

CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, December 6, 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. Land & Water Conservation Department
 - A. Update on the 9-Key Element Planning Grants for Mill Creek Watershed & 14 Mile Watershed.
 - B. Approval of 2017 crop prices.
 - C. Discussion of existing county equipment and usage.
 - D. Discuss #5 and #6 of Supervisor Leichtnam's recommendations.
7. UW Extension
 - A. Fair presentation process
 - B. Visioning Session review
8. Economic Development
 - A. Update from Marshfield Economic Development Board – Jason Angell
 - B. Regional Economic Growth Initiative Update – Rick Bakovka
9. County Surveyor
10. Planning
11. CLOSED SESSION. Motion to go into closed session pursuant to the exemption contained in S.19.85(1)(c) Wisconsin Statutes for the purpose of discussing the Land and Water Conservation Department Head's performance and Planning and Zoning Department Head's performance.
12. Schedule next regular committee meeting – 9:00 a.m. Wednesday, January 3, 2018.
13. Agenda items for next meeting
14. Schedule any additional meetings if necessary.
15. Adjourn

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, NOVEMBER 1, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel (via phone), Ken Curry, Bill Leichtnam, Robert Ashbeck, Adam Fischer, Harvey Petersen

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kevin Boyer

Land & Water Conservation Staff: Shane Wucherpfennig

UW Extension Staff: Peter Manley, Jason Hausler, Katie Tomsyck, Laura Huber.

Others present: Bruce Dimick, Bill Clendenning, Nancy Eggleston, Lance Pliml, Dennis Polach

1. Call to Order- Vice Chairperson Robert Ashbeck called the meeting to order at 9:02 am.

2. Public Comments. No public comments.

3. Review Correspondence-

A. Jason Grueneberg shared that the Marshfield CVB requested their reimbursement for the State Fair booth.

B. Jason Grueneberg shared that a Hatch Event, an Economic Development competition will take place on November 9th from 6:00-9:00pm. A local resident will be competing for \$10,000 in startup cash.

4. Consent Agenda. The Consent Agenda included the following Items: 1) minutes of the October 4, 2017 and October 6, 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, Jodi Friday, Chris Viau, and Laura Huber.

A. Minutes of October 4, 2017 and October 6, 2017. No additions or corrections needed.

Motion by Ken Curry to approve and accept the October 4th and 6th CEED Minutes as presented. Second by Bill Leichtnam. Motion carried unanimously.

B. Department Bills. No questions or comments.

C. Staff Activity Reports. No questions or comments.

Motion by Adam Fischer to approve and accept the bills from Planning & Zoning, Land & Water Conservation and UW-Extension, and staff activity reports as presented. Second by Harvey Peterson. Motion carried unanimously

D. Wisconsin Legislative Council Amendment Memo: Bill Leichtnam shared his concerns with what happened at the October 13th Legislation Council Meeting on Senate Bill 387, which differed from the memo included in the packet by Hilde Henkel. Bill passed out a 4-page document of an overview of that meeting to the committee. Lengthy discussion followed.

Motion by Bill Leichtnam to include the WCA Lobbying Priorities regarding Water Quality and Quantity as an agenda item at the next CEED committee meeting and to invite Dan Bar from the WCA to speak at the meeting. Second by Ken Curry.

Voting Ayes: Ken Curry, Bill Leichtnam

Voting Nays: Robert Ashbeck

Hilde Henkel- stated that the committee needs to focus on the things that have a better possibility of being worked on.

Adam Fischer-believes the Assembly will be busy campaigning

Robert Ashbeck and Harvey Peterson opposed due to the repetitive nature of the motion

Discussion: Lance Pliml stated that the committee should narrow down their exact priorities, and then give input to the Land Use and Environment Steering Committee. Bill responded that until there is something done state-wide he would like to continue the pressure on the state.

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

6. Land & Water Conservation Department

A. Review change to #801 - Animal Waste Storage & Nutrient Management Ordinance.

Shane Wucherpennig passed out a revision of the pages in the packet and reviewed those changes. Adam Fischer stated that he would like more time to review the changes before they cast a vote. The committee asked Shane to revise the language on page 11 for better clarification. Discussion followed.

Motion by Adam Fischer to delay item this to the Nov 29th meeting and to add it to agenda. Second by Ken Curry. Motion carried unanimously.

B. Review change to #802 - Nonmetallic Mining Reclamation Ordinance. Shane Wucherpennig gave an overview of the changes. Brief discussion followed.

Motion by Hilde Henkel to approve the changes to the #802 Nonmetallic Mining Reclamation Ordinance. Second by Ken Curry. Motion passed unanimously.

C. Update on the Food, Land & Water Conference. Shane Wucherpennig gave a report on the conference. Bill Leichtnam also passed out handouts from that conference to the committee.

D. Update on the 9-Key Element Planning Grant process for Mill Creek Watershed & 14 Mile Watershed. Shane Wucherpennig gave a brief historical overview of the grant. He explained that in order for counties to be eligible for Federal 319 funds or TMDL money from state, they must have a 9-Key Element Plan developed. Shane was contacted by the DNR to apply for a grant in which grant funds can be used to help offset the writing costs for the 9-Key Element Plan. He submitted two grant applications, one for the 14-Mile Creek and one for Mill Creek, and the grants were approved. There will be \$22,000 available for the Mill Creek plan and \$25,000 for 14-Mile Creek plan. Shane explained that if those plans are accepted, it could open up substantial funding from the EPA. Shane also shared that January 1st, 2018 is the deadline to apply for state MDV funds, in which we are earmarked for \$80,000 in 2018. If the LWCD applies for these funds, they will most likely use the grant funding to contract someone to write the plans.

E. Update on the Land & Water Management Plan – 5 year review. Shane Wucherpennig shared that the next 5-year review has been scheduled for February 5th 2019.

- F. Discuss #3 and #4 of Supervisor Leichtnam's recommendations. Bill Leichtnam introduced Recommendation #3.

Bill Leichtnam made a motion for Shane Wucherpfennig to do a presentation to the County Board about the dangers of nitrates on sandy soils in the southeastern part of the county, and how the soil differs from the -northwestern part of the county. Ken Curry seconded the motion.

Discussion: Adam Fischer asked that Shane do the presentation for the CEED committee, and then if the committee believes there is merit; give the presentation to the County Board. Bill Leichtnam agreed and Adam Fischer asked to amend the motion to give the presentation to CEED instead. They will also invite the director from the Water Treatment plant and the Groundwater Guardians to the meeting. Hilde Henkel suggested adding this to the January CEED meeting agenda. Peter Manley stated that he could ask Kevin Masarik to help with the presentation.

Amended motion: Motion by Bill Leichtnam for Shane Wucherpfennig to give a presentation at the January CEED committee meeting about the differences of the dangers of nitrates in the sandy soils of the southeastern part of Wood County versus the soils of the northwestern part of the County. Second by Ken Curry. Motion passed unanimously.

In recommendation #4 Bill Leichtnam explained that contaminated private wells are preventing landowners from selling their property. He recommends that a study be done by gridding the county into two-mile squares and taking water samples from each unit. Nancy Eggleston shared the data from well water samples taken in the northern part of the county. Citizen Bruce Dimick suggested that if a study be done, he would recommend using UW-Stevens Point's homeowners package. Lance Pliml stated that he has no problem with individual testing their water, but disagrees with the County paying for or forcing people to test their water. Discussion followed. Lance Pliml then suggested doing a public service announcement about well water testing in the areas that are testing positive for high nitrates. Discussion followed.

Harvey Petersen and Hilde Henkel were excused for the remainder of the meeting.

7. UW Extension

- A. Budget Update. No updated needed at this time.
- B. UW System Restructure. Jason Hausler passed out an article from the Milwaukee Journal Sentinel about the UW-Extension restructure to the committee. He explained that UW-Extension will become part of UW-Madison, and that this decision still needs to be voted on by the University Board of Regents. Jason shared that he doesn't anticipate any changes to Cooperative Extension outside of administrative changes. He assured that county contracts with cooperative extension will be maintained.
- C. Staffing Updates & nEXT Gen. Jason Hausler shared that the 4-H Program Coordinator Position has been posted. The anticipated start date for the position is February 1st.
- D. Visioning Session Update. The Visioning Session will be held on November 29th at 12:00pm at the McMillan Library. A small lunch will be provided. Following the session, there will be a short, formal meeting of the CEED committee.
- E. Wood County 4-H Introduces Youth to Electricity. Laura Huber gave an overview of the STEM grant. With grant funds, she started a 4-H STEM SPIN Club and explained that

youth do not have to belong to a traditional 4-H club to participate. Youth are learning technical skills with electricity and soft skills while presenting their projects. Each youth who participated also received a Learn to Solder Kit. Laura also highlighted the need for understanding math concepts with projects like this. Adam Fischer wanted to applaud this effort towards workforce development.

8. Economic Development

- A. Update from Marshfield Economic Development Board – Jason Angell was not present to present. Jason Grueneberg shared Jason Angell is taking an opportunity in Arizona, and that his last day will be at the end of December. Jason Angell asked to be put on the agenda for the December meeting.

9. County Surveyor

- A. County Surveyor Annual Report – Kevin Boyer shared his annual report with the committee. He stated that Wood County is now 100% monumented. This makes private surveying properties much more affordable for county residents. Brief discussion followed.

10. Planning

- A. Discussion and possible action on Senate Bill 387 (Homeowner Bill of Rights). Jason gave an overview of the bill and shared a handout showing the summary of the hearing on October 19th. He shared that there is an option for the County to pass a resolution in support or against the bill. Jason believes this will pass. Bill Leichtnam believes the committee should wait to take any action.

11. Schedule Next Meeting

The next regular CEED meeting is scheduled for Wednesday, December 6th at 9:00 a.m. at the Wood County Courthouse in Room #115.

12. Agenda items for next meeting

- A. #5 and #6 of Supervisor Leichtnam's 9 recommendations for clean water in Wood County.

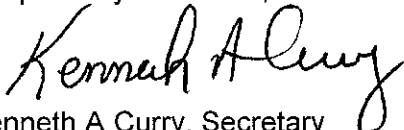
13. Schedule any additional meetings if necessary.

A special CEED meeting will be held immediately following the UW-Extension Visioning Session on November 29th.

14. Adjourn.

Motion by Bill Leichtnam to adjourn at 12:25 pm. Second by Ken Curry. 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 November 07, 2017)

Committee Report

County of Wood

Report of claims for: Land & Water Conservation Dept

For the period of: November 2017

For the range of vouchers: 18170162 - 18170179

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18170162	CLARK COUNTY UW EXTENSION	LWC - REG FOR PEST MGT MEETNG	10/31/2017	\$40.00	P
18170163	WUCHERPFENNIG SHANE A	LWC - MEALS/MILEAGE REIMBURSEM	10/25/2017	\$73.26	P
18170164	ARNOLD TRACY	LWC - MILEAGE/TOUR SUPPLIES	10/12/2017	\$39.30	P
18170165	WOODTRUST BANK NA	LWC - CONFERENCE REG/LODGING E	10/11/2017	\$829.85	P
18170166	WOOD COUNTY REGISTER OF DEEDS	LWC - COPY FEE - FPP	11/02/2017	\$8.00	P
18170167	PUPOLS CHRISTOPHER J	LWC - WELL DECOMMISSIONING CS	10/29/2017	\$400.00	P
18170168	SCHULTZ IAN	LWC - WELL DECOMMISSIONING CS	10/29/2017	\$250.00	P
18170169	MACHON DAVID & LAURIE	SWRM - WELL DECOMMISSIONING CS	11/07/2017	\$500.00	P
18170170	UW - STEVENS POINT	LWC-2017 SUMMER INTERNSHIP	11/16/2017	\$4,260.68	P
18170171	SALVINSKI EMILY	LWC - MILEAGE REIMBURSEMENT	11/06/2017	\$32.80	P
18170172	WOLOSEK NATHAN & LYNETTE	LWC - COST SHARE COVER CROPS	11/03/2017	\$1,625.00	P
18170173	JAGODZINSKI JAMES & LESLIE	SWRM - COST SHARE COVER CROPS	11/15/2017	\$1,430.00	P
18170174	POSTMASTER - WISCONSIN RAPIDS	LWC - NEWSLETTER POSTAGE	11/16/2017	\$260.41	P
18170175	HALQUIST STONE CO INC	NM - FINANCIAL ASSURANCE RETUR	11/21/2017	\$32,700.00	P
18170176	WUCHERPFENNIG SHANE	LWC - DATA PLAN/MILEAGE/MEALS	11/16/2017	\$71.39	P
18170177	GROSHEK ADAM	LWC - DATA PLAN REIMBURSEMENT	11/21/2017	\$30.00	P
18170178	DEBOER LEE	SWRM- FINAL COST SHARE - VTA	11/20/2017	\$8,400.00	P
18170179	WI LAND + WATER CONSERVATION	LWC - CO CON MEETING REGISTRAT	11/28/2017	\$90.00	
Grand Total:				\$51,040.69	

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: UW-Extension

For the period of: November

For the range of vouchers: 30170156 - 30170166

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30170156	EO JOHNSON CO INC	Copier Lease	11/16/2017	\$229.49	P
30170157	TOWN OF SARATOGA	Clean Sweep dumpster	11/16/2017	\$495.95	P
30170158	VEOLIA ES TECHNICAL SOLUTIONS	Clean Sweep	11/16/2017	\$15,604.75	P
30170159	NORTHCENTRAL TECHNICAL COLLEG	Agriculture Class-Lippert	11/16/2017	\$22.00	P
30170160	UW SOIL TESTING LAB	SOIL TESTS	11/28/2017	\$113.00	
30170161	WAL-MART COMMUNITY/RFCSLLC	kichen & WNEP	11/28/2017	\$34.68	
30170162	ERICKSON JEREMY	ERICKSON NOV EXPENSES	11/28/2017	\$74.90	
30170163	LIPPERT MATTHEW	LIPPERT NOV EXPENSES	11/28/2017	\$324.21	
30170164	MANLEY PETER	MANLEY NOV EXPENSES	11/28/2017	\$178.15	
30170165	TOMSYCK KATIE	TOMSYCK NOV EXPENSES	11/28/2017	\$67.95	
30170166	VIAU CHRISTOPHER	VIAU NOV EXPENSES	11/28/2017	\$136.43	
Grand Total:				\$17,281.51	

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: November 2017

For the range of vouchers: 22170135 - 22170148

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22170135	WOODTRUST BANK NA	Credit Card Charges	10/20/2017	\$682.31	P
22170136	GRUENEBERG JASON	PL-Expenses (Oct/Nov)	10/31/2017	\$189.97	P
22170137	POSTMASTER - WISCONSIN RAPIDS	PS-Postage 2017 Program Fee	10/31/2017	\$1,147.84	P
22170138	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Oct)	10/31/2017	\$3,000.00	P
22170139	CARMODY DATA SYSTEMS INC	PS-Upgrades/Services (Nov)	11/01/2017	\$299.00	P
22170140	BOYER KEVIN	SU-Services Per Contract (Nov)	11/02/2017	\$833.00	P
22170141	ON Q SOLUTIONS	LR-Road Record Books/Notes	11/01/2017	\$1,688.66	P
22170142	OPPORTUNITY DEVELOPMENT CNTR	PS-Data Processing 1st Inv	11/08/2017	\$382.13	P
22170143	WOOD COUNTY PLANNING & ZONING DEPT	PS-Petty Cash Reimbursement	11/16/2017	\$44.00	P
22170144	SKINNER STEVANA	PS-Expenses (Nov)	11/15/2017	\$137.45	P
22170145	CONNER JUSTIN	LR-Expenses (Nov)	11/20/2017	\$449.74	P
22170146	BREWBAKER JEFF	PS-Expenses (Nov)	11/27/2017	\$10.70	P
22170147	DEKLEYN ADAM	PL-Expenses (Nov)	11/28/2017	\$39.59	P
22170148	GRUENEBERG JASON	PL-Expenses (Nov)	11/28/2017	\$150.91	P

Grand Total:

\$9,055.30

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Activities Report for Shane Wucherpennig November 2017

- **November 1** – Attended CEED meeting.
- **November 1** – Met with Patrick Glynn Market Review
- **November 3** – Plan Reviews
- **November 3** – Attended judicial & Legislative meeting.
- **November 3** – Worked on Construction plans for 2017 projects.
- **November 7** – Attended Executive Committee meeting.
- **November 8** – Met with Conservation specialist to discuss and outline the start of a 9 key element plan.
- **November 8** – Met with Nathan Wolsek to discuss cover crops & no till.
- **November 9** – Project inspection & Stakeout.
- **November 9** – Worked on Construction plans for 2017 projects.
- **November 10** – DNR meeting with Portage and Wood county for 9 Element Watershed Based Plan
- **November 13** – Badger Sandstone Road Repair with Paul JR. Bugar
- **November 13** – Stake out Eron's Toe wall.
- **November 14** – NRCS Technical Standards meeting at Dreyfus University Center
- **November 15** - Project stakeout and inspections.
- **November 15** – Worked on Construction plans for 2017 projects.
- **November 16** – Golden Sands RC&D Water committee Mgt & Council Mgt.
- **November 16** – Stakeout Brandl Pit, Contracts, reports.
- **November 17** – Conducted all Staff Performance reviews.
- **November 27** – Brandl Layout, Staking & Inspection.
- **November 28** – Brandl Layout, Staking & Inspection.
- **November 29** – Brandl Layout, Staking & Inspection.
- **November 29** – Attended Special CEED meeting.
- **November 30** – Attended County Conservationist Meeting at the Mead in Wisconsin Rapids.

Activities Report for Adam Groshek – November 2017

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

- ~Well decommissioning plans, phone calls, and as-built site visits for Chris Pupols, Ben Gruber, Ian Schultz, Dan Hollar, and Dave Machon.
- ~CREP investigation for logging compatibility/logistics for Katherine Warnecke.
- ~As-built documentation for Tom Hamus's newly reconstructed manure storage facility.
- ~TMDL (DNR) webinar discussing future funding and comparison to 9-key element plans (EPA). Wood County will be involved in both the Mill Creek and Fourteen Mile 9-key element plans and the Wisconsin River TMDL plan next year, primarily for phosphorus and sediment reduction projects in those watersheds.
- ~Review of the new 313 standard-Waste Storage Facility that was adopted in October to coincide with the updated National 313 standard last year. New standard puts more restrictions of building waste storage facilities in environmentally sensitive areas.
- ~Working with contractor and landowner on Lee Accola's manure storage abandonment near the East Fork of the Black River.
- ~As-built documentation for Lee DeBoer, finalization of his Vegetated treatment area and the leachate pumping times. Nutrient management discussion and closing out of the Notice of Discharge grant money for this project.
- ~Multi-discharge Variance phosphorus project funding update, Wood County may get some money in 2018 but is not expecting any until 2019.
- ~Discussion on a Town of Cary potential land purchase and the associated cost-share funding available.
- ~Planning and design for Mike Duckett and his 2018 Slurrystore manure storage, 2 liquid transfer systems, and a solids stacking pad.
- ~Stakeout for Craig Brandl's 2017 new manure storage pit.
- ~Troubleshooting GPS battery life and updates associated with making the GPS work better.
- ~Discussions and referral to DNR on potential permitted wetland fill project for an access driveway in the Town of Rudolph.
- ~Planning and site visit/GPS survey of the future abandonment of a (newly acquired with land purchase) concrete manure storage facility for Daryl Sternweis.

Activities Report for Tracy Arnold 11-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Continue to enroll landowners for the 2017 year
- Working to start Ken Rezin Cranberry permanent woven wire fence
- 2 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 1 additional landowners interested in permanent fences
- Completed 800 acres of corn appraisals
- Completed 450 acres of soybean appraisals
- Completed 120 acres of cranberry appraisals
- Conducted site visit for a failed fence, repairs were made and it now passes. Submitted required paperwork
- Numerous landowner calls about damage now that they are in the fields harvesting. Site visits to discuss program
- Coordinated the WDACP Venison Donation program for Wood County
- Complied 2017 crop prices to be approved by CEED

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Signed off on a NMM site that has achieved final reclamation standards
- Investigated several complaint calls that came in regarding mining
- Conducted inspections on every permitted mine in Wood County solo.
- Got out maps to those mines with financial assurance expiring in Dec.
- Following up on the status of financial assurance on those expiring soon
- Downloading data from the GPS of all the inspections, uploading them into ArcMap, generating maps for every permitted site, generating the active acres and financial assurance requirements for each permitted site and sending those in the map as completed.
- Tracking permit fees and checking financial assurance as they are submitted.
- Reviewed Wood County ordinance 802 for changes, presented to Shane Lori
- Discussing safety issues at 3 sites and continue to be in contact with operator/landowner to correct
- Updated all NMM from with correct address, made each fillable and out on the LWCD website
- Participated in a drone demo with Kevin Boyer and Justin Conner
- Updated Roberta Walls, DNR on the Industrial Sand sites in Wood County

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.
- Highlighted the Tree Sale program and environmental education programs on both WDLB in Marshfield and WFHR in Rapids with Lori
- Attended meeting regarding Regional Pollinator Partnership
- Met with City of Wisconsin Rapids and Bird City about a potential pollinator project
- Helped Lori get newsletters out
- Answer questions from general public about trees as they come in
- Requested new tree sale program from IT, current one is from 1995

4C

Activities Report for Emily Salvinski November 2017

- **Wednesday, November 1.** Worked on report for Mill Creek 2018 application (progress report). Mapping of past/present cost share acres. Attended silent auction conference call.
- **Thursday, November 2.** Mapping of Mill Creek covers and no-till acres. Completed Mill Creek report for Ken Shroeder. Worked on silent auction table tents.
- **Friday, November 3.** Completed table tents.
- **Monday, November 6.** Wisconsin pest update meeting at Marshfield Ag Research Station. Submitted NMFE extension request.
- **Tuesday, November 7.** Printed/folded NMFE mailing. Typed up pest management meeting notes.
- **Wednesday, November 8.** Helped with manure ordinance edits. Went on farm visit. Mapped past cs acres.
- **Thursday, November 9.** Collected contract. Mapping of parcels (Triple P).
- **Friday, November 10.** 9-Key Element Planning Meeting. Sent website edits to IT.
- **Monday, November 13.** Finished NMFE mailing. Put together shapefile for all operators in upper Mill Creek. Typed up notes from Friday's meeting.
- **Tuesday, November 14.** Mapped future cost share acres. Started working on article for Mill Creek newsletter.
- **Wednesday, November 15.** 9-Key element data gathering. Investigated manure complaint.
- **Thursday, November 16.** 9-Key element data gathering.
- **Friday, November 17.** Mapped latest acres for mill creek covers (from Shroeder). Worked on Department's newsletter mailing.
- **Monday, November 20.** Completed Mill Creek newsletter article. Met to talk about Department goals for pollinator project. 9-Key planning.
- **Tuesday, November 21.** Youth Education Committee Meeting. MSTC course planning.
- **Wednesday, November 22.** Farm visit for contract pick up. Worked on MSTC power point. Typed up partial list of all contracts to keep track of which one's I mapped.
- **Thursday, November 23.** Thanksgiving.
- **Friday, November 24.** Holiday.
- **Monday, November 27.** 9-Key Planning. Cost share mapping.
- **Tuesday, November 28.** Cost share mapping. Worked on Non-Metallic Mining website makeover.

Activities Report for Lori Ruess – November 2017

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Reviewed general ledger and payroll registers and completed journal entries to correct payrolls.
- Completed October sales tax report and submitted report to Finance.
- Worked on ordinance revisions.
- Highlighted the tree sale program on both WDLB in Marshfield and WFHR in Rapids with Tracy.
- Completed cost-share contracts for:
 - Brian Ott – cover crops
 - David & Laurie Machon – well decommissioning
 - R & S Pankratz Farm LLC – cover crops and nutrient management
 - Kyle Altman – nutrient management
 - Altmann Enterprises Dairy, LLC – nutrient management
 - Altmann Enterprises Grains LLC - nutrient management
 - Bulgrin – Zajackowski – cover crops
- Completed reimbursement requests for:
 - Nathan & Lynnette Wolosek – partial reimbursement
 - Ian & Courtney Schultz
 - David & Laurie Machon
 - Christopher Pupols
 - Lee Deboer – final reimbursement
- Updated newsletter mail and email lists.
- Met with Tracy and Emily regarding Regional Pollinator Partnership.
- Prepared newsletters for mailing with Tracy and Emily and delivered to post office.
- 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.
- Entering tree and shrub orders as they come in.

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

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the November 1st and 29 CEED meetings.
- I have also been transferring duties to Jason Hausler, Area Extension Director.
- I conducted radio programs on three times this month on deer hunting and Wood County demographics.
- I spent a substantial amount of time completing the Clean Sweep grant reimbursement forms. For 2017, state grants will cover all of the costs except about \$2,000.
- I conducted the annual strategic plan update for Healthy Lifestyles at the Marshfield Clinic, November 10.
- The office Civil Rights Review was the afternoon of November 14 and I prepared documents and presented a demographic overview of the county.
- I completed planning for a diversity workshop for a leadership class. I also introduced myself to new staff at the Hak Hah Chee community for this class.
- I facilitated the Central Sands Groundwater Group, November 27.
- I facilitated the Nekoosa strategic planning process on November 28 where progress was made on developing strategies.
- I made a presentation to the Wood County Towns Association on the county's changing demographics.
- I made input into the UWEX Standards, Rank and Promotion Committee on tenure decisions, November 3. I also assisted several faculty with their tenure documents.
- I met with the Area Extension Director to determine the hiring process for the 4-H Program Advisor.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- I met with the Executive committee, all committee group, fund raising committee and attended the state wide Farm Technology Days committee meeting during the month. Plans are firming up for the event.
- I attended the visioning session held by our department to consider programming and staffing needs with the departure of the CRD Educator and the Family Living Educator.
- I am part of a group that is making the plans for this year's upcoming Cranberry School. We met to make the plans for the January event.
- I participated in a five year post-tenure faculty review of my programming through my academic department.
- I participated in plans jointly with educators from Clark, Marathon and Taylor county for a Heart of the Farm event for farm women to be held February 14 at the Belvidere just outside of Marshfield.

- After several months of not being able to join the group I attended the session of the Central Sands Ground Water work group.
- I participated in our office civil rights review.
- I met with the Wood County Farm Bureau for their monthly board meeting.
- I joined with the Marshfield Area Chamber Agri-Business committee as they plan their upcoming season's events.
- I attended an update from UW-Specialists at the Marshfield Ag Research Station on pest management of weeds, insects and plant disease.
- I met with area agriculture agents to plan programming for the upcoming season.
- I participated weekly as I do throughout the growing season in a survey conducted by the Department of Agriculture, Trade and Consumer Protection on crop development. This year was in the beginning two thirds of the season the wettest on record with the associated challenges of delayed and prevented planting and hay harvest. A late frost, a dryer end to the season and good heat allowed crops to do better than initially expected. At this point there is still quite a bit of corn and some soybeans to be harvested in the county. Current field conditions are somewhat wet preventing some tillage and manure application.
- I participated in a research update, the cranberry roundtable in Madison where state specialists share their observation from research projects and the crop season with crop consultants and growers. This project helps guide future research.
- The final two issues of the Cranberry Crop Management Journal went out during the month.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Participated in the FoodWise Golden Apple Employee Recognition Committee Hangouts (11/2 & 16)
- Taught lesson in the new series Eating Smart Being Active. Please review the October Extension Update for more information about this program (11/1, 8, 15 & 29). Lessons for the Rudolph Little Dears group will conclude in December.
- Participated in the Wood County staff Civil Rights preparation meeting (11/9) and the State Civil Rights Review Day (11/14)
- Taught at the South Wood County Emerging Pantry on the selection, storage and use of fresh fruits and vegetables (11/13)
- Assisted with support staff Wendy Young's Yearly Performance Review (11/20)
- Taught "Developing a Spending Plan" to South Wood County Emerging Pantry clients for my Healthy Cents series. Participation continues to grow for these lessons with eleven pantry clients registered. (11/21)
- Assisted with the South Wood County Hunger Coalition poverty simulation presented to Nekoosa Public Schools (11/22)
- Taught in 29 classrooms to over 580+ 5th graders over the course of the month. The lesson series will continue into December for 5th graders. (11/1, 3, 7, 8, 10, 15, 16, 17, 27, 28, 29, 30)
- Participated in the Wood County Visioning Session for Family Living and Community Resource Educators (11/29).
- Participated in the Wood/Portage County FoodWise team meeting (11/30)
- Participated in weekly Wood County Staff meetings (11/6, 13, 20 & 27)

Comment from South Wood County Emerging Pantry Site Manager Dale Davis on whether he would be attending the Visioning Session:

"Not sure what I may have to contribute, but the work you guys are doing with and for us is nothing shy of amazing. I most certainly am interested in how this is going to play out in the future. We have grown to almost depend on those things. Don't know who could possibly do it better."

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:

- Project Discovery Day Site Tour- MSTC Marshfield
- Trip and Award Application Review and Interviews
 - Coordinate Judges, Schedule Interviews, Post Interview Correspondence
- Leader's Association Executive Committee Meeting
- 4-H Member Project and Portfolio Awards Recognition
- Leadership Washington Focus Trip Planning and Logistics
 - 2018 program start-up. Answer questions, Reservations
- 4-H Club and Volunteer Management concerns
 - Annual Enrollment
 - Volunteer Background Check support (new process implementation)
 - 4-H Club transitions
 - Leadership changes and club dissolution
 - 4-H Club annual Charter Review and File Uploads

Central WI State Fair

- November Jr. Fair Board Meeting
 - Unable to attend meeting. Support through email and phone conversations
 - 2017 Fair evaluation, Judge selection process, potential schedule changes

Administrative

- State and Regional Phone Conferences and Meetings
- Reorganization Updates
- 4-H Program Coordinator Hiring process
- 4-H Youth Development Liaison Responsibilities- 25% FTE

Laura Huber

Wood County UW-Extension, 4-H Program Assistant

- Presented Sparks! Electricity SPIN Club to the Wood County CEED Committee (1 November)
- Prepared for and facilitated the Annual Leader Training National e-Forum "SPINning into Agriculture" for Wood County 4-H Leaders (2 November)
- Attended WI State 4-H's Fall Forum in Green Lake. Presented Electricity with SnapCircuits on Friday night (3-5 November)
- Taught last electricity project meeting for the new SPARKS SPIN club (5 November)
- Appeared on WDLB radio with two volunteer leaders to discuss Fall Forum (7 November)

- Toured MSTC's Marshfield campus and met with Dean Brenda Dillenburg to discuss holding Project Discovery Day there in 2018. Joined by Chris Viau and two volunteer 4-H leaders.
- Appeared on WFHR radio with a youth 4-H member and a volunteer leader (9 November)
- Attended the Executive Committee meeting of the Wood County 4-H Leaders Association (13 November)
- Assisted office in preparing for and then participated in the UW-Extension civil rights review for Wood County (14 November)
- Attended the Farm Technology Days Youth Tent meeting (15 November)
- Met with volunteer leaders to begin planning Creative Arts Day 2018 (20 November)
- Prepared for and attended the Wood County 4-H Leaders Association meeting (27 November)
- Participated in the UW-Extension Visioning Session at the McMillan Library (29 November)
- Attended a webinar to prepare for the November 4-H adult leader training "Helping 4-Hers Grow in Life and Work" on 30 November.

Throughout the month, I worked on:

- Planning the upcoming Project Discovery Day (will be held 10 Feb. at MSTC, Marshfield) and Creative Arts Day (will be held 14 Apr. at Pittsville Schools)
- Assisting 4-H club leaders with issues that concerned them
- Working with Wendy Young and Katie Tomsyck to develop a 4-H Project Guide and a handbook for new families

Jeremy Erickson

Wood County UW-Extension, Horticulture Educator

- Meeting/Planning for Civil Rights Review Day
- Participate in Civil Rights Review Day
- UWEX Staff Meeting
- Facilitate Master Gardener Community Outreach and Education Committee meeting
- Attend the Local Food Promotion Committee meeting with Healthy People Wood County, Wood County Health Department
- Attend the Marshfield Healthy Lifestyles Strategic Planning Meeting
- Attend Master Gardener General Membership meeting
- 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
- Attend Master Gardener Farm Tech Days planning meeting
- Assist in facilitation of Wood County Extension Position Visioning Session

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 December 6, 2017

1. Economic Development (Jason Grueneberg)

- a. Central Housing Region Public Hearing – On October 31st, I participated in a Central Housing Region public hearing at the Portage County Annex building. The purpose of the meeting was to provide an overview of the Program and eligible projects, receive public comment and input on the Central Housing Program and other CDBG activities. The Central Housing Region currently has approximately \$800,000 to be used by the end of 2018, and will be receiving approximately \$2,000,000 in the 2016-2017 grant cycle. Funds are used to help income eligible households complete needed home repairs. Loans are 0% interest and need to be paid off when the property is sold. Rental properties with low to moderate income renters are also eligible for loans at 1.5% interest that need to be paid off in 10 years. More information on the Central Housing Region can be found in the attached program pamphlet.
- b. Central Wisconsin Economic Development (CWED) Fund – On November 1st, I participated in a CWED Board of Directors meeting to review and affirm a loan request that had been approved at a prior Board meeting.
- c. Triangle Development Project – On November 16th, I participated in the Triangle Development meeting. The “Triangle” is the property that is located west of the Courthouse and slated for a future mixed use development. The purpose of the meeting was to discuss possible 1st floor retail or commercial use of the property that may be eligible for new market tax credits.
- d. Ad-Hoc Property Committee – On November 14th, I participated in the Ad-Hoc Property Committee meeting to discuss the sale of property that the County no longer needs. Prioritizing space needs for the County and future projects were also discussed.
- e. Central Wisconsin Economic Development (CWED) Fund – On November 28th, I chaired the CWED Finance Committee Meeting. At the meeting a draft CWED investments policy was reviewed.

- f. Nekoosa Strategic Planning – On November 28th, I attended the Nekoosa Strategic Planning meeting. At the meeting strategic issues were reviewed as well as approaches to address the strategic issues.

2. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (C.O.R.P.) – Planning committee met to review the needs assessment and implementation sections of the plan. Potential ATV/UTV routes were identified and discussed.
- b. Plat Review Officer – (2) CSM's were submitted for review/approval. (5) CSM's were approved/recorded. (1) CSM's are pending approval.
- c. Wood County Parks, Recreation, and Open Space Plan – Community survey and postcards are being finalized. Tentative date for survey distribution is the beginning of the year.
- d. Nekoosa Strategic Planning – Committee met to review and prioritize strategic issues that were developed at the last meeting. Strategies were created to address strategic issues. Community survey was due November 20th. Results from the survey will be compiled and analyzed into a survey summary for next meeting.
- e. Western Sands Region Recreation Opportunities Analysis – Represented Wood County at a WI-DNR open house designed to gather public comments, ideas, concerns, and perspectives on the existing recreation opportunities available in Wood County. Input gathered from this meeting will be incorporated into the 2017-2022 SCORP.
- f. Heart of Wisconsin (HOW) Leadership Training Program – Attended the HOW leadership session at Incourage. United Way, SWEPS, Boys and Girls Club, and the City of Wisconsin Rapids presented at the session.
- g. 2018 South Wood County Community Survey – Assisting in the distribution of a community survey prepared by Incourage. This survey is incorporated into many community planning documents.
- h. UW Extension Visioning Session – Attended a community assessment meeting to help determine the future direction of UW Extension programming.
- i. Floodplain – Developed GIS maps for Flooded Agriculture District – Cranberry Farm (FAD-C) permits.

3. Land Records (Justin Conner)

- a. Healthy Wisconsin Leadership Community Leadership Program – Participation in 2 day workshop as part of the leadership program through UW-Madison.

- b. Recreate Health – Health Dept. committee working on health promotion and infrastructure improvements.
- c. Drone/UAV demo – Met Kevin Boyer and Tracy Arnold for demonstration of mapping nonmetallic mines with a drone.
- d. WLIA Fall Meeting – Attended Wisconsin Land Information Association's Fall Meeting in La Crosse.
- e. ESRI Wisconsin User Group Meeting – Attended EWUG meeting in Green Bay.
- f. Village of Port Edwards Zoning Map – Updating the Port Edwards zoning map after many years without updates.
- g. Deer Camp Map Requests – Numerous requests to create hunting land maps to hang at deer camp.

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

- a. Private Sewage Program, Permitting, Maintenance and Violations
 - i. (63) on-site investigations/inspections/compliances
 - ii. (2) septic system verification letters & failing system investigations
 - iii. (1) failing septic system orders, (0) holding tank maintenance violations & settlements
 - iv. (12) soil tests reviewed, (2) soil on-sites, (3) hydrograph reports reviewed, (2) interpretive soils report reviewed
 - v. (5) holding tank plan reviews, (6) conventional plan reviews, (5) mound plan review
 - vi. (18) sanitary permits reviewed
 - vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (0) referrals invoices
 - viii. (0) sanitary system easements
 - ix. (0) camper complaints
 - x. Continued training Stevana Skinner for her Certified Soil Tester License Exam that will be given on December 6.
 - xi. Answered phone calls, emails and met in office regarding permitting and inspection questions.
- b. Floodplain Ordinance Investigations and Permitting
 - i. (6) site inspections, meetings or enforcement
 - ii. (0) permit issued, screening sites or Letter of Map Amendment (LOMA)
 - iii. (0) DNR Approved flood studies reviewed
 - iv. (2) 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. (0) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (4) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. (3) 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 30 sanitary permits issued in October 2017 (9 New, 21 Replacements, 4 Reconnect and 0 Non-Plumbing) with revenues totaling \$9,700. There were 16 sanitary permits issued in October 2016 (3 New, 8 Replacements, 2 Reconnects and 1 Non-Plumbing) with revenues totaling \$4,750.

There were 177 sanitary permits issued through October 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 141, 2015 – 163, 2014 – 165, 2013 – 181 and 2012 – 157.

- b. 2017 Tax Refund Intercept Program (TRIP) – To date, Wood County has received \$6,173.19 on nine 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.
- iii. On November 14th, Wood Co Corp Counsel letters were mailed to those owners for failure to provide servicing documentation. As of November 14th, there were 69 property owners who haven't serviced for 2017.

d. 2017 Program Fee Notices

- i. A new exciting feature this year is that the \$20 program fee can be paid online with an electronic check, debit card or credit card. There will be a convenience fee if making payment

this way. Cash or check is available for those property owners who want to avoid paying the convenience fee. As of November 29th, there have been 267 property owners who have paid the program fee for 2017 on the Point & Pay online system.

- ii. Program fee postcard invoices were mailed on Friday, November 3rd with a due date of Wednesday, December 6th. There were 4,551 postcard invoices mailed. As of November 28th, there were 1,813 property owners who haven't paid the program fee for 2017. Program Fee 2nd reminders are scheduled to be mailed on December 18th.
- e. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2016 are available for viewing on the Wood County's website www.co.wood.wi.us/Departments/PZ. 2017 Sanitary Permits will be prepped and scanned in fall 2018.
- 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 Nothing scheduled.
 - 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 – Wisconsin Fund Grant Program payouts is tentatively scheduled for early December.
 - ii. (3) Wisconsin Fund Applications FY2019

OWNER-OCCUPIED AND RENTAL UNIT REHABILITATION LOANS

Provide no-interest, deferred payment home repair loans for LMI owner occupants.

Provide 1.5% interest loans for repairing units rented to LMI tenants and/or creating new low or moderate income rental units by:

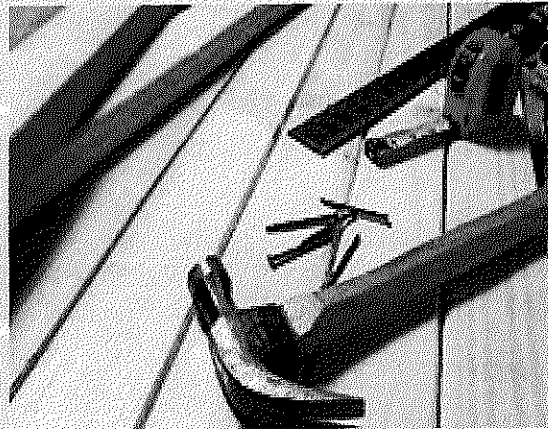
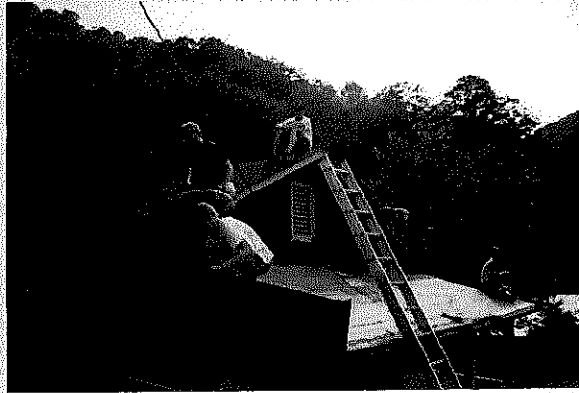
- (1) converting vacant properties into rental units, and/or
- (2) converting large single-family homes into duplexes.

CDGB loans shall be subject to a \$50,000 maximum.

AFTER REHAB INFORMATION:

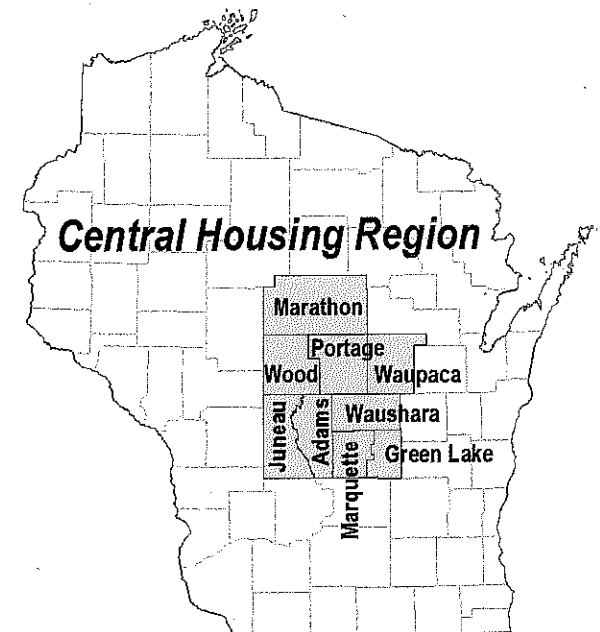
If there is a request to subordinate loans, each request will be subject to the following criteria as agreed upon by the Central Housing Region Committee.

- No additional debt can be incurred to the property.
- There would be a savings due to a lower interest rate being offered to the borrower.
- There would be better terms offered by the bank refinancing the debt.



**FOR AN APPLICATION OR
ADDITIONAL INFORMATION
CONTACT:**
CENTRAL HOUSING REGION CDBG
PROGRAM ADMINISTRATORS
JUNEAU COUNTY HOUSING
AUTHORITY
717 E. State Street, Mauston, WI 53948
(608) 847-7309
Email: juncoha@frontier.com

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM



Central Housing Region Counties
Adams, Green Lake, Juneau, Marathon,
Marquette, Portage, Waupaca, Waushara,
and Wood

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

ELIGIBILITY REQUIREMENTS:

→Owner-occupied or land contract buyer three months prior to applying. Contract must be written, legally binding, and properly recorded. Contract seller will be required to sign mortgage.

→Owner of low-to-moderate income renter-occupied unit(s).

→All occupants directly benefiting from the CDGB housing rehabilitation program must be at or below the appropriate Section 8 income limit for their county.

→Include all sources of gross income and income from assets for all household members who are at least 18 years of age.

→Property taxes paid to date.

→Mortgage must be current.

→All mortgages, judgments, and liens in addition to the rehab cost cannot exceed 120% of the Fair Market Value of the property.

→Property must be insured.

This is a program for ensuring the community's ability to conserve, rehabilitate and improve residential properties occupied by low-to-moderate (LMI) residents.

CENTRAL HOUSING REGION OBJECTIVES:

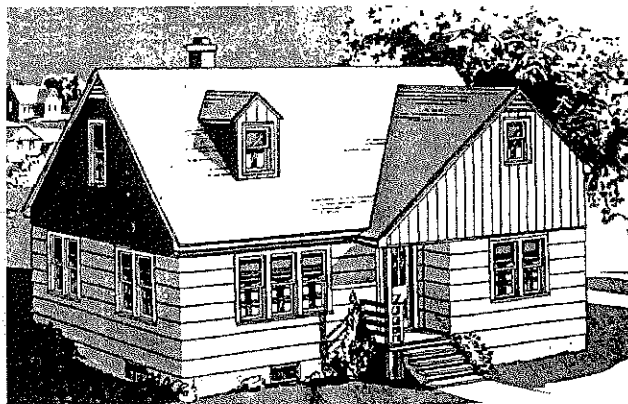
Expansion of affordable housing stock for low and moderate income persons.

Elimination of neighborhood blight and structural deterioration.

Elimination of housing conditions that are detrimental to public health, safety, and welfare.

Elimination of unnecessary energy waste through modern rehabilitation energy saving improvements.

Conservation of existing housing stock.



ELIGIBLE REHAB ACTIVITIES INCLUDE:

Repairs that bring the unit to decent, safe, and sanitary condition using HQS Inspection/Evaluation of property.

Examples include but are not limited to: Roofs, siding, windows, plumbing, electric, septic, well, etc.

INELIGIBLE REHAB ACTIVITIES INCLUDE:

▪ Properties scheduled for sale, acquisition, or condemned properties.

▪ Mobile homes in a mobile home park, must own land to be eligible.

▪ Reimbursement for work which has been contracted for or completed prior to signing agreement with the CDBG Program.

▪ Accessory buildings, garages, or sheds.

▪ New construction or expansion of the size of the structure.