

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING
 TUESDAY, JANUARY 31, 2012
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Thomas Haferman, Ruth Moody, Gerald Nelson, Robert Ashbeck and Dale Gehrke

Staff Present: Planning & Zoning Staff – Gary Popelka, Julie Akey and Jason Grueneberg, Land Conservation Staff – Jerry Storke and Tracy Arnold, UW Extension Staff – Teri Lessig and Mary Spencer.

Others Present: Dist #14 Supervisor Dennis Polach, Co Bd Chairman Lance Pliml, Tom Grygo (Tn Saratoga), Kevin Whipple (Badger Land Surveying) and Dan Wald (R-Candidate for Dist #70).

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** There was no public comment.
3. **Review Correspondence.**
 - a. Supervisor Nelson gave a brief report on the NCWRPC meeting he recently attended. He reported there is a committee vacancy for Wood County. Following a brief discussion, it was decided a recommendation would be submitted to Dennis Lawrence (NCWRPC) that Tom Haferman be appointed to fill this vacancy.
4. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the December 20, 2011 CEED meeting, 2) bills from UW Extension, Land Conservation and Planning & Zoning and 3) staff activity reports.

Motion by Gerald Nelson to accept the December 20, 2011 CEED minutes as presented. Second by Ruth Moody. Motion carried unanimously.

Motion by Thomas Haferman to accept the bills and staff activity reports as presented. Second by Ruth Moody. Motion carried unanimously.

5. University Extension

- a. Sign Agent Contract. The Committee signed the agent contracts. It was noted these contracts are for the joint employment of the agents by Wood County and UW Extension.
- b. Family Living Educator Refill Update. This position was posted in early January. It was reported the interim position is at 80% and is for a six month period. Applications will be reviewed shortly.
- c. Viau to Attend PILD Conference. Chris Viau, Wood County 4-H Youth Leadership Development Agent, has requested authorization to attend the Public Issues Leadership Development (PILD) Forum in Washington DC April 14-19, 2012. It was noted 100% of the costs will be covered by non-county funding sources.

Motion by Robert Ashbeck to authorize Chris Viau to attend the Public Issues Leadership Development (PILD) Forum in Washington DC April 14-19, 2012 at no cost to Wood County. Second by Gerald Nelson. Motion carried unanimously.

- d. Master Gardener/Horticulture Program Review. Teri Lessig, Horticulture Assistant, distributed the Master Gardener Accomplishment Report for 2011. She reported Wood County has 157 members (38 trained/intern status, 92 certified and 27 non-certified). The requirements for certification are 24 hours of volunteer service and 10 hours of continuing education. Wood County's Master Gardeners exceeded the annual requirements by

volunteering an average of 75 hours per certified member and spending an average of 23 ½ hours of continuing education hours. It was further reported Wood County tied for 3rd largest membership in WI behind Milwaukee and Dane Counties, which is up from 6th last year.

- e. WACEC District 3 Meeting. Committee members Henkel, Ashbeck and Moody attended the Wisconsin Associated County Extension Committees (WACED) District 3 Meeting at the Elizabeth Inn in Plover on January 6th. It was noted a significant amount time was spent on the question/answer session with legislators.

6. Planning & Zoning

- a. Discuss Joslin Preliminary Land Subdivision Proposal. Section 701.05(3)C of the Wood Co. Land Subdivision Ordinance states cul de sac streets shall not normally exceed 750 feet in length. However, after CEED Committee review and after receiving written recommendation for approval from local emergency services, this Committee may permit a cul de sac greater than 750 feet but not greater than 1,000 feet in length. The Committee reviewed aerial photos of the proposed development. It was noted there are floodplain and wetland challenges. Currently, the length of the proposed cul de sac exceeds 1,000 feet. As a result, the CEED Committee has no authority to approve the length of this proposed cul de sac. A variance request must be heard by the Wood Co Board of Adjustment if requested. Brief discussion followed.
- b. Floodplain Zoning Community Assistance Visit CAV) Follow-up. Gary Popelka updated the Committee on the progress of staff activity regarding the CAV. Staff is currently collecting data and reviewing the DNR's list of identified structures that may be in violation
- c. Review Vacant Position/Proposal for Restructuring. The Committee was informed that Jim Wegter is no longer a member of the P&Z staff. During the transition period, retired Code Administrator Duane Greuel is filling in temporarily. Following a brief discussion, the Committee reviewed the current staff organization chart (dated 2009) and the proposed revised chart.

Motion by Thomas Haferman to recommend the revised P&Z staff organization chart be forwarded to Human Resources/Executive Committee. Second by Robert Ashbeck. Motion carried unanimously.

- d. Annual Sanitary Permit Report. The Committee reviewed the Sanitary Permit Totals for 2011, along with a chart showing the trends for new vs. replacement systems from 1989 thru 2011.
- e. Report on Zoning Board Workshop. Four staff members attended a Zoning Board Workshop in Neenah on January 26th. Attendees participated in a group exercise regarding a variance decision. Information will be shared with the Board of Adjustment members.

Gary Popelka updated the Committee on a recent Board of Adjustment hearing held on December 21st. The Variance Request was conditionally approved with additional information to be submitted and approved within 45 days. This 45 day time limit will expire on February 4th. It was noted this matter also involves existing nonconforming structures that were not permitted.

- f. WCA Environment and Land Use Steering Committee Meeting. Chairperson Henkel distributed her notes from the January 27th Steering Committee. Future meetings are scheduled for April 20th and July 20th.

7. Economic Development

- a. Centergy Leadership Change. Gary Popelka reported the Director has moved to the Fox Valley area. A current board member has taken over those duties.

- b. Central Wisconsin Days Itinerary. Gary Popelka informed the Committee the Central Wisconsin Days will be held February 15th and 16th.

8. County Surveyor.

- a. Presentation of County Surveyor's 2011 Year End Report. Committee members reviewed the County's Surveyor's 2011 Year End Report. The report included a breakdown of: 1) Maintenance Work, 2) Office Work and 3) Public Outreach. Jason Grueneberg reported Kevin Boyer will be receiving an award next week.
- b. Consider Approving PLSS Maintenance Contract for 2012. Jason Grueneberg explained the proposed Highway Project PLSS Maintenance Contract with Central Staking Inc for 2012. It was reported this contractor has agreed to perform the work at the 2009 pricing. Discussion was held on the practicality of extending the length of these contracts beyond the one year period. Supervisor Haferman suggested the County's purchasing policies be reviewed. It was recommended this contract be finalized for one year. Staff is to review possible contract extensions and should bring this item back to the Committee in November 2012 for continued discussion.

Motion by Thomas Haferman to authorize the Highway Project PLSS Maintenance Contract with Central Staking Inc for 2012 for one year. Further, staff was to look into the practicality of extending the length of future contracts. Second by Ruth Moody. Motion carried unanimously.

9. Land Conservation

- a. Non-Metallic Mining Reclamation Update. Tracy Arnold reported she had received the Mine Safety Training on January 30th. Health Hazard Information Card HH-6 (Silica Exposure) and Card HH-41 (Respirable Dust Control) were distributed. Brief discussion was also held on the requirements and monitoring results of air quality permits issued by the DNR.

Arnold further reported she is continuing to field numerous phone calls on frac sand issues. It was recommended area Chamber of Commerce Offices become more familiar with this issue so future inquiries could be directed to them.

It was reported staff is looking at updating the Non-Metallic Mining Reclamation Ordinance. Staff requested minor changes be made to the Non-Metallic Mining Reclamation Permit Site Exemption Request Form. Items #12 and 13 under the Exceptions Heading on this document are to be deleted.

Motion by Thomas Haferman to approve the changes to the Non-Metallic Mining Reclamation Permit as presented. Second by Ruth Moody. Motion carried unanimously.

- b. WLWCA Conference Report. Thomas Haferman, Ruth Moody and Jerry Storke attended this conference on December 8th and 9th. Six resolutions were presented at the business meeting; however, Wood County was unable to vote. Counties who do not pay their full dues are not allowed to vote on resolutions at the annual conference.
- c. Discuss WLWCA Dues. Lengthy discussion was held on this matter. Supervisor Haferman recommended Wood County pay the WLWCA annual dues and become voting members. This item is to be placed on the February 28th CEED agenda for continued discussion.
- d. Golden Sands RC&D Council Meeting Report. Ruth Moody gave a brief report on the Golden Sands RC&D Council Meeting she attended in Stevens Point.
- e. DATA CP SWRM Grant Lapse Update. Jerry Storke informed the Committee the DATCP lapse amount will be between \$16,000 and \$18,000. Final figures will be available at a later date. Storke also requested the Committee Chair to sign the 2011 SWRM Grant Reimbursement Request.

- f. NCLWCA Annual Planning Meeting Report. The North Central Land and Water Conservation Meeting (NCLWCA) was held on January 20th. Wood County will host the NCLWCA summer tour and business meeting. Jerry Storke asked for suggestions for tour sites to showcase Wood County. This item is to be placed on the February 28th CEED agenda for continued discussion.

10. Schedule Next Regular Meeting

- a. Tuesday, February 28, 2012 @ 9:00 a.m. Agenda items to include continued discussion on the WLWCA 2012 dues and NCLWCA 2012 summer tour.

11. Performance Evaluations.

Motion by Thomas Haferman to enter into closed session at 11:52 a.m. pursuant to Chapter 19.85(1)(c) for the purpose of conducting the annual performance evaluations of the Planning & Zoning Director, County Conservationist and UW Extension Community Resource Agent. Second by Ruth Moody.

Roll Call Vote:

Voting Aye: Thomas Haferman, Ruth Moody, Gerald Nelson, Robert Ashbeck and Hilde Henkel.

Voting Nay: None

Motion carried unanimously.

Motion by Ruth Moody to return to open session at 1:25 p.m. Second by Thomas Haferman.

Roll Call Vote:

Voting Aye: Thomas Haferman, Ruth Moody, Gerald Nelson, Robert Ashbeck and Hilde Henkel.

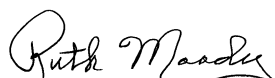
Voting Nay: None

Motion carried unanimously.

12. Adjourn

Motion by Gerald Nelson to adjourn at 1:26 p.m. Second by Ruth Moody. Motion carried unanimously.

Respectfully submitted,



Ruth Moody, Secretary
Minutes by Julie Akey, Planning & Zoning Office
Review for submittal to County Board by: Ruth Moody