

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: Wednesday, January 9, 2019  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order.
2. Declaration of Quorum.
3. Public Comments (*brief comments/statement regarding committee business*)
4. Review Correspondence.
5. Consent Agenda.
  - a. Approve minutes of previous meeting
  - b. Approve bills
  - c. Receive staff activity reports
6. Presentation/discussion on Amazon Credit Card - Cummings
7. Risk and Injury Report
8. Land & Water Conservation Department
  - a. Request contingency funds for no-till drill purchase.
  - b. Report on December Wisconsin Land + Water County Conservationist meeting – Leichtnam/Wucherpennig
  - c. WI Prairie Chicken Festival, Golden Sands RC&D
  - d. Update on Armenia/Port Edwards Memorandum of Understanding with AGC.
  - e. Nonmetallic Mining Reclamation Program update.
  - f. Inform CEED of discontinuance of Progress Lane in the Town of Rock.
  - g. Discussion on groundwater.
  - h. Tri-County Groundwater Roundtable discussion.
9. Economic Development
  - a. Wood County ATV Trail committee update
  - b. Discussion on Wood County's funding and role in Economic Development
10. Private Sewage
11. Land Records
  - a. Consider resolution approving the 2019 Wood County Land Information Plan
12. County Surveyor
  - a. Consider renewal of contract for Public Land Survey System maintenance for transportation work in 2019.
13. Planning
  - a. Consider resolution to adopt the 2018 Parks, Recreation and Open Spaces Plan
14. UW Extension
  - a. Office Update
  - b. Horticulture Educator Update
  - c. Family Living Programming Presentation-Jackie Carattini
  - d. Support Staff LTE Discussion
15. Schedule next regular committee meeting.
16. Agenda items for next meeting
17. Schedule any additional meetings if necessary
18. Adjourn

**MINUTES**  
**CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE**  
**HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE**  
**Thursday, November 29, 2018, 9:00 am**  
**Wood County Highway Department, 555 17<sup>th</sup> Ave. N., WI rapids, WI 54495**

Members Present: Kenneth Curry, Mark Holbrook, Dave LaFontaine, Bill Leichtnam, Adam Fischer, Marion Hokamp, William Winch, Lance Pliml and Dennis Polach.

Members Excused: Robert Ashbeck

Others Present:

Jason Grueneberg-Planning & Zoning Director; Roland Hawk-Highway Commissioner; Chad Schooley-Parks & Forestry Director; Sandra Green-Parks & Forestry Office Supervisor/ATV Trail Coordinator; Brandon Damann-Patrol Superintendent; Joel Ortman-County Engineer; Dist. #15 Supervisor Bill Clendenning.

1. Call to Order. Chairperson Fischer called the meeting to order at 9:00 a.m.
2. Declaration of Quorum. Chairperson Fischer declared a quorum.
3. Public Comment. None
4. The resolution directing Parks and Forestry, Highway, and Planning and Zoning to begin developing a ATV/UTV route and trail network in 2019 was reviewed by committee members. **A motion was made by Lance Pliml to approve the resolution and seconded by Dave LaFontaine at 9:04a.m.**

Winch asked for an explanation of the unbudgeted expenses being requested. Grueneberg gave an overview of the \$48,300 in funding that is being requested from 2019 Capital Improvement Planning (CIP) debt proceeds.

Discussion followed regarding sign requirements, standards and costs. Hawk explained that a route plan and signage are important in order to get DOT approval to use the Nekoosa and Hwy 80 bridges.

Chairperson Fischer asked if there is a targeted launch date for this project. Grueneberg indicated May of 2019 is the tentative date to have routes and trails open.

Leichtnam asked what the long range planning looks like. Grueneberg stated that the group working on this project has learned a great deal thus far from what we are proposing. At this time the project proposes 7 miles of trails and 42 miles of routes. An ATV/UTV masterplan will need to be created that outlines what the future plan is for ATV/UTV trails in Wood County. Discussion followed regarding involvement from towns and ATV/UTV clubs.

Schooley suggested that the resolution draft be amended to remove a comma, include an "and" in the second to last "whereas" and strike the "Trailhead" from the \$7500 request of funds for Lake Dexter Campground. **A motion was made by Lance Pliml and seconded by Ken Curry to amend the resolution at 9:30a.m. Motion passed unanimously. A motion was made by Lance Pliml and seconded by Adam Fischer to approve the resolution as amended at 9:31a.m. Motion passed unanimously.**

5. Chairperson Fischer declared the meeting adjourned at 9:34a.m.

Signed electronically by, Secretary Marion Hokamp

*Marion Hokamp*

Minutes taken by Victoria Wilson, Administrative Assistant, Planning & Zoning Office  
 I (Sandra Green) was unable to obtain CEED Secretary signature or approval.

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, DECEMBER 5, 2018  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kennth Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine, Bill Leichtnam and Harvey Petersen.

Staff Present:

Planning & Zoning Staff: Adam DeKleyn, Justin Conner and Kim Keech.  
 Land & Water Conservation Staff: Shane Wucherpennig.  
 UW Extension Staff: N/A.  
 Co Surveyor: Kevin Boyer.

Others Present: Dist. #12 Supervisor Douglas Machon, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendening and Nancy Eggleston (Wood County Health Department).

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comment.** None
4. **Review Correspondence.** None
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the November 7, 2018, November 12, 2018 and November 13, 2018 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 Wucherpennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Matt Lippert, Nancy Turyk, Jackie Carattini, Jodi Friday, Chris Viau and Laura Huber.
  - A. Minutes of November 7, 2018. No additions or corrections needed.
  - B. Minutes of November 12, 2018. No additions or corrections needed.
  - C. Minutes of November 13, 2018. No additions or corrections needed.
  - D. Department Bills. No additions or corrections needed.
  - E. Staff Activity Reports. No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the November 7, 2018, November 12, 2018 and November 13, 2018 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Mark Holbrook. Motion carried unanimously.*

6. **Risk and Injury Report.** None.

7. **Land & Water Conservation Department.**

- A. Approval of 2018 Crop Prices Shane Wucherpennig presented the 2018 Crop Prices for Field Corn \$3.39/bushel, Soybeans \$9.03/bushel, Other Hay \$101.50/ton, Alfalfa \$144.31/ton and Cranberry (fresh fruit) \$64.70/barrel.

*Motion by Kenneth Curry to approve the 2018 Crop Prices as presented. Second by Harvey Petersen. Motion carried unanimously.*

- B. Nonmetallic Mining Update Shane Wucherpfennig stated that there has been a lot of activity in the county for Nonmetallic Mining and that Tracy has been finishing up the inspections for 2018. 2019 renewal applications are being mailed out.

The Joan Arnold case has been wrapped up and waiting for a decision from the Hearing Commissioner for Certification of Completion.

The Coulee Frac Sand application has been received and is on revision #3. Coulee Frac Sand is a provider of white frac sand to the oil and gas industry. The soonest the permit can be issued is 30 days from the date of the public hearing. Land & Water Conservation Department regulates the reclamation part of the ordinance. Wood County Highway Department has been involved in the application process regarding the use of county roads. Coulee Frac Sand harvests sandstone.

- C. Discuss and consider resolution to approve agreement addressing nitrate concerns in the Town of Port Edwards Nancy Eggleston presented the resolution by the Health & Human Services Committee to approve the Memorandum of Understanding agreement addressing nitrate concerns in the Town of Port Edwards. The resolution has been approved by the Health & Human Services Committee. Health & Human Services Committee is seeking a co-sponsor to the resolution. Nancy Eggleston commented that the Memorandum of Understanding is a band-aid but not a fix for the nitrate problem. The 4 year verbal agreement outlines provisions for the future reducing nitrates in the water and isn't binding for the county. This agreement will help reduce cost for citizens to buy bottled water and to work with the farms not against them. Residents are currently purchasing bottled water. The EPA can still take action against Armenia Growers Coalition if the problem isn't addressed.

*Motion by Dave LaFontaine to accept and approve the Health & Human Services resolution to authorize and direct the Public Health Director to execute the Memorandum of Understanding between Wood and Juneau Counties, the Wis. DNR and the Armenia Growers Coalition and present resolution to County Board. Second by Bill Leichtnam. Motion carried unanimously.*

- D. Citizens Groundwater Committee request to become advisory to CEED Bill Leichtnam discussed a brief overview of the Citizens Groundwater Committee which has been meeting for the past 24 months consisting of county employees, county elected officials, town elected officials and citizens. Robert Ashbeck has concerns that that the Citizens Groundwater Committee doesn't include the north end of the county. Bill Leichtnam shared that the Citizens Groundwater Committee seeks to be inclusive which includes the north end of the county. If approved as an advisory to the CEED Committee the Citizens Groundwater Committee will help take some of the pressure off of the CEED Committee.

*Motion by Mark Holbrook to accept and approve the Citizens Groundwater Committee to become advisory to the CEED Committee. Second by Bill Leichtnam. Motion carried unanimously.*

- E. Discuss on groundwater

- i. CEED member attendance at WLWCA "County Conservationists Meeting", December 6<sup>th</sup>, Hotel Mead, Wisconsin Rapids Bill Leichtnam expressed the interest to attend County Conservationists Meeting with Mark Holbrook. There is a breakout session on "Protecting groundwater at the county level". Chairman Curry commented that Mark Holbrook and Bill Leichtnam are interested in attending the meeting with no per diem paid.

- ii. Proposed JOINT meeting of Wood/Adams/Juneau CEED-type committees to discuss "water issues" Shane Wucherpfennig shared that Juneau County recommends having a joint meeting between Wood / Adams / Juneau CEED-type committees to discuss water issues. Bill Leichtnam shared that he tentatively scheduled a planning session for all 3 counties for January 24<sup>th</sup>. The planning session will consist of Chairs from each county or a designated county official, Land & Water Conservation Directors and the Health Department.

Harvey Peterson was excused at 10:33 a.m.

## 8. Economic Development.

- A. Wood County ATV Trail committee update Chairperson Curry updated the committee that the resolution has been approved at the joint meeting of the HIRC Committee and CEED Committee as well as the Executive Committee. The resolution will be forwarded to County Board on December 18th for approval. The resolution directs the HIRC to implement an ATV/UTV trail and route network in 2019 consisting of 42 miles of on-road main-line routes, and 7 miles of off-road trails with a budgeted amount of \$48,300 to provide signage and trails. Adam DeKleyn commented if approved at County Board the ATV/UTV trail and route network will be included in the Wood County Outdoor Recreation Plan.
- B. Discussion on Wood County's funding and role in Economic Development Agenda item will be on the CEED Committee agenda in January 2019.

## 9. Private Sewage. Nothing to report.

## 10. Land Records.

- A. Consider approval of the 2019 Wood County Land Information Plan Justin Conner shared that the Wood County Land Information Plan has to be updated every 5 years and approved by the Wisconsin Land Information Program. The purpose of the plan is to meet the funding eligibility requirements necessary for receiving grants and retaining fees for land information and to plan for county land records modernization in order to improve the efficiency of government services to businesses and county residents. The Wood County Land Information Plan was last approved in 2015. The Wood County Land Information Plan will focus on the following projects PLSS Monumentation, 2020 Orthophotography, Register of Deeds System Upgrades, Document imaging, Hydrographic Layer Improvement and NG911.

*Motion by Bill Leichtnam to appoint and accept as presented the 2019-2021 Wood County Land Information Plan. Second by Dave LaFontaine. Motion carried unanimously.*

## 11. County Surveyor.

- a. County Surveyor annual Report. County Surveyor Kevin Boyer updated the CEED Committee on a brief history of the County Surveyor and 2018 past maintenance work. It was noted that at in March 2017 Wood County is 100% monumented. The county has gone from catch-up to maintenance mode. Quest Engineering has completed all of the 259 corners for the 2018 Town/Highway Contract.
- b. Consider renewing appointed County Surveyor 2-year contract. Justin Conner recommends renewing appointed County Surveyor 2-year contract for Surveyor Kevin Boyer.

*Motion by Mark Holbrook to appoint and extend 2-year contract to Surveyor Kevin Boyer. Second by Dave LaFontaine. Motion carried unanimously.*

**12. Planning.** Nothing to report.

**13. UW Extension.**

- A. Presentation-FoodWise Program Update, Jodi Friday Jodi Friday had a conflict. Presentation will be postponed at a later date.

**14. Schedule Next Meeting.**

The next regular CEED meeting is scheduled for Wednesday, January 9, 2019 at 9:00 a.m. at Wood County Courthouse in Conference Room #114.

**15. Agenda items for next meeting.**

- A. Discuss placement of Economic Development in Wood County Committee structure.
- B. Discuss placement of Census Review and Redistricting in Wood County Committee Structure.
- C. Report on WLWCA County Conservationists Meeting.
- D. Consider recommending adoption of the Wood County Parks, Recreation and Open Spaces Plan – 2018.

**16. Schedule any additional meetings if necessary.**

**17. Adjourn.**

*Motion by Dave LaFontaine to adjourn at 11:30 a.m. Second by Mark Holbrook. Motion carried unanimously.*

Respectfully submitted,



Mark L. Holbrook, Secretary  
Minutes by Kim Keech, Planning & Zoning Office  
Review for submittal to County Board by Mark L. Holbrook (approved on December 11, 2018 @ 3:57 p.m.)

## Committee Report

County of Wood

Report of claims for: Land & Water Conservation Dept

For the period of: December 2018

For the range of vouchers: 18180174 - 18180189

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18180174	VAN WYHE MICHAEL J	SWRM - CS MANURE STORAGE CLOSU	11/21/2018	\$2,843.75	P
18180175	REAL FENCE LLC	WLD-75% HIGHLANDER FENCE REIMB	11/14/2018	\$17,167.50	P
18180176	REAL FENCE LLC	WLD - NEKOOSA WEST FENCE REPAI	11/14/2018	\$797.00	P
18180177	REAL FENCE LLC	WLD- B & R CRANBERRY FENCE REP	11/14/2018	\$511.00	P
18180178	CEPRESS PAUL	TS - REFUND OVERPAYMENT	11/21/2018	\$24.26	P
18180179	UW - STEVENS POINT	LWC - SUMMER INTERNSHIP	11/30/2018	\$4,710.55	P
18180180	VAN WYHE MICHAEL J	EM - RETURN OF EARNEST MONEY	12/07/2018	\$600.00	P
18180181	WUCHERPFENNIG SHANE	LWC - SAFETY SHOE REIMBURSEMEN	12/10/2018	\$189.99	P
18180182	ERON JOHN	SWRM - CS REIMB COVER CROP/RES	12/12/2018	\$3,712.50	P
18180183	GROSHEK ADAM	LWCD - DATA PLAN REIMB	12/14/2018	\$30.00	P
18180184	SLATTERY PATRICK	SWRM - CS COVER CROPS	12/18/2018	\$1,221.00	P
18180185	KEN'S TAXIDERMY	LWC - ENVIROMENTAL EDUCATION	12/14/2018	\$105.50	P
18180186	VRUWINK PHILIP OR STACEY	SWRM - COSTSHARE COVER CROPS	12/19/2018	\$1,831.50	P
18180187	JAGODZINSKI JAMES & LESLIE	SWRM- COST SHARE NUTRIENT MGT	11/20/2018	\$5,540.40	P
18180188	SALVINSKI EMILY	LWC - MEAL REIMBURSEMENT	12/13/2018	\$12.00	P
18180189	WUCHERPFENNIG SHANE A	LWC - DATA PLAN, MEALS, MILEAG	12/14/2018	\$57.81	P
<b>Grand Total:</b>				<b>\$39,354.76</b>	

### Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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## Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: December 2018 & January 2019

For the range of vouchers: 22180125 - 22180146 22190001 - 22190003

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22180125	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Nov)	11/30/2018	\$1,300.00	P
22180126	CARMODY SOFTWARE INC	PS-Upgrades/Services (Dec)	12/01/2018	\$299.00	P
22180127	[REDACTED]	PS-Wis Fund Grant Award2019208	12/04/2018	\$3,050.00	P
22180128	[REDACTED]	PS-Wis Fund Grant Award2019212	12/04/2018	\$2,725.00	P
22180129	POSTMASTER - WISCONSIN RAPIDS	PS-Postage 2nd Prog Fee Notice	12/04/2018	\$108.83	P
22180130	SKINNER STEVANA	PS-Truck Wash & Detail	12/03/2018	\$170.00	P
22180131	[REDACTED]	Wis Fund Grant Award#2019210	12/06/2018	\$6,400.00	P
22180132	[REDACTED]	PS-Wis Fund Grant Award2019206	12/06/2018	\$7,000.00	P
22180133	[REDACTED]	PS-Wis Fund Grant Award2019209	12/06/2018	\$6,400.00	P
22180134	[REDACTED]	PS-Wis Fund Grant Award2019207	12/11/2018	\$5,911.00	P
22180135	BOYER KEVIN	SU-Services Per Contract (Dec)	12/11/2018	\$833.00	P
22180136	OPPORTUNITY DEVELOPMENT CENTER	PS-2nd Prog Fee Notice (423)	12/11/2018	\$118.63	P
22180137	[REDACTED]	PS-Wis Fund Grant Award2019211	12/13/2018	\$2,096.00	P
22180138	QUEST CIVIL ENGINEERS LLC	SU-Tie Sheets/Remonumentation	12/05/2018	\$46,485.00	P
22180139	WI DEPT OF ADMINISTRATION	PL-Wis Platting Manual	12/13/2018	\$55.00	P
22180140	SKINNER STEVANA	PS-Expenses (Dec)	12/19/2018	\$34.23	P
22180141	DEKLEYN ADAM	PL-Expenses (Dec)	12/20/2018	\$76.86	P
22180142	GRUENEBERG JASON	PL-Expenses (Dec)	12/20/2018	\$183.97	P
22180143	BREWBAKER JEFF	PS-Boots	12/26/2018	\$163.47	P
22180144	WOOD TRUST BANK	Credit Card Charges	12/20/2018	\$44.25	P
22180145	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permits(Dec)	12/31/2018	\$200.00	P
22180146	DEKLEYN ADAM	PL-Expenses (Dec)	12/28/2018	\$3.27	P
22190001	WOOD TRUST BANK	Credit Card Charges	12/20/2018	\$480.00	P
22190002	CARMODY SOFTWARE INC	PS-Upgrades/Services (Jan)	01/02/2019	\$299.00	P
22190003	WCCA (COUNTY CODE ADMINISTRATORS)	PS-2019 WCCA Membership	01/02/2019	\$100.00	P

**Grand Total:**

**\$84,536.51**



Committee Report - County of Wood

Planning & Zoning Department - December  
2018 & January 2019

22190001 - 22190003 22180125 - 22180146

Signatures

Committee Chair:

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Committee Member:

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## Committee Report

County of Wood

Report of claims for: UW-Extension

For the period of: December 2018

For the range of vouchers: 30180162 - 30180183

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30180162	HUBER LAURA	Huber Youth Matters course reg	12/11/2018	\$75.00	P
30180163	ENTERPRISE RENT-A-CAR	Jackie 9/19, Nancy 9/19	12/11/2018	\$95.18	P
30180164	ENTERPRISE RENT-A-CAR	Jackie 11/5	12/11/2018	\$31.91	P
30180165	ENTERPRISE RENT-A-CAR	Jacie 11/15	12/11/2018	\$33.81	P
30180166	EO JOHNSON COMPANY INC	contract base rate	12/11/2018	\$593.00	P
30180167	WAL-MART COMMUNITY/SYNCB	FoodWise, Kitchen, FL	12/11/2018	\$653.55	P
30180168	WOODTRUST BANK	FoodWise, MG website	12/11/2018	\$349.68	P
30180169	POSTMASTER - WISCONSIN RAPIDS	CWAS Newsletter	12/13/2018	\$94.77	P
30180170	EO JOHNSON CO INC	COPIER LEASE	12/26/2018	\$229.49	P
30180171	UW SOIL TESTING LAB	SOIL TESTS	12/26/2018	\$85.00	P
30180172	EO JOHNSON COMPANY INC	Copies	01/02/2019	\$331.94	
30180173	QUALITY PLUS PRINTING INC	4H Newsletter	01/02/2019	\$257.50	
30180174	QUALITY PLUS PRINTING INC	Jodi - Business cards	01/02/2019	\$40.00	
30180175	CLARK COUNTY UW EXTENSION	Area 7 meeting lunch expenses	01/02/2019	\$50.00	
30180176	WAL-MART COMMUNITY/SYNCB	FoodWise, Kitchen & Family Liv	01/02/2019	\$96.37	
30180177	WOODTRUST BANK	Staff retreat & office supplie	01/02/2019	\$236.65	
30180178	CARATTINI JACKIE	Carattini Dec Expenses	01/02/2019	\$91.56	
30180179	HUBER LAURA	Huber - Dec expenses & supplie	01/02/2019	\$147.50	
30180180	LIPPERT MATTHEW	Lippert Dec Expenses	01/02/2019	\$688.96	
30180181	TURYK NANCY	Nancy Dec Expenses	01/02/2019	\$171.85	
30180182	VIAU CHRISTOPHER	Viau December Expenses	01/02/2019	\$105.19	
30180183	YOUNG WENDY	Young Dec Expenses	01/02/2019	\$33.79	
<b>Grand Total:</b>				<b>\$4,492.70</b>	



*Activities Report for Shane Wucherpennig December, 2018*

- **December 3** – Worked on Mill Creek Watershed 9 Key Element Plan
- **December 4** – Met with Pete & Peter Feltz on NM & cover crops. Met with Scott Grossman to discuss NM plans.
- **December 5** – Attended CEED meeting. Attended the Farmers of Mill Creek Counsel fall tour in the afternoon
- **December 7** – Attended County Conservationist conference at the mead.
- **December 10** – Test holes at Grass Ridge farms with MSA out of Marshfield.
- **December 11** – Attended the NE Technical meeting in Oshkosh.
- **December 12** – Met with Lee Accola, Don Kolo and LWCD staff to discuss the pit closure and starting the project.
- **December 12** – Met with Jeromy Krings to discuss his permanent CREP easement & expired CP-1.
- **December 13** – Snap Plus training in Wausau.
- **December 14** – Staff Meeting
- **December 17** – Signing cost share contracts with landowners
- **December 18** – County Board.
- **December 18** – Worked on Mill Creek Watershed 9 Key Element Plan
- **December 19-21** – Year end contracts, signatures, As Builds and checks.
- **December 24-31** – Vacation

## *Activities Report for Tracy Arnold 12-2018*

### **Wildlife Damage Abatement and Claims Program**

- Maintaining DNR database with current Wood County information
- Entering 2018 crop appraisal into DNR database
- Coordinating 2018 Venison Donation
- 1 permanent fence approved, working through issues with landowner
- 2 permanent fences submitted to DNR for approval
- 1 permanent fence design started
- 3 permanent fence design in line to start design work
- Facilitating final bills between Highlander Cranberry landowner and Real Fence contractors
- Prepared WDNR 15 year woven wire fence contract for Highlander Cranberry and send it out for signatures
- Organized Wildlife Damage files to be more efficient
- Completed the WI DNR WDACP Plan of Administration Agreement for Shane to sign
- Submitted the 2019 WDACP budget to WI DNR

### **Non-metallic mining reclamation program**

- Updating NMM databases
- Preparing a PowerPoint presentation on the reclamation plan for Coulee Frac
- Completing maps, permit fee amounts, financial assurance amounts for each of the 89 mine sites
- Processing and reviewing financial assurance documentation as received
- Processing and reviewing permit fee documentation as received
- Joan Arnold petition was denied (223 hours to date invested)
- Requesting updates on Competition Industrial Minerals bankruptcy as two different parties are interested in taking over these sites.
- Organized Non-metallic mining files to be more efficient
- Merged Contact information database with Permit Fee/ Financial Assurance database to improve efficiency
- Assist Adams Co with NMM questions

### **Land and Water Conservation**

- Entering stream flow data into the SWIMS database for 5 sites (authorized by state to enter data)
- Asked Shane what happened to the streamflow volunteers and if we need to start collecting their data
- Completed stream flow on Two Mile, Blood Run and Five Mile
- Researching the OTT HydroMet ecoN for measuring nitrate (NO<sub>3</sub>-N) in fresh surface and groundwater
- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Processing order forms for 2019 tree/shrub and wildflower sale with Lori
- Promoted tree/shrub and wildflower sale on WFHR with Lori
- Answering numerous questions regarding 2019 tree/shrub and wildflower sale
- Coordinating/Promoting 2018-2019 Poster and Speaking Contest for Wood County
- Processing all mail while Lori was out of office
- Requested new tree sale program from IT, current one is from 1995
  - Checked on the status of the new tree sale program
  - Working with Dan to figure out Point and Pay for the new tree sale system
- Received an intern request from UWSP student, forwarded to Shane
- Attended the Cover Crop Field Day at Jon Eron's farm
- Attended the Protecting Groundwater at the County Level presentation
- Completed the KnowBe4 Training regarding Handling Sensitive Information

## Activities Report for Adam Groshek – December 2018

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

- ~Pankratz Farms underbarn manure tank abandonment site visit construction progress checks. All sand being placed from above through slats until tank is full.
- ~Maintenance for work vehicles.
- ~CREP grazing plan meeting with Jeremy Krings and discussion on the future of his permanent easement CREP parcel.
- ~GIS tracking, site visit, and GPS logging for Paul Ruesch permanent CREP easement.
- ~Accola manure abandonment back and forth calls, pre-con meeting with Kolo, multiple site visits, and as-built documentation as abandonment was finally finished at the end of December.
- ~Potential new CREP applicant discussions with Gruenke, Grubofski, and Dye.
- ~Weinfurter/Ruess well abandonment finalizing, site visit, and as-builts.
- ~Finalizing cost-share paperwork and payment for the Mike Van Whye manure storage facility abandonment.
- ~NOD meeting with DNR and Randy Schill on manure pit overflow and future manure management through TriStar Dairy's manure spreading system.
- ~Farmers of Mill Creek Cover Crop tour and lunch presentations with area high schools and Mid-State.
- ~December IT Security training.
- ~Attendance of the County Conservationist meeting in place of Shane with talks about multiple different counties' groundwater problems.
- ~Oshkosh Engineering Tech meeting for NE area technicians.
- ~Discussion with City of WI Rapids and Verso on sediment discharge in storm sewer to the WI River that turned out to be a result of poor runoff from new WI Rapids YMCA construction site.
- ~Cost estimate and roll-over contract signing for Bob Wilson and his streambank stabilization project to be constructed in 2019.
- ~Attendance of the monthly Wood Co Citizens Groundwater meeting.
- ~Signing of other cost-share contracts for rolling over unfinished 2018 projects into 2019.
- ~Multi-discharger variance application assistance for 2019 available funds.

## Activities Report for Emily Salvinski December 2018

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- **Monday, December 3.** Prepped for Wednesday's farmer meeting.
- **Tuesday, December 4.** Edited shapefiles (NM acres)
- **Wednesday, December 5.** Met with farmer to start manure plan. Attended Farmers of Mill Creek cover crop tour.
- **Thursday, December 6.** Met with farmer to gather information on fields to put into NM contract.
- **Friday, December 7.** Security training from IT. Edited cs contracts. Mapped fields for future contract.
- **Monday, December 10.** Updated NMP reminder mailing.
- **Tuesday, December 11.** Edited SEG cost-sharing shapefile.
- **Wednesday, December 12.** Edited tracking shapefiles.
- **Thursday, December 13.** Attended SnapPlus training in Wausau.
- **Friday, December 14.** Started updating mailing list for yearly watershed meeting. Attended staff meeting.
- **Monday, December 17.** Met with landowners/farmers for signatures. Continued updating mailing list.
- **Tuesday, December 18.** Finished updating mailing list. Updated cost-share tracking (excel and gis). Helped landowner with snapplus and prepped their checklist and sent along explanation.
- **Wednesday, December 19.** Updated cost-share tracking (excel and gis).
- **Thursday, December 20.** Edited cost-share contract. Gathered stats and info for cover crop/no-till update brochure from 2016-2018. Started brochure.
- **Friday, December 21.** Processed checklist/nmp (updated shapefile, DATCP spreadsheet, and NMP spreadsheet). Finished no-till/cover brochure. Contacted landowner for possible future cost-sharing.
- **Monday, December 24.** Holiday
- **Tuesday, December 25.** Holiday
- **Wednesday, December 26.** Started NMP in snap plus and filled out what I could in checklist for farmer to receive cost-share. Worked on updating NMP review form.
- **Thursday, December 27.** Worked on review NMP form and made it fillable.
- **Friday, December 28.** Reviewed NMP with new form, adjusted NMP review tracking. Combined PDFs and turned in extension request to DATCP.

### ***Activities Report for Lori Ruess –December 2018***

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Wednesdays & Fridays.
- Calculated and mailed payroll percentages for specific budgets to Finance for December payrolls
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll (WRS).
- Organized County Board and CEED packet information and took to County Clerk's office.
- Phone conference with Tracy Arnold and Dan Brandl (IT Dept.) to discuss new tree and shrub online sales program.
- Attended December 11<sup>th</sup> SWOT meeting put on by the Finance Dept.
- Attended December 14<sup>th</sup> staff meeting.
- Completed the required KnowBe4 training for December – Handling Sensitive Information.
- Processed tree and shrub order forms on a daily basis.
- Completed cost-share reimbursement requests for John Eron, Patrick Slattery, Philip Vruwink, and James & Leslie Jagodzinski sent requests to DATCP.
- Completed cost-share contract for Robert & Beverly Peaslee – (140 acres nutrient management).
- Compilation and preparation of 2018 DATCP cost-share carryover request.
- Holiday/vacation – December 24<sup>th</sup> – January 2<sup>nd</sup>.

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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 January 9, 2019

**1. Economic Development (Jason Grueneberg)**

- a. Central Wisconsin Economic Development Fund Board – On December 12<sup>th</sup>, I attended CWED Board meeting. At the meeting action was taken to develop an RFP for administrative services, status of the loan committee was shared, loan interest rates were increased for new loans, a legal opinion was shared by attorney Callen on whether CWED is subject to Wisconsin Public/Open Records Law, financials were reviewed and the audit and IRS form 990 accepted, the 2019 budget was approved, and action was taken to initiate a strategic planning/visioning session for CWED.
- b. Central Wisconsin Economic Development Fund Executive Committee – On December 12<sup>th</sup>, I participated in the CWED Executive Committee meeting, where initial steps to draft an RFP for administrative services was taken, as well as steps to schedule a strategic planning/visioning session for the Board.
- c. Marshfield Economic Development Board - On January 3<sup>rd</sup>, I attended the Marshfield Economic Development Board meeting. Items that were discussed included the Wenzel Family Plaza, an update on the housing study, and reporting on economic development activities.
- d. Judicial & Legislative Committee Meeting – On January 4<sup>th</sup>, I attended the Judicial and Legislative Committee meeting where a stand-alone Economic Development committee and the Census Review and Redistricting Committee were discussed.
- e. Heart of Wisconsin Leadership Program – On January 17<sup>th</sup>, Wood County will be hosting the Heart of Wisconsin Chamber Leadership class on local government and I am the seminar chair for the day. I have been working with staff and County Board Supervisors to structure the agenda.

**2. Planning (Adam DeKleyn)**

- a. Plat Review Officer – (6) CSM's were submitted for review/approval. (6) CSM's were approved/recorded. (4) CSM's are pending approval.



- b. Water Quality Management (WQM) Review – 208 Review Compliance Letter issued for:
    - i. Sanitary sewer extension for Arbor Terrace Senior Living, City of Wisconsin Rapids.
  - c. Town of Lincoln Comprehensive Plan Update – Utilities and community facilities element is being prepared for next Plan Commission meeting.
  - d. Wood County Parks, Recreation, and Open Space Plan – Plan is complete. This plan represents a comprehensive inventory and analysis of Wood County's recreation system and establishes goals, objectives and recommendations to meet the current and future recreation needs of the county. A draft of the plan is available for review and comment on the Parks and Forestry Facebook page or by going to the Wood County Website at the following link:  
<http://www.co.wood.wi.us/Departments/Parks/OpenSpacesPlan.aspx>.
- Final open house was held at Nepco County Park Shelter 12/27.
- e. Legislative Representative Meeting – Attended a meeting with legislative representatives to discuss local transportation issues and concerns hosted by the Heart of WI Chamber.
  - f. Central Housing Region–Community Development Block Grant (CDBG) – Attended the CDBG Housing Committee meeting in Stevens Point. The CDBG is a program for ensuring the community's ability to conserve, rehabilitate and improve residential properties occupied by low-to-moderate (LMI) residents. As of December, grant financial assistance for Wood County projects totaled \$115,522 for the current grant cycle. Assistance for the region (9 counties) totaled \$770,153.
  - g. Community Health Assessment – Met with Niki Euhardy from the Health Department to provide input for the Community Health Assessment and Improvement Plan (CHA/CHIP) for 2019.

### 3. Land Records (Justin Conner)

- a. Wisconsin Rapids Address Points – Made improvements to the address point layer based on data provided by the city
- b. Parcel Mapping – Updating parcel data with new splits and surveys.
- c. ATV Trails – Attended meeting to discuss ATV trails. Created maps and data.
- d. Surveying – Received PLSS tie sheets and coordinates from Quest fulfilling the 2018 Remonumentation Project.

- e. Various Map Requests – Health Department, Sheriff's, town zoning updates.

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

##### **a. Private Sewage Program, Permitting, Maintenance and Violations**

- i. (64) on-site investigations/inspections/compliances
- ii. (0) septic system verification letters & failing system investigations
- iii. (0) failing septic system orders, (0) holding tank maintenance violations & settlements
- iv. (3) soil tests reviewed, (0) soil on-sites, (0) hydrograph reports reviewed, (0) interpretive soils report reviewed
- v. (2) holding tank plan reviews, (2) conventional plan reviews, (0) mound plan review, (0) system and fill plan
- vi. (2) sanitary permits reviewed
- vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals invoices & maintenance
- viii. (0) sanitary system easements (0) Undersized System Affidavit
- ix. (0) camper complaints
- x. (0) court cases for failure to comply with septic tank maintenance program
- xi. (0) meetings with holding tank offenders in office (0) meetings at property owners residence regarding holding tank violations
- xii. Answered phone calls, emails and met in office regarding permitting and inspection questions.

##### **b. Floodplain Ordinance Investigations and Permitting**

- i. (0) site inspections, meetings or enforcement
- ii. (0) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (2) DNR Approved flood studies reviewed
- iv. (0) Cranberry farm certification
- v. (4) Meetings in office regarding citizens building near floodplain
- vi. Using 2017 ACT 242 we were able to remove (4) sites from the DNR Community Assistance Visit (CAV Audit) violation list from 2011
- vii. Answered questions from citizens regarding building in floodplain and shoreland areas.

##### **c. Shoreland Ordinance Investigations and Permitting**

- i. (2) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (3) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (1) Navigability determinations (Sandy Springs Sub. Saratoga)

- v. (4) wetland evaluation/site visit
- 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 13 sanitary permits issued in November 2018 (4 New, 9 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$4,250. There were 10 sanitary permits issued in November 2017 (2 New, 7 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$2,475.

There were 165 sanitary permits issued through November 2018. For comparison purposes, the following are through the same period for the previous five years: 2017 – 186, 2016 – 150, 2015 – 175, 2014 – 180 and 2013 – 195.

- b. 2018 Tax Refund Intercept Program (TRIP) – As of December 31<sup>st</sup>, Wood County has received an additional \$292.00 payment for a total of \$2,076.00 on seven outstanding cases.
- c. 2018 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 23<sup>rd</sup> with a due date of Friday, August 10<sup>th</sup>. There were 717 Septic Maintenance 2<sup>nd</sup> reminders mailed on Monday, September 24<sup>th</sup>. On November 12<sup>th</sup>, Wood Co Corp Counsel letters were mailed to those owners for failure to provide servicing documentation. As of 1/02/19, there are 31 property owners who haven't serviced for 2018. Vacancy checks by office staff will be verified as time permits.
- d. 2018 Program Fee Notices – The 2,864 program fee notices were mailed on Friday, October 26<sup>th</sup> with a due date of Wednesday, November 28<sup>th</sup>. There were 423 program fee 2<sup>nd</sup> reminders mailed on Tuesday, December 11<sup>th</sup>. As of 1/02/19, there are 175 property owners who haven't paid for program fee for 2018. Acceptable forms of payment can be paid by cash, check, debit card or credit card.
- e. Zoning Permits Database for Shoreland and Floodplain – The new zoning permit database program has been completed by the Information Technology Department. Zoning permits have been transferred from the old TIPfe program to the new zoning permit database system created by the Information Technology Department. Office staff will be reviewing the zoning permits in the new database system for accuracy and updating zoning permits as time permits. Years completed & verified: 2008 - 2018
- f. Enforcement Activities Update (Small Claims) – None.

g. Document Imaging Projects

- i. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2017 are available for viewing on Wood County's website [www.co.wood.wi.us/Departments/PZ](http://www.co.wood.wi.us/Departments/PZ). 2018 Sanitary Permits will be scanned in mid-October 2019.

h. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11, 2017 on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021.

- i. (7) Wisconsin Fund Applications FY2019 – Wisconsin Fund Grant Applications were emailed to the State of Wisconsin on January 30<sup>th</sup> meeting the deadline date of January 31<sup>st</sup>. State of Wisconsin Fund Grant Program payout has been received from the state on December 3, 2018. Wisconsin Fund Grant disbursements to applicants have all been disbursed for FY2019.
- ii. (4) Wisconsin Fund Applications FY2020 – Wisconsin Fund Grant Applications deadline to the State of Wisconsin is January 31, 2019.

- i. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. This phase will consist of service providers reporting pumping, inspections and maintenance service events on the Wood County Sanitary Permit system. Information Technology Department is creating this program.
- j. Kim attended the CEED Committee Meeting on December 5<sup>th</sup> and the Wellness Committee Meeting on December 18<sup>th</sup>.

## **CEED Committee Report** **December 2018**

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### **MATT LIPPERT**

*Wood County UW-Extension, Agriculture Agent*

- The grants and scholarship committee for Farm Technology Days did a lot of work on determining grant award criteria and what the timing of grant review and awards will be and finalizing the grant application.
- I was on the radio with both WFHR (2X) and WDLB during the month.
- Extension had an all staff conference in Madison which I attended. There were many networking opportunities. We were able to learn about new position titles and integration into UW- Madison.
- The CWAS newsletter was distributed to farm families across the county.
- I met with Extension Agriculture department chairs and vice chairs and administrative agriculture and natural resources leaders to discuss program development.
- I am working with a team to update worker training materials at a state level for dairy cattle feeders.
- We screened candidates for the horticulture educator position.
- I joined with staff for a retreat in the Marshfield area. We learned about a largely unappreciated resource at the Upham Mansion and the efforts of the North Wood County Historical Society, we learned how we can support and what the mission of the Ronald McDonald House is and we reached out to learn about new ways to access the Hispanic community in the area.
- Office questions included how much to charge for custom harvesting of corn, mold in corn cobs and protecting trees from winter burn damage.
- Farm families are experiencing a high degree of stress as prolonged low prices are causing farmers to exit the industry, refinance or for intergenerational transfers to not complete as the financial situation is very bleak.
- I attended the county Farm Bureau meeting.
- I completed assessments of two dairy farm industry people, one an owner and another herdsman. These people participated in the UW- Extension Management Assessment Center. We assessed these young leaders in nine attributes including communication, planning and organizing, leadership, decision making, managing resources, empathy, teamwork, initiative and creativity. We do this by taking them through a series of small group and large group activities to observe their leadership style.
- I met with the Marshfield Chamber of Commerce Agribusiness Committee.
- I attended in in-service on farm financial ratios provided by the Center for Dairy Profitability.
- I attended the state conference for Discovery Farms a branch of UW-Extension that does research for environmental sustainability in farming systems.
- I contributed an article for El Companero , a bilingual publication for dairy farm workers.
- An article in Hay and Forage magazine that I wrote was published this month.
- I contributed an article for the Wisconsin Agriculturist on managing herd replacement inventories.

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### **JODI FRIDAY**

*Wood County UW-Extension, FoodWise Nutrition Coordinator*

My role as interim Coordinator ends 12/31/18 due to the hiring of another candidate in the Coordinator role. I resume my role as Educator effective 1/1/19.

- 5th Grade Classrooms - 18 classrooms for approximately 350 teaching contacts (12/4, 7, 11, 13, 14, 18 & 20)
- Meeting with AED Hausler (12/11)
- WRPS Wellness Committee Meeting (12/11)
- River Cities High School lesson (12/12)
- Wood County Staff meeting with AED (11/7)
- Meeting with Howe Elementary Principal Tina Miller (12/14)
- UWEX Health Institute Wisline (12/18)
- Wood County Retreat (12/19)
- Meeting with WRPS Tech Wayne Jaworski (12/20)
- Attended weekly Wood County Staff meetings (12/3, 10)
- Various vacation days throughout the month in addition to time off 12/26-1/3

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**CHRIS VIAU**

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

The following is a summary of 4-H/Youth Development activities:

**4-H Club and Program Management**

- 4-H Club and Volunteer Management concerns- Ongoing
- 4-H Annual Leader Training- "all together, Not the same" focus on cultural competency.
- Wood County 4-H Leaders Association Meetings

**Other**

- Jr. Fair Board Meeting

**Administrative**

- UWEX All Program Meeting December 4-6, Madison WI
- Office Closed-Christmas and New Year's Holidays
- State and Regional Phone Conferences and Meetings
- Wisconsin 4-H Program Liaison Responsibilities- 50% FTE

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**LAURA HUBER**

*Wood County UW-Extension, 4-H Program Coordinator*

- Co-taught Club Officer Training with my Marathon County colleague (1 December)
- Helped at the Central Wisconsin 4-H Shooting Sports orientation meeting (2 December)
- Participated in a Wisconsin Hall of Fame planning teleconference (5 December)
- Met with John Franseen at Hewitt Meat Processing to discuss developing new education program (11 December)
- Appeared on WDLB for Extension Tuesday (11 December) to discuss leadership development
- Summer camp planning with colleagues from 4 counties, including an online meeting (11 December)
- Helped 4-H volunteer at the 4-H Robot Petting Zoo at Marshfield Public Library (12 December)
- Participated in ongoing UWEX onboarding (13 December)

- Provided support for Wood County 4-H committees (Creative Arts Day and Project Discovery Day, especially)
- Worked on SEED (Seeking Educational Equality and Diversity) assignments. No December meeting.
- Met with 4-H PALS (teen leaders) to discuss upcoming programs and opportunities (16 December)
- Co-taught Annual 4-H Leader Training (17 December)
- Participated in office retreat (19 December)
- Met with youth for Advance Space Academy experience planning (19 December)
- Appeared on WFHR (20 December) to discuss benefits of volunteering
- Worked on articles for the January/February issue of Youth Connections
- Took some time off to enjoy the holidays with family

**Ongoing responsibilities:**

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 750 followers.
- Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 301 followers
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
- Ongoing assistance for new leaders and the volunteer background checks

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**NANCY TURYK**

*Wood County UW-Extension, Community Development Extension Educator*

- Organized and facilitated the Heart of Wisconsin Chamber's Community Leadership Program on Diversity and Inclusion. Partook in follow-up conversations with program participants.
- Prepared for county strategic planning. Meetings with Supervisor Rozar, Department Heads, updated processes, conducted research and preparation for surveys.
- Coordinated SWOT analysis for county's accounting and finances in preparation for the development of their strategic plan. Developed preliminary goals with their leadership team.
- Scheduled and prepared for multiple projects with J. Grueneberg.
- Attended presentation on Economic Growth Patterns in Wisconsin hosted by Portage County Business Council.
- Attended transportation meeting hosted by Heart of Wisconsin Chamber.
- Met with Mayor Vruwink and Joe Ansel regarding future partnerships.
- Met with Ben Nusz, Midstate Tech College regarding future partnerships.
- Attended North Central Workforce Development Board meeting.
- Executive committee meeting about SolSmart municipal certification program
- Two-day meeting for all extension staff. Wood County Extension staff retreat
- Groundwater meeting
- Preparing work plan.
- Distributed relevant reports to Wood County economic development partners.

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**JACKIE CARATTINI**

*Wood County UW-Extension, Family Living Educator*

- Had two individual financial coaching sessions.
- Taught a Diversity session to the chamber leadership program in Nekoosa.
- Taught two Wood County Financial Wellness Lunch n Learns. One on Credit and One on Savings.
- Attended the UW-Extension Faculty Senate meeting in Madison.
- Attended the UW-Extension all Staff Meeting in Madison.
- Attended the Wood County HCE Board meeting.
- Attended the Wood County Wellness Committee 2019 planning session meeting.
- Co-taught the final session of a multi-session nutrition and cooking series at River Cities High School.
- Attended a Civil Rights Training via technology.
- Attended and chaired a JCEP Board meeting, via technology.



Report on  
WISCONSIN LAND + WATER CONSERVATION ASSOCIATION meeting  
Dec., 6, 2018, Hotel Mead

MATT KRUEGER (Exec. Director)

- \* Protecting groundwater is a topic heard over and over wherever I go.
- \* Need to be "proactive"

ROCK COUNTY (Tom Sweeney)

- \* An area of heavy row crops
- \* Over 30% of rural, private wells exceed 10 ppm nitrates
- \* Increasing over last 10 yrs.
- \* Highest reading---46 ppm---(not uncommon)
- \* Sandy soils there are a "direct conduit" to groundwater
- \* Spring '18 formed "Rock County Nitrates Work Group"--12 members w/farmers
- \* COUNTY BOARD GAVE \$120,000
- \* Public Health Dept. will lead the effort
- \* Farmers blame septic systems & vic versa
- \* L & W dept. encourages no-till, cover crops (winter rye) & annual soil nitrate testing
- \* Municipalities (Janesville) spent \$32,000,000 doing treatment and BLENDING of well waters to reduce nitrate concentration
- \* State needs to put money into "Water Quality"
- \* "... complete disconnect between agronomists and our clients ..."
- \* Hunch that farmers are writing NMP just to get paid

MANITOWOC COUNTY (Bruce Reister ?)

- \* Lots of cattle on karst topography
- \* Been inventorying sinkholes using LIDAR & 3-D Analytics Tool
- \* Local ordinance enforcement since 2-17-98

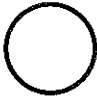
PEPIN COUNTY (Chase Cummings)

- \* Heavy ag. county (corn, soybeans)
- \* 90% of problem is from ag / a few septic problems
- \* 1990 began county-wide well monitoring
- \* 40% of rural wells exceed nitrate standards
- \* Created a "Water Advisory Group w/ farmer participation
- \* Citizens asked for a MORATORIUM; adopted by County Board
- Maximum 500 "Animal Units"; pesticides can only be applied 3 times annually
- \* Health Dept., L & W, P & Z, UW-Ext. work together

IOWA (Katie Abbott), GRANT, & LaFAYETTE COUNTY

- \* All 3 working together; counties pay according to their population
- \* BUDGETED \$175,000 FOR 2 YR. STUDY
- \* Modeled after Kewaunee Co. study; Mark Borchardt USDA / Ray Bradbury WGNHS
- \* Looking for the SOURCE of the pathogens
- \* Over the state average for nitrates, pathogens, & cows
- \* Held public event; Grant Co. citizens wanted a CAFO MORATORIUM; decided to get information first
- \* Has been no negative feedback from county committees or County Board

Bill Leichnam

**ORDINANCE #** \_\_\_\_\_Introduced by  
Page 1 of 1**Conservation, Education, and Economic Development**

JLC

<b>Motion:</b>	Adopted: <input type="checkbox"/>
1 <sup>st</sup> _____	Lost: <input type="checkbox"/>
2 <sup>nd</sup> _____	Tabled: <input type="checkbox"/>
No: _____ Yes: _____	Absent: <input type="checkbox"/>
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: <u>PAK</u> , Corp Counsel	
Reviewed by: _____, Finance Dir.	

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Zaleski, J			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Holbrook, M			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

**INTENT & SYNOPSIS:** To seek County Board approval of the 2019-21 Wood County Land Information Plan meeting Wisconsin Land Information Program eligibility requirements necessary for receiving grants and retaining real estate document recording or filing fees that are charged and collected in the Register of Deeds Office.

**FISCAL NOTE:** No cost to Wood County--Approximately \$151,000 revenue annually.

**WHEREAS,** The Wood County Board of Supervisors established a Wood County Land Information Council in 2012 to review the priorities, needs, policies, and expenditures of a land information office established by the board of supervisors and advise the county on matters affecting the land information office; and,

**WHEREAS,** The Wood County Land Information Council approved the 2019-21 Wood County Land Information Plan on October 31, 2018; and,

**WHEREAS,** pursuant to the provisions of Section 59.72, of the Wisconsin Statutes, the land information office shall update a countywide plan for land records modernization every 3 years to satisfy requirements for participation in the Wisconsin Land Information Program (WLIP); and,

**WHEREAS,** if Wood County does not approve a countywide plan for land records modernization, the County will not be able to retain a portion of real estate document recording fees that collected in the Register

of Deeds Office totaling approximately \$90,000 annually, and, the County will not be eligible for WLIP grants of up to \$61,000 annually to fund its Land Information Program and land records modernization efforts; and,

**WHEREAS,** accurate and up-to-date land information is central to county operations, supports economic development, emergency planning and response, and a host of other citizen services.

**THEREFORE BE IT RESOLVED,** that the Wood County Board of Supervisors does approve the 2019-21 Wood County Land Information Plan.

{ }

Kenneth Curry \_\_\_\_\_

Mark Holbrook \_\_\_\_\_

Robert Ashbeck \_\_\_\_\_

Dave LaFontaine \_\_\_\_\_

Bill Leichtnam \_\_\_\_\_

Harvey Petersen – Farm Service Agency Rep \_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 18 .

County Clerk

County Board Chairman

12a



# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING  
Land Information Office

## Contract for County Surveyor Services

This Contract is made and entered into this 9th day of January, 2019, by and between **Wood County**, 400 Market Street, Wisconsin Rapids, WI 54494, hereinafter referred to as "County" and **Central Staking, Inc.**, hereinafter referred to as "Contractor."

The Contractor is an Independent Contractor and as such has made a written proposal to the County to do the work described in the Scope of Services for the duration identified in the Contract Terms.

### 1) Scope of Services

The Contractor shall be required to perform the following duties:

- a) The Contractor shall follow procedures for determining corner locations as laid out by the United States and the State of Wisconsin, and all other rules and regulations pertaining to the re-tracement of original government surveys.
- b) All fieldwork shall be based upon the assembly of all authoritative information from Wood County records such as title documents, private and public survey records, existing monumentation, testimonial evidence and occupation evidence that may be useful in determining the actual location of the PLSS corners.
- c) The County will furnish all corner monuments such as Bernsten Steel Survey Nails or Cotton Gin Spikes, Waupaca Breakable Monuments, rebar for ties and sign posts.
- d) This Contract is for PLSS corner maintenance of corner and quarter corner locations affected by County or Township road projects during the 2019 construction season.
- e) The Contractor shall furnish all services, labor, transportation, lodging, per diem and other related expenses necessary to conduct and complete the work, and shall furnish all materials, equipment, vehicles and incidentals other than those which are provided by the County. The Contractor shall be an Independent Contractor, not an employee or agent of the County.
- f) Wood County will cover travel, rental, and operator costs of machinery necessary for reestablishing lost or obliterated corners. Cost will be determined on a case-by-case basis referencing the Fee Schedule in section 4) of this Contract as a general guideline.
- g) The contractor shall provide GPS coordinates of each corner perpetuated or maintained in a digital table format and a hard copy in Wisconsin County Coordinates, Wood County Zone, Feet, NAD 83/2007. All points will be numbered by the Wisconsin Corner Point Identification Number only. Random point numbers or any other unique number will not be accepted. The type of monument is also required in the note or code of the point.
- h) The contractor shall provide a new U.S. Public Land Survey Monument Record on 8.5" x 11" durable paper (CSM type paper, 24 lbs minimum) and shall follow the guidelines provided in A-E 7.08 (3) (a) (b) (c) (d) (e) (f) (g) (h) and (i) for every corner maintained or perpetuated for this project. The corner record will show the coordinate of the PLSS corner location, the datum of the coordinate, the county identification number (1-133) and the Wisconsin Corner Point Identification Number. The locations of witness sign posts are required to be on the map portion of the tie sheet. If the PLSS corner is common to more than one (1) Township, the Contractor shall provide a record for each Township for filing purposes.

- i) The Contractor shall provide digital photographs of each PLSS corner. The photographs shall show the pre and post construction conditions of the corner and the general area of the corner location. The photographs will be provided digitally to the County. Each photograph will be named according to the Wisconsin Corner Point Identification Number. If multiple photographs are needed for a corner, the file name will be followed with an underscore and letter ID. (425020225\_A)
- j) The County Surveyor may modify or waive product specifications when, in his professional judgment, compliance therewith creates practical difficulty.

## 2) **Liability Insurance**

Contractor agrees to obtain statutory workers compensation insurance and professional liability insurance in the amount of \$1,000,000 and auto liability of \$500,000 combined single limit and will provide Wood County with certificates of insurance indicating the required amounts of coverage are in effect with Wood County as an Additional Insured. The County shall be given thirty (30) days advance notice of cancellation, modification or non-renewal of any such policy during the term of this agreement.

## 3) **Contract Terms**

- a) The initial term will be from the signing date of this Contract until December 31, 2019, with additional one (1) year renewal options at the discretion of the parties.
- b) Failure of either party to comply with any part of this Contract may be considered adequate cause for termination by the other party.
- c) If the County finds it necessary to terminate this Contract prior to the completion of the terms set forth herein, for a reason other than violation of the Contract by Contractor, then the actual costs incurred by the Contractor shall be the stipulated damages for said termination.
- d) Revision of this Contract must be agreed to in writing by an addendum signed by the authorized representative of each party.
- e) Contractor shall notify County immediately whenever it is unable to provide the required services or materials described herein. Upon such notification, County and Contractor shall determine whether such inability will require a revision or cancellation of the Contract.
- f) Contractor shall not assign this Contract or any interest therein, nor sublet the work described herein, or any part thereof, without the consent in writing of the County's authorized representative, first endorsed hereon.

## 4) **Payment for Services**

Payment to Contractor for services rendered will be completed following receipt of any deliverables and approval of work completed, by the Wood County Surveyor or designee.

Payment for Contractor services will be based on the following fee schedule.

<b>Fee Schedule</b>	
Establish Ties or Re-tie/Tie Sheet(s)/GPS Coordinates prior to road reconstruction or surfacing	\$92.50 per corner
Reset a countersunk <b>Bernsten Steel Survey Nail</b> or <b>Cotton Gin Spike</b> following road reconstruction or surfacing	\$92.50 per corner
Lost or Obliterated Corner Replacement	\$280 per corner, with possible charges for excavation work at: +/- \$90 per hour for machine and operator +/- \$70 per hour travel

**5) Vendor Indemnity**

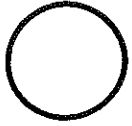
Contractor agrees at all times during the term of this Contract to indemnify, save harmless and defend the County, its Boards, Officers, Employees and Representatives against any and all liability, losses, damages, costs or expenses which the County, its Boards, Officers, Employees and Representatives may sustain, incur or be required to pay by reason of bodily injury, personal injury or property damage or other cause of action of whatsoever nature or kind arising out of or as a result of any negligent failure to act in connection with the operations of the Contractor, or their agents, in performing work under this Contract, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs or expenses caused by or resulting from the acts or omissions of the County, its Agencies, Boards, Officers, Employees or Representatives.

**6) Equal Opportunity, Affirmative Action Employer**

Wood County is an Equal Opportunity, Affirmative Action Employer.

\_\_\_\_\_  
Date \_\_\_\_\_  
Director, Wood County Planning and Zoning

\_\_\_\_\_  
Date \_\_\_\_\_  
Contractor



## RESOLUTION#

Introduced by  
Page 1 of 1

HIRC &amp; CEED

ITEM#

DATE January 15, 2019

Effective Date January 15, 2019

13a.

<b>Motion:</b>	Adopted: <input type="checkbox"/>
1 <sup>st</sup> _____	Lost: <input type="checkbox"/>
2 <sup>nd</sup> _____	Tabled: <input type="checkbox"/>
No: _____ Yes: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: <u>PAK</u> , Corp Counsel	
Reviewed by: <u>MAC</u> , Finance Dir.	

INTENT & SYNOPSIS: To adopt the *Wood County Parks, Recreation and Open Spaces Plan - 2018*

FISCAL NOTE: Allows eligibility for Wood County and cooperating municipalities to apply for state and federal cost-sharing outdoor recreation grants.

**WHEREAS**, pursuant to Chapter NR 50 of the Wisconsin Administrative Code, a prerequisite to participation in several state and federal cost-sharing recreation related grant programs is the adoption and subsequent WDNR acceptance of a local recreation plan; and

**WHEREAS**, the Wood County Parks and Forestry Department has been awarded over \$345,000 of WDNR outdoor recreation grants since the 2011 plan update; and

**WHEREAS**, the county recreation plan must be updated at least once every five (5) years to remain eligible for these grants; and

**WHEREAS**, on August 3, 2017 the Wood County Highway, Infrastructure and Recreation Committee directed the Parks and Forestry Department to begin the process of updating the 2011 recreation plan with assistance from the Planning and Zoning Department; and

**WHEREAS**, over the past year, the Planning and Zoning Department has prepared the *Wood County Parks, Recreation and Open Spaces Plan – 2018* in cooperation with the Parks and Forestry Department; and

**WHEREAS**, a public participation strategy was identified early in the planning process to foster public involvement in all stages of the plan update to ensure the plan truly reflects the needs of the community which included, but is not limited to, a community survey, open houses, workshops, public meetings, newspaper ads, radio ads, informal input, etc.; and

**WHEREAS**, the plan identifies goals, objectives and recommendations that will serve as a guide for recreation related decision making, management and policy over the next five (5) years; and

**WHEREAS**, on January 9, 2019 the Conservation, Education and Economic Development Committee reviewed the plan and recommended adoption; and

**WHEREAS**, on January 3, 2019 the Highway, Infrastructure and Recreation Committee reviewed the plan and recommended adoption; and

**THEREFORE BE IT RESOLVED**, that the Wood County Board of Supervisors hereby adopts the *Wood County Parks, Recreation and Open Spaces Plan – 2018* as a guide for recreation policy and decisions in Wood County;

**BE IT FURTHER RESOLVED**, that the Wood County Planning and Zoning Department forward the *Wood County Parks, Recreation and Open Spaces Plan – 2018* to the Wisconsin Department of Natural Resources for their approval/acceptance.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Zaleski, J			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Hahn, J			
9	Winch, W			
10	Holbrook, M			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			



# Wood County WISCONSIN

130  
OFFICE OF PLANNING  
AND ZONING

**DATE:** December 21, 2018  
**TO:** Conservation, Education & Economic Development Committee  
Highway, Infrastructure & Recreation Committee  
**FROM:** Adam DeKleyn, County Planner *AD*  
**RE:** Completed Draft of the Wood County Parks, Recreation and Open Spaces Plan - 2018

## MEMORANDUM

### **Committee Request:**

Review and action on the *Wood County Parks, Recreation and Open Spaces Plan – 2018*.

### **Introduction:**

The *Wood County Parks, Recreation and Open Spaces Plan – 2018* has been completed. This plan represents a comprehensive inventory and analysis of Wood County's recreation system and establishes goals, objectives and recommendations to meet the current and future recreation needs of the county. A draft of the plan is available for review and comment on the Parks and Forestry Facebook page or by going to the Wood County Website at the following link: <http://www.co.wood.wi.us/Departments/Parks/OpenSpacesPlan.aspx>.

### **Background:**

Over the past year, the Planning and Zoning Department has prepared an updated county recreation plan in cooperation with the Parks and Forestry Department. This plan is an update of the previous plan adopted by the county board in 2011. The county recreation plan must be updated at least once every five (5) years to remain eligible to participate in several state and federal recreation grant funding programs administered by the Wisconsin Department of Natural Resources (WDNR). Additionally, it is important to reassess the plan to ensure its effectiveness because recreation trends and attitudes continually evolve.

### **Discussion:**

Recreation planning stems from the core responsibility of Wood County to protect and promote the public health, safety, prosperity, and general welfare of its residents. Outdoor recreation provides a means to create additional economic, social and environmental benefits. Proper planning is an important step in providing a quality county-wide recreation system. This plan was developed for the general purpose of guiding and accomplishing a coordinated county recreation system. Moreover, proper planning helps organize efforts, financial resources, and time, creating efficiency and economy in the process of implementation. This plan is intended to serve as a guide for decision making and provides direction for recreation providers, elected officials, and stakeholders in regards to recreation management and policy over the next (5) five years. Specifically, the plan:

- establishes several comprehensive goals and objectives that provide the foundation for coordinating future recreation improvements and quality recreation opportunities.
- analyzes the county's past and present social characteristics, demographics and physical environment, which provides the background to effectively plan for the future.
- inventories the existing recreation system to determine gaps between existing and needed recreation opportunities.
- presents a needs assessment that establishes the rationale for future recreation system improvements based on public input; recreation trends, standards and benefits; and facility usage and demand.
- provides specific action/implementation strategies to achieve the desired outcomes and recommendations of the plan.

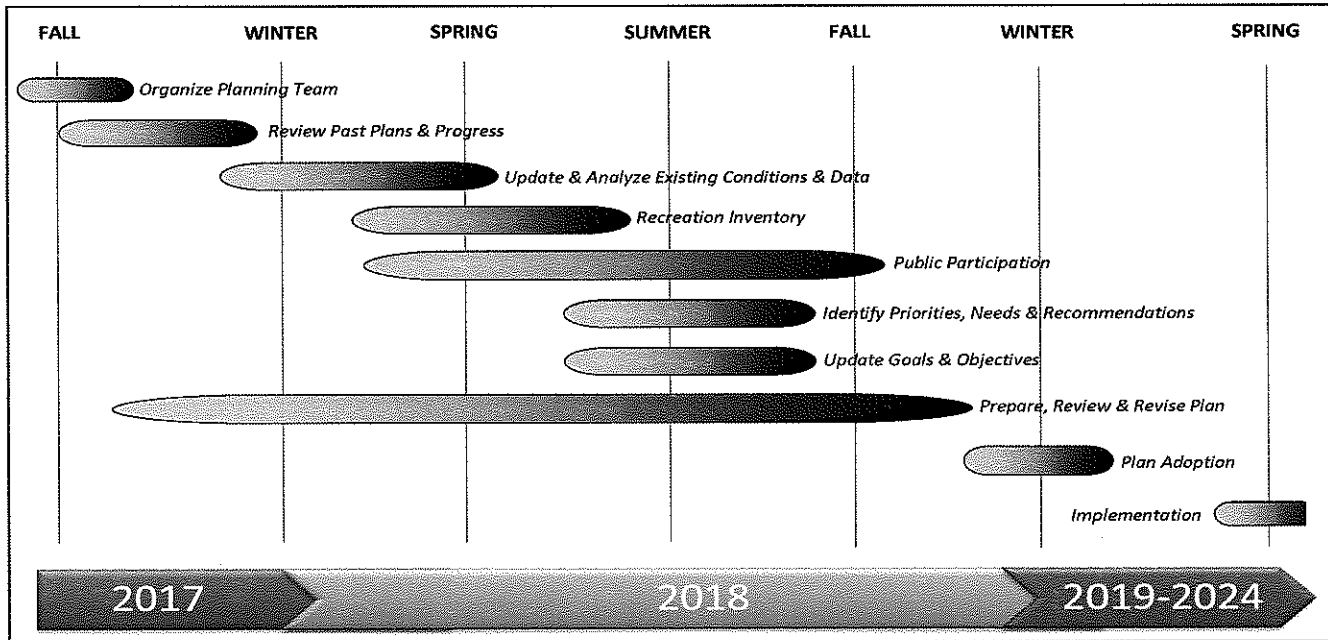


# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING

## Planning Process:

The planning process for updating the plan spanned a little over a year commencing in the fall of 2017. A timeline of the planning process is presented below:



## Conclusions:

Planning and Zoning, and Parks and Forestry staff recommend forwarding the attached resolution adopting the *Wood County Parks, Recreation and Open Spaces Plan – 2018* to the County Board of Supervisors with a favorable recommendation.

## Attachments:

1. Resolution