

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING
 WEDNESDAY, OCTOBER 1, 2014
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Robert Ashbeck, Gerald Nelson, Ken Curry, Bill Leichtnam and Harvey Petersen

Staff Present:

Planning & Zoning Staff – Jason Grueneberg and Julie Akey

County Surveyor Staff – Kevin Boyer

UW Extension Staff – Peter Manley and Sarah Siegel

Land Conservation Dept. Staff – Jerry Storke and Tracy Arnold

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor William Clendenning and Dist. #16 Supervisor/ County Board Chairman Lance Pliml.

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** There was no public comment regarding committee business; however, Supervisor Dennis Polach commented he was very pleased with this year's CEED Committee Tour and that it was very informative. He also stated he wished more County Board members would have been able to participate in the tour.
3. **Review Correspondence.** There was no review of written correspondence; however, Committee members Leichtnam and Curry commented on their attendance at the WCA Conference and its breakout sessions. One session was held on phosphorous compliance. Brief discussion followed. It was noted there is a Phosphorous Compliance Webinar scheduled for October 20th at 9:00 a.m.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the September 3, 2014 and September 11, 2014 CEED meeting, 2) bills from Planning & Zoning, UW Extension and Land Conservation and 3) staff activity reports from Jason Grueneberg, Justin Conner, Julie Akey, Jeff Brewbaker, Jerry Storke, Tracy Arnold, Shane Wucherpennig, Peter Manley, Matt Lippert, Teri Lessig, Sarah Siegel, Jodi Friday, Chris Viau and Kyli Brown.
 - a. Minutes of September 3 and September 11, 2014 CEED Meeting. No additions or corrections needed.
 - b. Department Bills. No additions or corrections needed.
 - c. Staff Activity Reports. No questions or comments; however, discussion was held later during the meeting on items from Tracy Arnold's (Land Conservation Dept) staff activity report.

Motion by Gerald Nelson to approve and accept the September 3, 2014 and September 11, 2014 CEED minutes as presented, bills from Planning & Zoning, UW Extension and Land Conservation as presented and staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.

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

6. **Land Conservation**

- a. B&R Excavating Update. Tracy Arnold updated the Committee on the status of this Town of Sherry non-metallic mining reclamation site. She distributed several photographs of the site and explained this project started in 2008; however, it now remains inactive. A neighbor has expressed concern on the safety of this site. Brief discussion followed on possible liability issues due to the lack of ingress/egress at the site. Arnold responded she will ask about providing an ingress/egress point and explain the liability concern, but stated the permit

holder is not the land owner. Further, the county regulates the reclamation only, not the operation of the site.

Committee member Leichtnam stated he read Tracy Arnold's Staff Report which included the matter of dropping off 26,000+ frozen Rusty Crayfish to the Bay Beach Wildlife Rehab Center which were collected this year from the Pittsville High School and Rusty Wrangler trapping projects. Since this was done on her personal time, discussion was held on whether her mileage and time should be compensated. It was recommended Human Resources be contacted to advise on the best way to handle this issue.

Motion by Bill Leichtnam to approve reimbursement to County personnel when handling County matters on personal time. Second by Gerald Nelson. Motion carried unanimously.

Motion by Ken Curry to compensate Tracy Arnold for mileage to the Bay Beach Wildlife Rehab Center and to seek input from Human Resources on how this is to be handled in the future. Second by Bill Leichtnam. Motion carried unanimously.

Tracy Arnold also informed the Committee she has conducted 7 Acoustic Bat Monitoring Survey's for WDNR. The latest survey was done on September 15th at the Sandhill Wildlife area. Arnold provided a map which showed the route driven as well as the different species located that night.

Committee member Leichtnam asked Arnold if the stream flow monitoring project was still active. She responded that LCD staff as well as a group of dedicated volunteers are collecting data. The following sites are being monitored: Two Mile Creek at Airport and 80th Street, Bloody Run Creek at 32nd Street and 64th Street, Seven Mile Creek at 64th Street, Seven Mile Trail, Rangeline Road and County Road Z, Ten Mile Creek at 80th Street, Wilderness Lane, State Highway 13 S, Rangeline Road and County Road Z, as well as Ten Mile Creek upstream of Evergreen Road (Portage County). All collected data is being entered into the WDNR SWIMS database. Arnold stated she will also send a link to the SWDV website, which is an interactive webmapping site.

7. Economic Development

- a. Central Housing Region Housing Repair Loan Update The Central Housing Region consists of the following nine counties: Adams, Green Lake, Juneau, Marathon, Marquette, Portage, Waupaca, Waushara and Wood, with Juneau County Housing Authority administering this program. This program provides no interest, deferred payment home repair loans. Currently, approximately one half of the available money has been committed. Wood County has the lowest commitment, but a large number of applications have been submitted for funding consideration. The biggest issue currently is the lack of contractors available to do any work. Jason Grueneberg informed the Committee he attended a recent Town's Association meeting to promote this matter and letters have also been sent to all Wood County Town Clerks. It was suggested the ADRC Office may be a good contact as well as the congregational meal sites throughout the county.
- b. Central Wisconsin Economic Development (CWED) Fund Update Jason Grueneberg presented an update on the status of the recent issues the CWED Executive Committee has been dealing with on selecting a contractor to administer the loan fund. Following a lengthy discussion on the concerns on the way this matter is being handled, it was recommended Wood County continue working with CWED. It was further recommended Grueneberg check with Wood Co Corp Counsel Kastenholz for legal advice to clarify the proper procedure that should be followed for this matter.

8. Planning & Zoning

- a. Staffing Update The vacant Planner position has now been re-posted. A more strategic approach with the posting this time will hopefully increase the number of applications. A deadline date of October 24th has been established for submittal of applications for this position. It is anticipated interviews will be held in November. Grueneberg also reported Wood Co Code Technician Heather Marquardt has now been working for 2 months and is working out well.
- b. Status of 2014 Pumping Notices and Triennial POWTS Program Fee The Wisconsin Administrative Code regulates septic systems and requires that all systems be inspected at least once every three years. On June 12th, 2,249 postcards were mailed to those property owners who were due to have their POWTS inspected/serviced this year. They were given 120 days to complete this requirement. A reminder notice will be sent after the 120 days to those who have not yet complied.

The Co Systems Dept. is currently creating a new receipting program for the P&Z Office. It is anticipated this will be completed by the end of the month. At that time, postcards for the \$20 triennial program fee will be mailed to those property owners who owe this fee in 2014. They will be given 30 days to submit their payment.

9. County Surveyor

- a. County Surveyor Update Kevin Boyer reported this is his 5th year as Co. Surveyor. During this time, he has completed the large backlog of filing. He informed the Committee that P&Z staff has been scanning/e-mailing him the CSMs when they are received so the review can be completed before coming into the office. Boyer also updated the Committee on the ongoing remonumentation project. A map was distributed to the Committee members showing the current status of remonumentation in the county. Boyer informed the committee the Plat of Surveys will be scanned to provide a digital backup. Also, Boyer will attend the October 17th Towns Association meeting.
- b. Consider Renewing 2-Year Contract for County Surveyor Services The County Surveyor contract was originally written in 2009 for a one-year term with one year renewal options. In December 2010, the CEED Committee authorized a contract renewal for 2011. In 2012, this contract was renewed for a 2 year period. This contract is up again for renewal.

Motion by Gerald Nelson to approve the County Surveyor contract be renewed for 2 years. Second by Ken Curry. Motion carried unanimously.

- c. Select Contractor to Complete Maintenance of 28 PLSS Section Corners Kevin Boyer reported 2 bids were received for work on this PLSS maintenance project. He distributed a list of the companies showing the costs for the project ranged from \$9,800 (\$350/corner) to \$18,000 (\$642.86/corner). The lowest qualified bidder was recommended.

Motion by Ken Curry to approve Badger Land Surveying to complete the PLSS project of replacing 28 monuments at a cost of \$350.00/corner. Second by Bill Leightnam. Motion carried unanimously.

10. Land Records

- a. Consider Allocating \$5,000 of Land Records Carryover to Cover Partial Costs of Maintaining 28 PLSS Section Corners. It was reported that due to high volume of highway work done this year, there is not sufficient funds in the Surveyor's budget to fully cover the latest PLSS Section Corner Maintenance Contract. Brief discussion was held on what options are available. One option would be to contact the contractor to see if he would be willing to honor

his submitted per corner cost and maintain less than the 28 corners specified. The other option would to allocate \$5,000 from the Land Records Carryover to cover partial costs of maintaining these 28 PLSS Section Corners. Jason Grueneberg stated allocating the funds from Land Records Carryover would provide a clean ending and that will finish the Town of Dexter. He also indicated the transfer of funds has occurred in the past.

Motion by Robert Ashbeck to approach the County Highway Dept prior to the transfer of the funds. Motion died due to lack of a second.

Motion by Robert Ashbeck to approve the transfer of \$5,000 from Land Records Carryover to cover partial costs of maintaining 28 PLSS section corners. Further, to highly recommend the Highway Department include these costs in future highway projects. Second by Ken Curry. Motion carried unanimously.

11. UW Extension

- a. Budget Update Nothing new to report.

Peter Manley updated the Committee on the following staffing matters:

- i. Allison Henke has been hired as the 4-H Secretary and will start October 15th.
- ii. Cynthia Bruns is retiring and this job will be posted shortly.
- iii. The State is moving forward on filling the vacant Wood Co 4-H and Youth Development Educator position.

- b. Extension Agents 133 Contract Peter Manley presented the annual contracts for the 4 Extension Agents.

Motion by Robert Ashbeck to accept the Extension Agents 133 Contracts as presented and to authorize the CEED Committee members sign all the contracts. Second by Bill Leichtnam. Motion carried unanimously.

- c. Preserving Wisconsin's Harvest Sarah Sigel, Family Living Agent, gave a Power Point presentation on food safety/food preservation. Some of the benefits of food preservation are: 1) it extends the harvest and shelf life, 2) becoming more sustainable and 3) nutritional value. It was noted the goal is to provide safe high quality food.

12. Schedule Next Meeting

- a. The next regular meeting is scheduled for Wednesday, November 5, 2014 @ 9:00 a.m.
- i. Future Agenda Items: RC&D Report from Supervisor William Clendenning.

13. Adjourn

Motion by Gerald Nelson to adjourn at 11:42 a.m. Second by Robert Ashbeck. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary
 Minutes by Julie Akey, Planning & Zoning Office
 Review for submittal to County Board by Kenneth Curry (approved October 14, 2014)