

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING  
 TUESDAY, MARCH 27, 2012  
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Thomas Haferman, Robert Ashbeck, Gerald Nelson. Dale Gehrke

Member Excused: Ruth Moody, Tom Haferman - excused at 11:45 a.m.

Staff Present: Land Conservation Staff - Jerry Storke, Tracy Arnold and Lori Ruess  
 Planning & Zoning Staff - Gary Popelka  
 UW Extension Staff – Peter Manley and Jodi Friday

Others Present: Lance Pliml, Chair, Wood County Board of Supervisors; Dist #14 Supervisor Dennis Polach;  
 Tom Schmitz, UWEX Regional Director

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED Committee meeting to order at 9:00 a.m.
2. **Public Comment.**  
 Gerald Nelson mentioned that a North Central Wisconsin Regional Planning Commission (NCWRPC) meeting will be held on March 28<sup>th</sup>. He stated that the Biron Industrial Park and some railroad lines were omitted in the Regional Planning Study.
3. **Review Correspondence.**  
 No correspondence to review.
4. **Consent Agenda.** The Consent Agenda included the following items: a) minutes of the February 28, 2012 CEED meeting; b) bills from UW Extension, Land Conservation, and Planning & Zoning; and c) staff activity reports.

**Motion by Gerald Nelson to approve the minutes of the February 28, 2012 CEED meeting and bills from UW Extension, Land Conservation and Planning & Zoning. Second by Tom Haferman. Motion carried unanimously.**

**Motion by Tom Haferman to accept the staff reports for UW Extension, Land Conservation, and Planning & Zoning as presented. Second by Robert Ashbeck. Motion carried unanimously.**

**5. University Extension**

- A. Introduction – Kristen Charn, Interim Family Living Educator. Peter Manley introduced Kristen Charn, newly hired interim Family Living Educator. Chairperson Henkel introduced the CEED Committee members to Kristen. Kristen is a recent graduate of the University of Wisconsin-Stout and is currently taking classes towards her Master's in Social Work Degree through the University of Southern California. Since starting in Wood County, she has met with Marathon, Portage and Green Lake County Family Living Educators and is currently working on starting several programs.
- B. Regional Director Report. Tom Schmitz, UWEX Regional Director, gave an overview report. He invited the CEED committee to the Wisconsin Associated County Extension Committees, Inc., (WACEC) meeting, which will be held in Green Bay – June 24<sup>th</sup> through June 26<sup>th</sup> and talked about planned activities for UW Extension's 100<sup>th</sup> Anniversary. He also reported that his title has changed from District Director to Regional Director of the North Central Region with five northern counties added to the region (Florence, Forest, Price, Vilas and Oneida). Robert Ashbeck expressed concerns with travel time/mileage to attend meetings that could be held in one of the five northern counties now that they are part of the region. Chairperson Henkel suggested using video or audio conferencing in the future when concerned with travel time and mileage.
- C. Family Living Educator Position Update. Tom Schmitz discussed the process of filling the Family Living Educator position. A visioning session is scheduled for June 18<sup>th</sup>. Through the visioning session, there is group sharing and identification of ideas related to key program areas and providing program coverage. The main goal is to refill the position at 100% and the visioning session is a way to move forward and fill the position at 100% or to see

other options if unable to fill the position at 100%. Strong County support is the key to filling the position at 100%. Posting and filling the position should take place in early fall.

- D. Extension Centennial Activities. Peter Manley reported on Extension centennial activities to be held in Wood County. Activities are still in the planning stages and Manley is open to suggestions from the CEED Committee regarding centennial activities. Activities include: a display and booth at Ag Day, June event with County Board, and a display and activities at the Central Wisconsin State Fair. In honor of the centennial, a cardboard display of Wisconsin's first Cooperative Extension Agent, E.L. Luther is available to use at centennial activities. The centennial theme is "Your trusted partner....yesterday, today and tomorrow".
- E. PILD Report – WACEC in Action. Peter Manley stated that Chris Viau will give a report in April on this agenda item. Instead, Jodi Friday, Nutrition Educator gave a presentation on the "Helping Hands Backpack Program". Jodi gave a power-point presentation and explained the goal of the program is to offer a helping hand by providing backpacks filled with nutritional meals for families in need. Backpacks are filled with healthy non-perishable food items to prepare a meal for a family of four. Healthy recipes and information on the food share program are also included in the backpacks.

## 6. Planning & Zoning

- A. Floodplain and Shoreland Zoning Ordinance Amendments. Gary Popelka asked for the committee's approval to move forward with the amendments to the Shoreland Zoning Ordinance. The deadline for the amendments was extended to January 2014. At the July 2011 CEED meeting the committee agreed by consensus to wait until Popelka received more information on the status of the impervious surface and nonconforming structures revisions to NR 115. Popelka stated that the DNR still does not know what the changes will be. An adopted amended ordinance may reduce the number of variance requests.

Amendments are also required to the Floodplain Ordinance. Popelka reported; the current Wood County Floodplain Ordinance went into effect February 2010. The new model ordinance is out and Popelka would like to move forward with the proposed ordinance changes based on the model. If the committee decides to go forward the amended ordinance could go into effect before the 2012 building season.

**Motion by Gerald Nelson to approve the Planning and Zoning Department to move forward with proposed amendments to the Floodplain and Shoreland Zoning Ordinances. Second by Robert Ashbeck. Motion carried unanimously.**

Chairperson Henkel requested a summary of the changes to the ordinances for the next CEED meeting. A simple narrative of what the changes mean would be helpful to the CEED Committee and County Board.

The amended ordinances will be presented to the CEED Committee in April, with plans to go to public hearing in May and County Board in June.

- B. Community Assistance Visit Follow-up (see staff report). Popelka reported that Jeff Brewbaker put together a very good report, which was included in the CEED packet. 84 sites have been researched to date, 30 Floodplain investigation notices mailed to cranberry growers, 23 responses and discussion with attorneys and owners, 1 floodplain permit reviewed, and questions answered from citizens regarding building in floodplain and shoreland areas. A conference call with attorneys that counsel cranberry marsh owners, Peter Kastenholz, Jeff Brewbaker, Duane Greuel, and Gary Popelka is scheduled for Wednesday, March 28<sup>th</sup>. The intent of the conference call is to resolve some floodplain issues and help the cranberry businesses understand what they can and cannot do.
- C. Water Quality Management Plan. Gary Popelka reported that a public hearing on the Water Quality Management Plan was held on March 21<sup>st</sup>. After receiving no testimony regarding the plan, the committee took action to approve the plan and forward it to Wisconsin Rapids, Biron and the Village of Rudolph for adoption or approval.
- D. Code Administrator Position Update and Consideration of Salary. Gary Popelka reported that changes have been made to the Code Administrator Position. The Code Administrator is now a supervisory position and will oversee the Code Technician. Due to the added supervisory responsibilities, Popelka prefers the position be posted with an increased salary; however, after discussing with Human Resources it will be posted at the current rate. A salary grade evaluation of all Wood County positions is being proposed by the Executive Committee. Following

the evaluation an increase could be allowed. Popelka added it is difficult to find qualified candidates who are licensed and have shoreline and floodplain experience to fill the position. Chairperson Henkel added that she supports adequate recognition of the position and is aware of the responsibilities and required qualifications of the Code Administrator.

Gerald Nelson asked for an update on the Nepco Lake subdivision development shoreland violation. Popelka stated that a cease and desist order has been issued to the owners/developers. An onsite visit will take place in April. The owners/developers have agreed to submit a plan and work on the restoration of the shoreline.

## 7. Economic Development

- A. Housing Loan Program Update. Chairperson Henkel gave a brief update on the Housing Loan Program. She reported that projects have been approved and all funds have been obligated. There will be one more board meeting – a drive by tour of the project sites to see the improvements to the community. Kris Pethick will give a presentation to the Wood County Board in the future.
- B. Regional Housing Programs Update. Gary Popelka reported, CDBG informational sessions will be held around the state to provide information regarding the merging of housing grants on a regional basis. He might attend the Eau Claire session or Madison webinar.
- C. Procurement Policy Issue. Gary Popelka reported that when he first submitted the housing grant application, he was asked to submit the county's procurement policy. Wood County's only policy was and still is to get approval for purchases over a certain amount and go through the bid process for certain items. Kris Pethick has forwarded a one-page "usable" policy for Wood County. The policy has been forwarded to Terry Rickaby to be put in the form of a resolution to be presented to County Board.

## 8. Land Conservation

- A. Approve Resolution Proclaiming the Week of April 29 through May 6, 2012 as Soil and Water Stewardship Week. Storke presented a resolution proclaiming the Week of April 29 through May 6, 2012 Soil and Water Stewardship Week.

**Motion by Robert Ashbeck to proclaim April 29 through May 6, 2012 as Soil and Water Stewardship Week and recognize it on the April 17<sup>th</sup> County Board agenda. Second by Dale Gehrke. Motion carried unanimously.**

- B. Update on Status of Local Speaking Contest. Tracy Arnold expressed concerns with the low participation in the local speaking contest and stated she is open for suggestions on how to get more participation as she has tried various aspects of marketing. Lance Pliml stated that he did not want to see the contest discontinued because it allows participants to advance to area and state competition. It was the consensus of the committee to continue to hold the local speaking contest in 2012 as they don't like to cancel quality youth programs.

Storke reported that the area speaking contest will be on the upcoming North Central Land and Water Conservation meeting agenda. Participation at the area level has also been decreasing, only two out of the ten counties in the North Central Region participated in 2011.

- C. Nonmetallic Mining Reclamation Program Update. Tracy Arnold presented the departments proposed changes to the nonmetallic mining reclamation ordinance and department procedures. The purpose for the recommended changes is to eliminate the "gray area" to increase efficiency in administrating NR 135. Arnold researched eleven counties regarding the "gray area" issues to see how they are handled in other counties.

Arnold presented and discussed with the committee the following issues. She stated that she met with the Land Conservation staff discussed the issues and they have come up with recommendations for each issue:

**Annual Permit Fees** – department's recommendation – no changes at this time. Committee agreed.

**Inactive fee** – department's recommendation - no changes at this time. Committee agreed.

**Limitation of Inactive Permit** – Currently Wood County has five inactive mines, three have permits but no mining has started at the sites, one is at an acre and has been at an acre for seven years, and one is two acres and has been for five years. The department's recommendation - add a three-year time limit to the ordinance for inactive permits to encourage reclamation.

**Motion by Thomas Haferman to add a time limit of three years for inactive permits to the Wood County Nonmetallic Mining Ordinance. Second by Gerald Nelson. Motion carried unanimously.**

**Permit Application Review Fee** – department's recommendation – no changes at this time. Committee agreed.

**Expedited Review Fee** – The department discussed the possibility of implementing a time limit to review and approve plans with paid expedited review fees. Discussed this with Peter Kastenholz and he suggested not having a time limit for completion of plan review, but to move the plans with expedited review fees to the top of the pile of plans to review. Department recommendations – no time limit, just move plans to the top of the pile as Peter Kastenholz suggested. Committee agreed.

**Financial Assurance** – Currently financial assurance is \$2,000/acre in Wood County. Arnold met with Doug Passineau and Brad Martinson from the Wood County Highway Department to calculate what it would cost for the Highway Department to complete reclamation if the county had to reclaim a site. Their estimate came to \$3,000/acre.

Per Tom Portle, DNR, financial assurance should reflect the cost of a Regulatory Authority to hire an outside contractor to do the work, not the cost if an operator completed the work.

Department's recommendation – have a per-acre amount, but have a list of add-ons (wet plants, dry plants, rails spurs etc.) to make sure the county is covered. It was the consensus of the committee to increase the financial assurance to \$3,000/acre and require additional financial assurance for add-ons.

Arnold and the committee also discussed if roads should be counted towards financial assurance and when reclaiming to a pond the bottom that will be covered by water should not be the same financial assurance amount that the side slopes are because minimal work will be done to reclaim the bottom.

**Require Reclamation Plan to be Completed by Engineering Firm** - Tracy reported that the majority of frac companies are currently using engineering firms. Chairperson Henkel liked the idea of requiring an engineering firm to complete a reclamation plan for sites 40 acres or larger. The department was not sure how to require it for some but not for all. If there is going to be a highwall, it may be a good idea to have an engineer sign off. Department's recommendation – Leave it up to the department's discretion. Committee agreed.

**Inspections** - Annual Inspections are completed by Arnold in October/November; at that time each site is GPS'd and the data is added to Arc Map. Any time a complaint is received a site visit is done. Department's recommendation – no changes to how inspections are currently done. Committee agreed.

**Application** – Arnold presented the revised Wood County nonmetallic mining reclamation permit application and other revised nonmetallic mining forms with April 2, 2012 effective dates. It was the consensus of the committee that Arnold did an excellent job revising the forms; the revised application form is very clean and comprehensive.

**Motion by Gerald Nelson to approve the revised application and forms for the Wood County Nonmetallic Mining Reclamation program. Second by Robert Ashbeck. Motion carried unanimously.**

Tom Haferman asked to be excused from the meeting at 11:45 a.m.

**Motion by Gerald Nelson to recognize and thank Thomas Haferman for his dedicated service to the Wood County Board and the CEED Committee. Second by Hilde Henkel. Motion carried unanimously.**

- D. Golden Sands RC&D Council Meeting Report. Jerry Storke gave a brief report on the Golden Sands RC&D Council meeting that he attended. Upcoming events include: Grassland Gala – April 13<sup>th</sup> at the Hotel Mead, Prairie Chicken Festival – April 13 -15, 2012 National Association of RC&D Councils National Conference – June 10-13 in Madison, Golden Sands RC&D 40<sup>th</sup> Anniversary Dinner – August 18. The next Council meeting is scheduled for May 17<sup>th</sup>.

**9. Schedule next regular meeting.**

The next regular meeting is scheduled for **Tuesday, April 24, 2012 at 9:00 a.m.**

**10. Adjourn.**

<b>Gerald Nelson moved to adjourn at 12.07 p.m. Second by Dale Gehrke. Motion carried unanimously.</b>
--

Respectfully submitted,



Hilde Henkel, Acting Secretary  
Minutes by Lori Ruess, Land Conservation Department  
Review for submittal to County Board by: Hilde Henkel