

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING
 WEDNESDAY, DECEMBER 4, 2013
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

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

Member Excused:

Staff Present: Land Conservation Staff - Jerry Storke, Lori Ruess, Tracy Arnold; Planning & Zoning Staff - Gary Popelka, Jason Grueneberg, Scott Kramar; UW Extension Staff - Peter Manley, Matt Lippert, Kyli Brown

Others Present: Dennis Polach, District #14 Supervisor; William Clendenning, District #15 Supervisor; David Formbrough, Wisconsin Rapids City Times

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** William Winch stated that he has received calls from constituents with concerns regarding a 229 acre parcel in the Town of Sigel sold to an Amish family. There may be plans for eight families to build/live on the site. Some of the concerns expressed pertained to septic systems and driveways. Gary Popelka and Jason Grueneberg stated that regulations must be followed and met. Septic system violations should be reported to the Planning & Zoning Department; the caller can remain anonymous. As for driveway permits/concerns, the Highway Department should be contacted for driveway entrances off county highways and the Town for driveway entrances off town roads.
3. **Review Correspondence.** No correspondence to be reviewed.
4. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the November 6, 2013 CEED meeting; 2) bills from UW Extension, Land Conservation and Planning & Zoning, and 3) staff activity reports.
Motion by Ruth Moody to accept the November 6, 2013 CEED meeting minutes and the UW Extension, Land Conservation, and Planning and Zoning bills and staff activity reports as presented. Seconded by Robert Ashbeck. Motion carried unanimously.
5. **Risk and Injury Report.** Land Conservation Department had two injury reports from employees who were injured in November while working in the field. One employee has been released to perform 100% of job duties; the other employee is still having some issues with an ankle injury.
6. **Land Conservation**
 - a. Approve 2013 Wildlife Damage Abatement and Claims Program Crop Prices. Tracy Arnold provided a spreadsheet with 2013 statewide and local crop prices for the Committee to review. She collects crop prices throughout the year and calculates a yearly average to arrive at a price per bushel/ton to use for crop damage payments. The calculated averages are: field corn \$4.93/bushel; soybeans \$13.07/bushel; oats \$4.21/bushel; other hay \$157.08/ton; and alfalfa \$226.25/ton.

Motion by Harvey Petersen to approve the 2013 Wildlife Damage Abatement & Claims Program crop prices as presented. Second by Kenneth Curry. Motion carried unanimously.

- b. Golden Sands RC&D Council Meeting Update. Jerry Storke gave a brief report on the November 21st RC&D Council meeting he attended. Ruth Moody and Bill Clendenning also attended. RC&D has applied for a \$40,000 Terrestrial Invasive Species Grant and a \$28,000 Emerald Ash Borer Urban Grant. If the grants are received, RC&D will work with county parks to eradicate terrestrial invasive species in the parks and educate municipalities on the emerald ash borer. Chad Schooley has been notified that RC&D has applied for a grant and could be contacting him if the grant is received.

The Heart of Wisconsin Grazing Conference will be held March 6, 2014 in Wausau. The Prairie Chicken Festival will be expanding in 2014. Festivities will be held throughout the month of April with some of the festivities taking place at the Children's Museum in Stevens Point and the Central Water's Brewery in Amherst.

Jerry Storke reported that Jim and Karen Joosten's property has been the Wood County Demonstration Forest since 2008. Jim passed away and Karen has expressed that she no longer wants the property to be a Demonstration Forest. Storke will contact Steve Grant, DNR Forester, for names of other landowners who may be interested in having their property be a Wood County Demonstration Forest.

7. Planning & Zoning

- a. Discuss Refilling the Planning & Zoning Director Position. Gary Popelka announced that he will be retiring from Wood County effective December 30, 2013. The position posting process has begun with the position being posted both internally and externally. The Committee discussed several interviewing options. Following discussion, it was the consensus of the Committee to have Human Resources screen all candidates and select the three best candidates to interview. A special CEED meeting with a closed session for listening to interviews will be held on Wednesday, December 18th at 1:00 p.m. Chairperson Henkel asked for interview criteria and specific interview questions from the Committee as she will meet with Ed Reed and review the criteria/questions with him before December 18th. Discussion on criteria and questions ensued. If the Committee has additional questions they would like considered for the interview process, they need to have them to Chairperson Henkel by Monday, December 9th.
- b. Discuss 2014 Goals for P & Z Director Position. Gary Popelka reported that he spoke with Ed Reed regarding the 2014 goals for the Planning and Zoning Director. Since the County is in the process of implementing the use of the new Supervisory Review Form, the Committee can have specific goals to discuss with interview candidates or wait until the new Director is hired and then set the goals. Kenneth Curry stated that it would be premature for the Committee to set goals before the new Director is hired. It was the consensus of the Committee to wait until the Planning & Zoning Director position is filled to set 2014 goals for that position.

Gary Popelka and Scott Kramar informed the Committee on a private sewage issue. A plumber from a neighboring county has used substandard aggregate (poorly washed) in several Wood County septic fields. Planning & Zoning will not issue a certificate of compliance on the septic systems where this aggregate was used without a letter from the State Inspector stating that the aggregate meets standards. Contractors have been informed that the County will not allow use of this type of material in the future.

8. Economic Development

Jason Grueneberg and Gary Popelka had a conference with a small business owner that will be relocating his business from the Town of Rome to the Town of Saratoga and will be receiving a micro loan to assist with renovations on the building. A meeting will also be scheduled with the Loan Review Board.

Jason Grueneberg reported that he attended a meeting at the Wisconsin Rapids City Hall on November 26th. At that meeting, the Wisconsin Economic Development Corporation announced that a 51 acre site in the Rapids East Commerce Center had been certified "shovel ready" for new development. Currently, there are only thirteen certified sites in the State.

9. Land Records Program

Jason Grueneberg reported that the City of Wisconsin Rapids has created a new GIS Coordinator position and it appears that the starting salary for the City's GIS Coordinator position will be higher than the County's GIS Coordinator position.

10. County Surveyor

Kevin Boyer will give a full report at the January CEED meeting.

11. UW Extension

- a. Budget update (as needed). Nothing new to report.
- b. 133 Contracts, Manley and Lippert. Peter Manley presented a breakdown of 2014 salary and benefit differences for Traditional contracts versus 133 contracts for himself and Matt Lippert. He explained that all new employees are hired under 133 contracts; existing employees have the option of Traditional or 133 contracts. Currently, both Manley and Lippert are under a Traditional contract (Wood County - 40% and the State/University System - 60%). Switching to the 133 contract would mean savings to the UW Extension budget because of the county health insurance charge. Wood County would give up control to the UW under the 133 contract. Discussion ensued.

Motion by William Winch to change both employees to 133 contracts effective January 1, 2014. Second by Kenneth Curry. Motion failed.

Voting Nay: Ruth Moody – Leave it up to the employee to decide which contract they want to work under.
Robert Ashbeck – Give the employee's their wish; they are good Wood County employees.
Also, have an issue with vacation being reduced for one of the employees.
Hilde Henkel – They were hired under the Traditional contract and should be able to keep that contract.

- c. Junior Fair Financial Report. Peter Manley presented the 2013 Junior Fair Financial Report. Kenneth Curry had a question regarding the "Actual" amounts on the report. Peter Manley explained the actual numbers are based on the total fair and the Junior Fair allocation is a percent of the actual.

Motion by Ruth Moody to accept the 2013 Junior Fair Financial Report as presented. Second by Robert Ashbeck. Motion carried unanimously.

- d. Clean Sweep Report. Peter Manley presented the Final Report 2013 Wisconsin Clean Sweep Waste Summary Sheet. Clean Sweep participation was moderate. There was 6,562 pounds of Household Hazardous Waste (HHW) collected, 456 pounds of Ag Waste collected and 1,264 pounds collected under Very Small Quantity Generator (VSQG) of hazardous waste. The Clean Sweep was held with Marathon County and all expenses were covered under the grant; therefore, the \$20,000 budgeted in 2013 for clean sweep may not be needed. Manley stated that Marshfield Utilities donated \$5,000 towards the Clean Sweep and that will be returned to them. Chairperson Henkel stated that there is periodically a need for a Clean Sweep and since it is too late to apply for a 2014 grant it would be a good idea to apply for funding in 2015.
- e. 4-H Report. Kyli Brown reported on changes taking place in the 4-H program. 4-H enrollments are being done on-line. Kyli and Jean Steinkopf are working with leaders that don't have computers or email addresses. The whole State of Wisconsin is moving toward electronic 4-H enrollment. Families without home computers can register on-line at meetings.

The State of Wisconsin developed four E-Forums. Every club is required to attend at least one of the E-Forums or their charter will be revoked.

Another new project is Project Discovery Day. Project Discovery Day will be held on January 11, 2014 at the UW Marshfield Campus. The program offers all Wood County 4-H families a chance to explore a variety of projects at one location. 45 youths have registered.

Wisconsin 4-H will celebrate their Centennial in 2014. Planned activities include 4-H Days at the State Fair.

12. Closed Session - Department Head Evaluations.

The Committee did not go into closed session as they need time to review the new Supervisor Review Forms. Performance evaluations will be on the January CEED agenda.

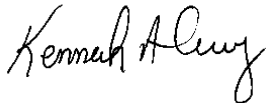
13. Schedule Next Meeting.

- a. The next regular meeting is scheduled for Wednesday, January 8, 2014 at 9:00 a.m.
- b. Criteria/questions for interviews to Chairperson Henkel by Monday, December 9, 2013
- c. Special CEED meeting with interviews – December 18, 2013 at 1:00 p.m.
- d. Department Head comments/goals for evaluations – January CEED meeting
- e. POWTS maintenance – January CEED meeting.

14. Adjourn.

Motion by Kenneth Curry to adjourn at 11:15 a.m. Second by William Winch. Motion carried unanimously.
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Respectfully submitted,



Kenneth Curry, Secretary
Minutes by Lori Ruess, Land Conservation Department
Review for submittal to County Board by Kenneth Curry (December 10, 2013)