staff – Peter Manley

Land Conservation Dept. Staff – Jerry Storke

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 William Clendenning, Wood Co Board Chairman Dist. # 16 Supervisor Lance Pliml and Jill Hicks (WNEP)

1. **Call to Order.** Chairman Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** There was no public comment.
3. **Review Correspondence.** Nothing to report this month.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the December 4, 2013 CEED meeting, 2) bills from Planning & Zoning, UW Extension and Land Conservation and 3) staff activity reports. No additions or corrections needed.

Motion by Ruth Moody to approve and accept the December 4, 2013 CEED minutes as presented, bills from Planning & Zoning, UW Extension and Land Conservation as presented and staff activity reports as presented. Second by Robert Ashbeck. Motion carried unanimously.

5. **Risk and Injury Report.** Nothing new to report this month.

6. UW Extension

- a. WNEP Program Report. Jill Hicks presented an overall update on the on-going activities of the UW Extension Nutrition Education Program. She distributed a copy of a Food News Flash brochure which contained an article comparing name brand foods to store brand or generic brand foods. She also distributed a brochure on Homemade Skillet Meals which included several recipes for fast, low cost and well balanced meals. It was also noted a four-week basic cooking and shopping skill class, 'Shop and Chop 101', will start January 27th. This class will teach basic cooking skills, meal planning, food budgeting, basic nutrition as well as shopping strategies. Registration deadline is January 23rd.
- b. WACEC Regional Meeting. The WACEC North Central Region Annual Meeting will be held February 21, 2014 at the Grand Lodge Waterpark Resort in Rothschild. A draft agenda was included in the Committee packet this month. Supervisors Moody and Ashbeck expressed an interest in attending. Manley will check on attendee interest again at the February CEED meeting. The registration deadline is February 7th.

7. Land Conservation

- a. Wisconsin Land & Water Conservation Association Conference. The 61st Annual Wisconsin Land & Water Conservation Association Conference will be held March 10-12, 2014 at the Radisson Paper Valley Hotel in Appleton. The agenda for this conference was included in the Committee packet this month. Supervisor Moody expressed interest in attending. Storke will also check on attendee interest again at the February CEED meeting. Registration deadline is February 10th.

- b. Farmland Preservation Program Revision. Jerry Storke informed the Committee the Wood County Farmland Preservation Program Plan needs to be revised by the end of 2014. Storke informed the Committee he will be applying for a grant within the next few weeks which would help defray any associated costs.

8. Planning & Zoning

- a. Discuss Restructuring and Refilling Planner/Land Information Coordinator Position. Jason Grueneberg informed the Committee he will be working with HR on this matter. He noted there may be minor restructuring of some duties for this position. An update will be provided at the February CEED Meeting.
- b. Discuss Private Onsite Waste Treatment System (POWTS) Notice Wording. Staff has been reviewing what type of maintenance notices other counties are utilizing and many counties are sending out postcards. Committee members reviewed a Draft copy of a proposed postcard to be used for the Wood County maintenance notice this year. It was noted this notice would not be required to be returned to this office as required in the past. Further, it is proposed to extend the window to comply from 30 days to 90 days. It is also proposed to change the mailing sequence to 1 or 2 mailings rather than the approximate 11 to 13 mailings per year (which were sent out every other week). Brief discussion was also held on the proposal to separate the maintenance notice from the triennial program fee notice. Supervisor Moody suggested this change in notification should be made available to the public prior to the mailing(s). Supervisors suggested utilizing existing town newsletters, updating the County's website to include this change, placing an article in The Buyer's Guide or be a guest on Co Board Chairman Pliml's bi-monthly radio show. Committee members were also encouraged to submit their comments or concerns. This matter will be discussed further at the February CEED meeting so this matter can be finalized.

9. Economic Development

- a. Update on Local and Regional Activities. Jason Grueneberg updated the Committee on the following:
 - i. Regional Economic Growth Initiative (REGI)
 - 1. REGI met in mid-December to develop a strategy to hire a professional to lead their efforts. They are also working to develop a governance structure with a goal to have it completed by mid-2014.
 - ii. Marshfield Economic Development Board.
 - 1. The Board is looking at finalizing their strategic plan shortly.
 - iii. Centergy
 - 1. It was reported this group is now meeting more frequently than in the past and members are more active.
 - iv. Central Wisconsin Economic Development (CWED)
 - 1. The process of hiring an Executive Director is moving along.

10. **Land Records.** Nothing new to report.

11. County Surveyor

- a. County Surveyor Annual Report. Kevin Boyer presented his annual report to the Committee on the following: 1) Maintenance Work, 2) Office Work and 3) Public Outreach.

It was recommended a copy of the County Surveyor's 2013 Annual Report be included in the January County Board packet. It was further suggested Kevin Boyer give a presentation as a Special Order of Business at a future County Board Meeting.

- b. Discuss Possible Changes to County Surveyor Office Hours. The current Contract for County Surveyor Services, #1) Scope of Services, Item I, requires the County Surveyor

perform 208 hours annually (4 hours per week on average) of County Surveyor Services. Weekly regular office hours had been Friday mornings; however, there has been a request to shift the office hours to Friday afternoons. It was noted the County Surveyor does post his schedule in his office for the current month as well as the following month. Following brief discussion, the Committee agreed the contract does allow flexibility of office hours and approved the shift of the weekly regular office hours to Friday afternoons.

- c. Consider Renewing Contract for PLSS Maintenance Due to Road Construction Projects. Central Staking Inc. was awarded the Highway Project PLSS Maintenance Contract in 2009 with payment for contractor services based on the following fee schedule:

Fee Schedule	
Establish Ties or Re-tie/Tie Sheet(s) GPS Coordinates prior to road reconstruction or surfacing	\$65 per corner
Reset a countersunk Bernsten Steel Survey Nail or Cotton Gin Spike following road reconstruction or surfacing	\$65 per corner
Lost or Obliterated Corner Replacement	\$280 per corner, with possible charges for excavation work at: +/- \$90 per hour for machine and operator +/- \$70 per hour travel

This contract has been renewed with them every year at that same cost to Wood County. Kevin Boyer reported Central Staking Inc. is very dependable and responds quickly when needed. Staff recommended this contract with Central Staking Inc. be renewed for one additional year at the same cost.

Motion by Ken Curry to renew the Highway Project PLSS Maintenance Contract for 2014 with Central Staking Inc. at the same costs as stated in the original 2009 contract. Second by Ruth Moody. Motion carried unanimously.

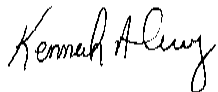
12. Schedule Next Meeting

- a. The next regular meeting is scheduled for Wednesday, February 5, 2014 @ 9:00 a.m. Supervisor Moody is excused from the February CEED meeting.

13. Adjourn

Motion by Ruth Moody to adjourn at 10:58 a.m. Second by Harvey Peterson. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary
Minutes by Julie Akey, Planning & Zoning Office
Review for submittal to County Board by Kenneth Curry (approved January 13, 2014)