

CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, October 4, 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. UW Extension
 - A. Budget Update, as needed
 - B. Kyli Brown, 4-H Program Assistant Resignation Hausler, Manley
 - C. Refilling Open Positions, Process Hausler, Henkel
 - D. Clean Sweep Report Manley
7. Land & Water Conservation Department
 - A. Discuss the effects future Municipal Phosphorus options may have on CEED of the Land & Water Conservation Dept.
 - B. Ordinance revisions - Nonmetallic Mining Reclamation & Animal Waste Storage, Nutrient Management and Groundwater Protection.
 - C. Open bids for Mike Duckett's waste storage facility and transfer and approve low bid.
 - D. Approve bids for Craig Brandl's waste storage facility.
 - E. Fines & forfeitures.
 - F. 9 Key-element plan grant.
 - G. Land & Water Recourse Management Plan 5-year review.
 - H. Discuss Supervisor Leichtnam's recommendations.
8. Economic Development
 - A. Update from Airport Manager, Jeremy Sickler on Alexander Field planned upgrades using \$4 million of budgeted State funds.
9. Planning
10. Schedule next regular committee meeting – 9:00 a.m. Wednesday, November 1, 2017.
11. Agenda items for next meeting
12. Schedule any additional meetings if necessary.
13. Adjourn

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, SEPTEMBER 6, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Kenneth Curry, Robert Ashbeck, Bill Leichtnam and Harvey Peterson

Members Excused: Adam Fischer

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Kim Keech, Stevana Skinner and Victoria Wilson.
 Land & Water Conservation Staff: Shane Wucherpfennig and Tracy Arnold.
 UW Extension Staff: Jason Hausler, Peter Manley and Kyli Brown.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #16 Supervisor Lance Pliml, Dist. #15 Supervisor Bill Clendennig, Dist. #8 Supervisor Brad Kremer, Sue Kunferman (Wood County Health Dept) and Steve Kreuser (Wood County Emergency Management).

1. **Call to Order.** Chairperson Henkel called the CEED Meeting to order at 9:00 a.m.
2. **Public Comment.** None
3. **Review Correspondence.**
 - A. Jason Grueneberg shared that the YMCA and Boys & Girls Club are looking at purchasing the Rapids Mall. Heart of Wisconsin Chamber of Commerce and City of Wisconsin Rapids has contacted him to help Rapids Mall businesses relocate and transition to other areas in the city. The purchase would impact the Port Edwards YMCA with possible reduced activities.
 - B. Bill Leichtnam shared that the Joint Finance Committee has approved a \$900,000 increase to the Wisconsin State Land & Water Conservation budget.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the August 2, 2017 CEED meetings, 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, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.
 - A. Minutes of August 2, 2017. No additions or corrections needed.
 - B. Department Bills. Shane Wucherpfennig shared that Wood County is the administrator for the Nutrient Management Farmland Education Grant Reimbursement for Taylor County, Clark County and Marathon County.
 - C. Staff Activity Reports. No additions or corrections needed.

Motion by Robert Ashbeck to approve and accept the August 2, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.

5. **Risk and Injury Report.** None.
6. **Introduction of recently hired Planning & Zoning staff.**
 Jason Grueneberg introduced newly hired Stevana Skinner as the Code Technician and Victoria Wilson as the Administrative Services 4 position. Stevana Skinner gave a brief introduction sharing college background and job history. Victoria Wilson shared past employment history.

7. Land & Water Conservation Department.

- A. Open WDACP fence bids for Ken Rezin Cranberry Co and approve low bid Tracy Arnold shared that two bids were submitted to Wood County and both businesses are well known in the area. Straight Line Fence LLC in Wittenberg submitted the low bid.

Motion by Kenneth Curry to approve the low bid from Straight Line Fence LLC in Wittenberg in the amount of \$33,525 for the purpose of the Ken Rezin Cranberry Co woven fence project. Second by Harvey Petersen. Motion carried unanimously.

- B. Open bids for Lee Accola's waste storage facility closure and approve low bid Shane Wucherpfennig shared that one bid was submitted to Wood County. Cost sharing the Lee Accola project will be capped at a \$15,000 max. Shane shared with CEED the estimate LWCD came up with of around \$38,000 - \$40,000 to compare with the single bid and point out that it is within reason. Joe Cepress of Pittsville submitted the low bid.

Motion by Kenneth Curry to approve the low bid from Joe Cepress in Pittsville in the amount of \$32,898 for the purpose of basing the cost-share amount for Lee Accola's waste storage facility closure. Second by Robert Ashbeck. Motion carried unanimously.

- C. Consider/take action on resolution to amend the 2017 WDACP budget Shane Wucherpfennig presented the resolution to amend the 2017 Wood County Wildlife Damage abatement and Claims Program for unanticipated state aid monies and appropriate those monies to Wildlife Damage Expenditures. The project is for the Ken Rezin Cranberry Co woven wire fence project having no fiscal impact to the county.
- D. Nonmetallic Mining Reclamation program update Tracy Arnold gave a brief PowerPoint presentation and update on the Badger Sandstone Nonmetallic Mining Reclamation project. The project is nearly 95% completed. Final reclamation touchups include erosion/washouts, riprap, settling/fill and seed straw bale dams, topsoil/seed and wet spot/fill and seed.

Motion by Kenneth Curry to support the action of the Land & Water Conservation Department Nonmetallic Mining Reclamation project for Badger Sandstone LLC when the project is completed. Second by Bill Leichtnam. Motion carried unanimously.

- E. 2017 CEED tour update Shane Wucherpfennig updated the committee that the 2017 CEED Tour will be on Friday, October 6th. Detailed information will be shared at the CEED Committee Meeting in October and at the Wood County Board Meeting in September. Possible CEED Tour locations: 2018 Farm Technology Days site, Weber's Farm Store, DQ Farms LLC, Charlie's Pinecrest and Badger Sandstone.
- F. 2018 budget update, as needed Shane Wucherpfennig shared that the rent for the River Block Building was incorrect in the 2017 budget. The correct 2018 River Block Building rent determined by the Maintenance Department was corrected for all River Block Departments. The LWCD was corrected to reflect the amount of \$23,000, which is close to double the 2017 rate. A bit of good news was shared by Shane: The Joint Finance Committee secured a \$900,000 increase in annual funding to support Land and Water Conservation offices and grants. Shane Wucherpfennig commented that the increase in funding from the state would help come close to balancing the county budget in 2018 if the Governor signs the budget as is.
- G. Discussed the possible resolution requesting enforcement of WPDES according to statue brought forward by La Crosse County to be considered in the pack of resolutions being presented at Wisconsin County Association
- H. Discuss nine recommendations from Bill Leichtnam

Motion by Robert Ashbeck to table indefinitely the nine recommendations from Bill Leichtnam. Second by Chairman Henkel. Discussion followed.

Chairman Henkel commented that some of the nine recommendations are moot. Bill Leichtnam shared that the nine recommendations have already been postponed from August to September and County Board suggested that the nine recommendations are a committee issue. Harvey Petersen feels that Wisconsin is doing a great job on water quality. Kenneth Curry asked why the committee can't discuss the nine recommendations. Discussion followed.

Motion by Robert Ashbeck to rescind and amend his motion to postpone the discussion to two topics per meeting of the nine recommendations from Bill Leichtnam. Second by Harvey Petersen. Motion carried 3-2. Bill Leichtnam has concerns that the nine recommendations will be kicked down the road and County Board recommended that this is a committee issue. Kenneth Curry feels that this set a precedent.

8. UW Extension.

- A. Budget Update, as needed Peter Manley reported he has nothing new to report.
- B. Sarah Siegel, Family Living Educator resignation Peter Manley shared that the last day of employment for Sarah Siegel with UW Extension and Wood County will be September 8, 2017. CEED Committee member's thanks and appreciates her time of service to Wood County. Clark County, Marathon County and Portage County will help meet job commitments until vacancy is filled by UW Extension. Jason Hausler added that the job vacancy will be posted and possibly filled mid-October to Spring 2018.
- C. Peter Manley, Community Resource & Development Educator resignation Jason Hausler shared that Peter Manley will be retiring on January 31, 2018 with over 31 years of experience with UW Extension and Wood County. Chairman Henkel said Wood County and the community will lose a great resource when Manley retires.
- D. Area Extension Director duties discussion Jason Hausler presented the organization overview of the nEXT Generation Reorganization chart and the roles of the Area Extension Director duties. The roles of the Area Extension Directors are to manage the people, programs, funding and relationships in either a single county or a multi-county area. The position will streamline the management and communication among counties and staff making it easier to work with Cooperative Extension. Some specific roles that Area Extension Directors have are to supervise and conduct performance reviews for all Extension Educators and Program Coordinators, hire staff, conduct staff meetings, attend county committee meetings and manage budgets. Discussion and questions followed.
- E. 4-H Report Kyli Brown gave a brief update on the Central Wisconsin State Fair which concluded on Labor Day. Junior Fairs help educate the public about agriculture. Kyli Brown shared that the 7 day fair had over 100 volunteers, 4-H youth and FFA youth who participated. The junior fair consists of 60% of youth exhibiting animal projects. Youths participating in the Market Animal Sale earned over \$260,000 with one steer selling for over \$10,000. Kyli Brown also shared that Supreme Dairy Showmanship was won by a Wood County dairy exhibitor at the Wisconsin State Fair in Milwaukee. Youth projects teach life skills for the future.

9. Economic Development.

- A. Update on the Central Housing Region home repair program Jason Grueneberg shared that the Central Housing Region home repair program mainly serves single family homes providing no-interest, deferred payment home repair loans for low-to-moderate income residents. Promotion of the Central Housing Region home repair program will be shared with towns and lending institutions in Wood County.

- B. Consider appointing Jason Grueneberg as Wood County Representative to the Central Housing Region Committee (currently alternate), and Adam DeKleyn as Alternate. Jason Grueneberg requested the CEED Committee recommend appointing him as the Wood County Representative to the Central Housing Region Committee with Adam DeKleyn as alternate. Chairman Henkel shared that she has served on this committee in the past and feels it is better suited for a staff member.

Motion by Robert Ashbeck to appoint Jason Grueneberg as Wood County Representative to the Central Housing Region Committee and Adam DeKleyn as alternate. Second by Kenneth Curry. Motion carried unanimously.

- C. 2018 Economic Development budget update Jason Grueneberg presented the Marshfield Convention and Visitors Bureau application funding request for \$2,500 to help fund the fair booth at the 2018 Wisconsin State Fair. The funding request was included in the 2018 Economic Development budget but the Central Wisconsin Tourism Association application wasn't in the August packet.

10. Planning.

- A. 2018 Planning & Zoning Department budget update Jason Grueneberg reported he has nothing new to report.

11. Schedule Next Meeting.

The next regular CEED meeting is scheduled for Wednesday, October 4, 2017 at 9:00 a.m. at the Wood County Courthouse in Room #115.

12. Agenda items for next meeting.

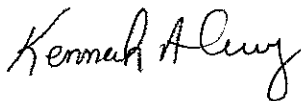
- A. Discuss #1 of nine recommendations from Bill Leichtnam.
- B. Discuss #2 of nine recommendations from Bill Leichtnam.
- C. Review and discuss Family Living Educator job description.
- D. Review and discuss Community Resource & Development Educator job description.

13. Schedule any additional meetings if necessary. No additional meetings were scheduled.

14. Adjourn.

Motion by Bill Leichtnam to adjourn at 11:53 a.m. Second by Harvey Petersen. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary

Minutes by Kim Keech, Planning & Zoning Office

Review for submittal to County Board by Kenneth Curry (approved on September 11, 2017 @ 9:40 a.m.)

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
TUESDAY, SEPTEMBER 19, 2017
WOOD COUNTY COURTHOUSE, ROOM #317A, WISCONSIN RAPIDS WI

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

Members Excused: Harvey Petersen

Members Absent: Bill Leichtnam

Staff Present: Land & Water Conservation Staff: Shane Wucherpennig and Lori Ruess

Others Present:

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/take action on a resolution to amend the 2017 WDACP Budget.**

Motion by Adam Fischer to accept and forward to County Board the resolution to amend the 2017 Wildlife Damage Abatement and Claims (WDACP) budget for unanticipated state aid monies and to appropriate those monies to wildlife damage expenditures for a woven wire fence project at Ken Rezen Cranberry, Corp. Second by Robert Ashbeck. Motion carried unanimously.

5. **Adjourn.**

Motion by Adam Fischer to adjourn at 9:17 a.m. Second by Kenneth Curry. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Kenneth Curry (09/20/2017 @ 9:18 a.m.)

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Committee Report

County of Wood

Report of claims for: UWEX

For the period of: September

For the range of vouchers: 30170119 - 30170137

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30170119	4-H LEADERS ASSOCIATION	account reconcile	09/12/2017	\$845.00	P
30170120	HUBER LAURA	HUBER STEM REIMBURSE	09/12/2017	\$67.96	P
30170121	SIEGEL SARAH	SIEGEL SEPT EXPENSES	09/12/2017	\$188.32	P
30170122	WISCONSIN TREE FARM COMMITTEE	TREE FARM	09/12/2017	\$470.00	P
30170123	CENTRAL WI STATE JUNIOR FAIR BOARD	reimburse transport state fair	09/12/2017	\$900.00	P
30170124	EO JOHNSON COMPANY INC	base contract rate	09/12/2017	\$544.00	P
30170125	OPPORTUNITY DEVELOPMENT CNTR	4h newsletter	09/12/2017	\$154.37	P
30170126	WAL-MART COMMUNITY/RFCSLLC	kitchen & FL	09/12/2017	\$164.90	P
30170127	BROWN KYLI	BROWN AUG & SEPT EXPENSES	09/27/2017	\$199.02	
30170128	LIPPERT MATTHEW	LIPPERT SEPT EXPENSES	09/27/2017	\$525.60	
30170129	MANLEY PETER	MANLEY SEPT EXPENSES	09/27/2017	\$412.68	
30170130	TOMSYCK KATIE	TOMSYCK SEPT EXPENSES	09/27/2017	\$37.45	
30170131	VIAU CHRISTOPHER	VIAU SEPT EXPENSES	09/27/2017	\$441.50	
30170132	YOUNG WENDY	YOUNG SEPT EXPENSES	09/27/2017	\$73.83	
30170133	EO JOHNSON CO INC	copier lease	09/27/2017	\$229.49	
30170134	UW EXTENSION	AGENT CONTRACTS	09/27/2017	\$124,746.00	
30170135	UW SOIL TESTING LAB	UW SOIL TESTING CHARGES	09/27/2017	\$582.80	
30170136	WAL-MART COMMUNITY/RFCSLLC	KITCHEN	09/27/2017	\$54.04	
30170137	WOODTRUST BANK	MG, office supplies	09/27/2017	\$56.18	
Grand Total:				\$130,693.14	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

4B

Committee Report

County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT.

For the period of: SEPTEMBER 2017

For the range of vouchers: 18170142 - 18170149

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18170142	WI LAND + WATER CONSERVATION	LWC - FALL TECH TOUR REGISTRAT	09/07/2017	\$40.00	P
18170143	MENARDS-MARSHFIELD	LWC - FIELD SUPPLIES - LATH	09/01/2017	\$29.95	P
18170144	TRACTOR SUPPLY CREDIT PLAN	WLD - TEMPORARY FENCE SUPPLIES	08/23/2017	\$146.93	P
18170145	GROSHEK ADAM	LWC - DATA PLAN REIMBURSEMENT	09/19/2017	\$30.00	P
18170146	PORTCO CORPORATION	TS - 1000 TREE/SHRUB BAGS	09/07/2017	\$1,314.00	P
18170147	WUCHERPFENNIG SHANE A	LWC - DATA PLAN & MILEAGE REIM	09/16/2017	\$83.77	
18170148	ARNOLD TRACY	LWC - MILEAGE REIMBURSEMENT	09/16/2017	\$63.13	
18170149	WOODTRUST BANK NA	LWC - TRUCK MAINT/WASH/CHAIRS	08/22/2017	\$347.90	
Grand Total:				\$2,055.68	

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: September 2017

For the range of vouchers: 22170111 - 22170124 38170015 - 38170015

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22170111	CARMODY DATA SYSTEMS INC	PS-Upgrades/Services (Sept)	09/01/2017	\$299.00	P
22170112	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Aug)	08/31/2017	\$2,300.00	P
22170113	HEART OF WI CHAMBER OF COMMERCE	PS-Customer Service Training	09/01/2017	\$50.00	P
22170114	BOYER KEVIN	SU-Services Per Contract(Sept)	09/12/2017	\$833.00	P
22170115	EMMONS BUSINESS INTERIORS	PL-Office Chair	08/30/2017	\$369.95	P
22170116	WCCA (COUNTY CODE ADMIN)	PS-WCCA Fall Conference (2017)	09/11/2017	\$520.00	P
22170117	GRUENEBERG JASON	PL-Expenses (Sept)	09/08/2017	\$159.59	P
22170118	POSTMASTER - WISCONSIN RAPIDS	PS-Postage Final Septic Mtce	09/14/2017	\$99.25	P
22170119	ON Q SOLUTIONS	LR-Road Record Books & Notes	09/14/2017	\$1,491.50	P
22170120	HEART OF WI CHAMBER OF COMMERCE	PL-Leadership Program (Adam)	09/20/2017	\$595.00	P
22170121	WI DEPT OF SAFETY & PROFESSIONAL SERVICES	PS-POWTS Inspector (Stevana)	09/19/2017	\$37.50	P
22170122	WOODTRUST BANK NA	Credit Card Charges	09/20/2017	\$440.72	P
22170123	SKINNER STEVANA	PS-Expenses (September)	09/20/2017	\$82.07	P
22170124	DEKLEYN ADAM	PL-Expenses (September)	09/26/2017	\$91.95	P
38170015	MARSHFIELD CONVENTION & VISITORS BUREAU	ED-State Fair Booth Aid (2017)	09/07/2017	\$2,500.00	P
Grand Total:				\$9,869.53	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Conservation, Education & Economic Development Committee Report for the month of September 2017

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the September 7 CEED meeting.
- I continued meeting with Jason Hausler the new Area Extension Director to discuss administrative duties. We jointly planned for coverage for the Family Living Educator position.
- The 4-H Program Assistant, Kyli Brown also submitted her resignation, so we began processing related paperwork and steps to refill the position.
- I attended the Fair on September 1 and 4 and assisted with project paperwork and take-down at the end of the Fair.
- Radio topics this month were maple diseases (September 5 & 7) and the Clean Sweep (September 21).
- I met twice with the Marshfield Area Pet Shelter (MAPS) to conduct a strategic plan for them, September 7 & 21.
- I met twice with Nekoosa community leaders to develop a strategic plan for the community and develop a community survey, September 11 & 28.
- I prepared budget documents and presented the budget to the CEED Committee and Executive Committee, September 6 & 21.
- I conducted a Department Head meeting, September 12.
- I facilitated the Central Sands Groundwater Group meeting, September 28.
- The Clean Sweep was held September 30, after much preparation.
- I am on the Standards, Rank and Promotion Committee (tenure) and reviewed 6 portfolios for candidates seeking tenure.
- I also mentored the Portage County CRD Educator.
- I met with the UWEX Benefits Specialist in preparation for retirement.
- I attended a state Department Head meeting by teleconference, September 27.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- The Central Wisconsin State Fair continued on into September. I assisted with the open class dairy show believed to be the largest dairy show in the state outside of World Dairy Expo. Over 400 animals were shown in the ring.
- The Central Wisconsin Agriculture Agents met in Marshfield and visited the area they will be using for Farm Technology Days. They also worked on programs for the upcoming season.
- I attended the annual meeting of the Wood County Farm Bureau held at North Wood County Park.
- I assisted at the Farm Bureau Ice Cream Stand while at the fair.

- We changed the format of the market animal carcass show that for many years has been held on the Thursday following the fair. There are fewer facilities within the county now available for processing live animals so carcasses were evaluated in Dorchester and Marathon City. The show was held in Marathon City and included along with the viewing of carcasses the evaluation by the youth of several cuts of meat- pork chops with varying size, fat and color.
- I attended an in-service for agriculture agents at the Marshfield Agriculture Research Station. In the afternoon we toured H&S Manufacturing where we learned about making baleage which has become a very important part of H&S' business, we also learned about forage boxes and mergers. During the morning we observed several spray on alternative for covering silage bunkers and learned about nutrient management guidelines.
- I interviewed on WDLB and WFHR.
- I worked with area High School Agriculture Instructors from Marshfield, Auburndale, Pittsville and Wisconsin Rapids to provide the Wood County Soil Judging Field Day. Youth numbering about 80 from the four school districts met at the Marshfield School Forest and learned about woodland management. In the afternoon we traveled to the Philip and Gladys and John and Shauna Offer farm to evaluate soil and field conditions from four soil pits.
- I met with the executive committee for Farm Technology Days at Heisman's Holsteins for our monthly meeting and with the finance committee earlier in the month.
- I conducted Pesticide Applicator Training for students enrolled in crops related classes at Mid-State Technical College.
- I spoke to the Wood County Master Gardeners about our local cranberry crop.
- I met with Market Animal sale committee for our first meeting following this year's fair.
- We produced an issue of the Cranberry Crop Management Newsletter and an issue of the Central Wisconsin Agriculture Specialization newsletter.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Participated in a Wood/Portage County FoodWise team phone conference (9/12).
- Attended the Aging and Disability Resource Center Nutrition Advisory Council meeting (9/12).
- Listened to the State FoodWise Wisline (9/13).
- Taught a "Healthy Cents at the Pantry" lesson at the South Wood County Emerging Pantry (9/19).
- Listened to the EFNEP Paperwork Training Wisline (9/20).
- Worked with SWEPS pantry participants, answering questions on how to store, how to prepare and how to cook available produce (9/20).
- Meet with AED Jason Hausler regarding my work with FoodWise and the Wood County Family Living position (9/21).
- Participated in the Wood/Portage FoodWise team meeting (9/25).
- Collaborated with Busy Bee's childcare in Nekoosa to offer EFNEP lessons to childcare staff for continuing education credits (9/27).
- Participated in a phone conference with State Specialist Betsy Kelley regarding facilitating the upcoming New FoodWise Colleague training in October (9/28).
- Attended the South Wood County Hunger Coalition meeting (9/28).

- I've reached out to all my schools with parent consent letters and emailed teachers to start scheduling youth lessons beginning in October. The ball is rolling!
- In the absence of a Family Living Educator, I am fielding numerous questions about food preservation (tomatoes!), testing pressure canners and maintain the office kitchen space and budget.

CHRIS VIAU

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

The following is a summary of Youth Development activities:

4-H Club and Program Management:

- Leadership Washington Focus Trip Planning and Logistics
 - 2018 program start-up. Answer questions, Reservations
- 4-H Leaders Association
 - Executive and Full Association Meetings
- 4-H Club and Volunteer Management concerns
 - Annual Enrollment
 - Volunteer Background Check support
 - 4-H Club transitions
 - Leadership changes and club dissolution

Central WI State Fair

- Work with office staff to ensure completion of Jr. Fair Tasks
- Results Entry
- Premium Check Processing
- Post-Fair Reports
- September Jr. Fair Board Meeting
 - Youth for the Quality Care of Animals program overview for Oct.

Other

- Department of Youth Development Standard Rank and Promotion Committee

Administrative

- State and Regional Phone Conferences and Meetings
- 4-H Youth Development Liaison Responsibilities- 25% FTE

Laura Huber

Wood County UW-Extension, 4-H Program Assistant

- Coordinated and led Wood County 4-H STEM (Science, Technology, Engineering, and Math) Project events including the rocket launch at Central WI State Fair on Sunday, 3 September.
- Assisted at the Central WI State Fair in the Junior Expo Building.
- Attended the North Central Region 4-H educators meeting in Wausau on 13 September. We discussed changes related to nEXT Gen.

- Continued planning for upcoming introduction of SPIN clubs, . SPIN clubs are SPecial INterest clubs that meet a minimum of 6 times which focus on a specific interest. They are open to all youth, not just those already enrolled in community clubs. They offer impactful, hands-on learning opportunities and an introduction to 4-H.
- Kids Yoga SPIN Club started on 21 September and will continue through 26 October. I attended and assisted at the first meeting. The club is led by a Wood County 4-H volunteer leader.
- SPARKS SPIN Club will begin 1 October. This club will be led by me and will focus on electricity.
- I was a radio guest on WDLB on 26 September and WFHR on 28 September. Introducing SPIN Clubs was the main focus of these interviews.
- Traveled to Stevens Point on 28 September to introduce Portage County youth to 4-H robotics and help Portage County UW-Extension staff create their own robotics program.

Jeremy Erickson

Wood County UW-Extension, Horticulture Assistant

- Attend the Local Food Promotion Committee meeting with Healthy People Wood County, Wood County Health Department
- Appear on WDLB Marshfield Radio
- Attend Marshfield Community Garden Committee Meeting
- Attend Master Gardener meeting and program on Cranberry Production in Wisconsin
- Attend South Wood County Hunger Coalition meeting
- Respond to horticultural inquiries from clients and the community
- Log hours and reports for 2017 Master Gardener Volunteers
- Coordinate upcoming classes and workshops, order supplies



Activities Report for Shane Wucherpennig September 2017

- **September 1** – Attended Judicial & Legislative meeting.
- **September 4** – Worked on Construction plans for 2017 projects.
- **September 5** – Attended Executive Committee meeting
- **September 6** – Attended CEED meeting.
- **September 6** – Visited Badger Sandstone Site.
- **September 7** – Worked on Construction plans for 2017 projects.
- **September 8** – Worked on Construction plans for 2017 projects.
- **September 11** – Worked on Construction plans for 2017 projects.
- **September 12** – Attended Department Heads Meeting.
- **September 13** – Attended NCTC NMP meeting at NCTC Spencer Campus.
- **September 14** – Visited Badger Sandstone Site to meet with contractors.
- **September 14** – Met with James & Leslie Jagozinski to discuss robot barn expansion.
- **September 15** – Inspection of work with Badger Sandstone Site.
- **September 15** – Took Silver truck in for repairs.
- **September 18** – Worked on Construction plans for 2017 projects.
- **September 19** – Attended County Board meeting
- **September 20** – Inspection of work with Badger Sandstone Site.
- **September 20** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 21** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 21** – Inspection of work with Badger Sandstone Site.
- **September 21** – Attended CEED Budget Hearing with Executive Committee.
- **September 22** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 25** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 25** – Worked on Construction plans for 2017 projects.
- **September 26** – Open Bids for Craig Brandl Project with CEED Chairperson.
- **September 27** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.

Activities Report for Tracy Arnold 09-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Continue to enroll landowners for the 2017 year
- Met with fence contractors interested in bidding on fence project
- Opened bids at CEED meeting, submitted budget resolution, contacted fence contractors
- Working to start/complete Ken Rezin Cranberry permanent woven wire fence
- 3 fences failed inspections for the year, working on getting those back into compliance
- Met with numerous landowners about shooting permits to evaluate crop damage amounts
- Justifying wildlife damage on numerous fields requesting shooting permits
- Met with 3 additional landowners interested in permanent fences
- Completed 100 acres of corn appraisals
- Completed 60 acres of cranberry appraisal
- Conducted site visit for a failed fence, repairs were made and it now passes. Submitted required paperwork

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Site visit to Badger Sandstone Shane for final reclamation touchups
- Investigated complaint calls that came in regarding mining
- Met with permit holder on reclamation requirements, including a site visit

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 16 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
- Continue planning the North Central Land and Water Conservation Area Association February meeting in Wisconsin Rapids.
- Continue planning the 2018 Fall CEED Tour with Land & Water, UWEX and Planning and Zoning
- Uploaded acoustic bat monitoring data as survey's are completed
- Working with UWEX to take some of their radio spots due to short staffing
- Cleaned out forestry garage, moved in tree planters
- Unloaded tree bags for sale
- Dropped off rusty crayfish to Bay Beach Wildlife Sanctuary
- Working with nursery's to finalize tree species for 2018
- Requested new tree sale program from IT, current one is from 1995

Activities Report for Adam Groshek – September 2017

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

~Well decommissioning assistance and planning for Chris Pupols, Ben Gruber, Don Hollar, and Ian Schultz.

~Lee Accola Manure storage abandonment plan, site visit, bidding, contractor discussion for project to occur in the next month or two.

~CREP environmental benefit reports, scheduling office visits, contract signing and discussion, and GIS field tracking and documentation for Russ Bauer, Al Weiler, Huser's, Steven Wehling, and Glen Peplinski.

~Response and sampling assistance for a complaint for Vern Breseman on the Wood-Clark County line of manure running off a nearby injection spreading incident across his fields and into his pond. DNR contacted, cleanup crew initiated, and incident cleaned up by the next day.

~As-built documentation and calculations for Lee DeBoer including pump flow rates, and final touch ups for the NOD 2016-2017 project.

~2nd in a training series for the Basic Ag for Conservationists training on Sept. 8th field day in Arlington, WI.

~Discussion with Josh Meissner of Norm-E-Lane farms about their construction of a culvert to east manure transfer to the agricultural fields from their manure storage. No permit needed because the transfer hosing would not be permanent.

Activities Report for Lori Ruess – September 2017

- Completed August sales tax report and submitted report to Finance.
- Attended September 19th Special CEED meeting and typed minutes.
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll.
- Prepared seven copies of all LWCD budgets and took them to Finance.
- Completed eight - 15 year CREP agreements for Glen Peplinski.
- Submitted the following CREP agreements along with necessary attachments to DATCP:
 - Catherine Warnecke
 - Marlin Laidlaw
 - Triple P Dairy
 - Frederick Miller
 - Al Weiler
 - Frank Huser
 - Russ Bauer
- Completed cost-share contract for Ian & Courtney Schulz – well decommissioning.
- Completed cost-share contract for Ben & Angela Gruber – well decommissioning.
- Assisted Tracy and Emily with cleaning and organizing the forestry garage.
- Assisted Tracy in CEED tour prep.
- Working on the 2018 tree and shrub order form.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Completed survey from Finance and returned to them prior to deadline.
- Organized County Board and CEED packet information and took to County Clerk's office.
- Working on fall newsletter and tree and shrub order form.

HC

**Activities Report for Emily Salvinski
September 2017**

- **Friday, September 1.** Started organizing the names on our FPP list-who needs what, and mapped them in database
- **Monday, September 4.** Holiday
- **Tuesday September 5.** Vacation
- **Wednesday, September 6.** Vacation
- **Thursday, September 7.** Listened in on No-Till Non-GM Corn webinar, worked on tree sale portion of website, worded on well closure document in AutoCad.
- **Friday, September 8.** Entered info into Wood FP Tracker in Access, helped clean storage garage
- **Monday, September 11.** Added parsnip locations and pics found over the weekend onto database, updated parsnip report.
- **Tuesday, September 12.** Helped unload tree-sale bags, researched info for possible cost share client-mapped, searched records.
- **Wednesday, September 13.** Added more parsnip locations to EDDmapS, attended NMFE meeting in Spencer.
- **Thursday, September 14.** Farm visit to landowner's to discuss cost sharing. Added future cover crop field to GIS database, edited database.
- **Friday, September 15.** Started putting together power point for soil and manure testing. Worked on cleaning forestry garage.
- **Monday, September 18.** Sick
- **Tuesday, September 19.** Updated FPP access file and database with transfer info, started adding hyperlinks to same file, added EDDmapS shapefiles from internet to our GIS.
- **Wednesday, September 20.** Started filling in cost share contract for cover crops, put together snap plus database for landowner, added more cover crop fields to GIS, reviewed CREP contracts for errors
- **Thursday, September 21.** Sent website updates to IT, sent river pollution photos to DNR, compiled no-till/cover shapefiles into one for 2016 to better keep track from year to year
- **Friday, September 22.** Worked further on cs contracts and identified parcel numbers
- **Monday, September 25.** Worked on environmental education webpage, scanned in documents.
- **Tuesday, September 26.** Youth Education meeting.

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 October 4, 2017

1. Economic Development (Jason Grueneberg)

- a. YMCA and Boys and Girls Club Rapids Mall Relocation – On September 14th, I met with local economic development leaders to discuss ways to assist Rapids Mall businesses that will be displaced by YMCA and Boys and Girls Club relocation.
- b. Central Wisconsin Economic Development Fund (CWED) Board of Directors Meeting – On September 20th, I participated in the CWED Board of Directors meeting. Agenda items included considering a loan request, administrative services update, and approving bylaw amendments recommended by the Advisory Committee.
- c. Regional Economic Growth Initiative – On October 5th, I participated in the REGI Board of Directors meeting. Agenda items included planning the Municipal Forum that will be held on October 5th, from 1:00 to 4:00 pm at the Nekoosa Community Center, the President's report and committee reports.
- d. River Block Business After Hours /Ribbon Cutting – The River Block Business After Hours has been scheduled for Wednesday, October 18th from 5:00 pm to 7:00 pm. Cindy Cepress and I have been working with the Heart of Wisconsin Chamber and the Marshfield Area Chamber of Commerce to plan this event. See attached flyer for details.

2. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (C.O.R.P.) – Planning committee met to review demographics sections of plan and develop standards for future park projects based on state and national guidelines.
- b. Plat Review Officer – (3) CSM's were submitted for review/approval. (3) CSM's were approved/recorded. (2) CSM's are pending approval.
- c. Wood County Parks, Recreation, and Open Space Plan – Community survey is nearing completion. Existing park and recreation system

inventory is nearing completion. County park and recreation areas section of plan is being developed.

- d. Nekoosa Strategic Planning – Attended the Nekoosa Strategic Planning meeting. Facilitated a community survey development meeting. I drafted a preliminary strategic planning survey based on discussions at the meeting. Survey will be review at next meeting.
- e. Blueway Trail Planning & Mapping – Inventory of the Blueway Trail for future planning purposes. Completed last section of inventory.
- f. WI County Code Administrators (WCCA) Central District Meeting – Attended WCCA Central District meeting in Wautoma to discuss shoreland vegetative buffers and land use legislative updates.
- g. CDAC – Public review of county preliminary objectives/recommendations is complete. Council will review public input and develop final recommendations for 3- year population objectives and DMU boundaries in October.
- h. Water Quality Management (WQM) Review – (2) 208 Review Compliance Letters issued.
- i. Code Administration – Back-up POWTS inspector.

3. Land Records (Justin Conner)

- a. Blue Way Trail – Finished the final sections of the Wisconsin River. Mapped access points, take outs, portages and landmarks. Documented locations with pictures and notes. Next step is organizing the information into an interactive website.
- b. Recreate Health – Health Department. committee working on health promotion and infrastructure improvements.
- c. 2020 Aerial Photography – Attended webinar to kick off the 2020 aerial photography project. The County will likely do a 6" resolution project similar to the 2015 imagery currently on the website. The price for 3" resolution dropped significantly which should interest some municipalities.
- d. Road Record and Surveyor notes scanning – On-Q Solutions is scanning 2 books of 100+ year old surveyor field notes and 25 road record books.
- e. Parcel Mapping – Parcel mapping is caught up. Parcel changes are updated on the GIS web map within a week, on average, of being recorded in the ROD office.

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

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

- i. (23) on-site investigations/inspections/compliances
- ii. (0) septic system verification letters & failing system investigations
- iii. (1) failing septic system orders, (0) holding tank maintenance violations & settlements
- iv. (10) soil tests reviewed, (4) soil on-sites, (10) hydrograph reports reviewed, (3) interpretive soils report reviewed
- v. (2) holding tank plan reviews, (5) conventional plan reviews, (7) mound plan review
- vi. (18) sanitary permits reviewed
- vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (4) referrals invoices
- viii. (0) sanitary system easements
- ix. (0) camper complaints
- x. Continued training Stevana Skinner who has recently passed her Private On-site Waste Water Treatment Systems (POWTS Inspector License). I will continue training her for her Certified Soil Tester License Exam that will be given in the months ahead.
- xi. 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. (1) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (0) DNR Approved flood studies reviewed
- iv. (1) Cranberry farm certification
- v. (0) Updated Community Assistance Visit Violations
- vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

c. Shoreland Ordinance Investigations and Permitting

- i. (1) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (0) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. (2) wetland determination
- 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 28 sanitary permits issued in August 2017 (10 New, 13 Replacements, 5 Reconnects and 0 Non-Plumbing) with revenues totaling \$8,375. There were 16 sanitary permits issued in August 2016 (7 New, 8 Replacements, 1 Reconnect and 0 Non-Plumbing) with revenues totaling \$5,750.

There were 126 sanitary permits issued through August 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 109, 2015 – 117, 2014 – 116, 2013 – 127 and 2012 – 119.

- b. 2017 Tax Refund Intercept Program (TRIP) – To date, Wood County has received \$5,458.69 on eight outstanding cases.
- c. 2017 Maintenance Notices
 - i. Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight Maintenance Notices and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 24th with a due date of Friday, August 11th. There were 2,413 mailed between the four notices.
 - ii. On September 18th, 387 2nd notices were mailed to those owners who did not meet the August 11th deadline.
- d. 2017 Program Fee Notices – The approximately 4,547 program fee notices are tentatively scheduled to be mailed early November with a due date of Wednesday, December 6th. A new exciting feature this year is that the \$20 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card.
- 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. 2016 Sanitary Permits are being prepped for scanning.
- f. Survey Document Imaging Project Status. Survey documents are being prepped and scanned tentatively scheduled for completion by the end of 2017.
- g. Enforcement Activities Update.
 - i. Small Claims
October 3rd – Small Claims action scheduled for:
(3) Failure to pay the 2016 program fee

October 10th – Small Claims action scheduled for:
(1) Failure to pay the 2016 program fee
 - ii. Contempt Hearing Nothing scheduled.
- h. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11th 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.

- i. (4) Wisconsin Fund Applications FY2018
- ii. (3) Wisconsin Fund Applications FY2019

Business After Hours

**Wednesday, October 18
5:00 p.m. - 7:00 p.m.
River Block Building
111 West Jackson St.
Wisconsin Rapids, WI**



**Join us for an evening of
networking with Wood County
Department Heads, County Board
Supervisors, guests, friends, and
Heart of Wisconsin Chamber
Members.**

**Ribbon Cutting at 5:00 p.m.
Tours**



~ Raffle ~ Hors d'oeuvres ~ Refreshments ~ Heart of Wisconsin
Chamber of Commerce