

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: Wednesday, July 3, 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. Risk and Injury Report
7. Land & Water Conservation Department
  - a. Open and approve low bid for Todd Bores's grassed waterway and rock crossing project.
  - b. Approval for Bob Ashbeck to attend County Conservationist meeting in Stevens Point on July 18<sup>th</sup> and 19<sup>th</sup>.
  - c. Staff update; future staff needs.
  - d. Mill Creek 9-Key Element Plan & TRM Grant.
  - e. Central Sands Groundwater study, future funding.
  - f. Request for per diem from Bill Leichtnam for 7-County Supervisors Water Committee
  - g. Committee reports
    - i. Citizens Groundwater Group meeting
    - ii. Health Committee report
8. Private Sewage
9. Land Records
  - a. Update on filling Land Records Coordinator/GIS Specialist position
10. County Surveyor
11. Planning
  - a. Discussion/action on resolution approving amendments to the Town of Grand Rapids Zoning Ordinance.
  - b. Discussion/action on Planning & Zoning Department Fee Schedule
  - c. Proposal for well delegation program to be administered by Planning & Zoning
12. UW Extension
  - a. General Office Update
  - b. Natural Resource Educator Update
  - c. UW-Madison Research Update - Nitrates above 30ppm
  - d. Junior Fair Funding Discussion
  - e. Educational Agriculture Presentation – Matt Lippert
13. Schedule next regular committee meeting.
14. Agenda items for next meeting
15. Schedule any additional meetings if necessary
16. Adjourn

**MINUTES**  
**CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE**  
**WEDNESDAY, JUNE 5, 2019**  
**WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS, WI**

Members Present: Ken Curry, Robert Ashbeck, Mark Holbrook, Dave LaFontaine, Bill Leichtnam, Harvey Petersen

Staff Present:

Land & Water Conservation Staff: Shane Wucherpfennig

Planning & Zoning Staff: Jason Grueneberg, Jeff Brewbaker, Adam DeKleyn, Kim Keech, Stevana Skinner

UW Extension Staff: Jason Hausler, Karli Tomsyck, Nancy Turyk

Others Present: Supervisor Bill Clendenning, Chair Doug Machon, Supervisor Dennis Polach, Roy Diver (NRCS)

1. **Call meeting to order.** Chairperson Curry called the CEED meeting to order at 9:00am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comments (*brief comments/statement regarding committee business*)**  
None.
4. **Review Correspondence.**

Shane Wucherpfennig shared copies of an informational handout regarding AB 148. Shane requested this document from Katrina Shankland to compare AB 21 and AB 148 for discussion during a later agenda item.

Jason Hausler passed out copies of Extension's 2018 Annual Report. This document will be shared at the July County Board meeting as well.

5. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the May 1, 2019 and May 21, 2019 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Shane Wucherpfennig, Adam Groshek, Emily Salvinski, Lori Ruess, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Matt Lippert, Laura Huber, Janell Wehr, Jackie Carattini, Nancy Turyk and Kelly Hammond.
  - a. **Approve minutes of previous meeting.** No additions or corrections needed.
  - b. **Approve bills.** No additions or corrections needed.
  - c. **Receive staff activity reports.** No additions or corrections needed.

*Motion by Dave LaFontaine to approve and accept the May 2019 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. NRCS Report and Update – Roy Diver

NRCS is the Natural Resource Conservation Service. Roy Diver, District Conservationist, shared an update with the committee. The Environmental Quality Incentives Program has 122 practices in Wood County and throughout the state. Roy's report noted for 2019 17 new contracts have been preapproved for the program, totaling over \$120,000 for a variety of conservation practices. Discussion followed.

Shane Wucherpfennig stated NRCS and Land & Water Conservation (LWC) are very similar agencies concerning soil health promotion and less tillage. Shane asked Roy if he has seen an increase for cover crops and/or no-tills. Roy confirmed applications for cover crops have been especially popular, while no-till applications have been less frequent.

Bill Leichtnam asked about applicant demographics. Roy responded all applications are voluntary but they often are from repeat customers. Applications come from a wide range of practices. Roy noted the applicant must be an agriculture producer of some kind. The amount of money granted depends on the practice.

Roy shared there will be a meeting in July with Fish and Wildlife Service and Land & Water Conservation to determine if remaining unfunded applications can receive funding.

b. Discuss Health Department LTE providing some hours to LWCD

The Health Department brought on a LTE to focus on water quality testing in Port Edwards/Armenia and has reached out to Shane to see if Land & Water Conservation has a need to utilize part of the position and funding available to help staff it.

Shane shared the countywide nitrate testing participation has been lower than satisfactory. He would like to see the program further promoted and continued to get a better distribution throughout the county. Shane will give a report on results at next month's meeting. This position could promote nitrate sampling, collect samples, contact landowners and staff a collection station after hours. Shane's goal is to make the committee aware of the opportunity and that LWC is interested in pursuing it. Discussion followed. Chair Curry determined the budget needs to be worked out and no motion is needed at this time.

c. Staff Update

Shane shared Tracy Arnold accepted a position in Portage County. She is willing to continue Conservation Education in Wood County. Shane noted Tracy would do the beetle release for purple loosestrife, rusty crayfish, etc. until the position is refilled. Shane hopes that the new coordinator will partner with Tracy as historically Wood and Portage counties have worked together.

The deadline for applications was May 17<sup>th</sup>. 23 people applied. Shane narrowed down 6 applicants for interviews and conducted them on Monday June 3<sup>rd</sup> and Tuesday June 4<sup>th</sup>. After interviews, it is now down to 4 candidates. Shane noted his goal is to coordinate second interviews in the next week and hopes to have the candidate start by the end of June or mid-July.

d. Discuss AB 148.

Shane shared a handout comparison of AB 21 and AB 148 from Katrina Shankland. Ken Curry noted the original bill was endorsed by full County Board. Ken explained the two bills are on the same topic but use different methods. Bill Leichtnam shared a comparison chart he created. Bill feels AB 148 goes a different direction and does not look at DNR to administer programs but instead looks at department of health services. Bill Leichtnam expressed concern that the bill does not help people between the ages of 3-65. Lengthy discussion followed.

Chair Curry determined it is up to the committee to decide on action. AB 21 has already been endorsed by CEED and County Board. Bill Leichtnam's comparison document includes information on who supports which bill. Bill shared this information with the committee.

*Motion by Bill Leichtnam for CEED committee to take no action on Senate Bill 137. Second by Mark Holbrook. Motion carried unanimously.*

e. Discuss creation of nitrate workgroup

Bill Leichtnam stated the closest nitrate workgroup is in Rock County. Their group is a 5-year effort, which started 1 year ago. Rock County has sandy soil and large farms; very similar to the situation in Southern Wood and Northern Juneau counties. Bill commented we could let the Rock County group work and not re-create the wheel, but some effort is needed in Wood and Juneau counties. Bill stated it is important we keep thinking about water problems and what we are going to do long-term.

Dave LaFontaine suggested a motion to ask UW-Extension to work with UW-Madison on related studies. Mark Holbrook and Bill Leichtnam agreed. Bill stated Rock County is a 5-person group of experts. Ken Curry looked at Rock County's meeting minutes and stated they are considered a groundwater quality initiative workgroup. Ken suggested if something is going to be done with nitrates, it might not be best for supervisors to participate as validity could be questioned. Discussion followed.

Shane Wucherpennig shared Portage County passed a resolution requesting the UW System look at UW recommendations for nitrogen applications because recommendations exceed crop uptake and promote an excessive application rate. Jason Hausler confirmed the Portage County resolution passed in March 2019. He mentioned the resolution talks about agriculture laws, golf courses, green spaces, etc. It has come down to the educator level of UW-Extension and they are looking at how it works long term and how to get producer buy-in. Mark Holbrook recommends the same UW-Extension/UW-Madison set-up in Wood County. Jason will follow up on where things stand in Portage County.

Dave LaFontaine requested Jason find out if there is any research being done by UW-Madison on nitrate levels above 30ppm. Jason agreed to reach out to contacts at UW-Madison and report findings at the July meeting.

e. Committee Reports

**i. Update on Citizen's Groundwater Committee meeting.**

Bill Leichtnam shared minutes from the May 20<sup>th</sup> meeting. Jason Fuller was the guest speaker and shared the benefits of composting. Bill welcomed the committee to look through Jason's section of the meeting minutes and potentially invite him back to speak with the group. Discussion followed.

Nancy Eggleston will be speaking for the Speaker Vos Water Quality Task Force meeting on June 12<sup>th</sup> at Mauston High School from 1-3:30pm. Public comment will be after 3:30pm.

The next meeting is June 17<sup>th</sup> at the Riverblock building. Bill invites everyone to attend.

**ii. Health Committee report.**

Nancy Eggleston shared an update. 159 well samples have been collected; 7 of which are unsafe. 169 self-tests from additional AGC sampling in Armenia/Port Edwards have come in; 35 of which are unsafe. The highest were 47.75 and 43.2 mg/liter. Confirmatory testing will be completed over the next 2 days for self-test samples over 10 mg/liter of nitrates. Discussion followed.

The Armenia Growers Coalition has agreed to participate in a groundwater study with the DNR. Nancy confirmed this will include Port Edwards. Discussion followed.

Nancy stated the next steps are confirmatory tests and then retesting of the remaining wells. Nancy also shared Ho-Chunk has agreed to collect samples at their Whitetail Crossing location.

They will hold overnight on Sundays and the Health Department will pick-up on Mondays and do analysis.

Mark Holbrook requested a break at 10:35am. Chair Curry called the meeting back in session at 10:42am.

## 8. Planning

### a. Discussion on SolSmart and sustainable renewable initiatives in Wood County

Jason Grueneberg and Nancy Turyk provided an overview of current activities. Nancy stated that SolSmart involves the Department of Energy certifying the municipality as being solar ready. The first part of the process is to get ordinances and permitting process in order. The second part of SolSmart is a checklist of activities the county needs to complete in order to achieve the designation. Wood County has chosen to seek gold level designation and is about 10 points away from the 200 point total. Educational outreach is one of the checklist activities. Nancy has worked with IT to develop a website related to energy efficient and renewables.

Individual municipalities can go through the designation process. Nancy shared Wisconsin Rapids received the designation a while ago and Marshfield is currently in the process.

Another piece of Wood County's participation is with NREL (National Renewable Energy Laboratories). This entails selecting up to 5 sites in the municipality to be evaluated for solar from economic and technical perspectives. Reuben Van Tassel has identified 4 sites for Wood County and preliminary information is coming back. Currently the return on investment is being calculated. Jason Grueneberg mentioned the SolSmart designation is about reviewing local ordinances to streamline the permitting process.

Jason shared County Board initiated 2 grant programs that departments can apply for: lean process initiative and sustainable renewable grant. Executive Committee has reviewed and approved some grants; including Maintenance's application for lighting. No applications were received for the lean process grant so the deadline has been extended to September 30<sup>th</sup>.

Creation of a Sustainable and Renewable committee is being discussed; it has been determined a 5 member committee will include 2 Supervisors, Maintenance Department Head, Extension Agent and Health Department Director. The upcoming committee will review future grant applications and determine funding. They will meet quarterly, be a conduit for County ideas on sustainable/renewable projects and connect with SolSmart designation. Chair Doug Machon commented it is important for Wood County to get ahead of the curve on solar energy. Discussion followed.

### b. Discussion/action on Planning & Zoning Department Fee Schedule

*(Minutes for agenda item by Kim Keech, Planning & Zoning Office)*

Jason Grueneberg explained that reviewing the fee schedule started last year around budget time. The budget direction given to the committees and departments of a 1% cut really motivated the department to look at the fee schedule to make changes to try to meet that directive. Most of the department cost is in staffing. County Board and Executive Committee established staffing costs through the wage plan and determining the cost of living increase each year. Directives like this are challenging for the department unless you look at the fee schedule.

Jason Grueneberg reminded the committee that the Private Sewage budget is a non-levied non-lapsing account. No levy funds used to fund the program with all funding coming from permit fees and violations. This makes the Private Sewage budget self-funded. Land Records is a non-levied non-lapsing account. Funds provided by the statewide Wisconsin Land Information Program and generated by documents recorded in the Register of Deeds. Planning Budget heavily levied so only Floodplain and Shoreland permits cover a small portion of the costs. Private Sewage and Land Records budgets preference is to keep non-levied non-lapsing, which means that non-lapsing extra funds in those budgets automatically carried over to the next year used for expenses. CIP funding is

not requested often from the county since Private Sewage and Land Records budgets are seasonally structured this way.

**Other items to consider:**

1. Fees somewhat aligned to region and state averages.
2. Fee schedule kept simple.
3. Fees proposing do not cover full staff costs.
4. New fees proposed to cover new programs and services not charged in the past.
5. Some fees remain the same or eliminated.
6. Fees structured to be in place 8-10 years.
7. In recent years, expenses have increase and revenue has remained flat.
8. Staff procedures made easier for the public such as the elimination of the Private Sewage Maintenance Agreements no longer recorded with Register of Deeds.
9. Triennial POWTS Program Fee - Do you want the people who use the services to cover the cost versus all taxpayers?
10. Need committee action and support on proposed fee changes.

Adam DeKleyn briefed the committee on the current fee and proposed fee changes for the #701 Land Subdivision Ordinance. Adam DeKleyn shared that the County Surveyor says that the proposed fees aligned with other counties.

<u>#701 Land Subdivision Ordinance</u>	<u>Current</u>	<u>Proposed</u>
Preliminary Plat (preliminary review of 5 or more lots)	\$75.00	\$500.00
Final Plat (final review of 5 or more lots)	\$35.00	\$250.00
Certified Survey Map (review of 4 or less lots)	\$30-\$50	\$150.00
Condo Plat	\$75.00	\$350.00
Variance	\$0	\$125.00 New Fee

*Motion by Kenneth Curry to approve #701 Land Subdivision Ordinance Fee as proposed. Second by Mark Holbrook. Motion carried unanimously.*

Jeff Brewbaker explained the current fee and proposed fee changes for #702 Private Sewage System Ordinance.

<u>#702 Private Sewage System Ordinance</u>	<u>Current</u>	<u>Proposed</u>
Conventional	\$300.00	\$450.00
Holding Tank	\$400.00	\$650.00
Alternative Systems (pressure systems)	\$400.00	\$650.00
Systems-In-Fill	\$400.00	\$650.00
Tank Replacement (all systems)	\$225.00	\$375.00
Drainfield Repair	\$225.00	\$375.00
Modification to State Plans	\$225.00	\$ 85.00
Reconnections (all systems)	\$150.00	\$250.00
Non-Plumbing (Privies/Self-contained)	\$150.00	\$250.00
Public Buildings		Eliminate
Transfers/revisions/renewals	\$ 25.00	\$100.00

current: Normal fee plus \$1.60/100 gallons over 1500 gallon septic tank capacity.

Return inspections/field inspections	\$ 35.00	\$100.00
Groundwater monitoring	\$ 50.00	\$ 50.00
Water Meter (5/8")	\$115.00	\$120.00
Water Meter (3/4")	\$165.00	\$150.00
Holding Tank Plan Review Fee	\$ 60.00	\$ 60.00
Low Flow Holding Tank Waiver Application Fee	\$ 50.00	\$ 50.00
Low Flow Holding Tank Annual Fee	\$200.00	\$200.00
Pressurized Status Plan Review Fee	\$0	\$250.00 New Fee
Triennial POWTS Program Fee	\$ 20.00	\$ 25.00
Wis. Fund Grant Application Fee	\$150.00	\$150.00 No Change

or 10% of the grant award, whichever is less.

Double Permit Fee (site activity prior to sanitary permit)	No Change
--	-----------

*Motion by Bill Leichtnam to approve #702 Private Sewage System Ordinance Fee as proposed. Second by Kenneth Curry. Motion carried unanimously.*

Jeff Brewbaker shared the current fee and proposed fee changes for #703 Floodplain Ordinance.

<u>#703 Floodplain Ordinance</u>	<u>Current</u>	<u>Proposed</u>
Floodplain Zoning Permit Fee (includes structures)	\$ 50.00	\$300.00
Structural Building Permit Fee (included in Floodplain Permit)		Eliminate
Board of Adjustment	\$350.00	\$700.00
Permit Renewal	\$0	\$ 50.00 New Fee
Flooded Ag District Cranberry Farm Certification	\$0	\$400.00 New Fee

*Motion by Mark Holbrook to approve #703 Floodplain Ordinance Fee as proposed. Second by Bill Leichtnam. Motion carried 4-1. Robert Ashbeck opposed the Flooded Ag District Cranberry Farm Certification.*

Jeff Brewbaker explained the current fee and proposed fee changes for #704 Shoreland Zoning Ordinance.

<u>#704 Shoreland Zoning Ordinance</u>	<u>Current</u>	<u>Proposed</u>
Shoreland Zoning Permit	\$25-\$75	
0' to 300' setback from Ordinary High Watermark		\$300.00
301' to 1000' setback from Ordinary High Watermark		\$100.00
Special Exception Permit	\$25-\$100	\$300.00
Board of Adjustment Public Hearing		
(1) Special Exception Request	\$350.00	\$700.00
(2) Variance Request	\$350.00	\$700.00
(3) Administrative Appeal	\$350.00	\$700.00
Permit Renewal	\$15.00	\$ 50.00

*Motion by Mark Holbrook to approve #704 Shoreland Zoning Ordinance Fee as proposed. Second by Kenneth Curry. Motion carried 4-1. Robert Ashbeck opposed the Board of Adjustment Public Hearing fees and would like to know the state averages.*

Jason Grueneberg shared the current fee and proposed fee changes for the maps/mapping services/photocopies services.

<u>Maps/Mapping Services/Photocopies</u>	<u>Current</u>	<u>Proposed</u>
Photocopies	\$0 1-4 pages, ≥5 \$.25/page plus tax	No changes
<b>Mapping</b>		
(1) Custom mapping	\$31.50/hour	\$42.50/hour
(2) Plots (B-, C-, D- or E-size)	\$7.50 each	\$10.00 each
(3) Print/copy (black & color)	\$0	\$0 1 <sup>st</sup> copy, , ≥2 \$1/copy
(4) Black & White Laser Print/copy	\$0 1-2 copies, ≥3 \$1/copy	Eliminate
(5) Color print/copy	\$0 1 <sup>st</sup> copy, ≥2 \$2.50/copy	Eliminate
(6) CD	\$6.00 each	Eliminate
(7) Digital image e-mailed (same as custom mapping)		Eliminate

*Motion by Kenneth Curry to approve the Fee Structure for Maps/Mapping Services/Photocopies with the fee revision on print/copy (black & color) as proposed. Second by Dave LaFontaine. Motion carried unanimously.*

Jason Grueneberg explained the new proposed #708 Private Water System Ordinance program and fee structure. The new proposed Sewer Service Area/Water Quality Management Review fee shared with committee.

<u>#708 Private Water System Ordinance</u>	<u>Current</u>	<u>New Proposed Program</u>
County Well Delegation Site Fee (Level 1 & 5)	\$0.00	\$125.00
County Well Delegation Transfer Fee	\$0.00	\$ 35.00
<u>Sewer Service Area/Water Quality Management Review</u>	<u>Current</u>	<u>Proposed</u>
WQM Review – 208 Compliance Letter/Review	\$0.00	\$100.00 New Fee
Type 1 Amendment	\$0.00	\$500.00 New Fee

*Motion by Kenneth Curry to approve #708 Private Water System Ordinance Fee and Sewer Service Area/Water Quality Management Review Fee as proposed. Second by Mark Holbrook. Motion carried unanimously.*

**9. UW Extension**

a. General Office Update

Jason Hausler shared the Extension Area 7 colleague meeting was held May 7<sup>th</sup>. Dave LaFontaine attended and found it beneficial and was impressed with the group’s expertise.

Extension went through a Civil Rights review on April 17<sup>th</sup>. There will be a staff meeting on June 20<sup>th</sup> to look at next steps as a team, based on the state auditor’s report/feedback.

Jason provided an update on Extension’s role in the fair and a document that was recently sent out by both organizations.

Hiring for the FoodWise Nutrition Educator will happen this fall.

b. Agriculture Education Position Update

Jason provided information during the May meeting regarding Matt Lippert sharing services with Clark County. As of now, this is on hold. The external partner is still interested but Extension is not in a

position to share the role yet because of budget unknowns. Shifts in county lines staffing will be on hold until the state budget is approved.

c. Natural Resources Educator Conversation

Jason Hausler announced an external partner has expressed interest/agreed to fund 50% of a fulltime Natural Resources Educator position. Jason shared a sample description example from Washburn County that could help Wood County moving forward. The position would focus on water resources with some forestry and could help move things like the nitrate work group forward for example. Jason reviewed the position description handouts with the committee. Discussion followed.

Jason explained the 50% position would be dedicated solely to Wood County but it is difficult to market and find applicants for a half time position. The fulltime position would be shared with the external partner and would focus on Wood County as well as surrounding counties.

*Motion Bill Leichtnam to pursue a fulltime Natural Resources Educator Position with additional external funding. Second by Dave LaFontaine. Motion carried unanimously.*

d. 2020 Extension Contract Discussion

Jason shared an update on the 2019 year to date budget tracker for the Extension Office. Some budgetary information was discussed during agenda item 12 C.

e. WACEC/WEXA Discussion and Possible Motion of Action

Wisconsin Associated County Extension Committees (WACEC) is being dissolved and Wisconsin Extension Association (WEXA) is forming. Bylaws of WACEC note individual members have to dissolve the organization. With support of 80% of current members, WACEC can be dissolved. Jason shared a recap of the informational webinar and noted nothing organizationally or funding related will change. Jason handed out signature pages for each committee member to sign in support of the dissolution.

*Motion by Dave LaFontaine to approve support the transfer of WACEC to the creation of WEXA. Second by Ken Curry. Motion carried unanimously.*

**10. Schedule next regular committee meeting.**

The next regular CEED meeting is scheduled for Wednesday, July 3, 2019 at 9:00am at Wood County Courthouse in Conference Room #114.

**11. Agenda items for next meeting**

- Extension Report on UW-Madison research on nitrates above 30ppm
- Proposal for well designation program to be administered by Planning & Zoning

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

A special CEED meeting is scheduled for Tuesday, June 18, 2019 @ 1:00pm on Economic Development.

**13. Adjourn.** Chair Curry declared the meeting adjourned at 1:30pm.

Respectfully submitted,



Mark L. Holbrook, Secretary

Minutes by Karli Tomsyck, UW-Extension Wood County

Review for submittal to County Board by Mark L. Holbrook (approved on 6/25/2019)

**Committee Report**  
County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT

For the period of: JUNE 2019

For the range of vouchers: 18190098 - 18190113

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18190098	NORTH CENTRAL LAND & WATER CONSERVATION	LWC/CC - MEETING REGISTRATION	06/03/2019	\$34.00	P
18190099	US DEPARTMENT OF AGRICULTURE	WLD-CONTRACTED SERVICES/TM	05/29/2019	\$955.00	P
18190100	TRACTOR SUPPLY CREDIT PLAN	LWC - FIELD SUPPLIES	05/06/2019	\$17.15	P
18190101	WISCONSIN MEDIA	NMM - PUBLICATION FEE	05/31/2019	\$78.28	P
18190102	BRILL DAVID	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190103	JANSEN RANDY	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190104	LUCKEY DALE	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190105	PANKRATZ MATTHEW	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190106	SKINNER KEVIN	NMFE - INCENTIVE PAYMENT	06/13/2019	\$380.00	
18190107	SOCHA PATRICK	NMFE - INCENTIVE PAYMENT	06/13/2019	\$380.00	
18190108	STEUR PAUL	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190109	STIEGLITZ ERIC	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190110	RADKE ALBERT	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190111	VAN GALDER MARK	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190112	ANDRES COREY	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
18190113	HEEG KEVIN	NMFE - INCENTIVE PAYMENT	06/13/2019	\$250.00	
<b>Grand Total:</b>				<b>\$4,344.43</b>	

Signatures

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

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

**Committee Report**  
County of Wood

Report of claims for: Planning & Zoning Department

For the period of: June 2019

For the range of vouchers: 22190055 - 22190061 38190015 - 38190017

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22190055	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (May)	05/31/2019	\$2,100.00	P
22190056	CARMODY SOFTWARE INC	PS-Upgrades/Services (June)	06/01/2019	\$299.00	P
22190057	CONNER JUSTIN	LR-Expenses (May)	06/03/2019	\$181.00	P
22190058	BOYER KEVIN	SU-Services Per Contract (June)	06/12/2019	\$833.00	P
22190059	CONNER JUSTIN	LR-Expenses (June)	06/12/2019	\$69.60	P
22190060	GRUENEBERG JASON	PL/PS-Expenses (May/June)	06/19/2019	\$233.72	P
22190061	DEKLEYN ADAM	PL-Expenses (June)	06/26/2019	\$156.02	P
38190015	GRUENEBERG JASON	ED-Expenses (May/June)	06/19/2019	\$21.98	P
38190016	HEART OF WIS CHAMBER OF COMMERCE	ED-Annual Aid (2019)	06/20/2019	\$19,500.00	P
38190017	MARSHFIELD AIRPORT	ED-Annual Aid (2019)	06/26/2019	\$7,500.00	P
<b>Grand Total:</b>				<b>\$30,894.32</b>	

Signatures

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

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

## Committee Report

County of Wood

Report of claims for: UWEX

For the period of: June 2019

For the range of vouchers: 30190095 - 30190108

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30190095	EO JOHNSON COMPANY INC	Contract Base Charge June-Sept	06/04/2019	\$593.00	P
30190096	AMAZON CAPITAL SERVICES	Office Supplies	06/12/2019	\$15.56	P
30190097	AMAZON CAPITAL SERVICES	Office Supplies	06/12/2019	\$9.90	P
30190098	UW SOIL TESTING LAB	UW Soil Testing Charges	06/12/2019	\$523.00	P
30190099	AMAZON CAPITAL SERVICES	4-H Class Materials	06/19/2019	\$53.84	P
30190100	EO JOHNSON CO INC	Copier Lease	06/19/2019	\$229.49	P
30190101	FILIPIAK FAY-MARIE INTERPRETER	Translation-Clean Sweep Docs	06/26/2019	\$104.00	
30190102	POSTMASTER - WISCONSIN RAPIDS	CWAS Mailing Postage	06/26/2019	\$97.59	
30190103	QUALITY PLUS PRINTING INC	4-H Newsletter	06/26/2019	\$205.00	
30190104	WAL-MART COMMUNITY/SYNCB	FoodWise - BGC Parent Group	06/26/2019	\$79.68	
30190105	CARATTINI JACKIE	Carattini June Expenses	06/26/2019	\$269.70	
30190106	HUBER LAURA	Huber - June/4-H Expenses	06/26/2019	\$175.02	
30190107	TURYK NANCY	Turyk June Expenses	06/26/2019	\$165.83	
30190108	WEHR JANELL	Wehr June Expenses	06/26/2019	\$87.00	
<b>Grand Total:</b>				<b>\$2,608.61</b>	

### Signatures

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

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



*Activities Report for Shane Wucherpfennig - June, 2019*

- **June 2** – Interview of candidate for Conservation Program Coordinator.
- **June 4** – Interview of additional candidates for Conservation Program Coordinator.
- **June 5** – Attended CEED Meeting. Attended Data Sharing/GIS mgt. with Regional Groundwater Study.
- **June 6** - Attended HIRC Meeting to discuss overhead door modification.
- **June 7** – Met with Leslie Brandt on Non-metallic mining permit for former Completion Minerals site.
- **June 10 & 11** – Worked on a 2019 Projects.
- **June 12** – Attended Water Quality Task Force hearing in Mauston.
- **June 13 & 14**– Wildlife damage requests and appraisals.
- **June 17**– Mill Creek Water Quality monitoring sites for 9 Key plan.
- **June 18 & 19** –Worked on a 2019 Projects.
- **June 20** – Met with Brian Peplinski on Nutrient Management plan and cost-sharing.
- **June 24** – Attended Multi County Groundwater Meeting in Adams County.
- **June 25**– Attended RC & D meeting.
- **June 28- 28<sup>th</sup>** – Non-Metallic mining program & Wildlife damage program.

## Activities Report for Adam Groshek – June 2019

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

~June Dairy breakfast booth staffed by me to promote LWCD to the public, discuss Wild Parsnip, cover crops, no-till, and other conservation practices, and shook Governor Evers' hand as he passed by the booth.

~Jagodzinski construction site checks and asbuilt documentation for her 2019 barn manure channel transfer system.

~No-till drill scheduling and promotion to Wood/Portage County landowners.

~Permitting discussions, cultural resources, bid document preparation, cost estimate, and landowner discussions for the grassed waterway/rock crossing for Todd Bores.

~CREP payment/penalty clarifications and assistance with the cancelling of 2 CREP 15-year contracts due to the sale of the land.

~Assisting with the beginning of 4 new CREP 15-year contracts for Schiller, Grubofski, Zagar, and Weiler and discussion with FSA/DATCP over the paperwork.

~Water sample bottle distribution & collecting for the on-going County-wide groundwater Nitrate study.

~Attendance of the WI Land + Water Technical Committee June meeting to both gain more experience and represent Wood County in the continuous improvement of Wisconsin's DNR, DATCP, and NRCS technical conservation standards.

~Discussion with LWCD staff over the annual BOND \$ and how the farm recession of the past 4 years has altered conservation practice implementation and spending and the need for future changes in order to adapt.

~Soil test hole investigations for future feed leachate storage/treatment infrastructure for Destiny Farms.

~Assistance with other LWCD staff in the interview process for the vacant Conservation Program Coordinator position.

~Required IT security training completed for June 2019.

~Soil testhole documentation, site survey, and working with DATCP area engineer on a manure storage project for Pankratz Farms along-side their barn additions.

~Discussion with DNR over complaint with Grass Ridge Dairy manure spreading on rented ground. It was determined that spreading was done according to their nutrient management plan and no further action is required at this time.

**Activities Report for Emily Salvinski  
June 2019**

---

- **Monday, June 3.** FMLA
- **Tuesday, June 4.** Sent out reminder to turn in checklists to farmers that can write their own. Started contacting agronomists for more checklists.
- **Wednesday, June 5.** Went to landowners place to collect full NMP from his computer.
- **Thursday, June 6.** Entered in well water testing results into arcmap.
- **Friday, June 7.** FMLA
- **Monday, June 10.** Deer damage assessment of 4 alfalfa/hay fields with Shane.
- **Tuesday, June 11.** FMLA
- **Wednesday June 12.** FMLA
- **Thursday, June 13.** Estimated wildlife damage acreage, finished wildlife damage forms (calculations), scanned in forms. Updated well map to display better. Requested more checklists from NMFE participants, put them in spreadsheet. Staff meeting.
- **Friday, June 14.** Sat in on second round of interviews for open position.
- **Monday, June 17.** Water sampling for phosphorus and total suspended solids at 5 Mill Creek watershed locations. Sent spreadsheet of NMP checklists to state DATCP (Dept. Ag Trade Consumer Protection).
- **Tuesday, June 18.** FMLA
- **Wednesday, June 19.** FMLA
- **Thursday, June 20.** FMLA
- **Friday, June 21.** Went through forwarded well test results to see if they were mapped yet. Mapped new route to look for un-recorded wild parsnip.
- **Monday, June 24.** Worked on alternative way to complete annual transect.

## ***Activities Report for Lori Ruess – June 2019***

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Fridays.
- Calculated and emailed payroll percentages for specific budgets to Finance.
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Attended June 11<sup>th</sup> Civil Rights training.
- Attended June 13<sup>th</sup> and June 24<sup>th</sup> staff meetings.
- Assistance with other LWCD staff in the second round of interviews for the Conservation Program Specialist position.
- Verified NMFE class registration and processed vouchers for 12 incentive payments.
- Working with two landowners (Ben Gruber and Mike Greiner) to terminate their 15-year CREP contracts.
- Assisted one landowner with wildlife damage shooting permit request.
- Completed bid letters for Todd Bores's grassed waterway and rock crossing project.
- Assisting with the beginning of four new CREP 15-year contracts for Schiller, Grubofski, Zager, and Weiler.
- Completed Nutrient Management Cost-Share contracts for 588.3 acres.
- Assisted one landowner with a NMM site exemption request.
- Vacation – June 17<sup>th</sup>-21<sup>st</sup>.
- Organized CEED packet and County Board packet and took to County Clerk's office.
- Completed required IT security training for the month of June.

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Jeff Brewbaker, Code Administrator  
Stevana Skinner, Code Technician  
Kim Keech, Admin Services 5  
Victoria Wilson, Admin Services 4

RE: Staff Report for July 3, 2019

**1. Planning (Adam DeKleyn)**

- a. Land Subdivision - Plat Review – (4) CSMs were submitted for review/approval. (5) CSMs were approved/recorded. (5) CSMs are pending approval.
- b. Water Quality Management (WQM)/Sewer Service Area (SSA) Review –
  1. Sanitary Sewer Extension Project  
6th Street, Village of Port Edwards (208 Letter not required)
- c. Town of Lincoln Comprehensive Plan – Land Use Element was presented and reviewed at the monthly Plan Commission meeting. Existing land use inventory was conducted. Future land use map was developed. Next element of the plan is being prepared. A draft of the Implementation Element will be presented and reviewed at next Plan Commission meeting.
- d. Wisconsin Rapids Downtown Steering Committee – Committee is surveying downtown businesses/organizations to collect updated information and statistics for the Connect Communities program.
- e. Request for Zoning Amendment Approval – Town of Grand Rapids – P&Z received a request to approve an amendment to the Town of Grand Rapids Zoning Ordinance. Request was reviewed, and a staff memorandum and resolution are included in this packet for CEED and CB discussion/action.
- f. Training – Attended a training course on bike and pedestrian planning hosted by the WDOT and FHWA. Attended required civil rights training.
- g. Town Planning and Zoning Assistance – Provided planning and zoning assistance for several town officials.
- h. ATV/UTV Planning – Attended Wood County ATV/UTV trails and routes ribbon cutting at the Ho-Chunk Casino, Nekoosa.
- i. P&Z Website Updates – Completed new zoning webpage for county site. Webpage includes county and town zoning resources to assist the

general public and town officials. Completed new land subdivision – plat review webpage. Webpage includes land division information to assist surveyors and the general public.

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

5/28/19 - Reconnection inspection TN 24, Conventional inspection TN 18, Approved re-connect permit TN 22

5/29/19 - Abandonment letters drafting with VW, Approved holding tank plan, soil test, & sanitary permit TN 17

5/30/19 - Mound Plow and re-inspection TN 07, mound tank installation TN 01, HT plan review & approval

5/31/19 - Prepared for CEED meeting, Created mitigation preservation affidavit TN 08

6/3/19 - Prepared for CEED meeting, CEED meeting, Issued floodplain permit for new construction flood fringe district TN13, Issued flood plain permit for Enbridge pipeline repair TN 08

6/4/19 - Mound tanks inspection TN 01, Conventional plan reviewed and approved, soil evaluation approved, hydrograph reviewed and approved, Mound inspection report completed TN 07

6/5/19 - Conventional inspection TN 13

6/6/19 - Conventional inspection TN 07, 3 conventional plans reviewed and approved, 3 soil evaluations approved, 3 hydrographs reviewed and approved, Order letter for structure without a re-connect permit TN 10

6/7/19 - 2 HT plans reviewed and approved, 1 soil evaluation reviewed, Mound plow and final inspection TN14, Navigability determinations for TN 20 & TN 10, sanitary complaint TN 15, Tank emergency install TN 10, Cabin-privy violation TN 06, Shoreland inspection TN 08

6/10/19 - OR-abandonment phone calls, Complaint investigation TN 08, Issued renewal for sanitary permit #15096, Completed inspection report for mound TN 07

6/11/19 - Civil Rights training, 1 mound system permit application reviewed and approved

6/13/19 - Enforcement letter-new structure in the shoreland district without permits TN 10, Shoreland permit requiring mitigation <300 ft to stream TN 08

6/12/19 - OR-abandonment phone calls, Inspection report for conventional TN 07, Mound review, permit, soils TN 14

6/14/19 - Conventional inspection 07, HT installation TN 02, 1 reconnection permit reviewed and approved, 1 soil evaluation reviewed

6/17/19 - Cranberry farm certification in a floodplain TN 13

6/18/19 - Conventional inspection TN 07, HT re inspection TN 02 (SL relocated >8'from well), 1 HT plan review and approval, 1 soil test review

6/19/19 - OR abandonment calls

6/20/19 - HT inspection TN 15, 4 conventional review and approvals, 4 soil evaluations reviewed, 4 hydrographs reviewed and approved, Waste water complaint TN 10, Navigability determination TN 10

6/21/19 - Soils onsite TN 17, Issued Mound permit and reviewed soils report TN 18, Issued shoreland permit for new home TN 20

6/24/19 - Conventional inspection TN 18, 1 transfer of plumber approved, Floodplain permit for ford crossing TN 15, Pressurized sewer review-mound TN 13

6/25/19 - Conventional inspection TN 18, 1 mound permit application review and approval, Complaint Investigation TN 15, Holding tank inspection new construction TN 15, Wetland investigation TN

### 3. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 22 sanitary permits issued in May 2019 (11 New, 10 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$7,375. There were 19 sanitary permits issued in May 2018 (14 New, 4 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$5,700.

There were 45 sanitary permits issued through May 2019. For comparison purposes, the following are through the same period for the previous five years: 2018 – 46, 2017 – 65, 2016 – 53, 2015 – 41 and 2014 – 50.

- b. 2019 Tax Refund Intercept Program (TRIP) – As of June 26<sup>h</sup>, Wood County received an additional \$0.00 for a total of \$5,611.40 on eight outstanding cases for 2019.
- c. 2019 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, and Farmer Exempt Holding Tank Maintenance Notices are scheduled to be mailed approximately Monday, April 22<sup>nd</sup> with a due date of Friday, August 9<sup>th</sup>. There were 2,858 scheduled to be mailed between the four notices.
- d. Enforcement Activities Update (Small Claims) – None Scheduled

- e. 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. However, if approved in Governor Tony Evers budget the sunset date of the Wisconsin Fund Grant Program will be eliminated.
  - i. (5) Wisconsin Fund Applications FY2020 – Wisconsin Fund Grant Applications was emailed to the State of Wisconsin on January 30th meeting the deadline date of January 31st. Disbursement of Wisconsin Fund Grant is expected late fall 2019.
  - ii. (0) Wisconsin Fund Applications FY2021 – The deadline to apply is January 31, 2020.
- f. 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 continues work on the design phase of the project.
- g. Kim attended the following meetings/trainings:
  - i. Citizens Groundwater Group Meeting on June 17<sup>th</sup>
  - ii. Civil Rights Training on June 18<sup>th</sup>
  - iii. CEED Committee Meeting (Econ Dev) on June 18<sup>th</sup>
  - iv. Wellness Committee Meeting on June 19<sup>th</sup>
- h. Victoria attended the following meetings/trainings:
  - i. Civil Rights Training on June 11<sup>th</sup>



## CEED Committee Report *June 2019*

### **LAURA HUBER**

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

- Conducted Extension Volunteer Training for two new 4-H volunteers (4 June)
- Led model rockets program for 4-H community and SPIN club members at the Richfield Town Hall (5 June)
- Visited Wisconsin Rapids businesses with a 4-H volunteer to prepare a raffle basket for fundraising (6 June)
- Camped with Intermediate (grades 4-8) 4-H campers at Upham Woods Outdoor Learning Center in Wisconsin Dells (9-11 June)
- Met with the 4-H Leaders Association Executive Committee to plan the 2019-2020 budget (12 June)
- Participated in and presented on WI 4-H Colleague monthly Zoom program meeting (13 June)
- Camped with Junior (gr 2-4) 4-H campers at the Central WI Environmental Station near Amherst Junction (14-15 June) and led STEM activities
- Appeared on WDLB radio and discussed summer programming, with special guest Elliot Huber who spoke about shooting sports (18 June)
- Met with WI 4-H Fall Forum Planning Committee via Zoom to work on finalizing educational sessions for Fall Forum (18 June)
- Led Clovebud Camp program at the Lester Public Library of Arpin - focused on engineering (19 June)
- Met with Central Wisconsin Junior Fair Board, discussed progress on Junior Fair 2019 (registration update, roles of Extension and Fair Boards, etc.) (19 June)
- Appeared on WFHR to discuss 4-H summer opportunities including Cloverbud Camp Storybook Series programs at county public libraries (20 June)
- Met with Extension staff to discuss the results of our recent Civil Rights Review (20 June)
- Assisted with the Extension booth at the Dairy Berry Breakfast (21 June)
- Took vacation 24-28 June to travel with my family to the 4-H Shooting Sports National Tournament
- Worked with Teen Leadership Group on raffle calendar, plan July volleyball tournament (ongoing)

### **Ongoing responsibilities:**

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 821 followers.
  - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 316 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



## MATT LIPPERT

*Wood County UW-Extension, Agriculture Agent*

- Farmers are experiencing significant stress as prolonged wet weather has prevented them from planting crops. The hay crop, much of which was damaged by winter kill has also been delayed and the quality of the feed is too mature for what is normally fed to milking cows. Significant shortages of forages to feed the livestock herd are expected. Many fields will stand idle this summer as the planting window has passed. If insured the producer can collect prevented planting (PP) insurance. The details of PP are changing as we go as the government rolls out new options for cover crops, acceptable harvest dates and practices for the 2019 crop.
- I am working with other Extension and Technical College educators, with farmers and crop insurance agents as we work to implement new programs not only for prevented planting but also new Farm Bill programs for dairy and crops. The old MPP program has been updated with Dairy Margin Coverage (DMC) a new program sold through crop insurance agents, not administered by the USDA Farm Service Agency is Dairy Revenue Protection (DRP).
- There are also rebates on the old MPP program to inform producers about and the options available for that, also details of a not yet fully implemented tariff market adjustment program.
- Many producers, after years of receiving prices below their cost of production have maxed out their credit and are facing the season with few answers on how to purchase inputs. Delays in payments from these programs is too late and too little for some producers.
- Markets are improving for dairy, soybeans and corn in response to farmers and cows exiting the industry and this year's planting obstacles.
- I attended 5 dairy breakfasts in the county. At the Mayor's breakfast in Marshfield I presented scholarships to graduating seniors for the success in agriculture studies from 12 area school districts. I was also involved with MACCI in recognizing area century farms and the firm of the year from the Agri-Business committee. Extension had a booth at the Wisconsin Rapids breakfast, and I assisted with the committee organizing that event. I assisted at the Pittsville FFA Alumni breakfast and attended the Auburndale breakfast and the Marshfield FFA Alumni breakfast.
- It is spring so there are forage establishment questions, land rent questions, standing hay pricing questions, land price questions and many others this time of year.
- I met with the Wood County Farm Bureau Board. They received less than requested but enough money to purchase a fiberglass cow to draw attention to their educational displays at area events.
- We have now produced three issues of the Cranberry Crop Management Journal. The Journal is funded by a grant we obtained from the Wisconsin Cranberry Board and is made available to cranberry growers either by mail or email 6 - 10 times during the growing season.
- The Central Wisconsin Agriculture Specialization (CWAS) a collaboration of Extension offices in 7 counties distributed our summer newsletter this month. I met with the CWAS group to plan future programming and we visited the water quality unit at UW-SP to learn more about that program and our Extension colleagues at this location.
- As part of the CWAS group I provided information to dairy producers, insurance agents and agency representatives at Montello, for an update of the dairy farm bill programs.
- I attended the national Genetics conference held in conjunction with the National Holstein Convention in Appleton and judged and coordinated dairy farm tours, dairy jeopardy youth competition and dairy quiz bowl competitions at this event.
- I emceed the district Holstein Show.



- I attended the Four States Dairy Nutrition Conference an important in-service for me in Dubuque, Iowa
- I participated in a resolutions program for the local Dairy Cooperative, Foremost Farms.

---

## **NANCY TURYK**

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

### **Economic Development**

- Participated in county's economic development round table discussion.
- Facilitated two meetings of collaborative partners in Wisconsin Rapids area who are discussing economic development strategies and how to maximize their efforts. (City of Wisconsin Rapids, Heart of Wisconsin Chamber of Commerce, Wisconsin Rapids Area Convention and Visitors Bureau, Ho-Chunk casino).
- Surveyed and compiled results associated with branding.
- Contributed to minutes.
- Attended Marshfield Economic Development Board meeting to listen to discussions about the results of their community survey which was conducted in preparation for their strategic planning process.
- Listened to webinar about Opportunity Zones.
- Located official USDA announcement indicating the Rural Economic Development Initiative (REDI) grant has been awarded to Wood County.

### **Strategic Planning**

- Provided results of Core Values survey #2 to Executive Committee.
- Developed, released, and summarized survey #3. Shared results with Vice Chair Rozar.
- Met with Vice Chair Rozar to discuss next steps.

### **Renewable Energy / SolSmart**

- Presentation to a joint meeting of the Grand Rapids Town Board and Plan Commissioners about SolSmart.
- Corresponded with National Renewable Energy Labs (NREL) regarding their modeling economic and feasibility analysis results for four County properties.
- Responded to questions from UW Extension colleagues regarding SolSmart effort in Wood County.
- Worked with Clean Green community group and invited speakers to the October 3rd event to discuss individual and community adaptation to extreme events.
- Co-organizing County's Sustainable and Renewable Committee's first meeting with Reuben Van Tassel.

### **UW-Madison Division of Extension**

- Attended the Dean's Extension Exchange in Portage County.
- Participated in In Service for new community development staff. Met 26 UW-Madison Extension specialists related to community development.
- Participated in an interview by Extension staff about climate change response.
- Assisted with the organization and set up of the Extension display at Berry Dairy Days breakfast.



**Other**

- Attended County's civil rights training.
- Completed recent KnowBe4 training on social media.
- Radio shows on WFHR and WDLB. Focused on the hows/whys/whats related to testing private well water.
- Attended local groundwater meetings.
- Preparing to facilitate upcoming 7 county groundwater meeting in coordination with Sue Kunferman and Nancy Eggleston. Surveying attendee list about their county's interests, inviting Dr. Paul McGinley, Director of the Center for Watershed Science and Education to speak at the June meeting, and Dr. Ken Bradbury (Wisc. Geologic and Natural History Survey) to speak at the July meeting.

---

**JACKIE CARATTINI**

*Wood County UW-Extension, Family Living Educator*

- Presented "Home Alone" materials on Wfhr
- Attended the Area 7 All Colleague Meeting in Marshfield
- Conducted a individual financial coaching session at the courthouse
- Attended the May and June Financial Stability Coalition meetings
- Attended a national PILD planning meeting on zoom
- Attended HCE County Day and presented
- Taught "Rent Smart" at SWEPS food pantry
- Taught "Taking Care of You" at McMillian Library in WI. Rapids
- Taught a budgeting class at the Job Center in WI Rapids
- Attended a Human Development and Family Relationships institute monthly zoom
- Attended a professional development webinar on pressure canning
- Taught "Taking Care of You" in WI. Rapids for the Wood Co. Employees Lunch N Learn
- Taught "Taking Care of You" in Marshfield for Childcare providers
- Taught "Taking Care of You" in Marshfield for the Wood Co. Employees Lunch N Learn
- Attended the Human Development and Family Relationships institute retreat in Madison
- Attended Faculty Senate in Madison
- Met with United Way and Junior Achievement to plan summer programming for Boys and Girls Club
- Conducted a individual financial coaching session at the library
- Attended a professional development zoom on Food Safety and Food Preservation
- Taught a "Real Colors" program in Stevens Point
- Taught a Budgeting program at SWEPS
- Attended a professional development zoom on "Small Acts of Leadership"
- Volunteered at United We Can
- Attended the Dairy Berry Breakfast

---

**JANELL WEHR**

*Wood County UW-Extension, Horticulture Coordinator*

- Appear on WFHR Radio Program with Famia Marx, WCMGV President
- Appear a second time on WFHR at end of month alone



- Attend Master Gardener membership meeting
- Participate in the Master Gardener Coordinator online discussion
- Prepared signage for MG Plant Sale
- Respond to horticultural inquiries from the community
- Planning for SWEPS Garden Planting Day (partnership w/FoodWise program)
- Attend WCMGV CORE Meeting
- Attend WCMGV Board Meeting
- Update WCMGV social media regularly
- Attend Extension Area 7 Face to Face Meeting
- Upload WCMGV Projects to state database for new reporting of hours process for Master Gardeners
- Attend WCMGV Board Meeting
- Participate in WI Horticulture Update (weekly meeting updating horticulture issues throughout the state)
- Attended professional development training "Responding to Horticulture Inquiries" in Madison
- Phone meeting with Diane Mayerfield of UW Madison regarding SARE resources and grant funding
- Staff Office Retreat day- interpersonal communication development for office staff
- Attend MGV new staff training for "Ask a Master Gardener" – MGV answering horticulture inquiries in the extension office
- Meeting with Jay Dampier (UW Madison Extension Horticulture Outreach Specialist) regarding available resources (professional development, social media for MGV program)
- Meeting with Jackie Carattini (Family Living Educator) regarding partnering for final programming for SWEPS garden project
- Meeting in Marshfield with Barb Herreid (WCMG Treasurer) and UWSP Marshfield official regarding Fall Seminar

---

## **KELLY HAMMOND**

*Wood & Portage Counties UW-Extension, FoodWise Nutrition Coordinator*

- Programming at SWEPS Food Pantry, lesson on Fruit and Vegetables on a budget, 8 participants with 4 new participants.
- New collaboration with Wood County Health Department to offer Farmers Market Tours and Tastings, Third Thursday of the month at the Wisconsin Rapids Farmers Market. First tour was completed and had excellent feedback.
- Collaboration with Janell Wehr to provide gardening opportunities at SWEPS Food Pantry; garden Planting Day on June 4 with around a dozen participants who contributed to planting and learning about the garden.



# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING

**DATE:** June 27, 2019

**TO:** Conservation, Education & Economic Development Committee  
County Board of Supervisors

**FROM:** Adam DeKleyn, County Planner *AD*

**RE:** Request to Approve an Amendment to the Town of Grand Rapids Zoning Ordinance

### STAFF MEMORANDUM

**Introduction:**

On June 4, 2019 the Wood County Department of Planning and Zoning (P&Z) received a request to approve an amendment to the Town of Grand Rapids Zoning Ordinance. The Town of Grand Rapids adopted and administers their own town zoning ordinance.

**Background:**

Wood County adopted the *Wood County Zoning Ordinance #700* many years ago. This ordinance is still in effect in all (22) towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors *Wis. Stat. §60.62(3)(a)*.

**Analysis:**

The town zoning ordinance changes include amendments of sections 52.2(A)(61), 52.3(B)(1), 52.3(J)(3)(a), 52.3(N)(4), 52.3(N)(5), 52.3(N)(7)(a), 52.4(O)(10); replacing the term "Land Use Permit" with "Zoning Permit". A complete copy of the proposed ordinance can be viewed at the following link on the Town of Grand Rapids Website: <https://townofgrandrapids.org/ordinances/>. The amendment was requested by the Town Zoning Administrator, with direction from the Town Plan Commission on March 11, 2019. The Town Clerk published a class 2 public notice of the proposed amendments to solicit public input on March 27 and April 1, 2019. The Town Plan Commission recommended approval on March 11, 2019. Subsequently, the Town Board held a public hearing and approved the proposed zoning ordinance amendments on April 9, 2019. The final step in the process is approval or disapproval by County Board.

**Conclusions & Recommendations:**

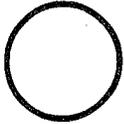
County review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to P&Z, the Town of Grand Rapids adhered to the process for zoning ordinance amendments as outlined in the Wis. Stats. Additionally, I find no conflict with any county planning and zoning programs or ordinances.

**P&Z staff has reviewed the request and recommends forwarding the attached resolution (Attachment 1) to the County Board of Supervisors approving the amendments to the Town of Grand Rapids Zoning Ordinance with a favorable recommendation.**

**Attachments:**

1. Resolution

(ZA-2019-004)



**RESOLUTION#** \_\_\_\_\_

Introduced by CEED Committee  
Page 1 of 1

<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: _____, Finance Dir.	

ARD

**INTENT & SYNOPSIS:** To approve an amendment to the Town of Grand Rapids Zoning Ordinance.

**FISCAL NOTE:** No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated with administering their town zoning ordinance.

**WHEREAS,** the Town of Grand Rapids adopted and administers a zoning ordinance to promote the health, safety, aesthetics, comfort, prosperity, and general welfare of the town; and

**WHEREAS,** pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

**WHEREAS,** on June 4, 2019 the Town of Grand Rapids submitted a zoning ordinance amendment to the Planning and Zoning Department for review and approval pursuant to the Wis. Stats.; and

**WHEREAS,** county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

**WHEREAS,** the Planning and Zoning Department reviewed the information submitted by the Town of Grand Rapids and finds the town adhered to the process for zoning ordinance amendments as outlined in the Wis. Stats.; and

**WHEREAS,** the Planning and Zoning Department finds no conflict with any Wood County Planning and Zoning programs and ordinances; and

**WHEREAS,** on July 3, 2019 the Conservation, Education and Economic Development Committee reviewed the request and recommended approval; and

**THEREFORE BE IT RESOLVED,** that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the amendment of sections 52.2(A)(61), 52.3(B)(1), 52.3(J)(3)(a), 52.3(N)(4), 52.3(N)(5), 52.3(N)(7)(a), and 52.4(O)(10) of the Town of Grand Rapids Zoning Ordinance; replacing the term "Land Use Permit" with "Zoning Permit".

**BE IT FURTHER RESOLVED,** that the Wood County Planning and Zoning Department forward a certified copy of this resolution to the Clerk of the Town of Grand Rapids for inclusion in their records.

		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 PLANNING & ZONING  
FEE SCHEDULE

1. #701 LAND SUBDIVISION ORDINANCE

A. <u>Preliminary Plat Review Fee.</u>		<u>Proposed</u>
(1)	\$75.00	\$500.00
B. <u>Final Plat Review Fee.</u>		<u>Proposed</u>
(1)	\$35.00	\$250.00
C. <u>Certified Survey Map Review Fee.</u> (creation of new lots 10 acres or less)		<u>Proposed</u>
(1)	\$30 1 <sup>ST</sup> Lot + \$20 2 <sup>nd</sup> lot (\$50 maximum)	\$150.00
D. <u>Condo Plat Review Fee</u>		<u>Proposed</u>
(1)	\$75.00	\$350.00
E. <u>Variance Fee</u>		<u>Proposed</u>
(1)	\$0.00	\$125.00

2. #702 PRIVATE SEWAGE SYSTEM ORDINANCE

A. <u>Fees.</u>		<u>Proposed</u>
Conventional	\$300.00	\$450.00
Holding Tank	\$400.00	\$650.00
Alternative Systems (pressure systems)	\$400.00	\$650.00
Systems-In-Fill	\$400.00	\$650.00
Tank Replacement (all systems)	\$225.00	\$375.00
Drainfield Repair	\$225.00	\$375.00
Modification to State Plans	\$225.00	\$ 85.00
Reconnections (all systems)	\$150.00	\$250.00
Non-Plumbing (Privies/Self-contained)	\$150.00	\$250.00
Public Buildings		Eliminate
Normal fee plus \$1.60 for every 100 gallons over 1500 gallon septic tank capacity.		
Transfers/revisions/renewals	\$ 25.00	\$100.00
Return inspections/field inspections	\$ 35.00	\$100.00
Groundwater monitoring	\$ 50.00	\$ 50.00
Water Meter (5/8")	\$115.00	\$120.00
Water Meter (3/4")	\$165.00	\$150.00
Holding Tank Plan Review Fee	\$ 60.00	\$ 60.00
Low Flow Holding Tank Waiver Application Fee	\$ 50.00	\$ 50.00
Low Flow Holding Tank Annual Fee	\$200.00	\$200.00
Pressurized Status Plan Review Fee	\$0	\$250.00 State Charges \$250.00
Triennial POWTS Program Fee	\$ 20.00	\$ 25.00 \$8.00 annually
Wis. Fund Grant Application Fee	\$150.00	\$150.00
or 10% of the grant award, whichever is less.		

B. Double Fee. A double sanitary permit fee shall be assessed to all permit applicants where site activity requiring a permit commences before a sanitary permit is applied for and issued, except for emergency repairs authorized in Section 702.05(18). No Changes **State Average is Triple Permit Fee**

**3. #703 FLOODPLAIN ORDINANCE**

- |   |  |                                     |
|---|--|-------------------------------------|
| A. <u>Floodplain Zoning Permit Fee.</u> - \$50.00                       |  | <u>Proposed</u><br>\$300.00         |
|   | ** Combine Floodplain Zoning and/or Structural Permit.                           |                                     |
| B. <u>Structural Building Permit Fee.</u>                               |  | <u>Proposed</u><br>Eliminate        |
|   | \$1.00 per \$1,000 of construction cost. (Minimum - \$25.00; Maximum - \$75.00). |                                     |
| C. <u>Board of Adjustment.</u>  |  |                                     |
| Hearing for Appeals including Variances-\$350.00                        | <u>Proposed</u><br>\$700.00  | <u>Proposed</u><br>\$500.00         |
| D. <u>Permit Renewal</u>  |  |                                     |
| (1) Permit Renewal \$0.00   |  | <u>Proposed</u><br>\$50.00 New Fee  |
| E. <u>Flooded Agriculture District Cranberry Farm Certification Fee</u> |  | <u>Proposed</u><br>\$400.00 New Fee |

**4. #704 SHORELAND ZONING ORDINANCE**

- |  |                             |                             |
|--|-----------------------------|-----------------------------|
| A. <u>Zoning Permit.</u>   | 0' to 300' OHWM             | <u>Proposed</u><br>\$300.00 |
|  | 301' to 1000' OHWM          | \$100.00                    |
| Eliminate Current Fee- \$25.00 plus \$1.00 for each \$1,000 of construction over \$20,000 but not to exceed \$75.00.   |                             |                             |
| B. <u>Special Exception Permit.</u> -  |                             | <u>Proposed</u><br>\$300.00 |
| Eliminate Current Fee- \$25.00 plus \$1.00 for each \$1,000 of construction over \$25,000 not to exceed \$100.00.      Regional Average: \$325.00      State Average: \$537.00 |                             |                             |
| C. <u>Board of Adjustment Public Hearing.</u>  |                             |                             |
| (1) Special Exception Request - \$350.00   | <u>Proposed</u><br>\$700.00 | <u>Proposed</u><br>\$500.00 |
| (2) Variance Request - \$350.00  | \$700.00                    | \$500.00                    |
| (3) Administrative Appeal - \$350.00   | \$700.00                    | \$500.00                    |
| D. <u>Permit Renewal.</u>  |                             | <u>Proposed</u>             |
| (1) Permit Renewal \$15.00   |                             | \$50.00                     |

**5. FEE STRUCTURE FOR MAPS/MAPPING SERVICES/PHOTOCOPIES**

- |  |  |
|--|--|
| A. <u>Photocopies.</u> No charge for first four pages; 25¢ per page after that (plus tax). No changes  |  |
| B. <u>Mapping.</u>   |  |
| (1) Custom mapping - \$31.50/hr.   | <u>Proposed</u><br>\$42.50/hr                            |
| (2) Plots (B-, C-, D- or E-size) - \$7.50 each.  | <u>Proposed</u><br>\$10.00 each                          |
| (3) Print/Copy (Black or Color) - \$0.00 each  | <u>Proposed</u><br>\$0 1 <sup>st</sup> Copy, >2 \$1/Copy |
| (4) Black & White Laser Print/copy –<br>No charge for first 2 copies; \$1.00 for each copy after that. | Eliminate  |

- (5) Color print/copy –  
No charge for first copy, \$2.50 for each copy after that. Eliminate
- (6) CD - \$6.00 each Eliminate
- (7) Digital image (e-mailed) – Same rate as custom mapping. Eliminate

**6. #708 PRIVATE WATER SYSTEM ORDINANCE** NEW PROPOSED PROGRAM

- A. County Well Delegation Site Fee (Level 1 & 5) \$125.00
- B. County Well Delegation Transfer Fee \$35.00

**7. SEWER SERVICE AREA (SSA)/WATER QUALITY MANAGEMENT (WQM) REVIEW** NEW FEE

- A. WQM Review – 208 Compliance Letter/Review \$100.00
- B. Type 1 Amendment \$500.00

# Wood County Planning & Zoning Fee Schedule

---

2019

## 1. #701 LAND SUBDIVISION ORDINANCE

### Preliminary Plat

Current: \$75 ----- Proposed: \$500 (SA: \$450, High: \$3,000, Low: \$75)

### Final Plat

Current: \$35 ----- Proposed: \$250 (SA: \$350, High: \$3,000, Low: \$35)

### Certified Survey Map

Current: \$30-\$50- Proposed: \$150 (SA: \$170, High: \$650, Low: \$30)

### Condo Plat

Current: \$75 ----- Proposed: \$350 (SA: \$450, High: \$3,000, Low: \$50)

### Variance

Current: \$0.00 ----- Proposed: \$125.00 New Fee

## 2. #702 PRIVATE SEWAGE SYSTEM ORDINANCE

### A. Fees.

	<u>Current</u>	<u>Proposed</u>	<u>Regional Avg.</u>	<u>State Avg.</u>
Conventional	\$300.00	\$450.00	\$393.00	\$400.00
Holding Tank	\$400.00	\$650.00	\$496.00	\$520.00
Alternative Systems (pressure systems)	\$400.00	\$650.00	\$471.00	\$530.00
Systems-In-Fill	\$400.00	\$650.00	\$471.00	\$530.00
Tank Replacement (all systems)	\$225.00	\$375.00	\$225.00	
Drainfield Repair	\$225.00	\$375.00		Note: Many counties charge full amount
Modification to State Plans	\$225.00	\$ 85.00		Note: State charges \$85.00
Reconnections (all systems)	\$150.00	\$250.00	\$188.00	\$150.00
Non-Plumbing (Privies/Self-contained)	\$150.00	\$250.00	\$201.00	\$170.00
Public Buildings		Eliminate		

Normal fee plus \$1.60 for every 100 gallons over 1500 gallon septic tank capacity.

**2. #702 PRIVATE SEWAGE SYSTEM ORDINANCE (continued)**

Transfers/revisions/renewals	\$ 25.00	\$100.00	\$63.00 Regional Avg
Return inspections/field inspections	\$ 35.00	\$100.00	
Groundwater monitoring	\$ 50.00	\$ 50.00	
Water Meter (5/8")	\$115.00	\$120.00	
Water Meter (3/4")	\$165.00	\$150.00	
Holding Tank Plan Review Fee	\$ 60.00	\$ 60.00	
Low Flow Holding Tank Waiver Application Fee	\$ 50.00	\$ 50.00	
Low Flow Holding Tank Annual Fee	\$200.00	\$200.00	
Pressurized Status Plan Review Fee	\$0	\$250.00	State Charges \$250.00
Triennial POWTS Program Fee	\$ 20.00	\$ 25.00	\$8.00 annually
Wis. Fund Grant Application Fee	\$150.00	\$150.00	

or 10% of the grant award, whichever is less.

B. Double Fee. A double sanitary permit fee shall be assessed to all permit applicants where site activity requiring a permit commences before a sanitary permit is applied for and issued, except for emergency repairs authorized in Section 702.05(18).

No Changes  
**State Average is Triple Permit Fee**

**3. #703 FLOODPLAIN ORDINANCE**

A. <u>Floodplain Zoning Permit Fee.</u> - \$50.00	<u>Proposed</u> \$300.00		
** Combine Floodplain Zoning and/or Structural Permit.			
B. <u>Structural Building Permit Fee.</u>	<u>Proposed</u> Eliminate		
\$1.00 per \$1,000 of construction cost. (Minimum - \$25.00; Maximum - \$75.00).			
C. <u>Board of Adjustment.</u>			
(1) Hearing for Appeals including Variances-\$350.00	<u>Proposed</u> <del>\$700.00</del>	<u>Proposed</u> \$500.00	<u>State Ave</u> \$500.00
D. <u>Permit Renewal</u>			
(1) Permit Renewal \$0.00		<u>Proposed</u> \$50.00 New Fee	
E. <u>Flooded Agriculture District Cranberry Farm Certification Fee</u>		<u>Proposed</u> \$400.00 New Fee	

**4. #704 SHORELAND ZONING ORDINANCE**

A. <u>Zoning Permit.</u>	0' to 300' OHWM 301' to 1000' OHWM	<u>Proposed</u> \$300.00 \$100.00		
Eliminate Current Fee- \$25.00 plus \$1.00 for each \$1,000 of construction over \$20,000 but not to exceed \$75.00.				
B. <u>Special Exception Permit.</u>		<u>Proposed</u> \$300.00		
Eliminate Current Fee- \$25.00 plus \$1.00 for each \$1,000 of construction over \$25,000 not to exceed \$100.00.				
	Regional Average: \$325.00		State Average: \$537.00	
C. <u>Board of Adjustment Public Hearing.</u>				
		<u>Proposed</u>	<u>Proposed</u>	<u>State Ave</u>
(1) Special Exception Request - \$350.00		\$700.00	\$500.00	\$500.00
(2) Variance Request - \$350.00		\$700.00	\$500.00	\$500.00
(3) Administrative Appeal - \$350.00		\$700.00	\$500.00	\$500.00
D. <u>Permit Renewal.</u>				
(1) Permit Renewal \$15.00			<u>Proposed</u> \$50.00	

**5. FEE STRUCTURE FOR MAPS/MAPPING SERVICES/PHOTOCOPIES**

A. Photocopies. No charge for first four pages; 25¢ per page after that (plus tax). No changes

B. Mapping.

(1) Custom mapping - \$31.50/hr.	<u>Proposed</u> \$42.50/hr
(2) Plots (B-, C-, D- or E-size) - \$7.50 each.	<u>Proposed</u> \$10.00 each
(3) Print/Copy (Black or Color) - \$0.00 each	<u>Proposed</u> \$0 1 <sup>st</sup> Copy, >2 \$1/Copy
(4) Black & White Laser Print/copy – No charge for first 2 copies; \$1.00 for each copy after that.	<u>Eliminate</u>
(5) Color print/copy – No charge for first copy, \$2.50 for each copy after that.	<u>Eliminate</u>
(6) CD - \$6.00 each	<u>Eliminate</u>
(7) Digital image (e-mailed) – Same rate as custom mapping.	<u>Eliminate</u>

**6. #708 PRIVATE WATER SYSTEM ORDINANCE                      NEW PROPOSED PROGRAM**

A. County Well Delegation Site Fee (Level 1 & 5)    \$125.00

B. County Well Delegation Transfer Fee    \$35.00

**7. SEWER SERVICE AREA (SSA)/WATER QUALITY MANAGEMENT (WQM) REVIEW    NEW FEE**

A. WQM Review – 208 Compliance Letter/Review    \$100.00

B. Type 1 Amendment    \$500.00

## Well Delegation Program Summary

- 1) County delegation (Level 1 & 5)
  - a) Issue permits for new and replacement wells
  - b) Conduct inspections of new and replacement wells
  - c) Determine height of casing and cap and seal on new/replacement wells
  - d) Require upgrading of all inspected wells not in compliance
  - e) May require the abandonment of a well (Land Conservation Dept has cost sharing program available for abandonment)
- 2) County Administration
  - a) Adopt an ordinance
    - i) Ordinance shall include cities, towns, villages and sanitary districts in the County of Wood
  - b) The ordinance can be repealed at any time with a 30 day notice to the DNR
  - c) Ordinance Administration may be appointed by the County Board. To be eligible for appointment as administrator, a person shall;
    - i) Be knowledgeable about the principles and practices of private well construction, abandonment, and pump installation;
    - ii) Must not have a personal interest in the construction or modification of any private well.
- 3) Duties
  - a) Record all permits, fees and other official actions
  - b) Submit copies of permits, forms or correspondence:
    - i) Well location permits-7 days
    - ii) Field inspection forms-30 days
    - iii) Corrective, Enforcement Letter and Orders- 7 days
  - c) Submit Annual report to DNR, upon request by the 60<sup>th</sup> day following the end of the calendar year. The report shall include:
    - i) Number of permits issued
    - ii) Number of permits denied
    - iii) Number of inspections completed
    - iv) Number of compliance orders issued
    - v) Number of compliance orders complied with
    - vi) Number of complaints investigated
    - vii) Any other information requested by the Department
  - d) Require abandonment of wells in accordance with NR 812
  - e) Investigate complaints related to county delegation level
  - f) Refer complaints outside the delegation level to the Department
- 4) Personnel
  - a) Must be available minimum of 4 regularly scheduled hours each working day
  - b) Are required to attend initial training sessions and pass examination
  - c) Attend annual Continuing Education courses

To Apply for County Delegation the following needs to be submitted:

- 1) A copy of the private water systems ordinance that will be adopted by the board of supervisors
  - a) The county may submit a draft copy of the ordinance for review prior to BOS approval
- 2) A description of enforcement procedures to be used by the county for follow-up on noncompliance with ch. 280, Stats., ch. NR 812, or the county ordinance
- 3) A signed statement from the Corporation Counsel indicating a willingness to prosecute noncompliance
- 4) The expected number of staff hours available per year for each level of delegation for the private water systems program and number of staff to be trained at each delegation level.

WOOD COUNTY ORDINANCE #708  
PRIVATE WATER SYSTEM ORDINANCE

708.1	Title
708.2	Authority and Adoption
708.3	Jurisdiction
708.4	Purpose
708.5	Intent
708.6	Effective Date
708.7	Severability and Nonliability
708.8	Repeal
708.9	Definitions
708.10	County Responsibilities
708.11	Cooperation
708.12	Administration
708.13	Permits
708.14	Appeals
708.15	Violations
708.16	Administrator Directives and Orders
708.17	Enforcement Actions
708.18	Fee Schedule for Permits and Inspections

### **708.1 Title**

This chapter shall be referred to as the Wood County Private Water Systems Ordinance.

### **708.2 Authority and Adoption**

- (1) This ordinance is adopted under the authority granted to the County by ss. 59.70(6) and 280.21, Wis. Stats., and ch. NR 845, Wis. Adm. Code.
- (2) This ordinance is subject to the provisions of ss. 59.70(6) and 280.21, Wis. Stats., and all rules promulgated thereunder regulating private water systems.
- (3) This ordinance may not be more lenient nor more stringent than the rules promulgated pursuant to ch. 280, Wis. Stats.
- (4) Failure to comply with any of the provisions of such regulations shall constitute a violation of this ordinance, actionable according to the penalties provided herein.
- (5) This ordinance applies to the entire county and includes cities, towns, villages and sanitary districts in the county.

### **708.3 Jurisdiction**

The provisions of this ordinance shall apply to all private water systems within Wood County pertinent to well location and well and drillhole abandonment.

### **708.4 Purpose**

The purpose of this ordinance is to protect the drinking water and groundwater resources of the county through regulating new private well location and well and drillhole abandonment.

### **708.5 Intent**

The intent of this ordinance is to regulate the location of newly constructed private wells, the abandonment of all wells and drillholes, and the administration and enforcement of this ordinance.

### **708.6 Effective Date**

This ordinance shall be effective upon its adoption by the Wood County Board of Supervisors.

### **708.7 Severability and Nonliability**

If any section, provision or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected. The county asserts that there is no liability on the part of the County Board of Supervisors, its agencies, or employees for any health hazards or damages that may occur as a result of reliance upon, and compliance with, this ordinance.

## 708.8 Repeal

All other county ordinances or parts of ordinances inconsistent or conflicting with this ordinance, to the extent of the inconsistency only, are repealed.

## 708.9 Definitions

In this ordinance:

- (1) **Administrator** The person who is authorized by the Wood County Board of Supervisors to administer this ordinance, or that person's duly authorized representative(s).
- (2) **Central Office** means the Bureau of Drinking Water and Groundwater of the Department of Natural Resources, located in Madison, Wisconsin, which functions as the coordinating authority for the statewide water supply program.
- (3) **Community water system** has the meaning designated in s. NR 811.02(7), Wis. Adm. Code.
- (4) **County office staff** means county office personnel trained to answer general private well location and well and drillhole abandonment questions.
- (5) **Delegation level** means the program level, as set forth in s. NR 845.05, Wis. Adm. Code, at which a county is authorized to administer and enforce ch. NR 812, Wis. Adm. Code.
- (6) **Department** means the Wisconsin Department of Natural Resources.
- (7) **Existing Installations** has the meaning designated in ch. NR 812, Wis. Adm. Code.
- (8) **Health hazard** means a condition, which constitutes:
  - (a) A violation of ch. NR 812, Wis. Adm. Code, regarding the installation, construction, operation or maintenance of a private well.
  - (b) Confirmed bacteriologically unsafe well water quality.
  - (c) A threat to safety or groundwater quality.
- (9) **Noncommunity water system** means a public water supply system that is not a community water system. It serves at least 25 persons per day at least 60 days each year. A noncommunity water system commonly serves a transient population rather than permanent year round residents. (Note: Examples of a noncommunity water system include those serving schools, motels, restaurants, churches, camp-grounds and parks.)

- (10) **Noncomplying well** means a private water system not in compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (11) **Person** means an individual, corporation, company, association, cooperative, trust, institution, partnership, state, public utility, sanitary district, municipality or federal agency.
- (12) **Personal interest** means having a financial interest in a property or being related by marriage or birth to a person having a financial interest in a property.
- (13) **Primary drinking water standards** means those maximum contaminant levels, which represent minimum public health standards, set forth in ch. NR 809, Wis. Adm. Code.
- (14) **Private water system** means the water collection, storage and treatment facilities and all structures, piping and appurtenances by which water is provided for human consumption by other than community water systems. For the purpose of this ordinance, it includes noncommunity water systems.
- (15) **Private water system ordinance** means a county ordinance, approved by the Department, regulating private water systems at the county's authorized delegation level.
- (16) **Private well** means any drilled, driven point, dug, bored or jetted well constructed for the purpose of obtaining groundwater for potable use, including wells constructed in special well casing depth areas and noncommunity wells. It does not include springs, or private or public wells that require written plan approval from the Department.
- (17) **Public Water System** has the meaning designated in ch. NR 811, Wis. Adm. Code.
- (18) **Reconstruction** means modifying the original construction of a private well. It includes but is not limited to deepening, lining, installing or replacing a screen, undermining, hydrofracturing and blasting.
- (19) **Region Office** means the Department office located in Wisconsin Rapids, Wisconsin.
- (708) **Variance** means an approval issued by the Department under ch. NR 812, Wis. Adm. Code, allowing a private water system to vary from ch. NR 812, Wis. Adm. Code, requirements if Department approved conditions are met, and strict compliance with ch. NR 812, Wis. Adm. Code, is not feasible.
- (21) **Water system** means the water collection, storage, treatment facilities and all structure, piping and appurtenances by which water is provided.
- (22) **Well** has the meaning designated in s. 280.01(6), Wis. Stats.
- (23) **Well Construction** means the procedures, methods, materials and equipment used during the construction or reconstruction of a private well.

- (24) **Well Location Permit** means the county/state well location permit issued by the county which allows for the construction or reconstruction of a private well.

### **708.10 County Responsibilities**

- (1) Level 1 – Private Well Location Permit. It is the county's responsibility to:
- (a) Issue permits authorizing the location of new and replacement private wells, including drilled, driven point, dug, bored or jetted wells, or the reconstruction or rehabilitation of existing private wells.
  - (b) Conduct inspections of wells for which well location permits are required as soon as possible after the well is constructed.
  - (c) Determine whether the casing height of a permitted well complies with ch. NR 812, Wis. Adm. Code, and that there is a properly sealed vermin-proof cap or seal on the upper terminus of the well.
  - (d) Require the abandonment of wells not in service, or wells that will be taken out of service, if the wells are unused, noncomplying or bacteriologically unsafe. A county may require abandonment of a well with water exceeding a primary drinking water standard listed in ch. NR 809, Wis. Adm. Code, or other chemical compounds for which state health advisory limits have been issued including inorganic and organic compounds, after consultation with and approval by the Department.
  - (e) Require upgrading or replacement of all inspected private wells that are not in compliance with the minimum private well separation distances in ch. NR 812, Wis. Adm. Code, and wells where the casing height or well cap does not comply.
- (2) Level 5 – Well and Drillhole Abandonment. The county shall require the proper abandonment (filling and sealing) of wells and drillholes in accordance with standards established in s. NR 812.26, Wis. Adm. Code. The County may also require the abandonment of a well with water exceeding a primary drinking water standard listed in ch. NR 809, Wis. Adm. Code, or other chemical compounds for which state health advisory limits have been issued including inorganic and organic compounds, after consultation with and approval by the Department.

### **708.11 Cooperation**

The Administrator shall cooperate with all other governmental units and agencies in the enforcement of all state and local laws and regulations pertaining to matters in this ordinance.

## 708.12 Private Water Systems Administrator

Pursuant to NR 845.06, the Wood County Board of Supervisors created the position of Private Water Systems Administrator for Wood County. The Administrator shall have the power and duty to enforce the provisions of this ordinance and all other ordinances, laws and orders of the county and of the State of Wisconsin which relate to the location of all private water wells and the abandonment of all wells and drillholes within the county at the county's authorized delegation level.

- (1) Qualifications of Administrator. The Administrator shall be informed on the principles and practices of private well location and well and drillhole abandonment.
- (2) Powers. The Administrator shall have all the powers necessary to enforce the provisions of this ordinance commensurate with the level or levels of the County's delegated authority including the following:
  - (a) In the performance of his or her duties, the Administrator or an authorized assistant may enter any building or property upon presentation of the proper credentials, during reasonable hours for the purpose of inspecting the private water system and may request the owner or operator to produce the private well location permit required under this ordinance. No person may interfere with the Administrator or authorized assistants in the performance of their duties. Any person interfering shall be in violation of this ordinance and is subject to penalty as provided by this ordinance. If consent to enter a property for inspection purposes is denied, the Administrator may obtain a special inspection warrant under s. 66.0119(2), Wis. Stats.
  - (b) Order any person owning, operating or installing a private water system to abandon, modify, repair or replace it in a complying, safe and sanitary condition if the system is found to be unused, bacteriologically unsafe or not in compliance with ch. NR 812, Wis. Adm. Code, or the county ordinance.
  - (c) Appoint assistants to aid in processing activities associated with private well location and well and drillhole abandonments.
  - (d) Enforce any or all ordinances applicable to private water systems in accordance with Department rules.
  - (e) If the Administrator of the private water systems ordinance or an authorized assistant determines that the location or construction of a private well does not comply with this ordinance, the Administrator or assistant shall post, in a conspicuous place upon the site, a suspension of work order demanding cessation of work. The Administrator shall notify the well constructor and property owner in writing of the noncompliance and the nature of the work to be discontinued and corrected, identifying the location and the name of the person issuing the order. It shall be a violation of this ordinance to engage in work at conflict with the terms of an order or to make an unauthorized removal of a posted order. Work may resume on the site only under the direction of the Administrator.

- (3) Duties of Administrator. It shall be the duty of the Administrator to enforce the provisions of this ordinance and perform the following duties commensurate with the level or levels of the county's delegated authority.
  - (a) Record all permits, fees, inspections and other official actions, and make an annual report to the County Board of Supervisors.
  - (b) Provide the Department with copies of all permits, abandonment inspection forms and correspondence as required by ch. NR 845, Wis. Adm. Code.
  - (c) Inspect the location of new private water systems upon completion.
  - (d) Investigate cases of noncompliance with this ordinance, ch. NR 812, Wis. Adm. Code, and ch. 280, Wis. Stats., issue orders to abate the noncompliance and submit violations to the District Attorney or County Corporation Counsel for enforcement.
  - (e) Refer complaints and cases of noncompliance that are believed to be or known to be beyond the scope of the county's delegation level to the Department.
  - (f) Cooperate with all other government units and agencies in the enforcement of all state and local laws and regulations of matters related to this ordinance.
  - (g) Assist the Department as specified in ch. NR 845, Wis. Adm. Code.
  - (h) Refer variance requests and actions, which require Department approval to the Department.
  - (i) The Administrator, a trained county inspector or county office staff shall be available at the Administrator's office for answering questions regarding permit applications and for accepting applications for well location permits and well and drillhole abandonments for a minimum of four regularly scheduled hours each working day.

### **708.13 Permits**

- (1) No person may install a private well or reconstruct or rehabilitate an existing private well unless the owner of the property on which the private water supply system is to be installed holds a valid permit issued by the county or has received authorization from the county to proceed with the construction of the well.
- (2) No private well may be constructed within the jurisdictional limits of the county without the appropriate permit and without being in full compliance with the provisions of this ordinance and all other applicable state and local laws and regulations. Permit applications for the location of a well shall be made by the property owner or the property owner's designated agent. Permits shall be issued from the office of the Administrator.
- (3) The well location permit application shall be on forms provided by the Administrator.

- (4) Well location permit applications shall be signed by the property owner or the property owner's designated agent. Well location permit applications shall be submitted to the Administrator at least 2 working days prior to construction or installation if the owner or well constructor is interested in receiving information about potential contamination sources such as landfills; underground storage tanks; primary and replacement on-site sewage disposal system areas on the development site and on adjacent properties; and special casing areas. Where a well location permit application is submitted less than 2 working days prior to construction, the well constructor shall be responsible for maintaining full compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (5) The Administrator shall assist applicants in preparing applications and approve, disapprove or notify an applicant of the need to seek a variance or special approval from the Department or return the permit application due to incompleteness for all private water systems to be constructed or modified in the county within 2 working days following submission of the permit application. A county may reserve final approval or disapproval action of a permit, which requires Department action, until the variance or special approval request has been acted on by the Department.
- (6) The Administrator shall issue written notice to each applicant whose permit application is disapproved. An application shall be disapproved if the well's construction would result in noncompliance with ch. NR 812, Wis. Adm. Code, or if a construction variance or special approval request was denied by the Department. Each notice shall:
  - (a) State the specific reason(s) for denial.
  - (b) Inform the applicant of the right to request a special approval or a variance from the Department and the procedures for making such a request.
- (7) In emergency situations well construction may proceed immediately without the required county permit provided the property owner or the property owner's designated agent gives notice to the Administrator prior to construction. Notification shall include the owner's name, address, property legal description, proposed starting date and identification of the person who will be obtaining the permit. Unless other arrangements are made with the Administrator, the permit shall be applied for on the first workday following initial construction. The well constructor shall be responsible for maintaining full compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (8) A permit transfer application shall be submitted to the county when there is a change of well constructor, or property owner after the application is submitted, but before well construction is completed. Failure to submit a transfer application to the county shall invalidate a previously-issued permit. The application shall be on a form made available by the Administrator.
- (9) As soon as the well location permit is received it shall be displayed conspicuously at the well site during construction for a minimum of 7 days

following completion of construction or until the well has been inspected by county staff, whichever occurs first.

- (10) A well location permit shall be valid for a period of one year or until construction is completed, whichever occurs first. If the permit expires, a new application shall be submitted to the Administrator. Reapplications shall be evaluated so that construction will comply with the provisions of ch. NR 812, Wis. Adm. Code, in effect at the time of the reapplication. The Administrator may require additional inspection and fees for reapplications.
- (11) A well location permit is not required nor shall be issued by the county for private water systems requiring written plan approval from the Department.
- (12) Any permit issued under this section shall be void if any false or inaccurate statement is made or if any inaccuracy is shown on any application for a permit.
- (13) No permit may be issued to any property owner or well constructor who is in violation of this ordinance, until the violation has been corrected, unless the permit is to allow correction of the violation.

#### **708.14 Appeals**

Persons seeking to appeal decisions of the Administrator under this ordinance shall file written letters of appeal with the Administrator. The Administrator shall place the appeal on the agenda of the County Board/Committee) and the appeal shall be given a due process proceeding. The (Board/Committee) shall decide whether to uphold, uphold with modifications or reverse the Administrator's decision based upon the terms and intent of this ordinance and of relevant state laws and administrative rules. No appellate decision of the (Board/Committee) shall have the effect of approving an existing or proposed condition that would violate this ordinance or state law or administrative rule. Appeals that may only be approved by the granting of a variance to ch. NR 812, Wis. Adm. Code, shall be referred to the Department pursuant to s. NR 845.09(11)(b), Wis. Adm. Code. The (Board/Committee) appellate decisions shall be made in writing and shall be filed in the Administrator's office. Appeals of decisions made by authorized agents on the behalf of the Administrator, shall be made first to the Administrator and then be appealable as provided herein.

#### **708.15 Violations.**

The Administrator shall investigate violations of the Private Water System Ordinance and ch. NR 812, Wis. Adm. Code, relating to the county's authorized delegation level(s), issue orders to abate the violations and submit orders to the County Corporation Counsel for enforcement.

#### **708.16 Administrator Directives and Orders**

- (1) Field Directive. The Administrator, after investigation and a determination that a violation exists, may issue a written field directive. This field directive may consist of a hand written note on an inspection report, or similar paper, identifying the violation that has occurred and assigning a date by which the violation must be corrected, and shall include the inspector's telephone number and office address.
- (2) Formal Directive. A formal letter may be issued, which states the violation, the ordinance (administrative rule or statutory) section violated, the date the violation was noted, the inspector who noted the violation and assigns a date by which the correction must be made.
- (3) Correction Order. Upon discovery, and after documentation of a violation, the Administrator may issue a corrective order. The Administrator may use a stepped enforcement procedure by issuing a directive before an order or may proceed directly to issuing a correction order. An order shall include the following:
  - (a) The location of the violation (site).
  - (b) The names of the parties involved such as the, owner, permittee, well constructor, or pump installer.
  - (c) The section(s) of the ordinance and Wisconsin Administrative Code section(s) violated.
  - (d) The date of inspection of the site where the violation occurred.
  - (e) The name of the person who conducted the inspection which revealed the violation.
  - (f) The date by which the correction(s) must be completed.
  - (g) The name of the person who must be contacted regarding subsequent inspection of the site.
  - (h) A statement that, if the order is not complied with, the Administrator will refer the violation to the District Attorney or County Corporation Counsel with a recommendation to seek injunctive relief and/or forfeitures from the Circuit Court of Wood County. (Orders must be signed by the Administrator of the private water system ordinance.)
  - (i) Orders shall be served on the property owner by certified mail. Where appropriate the Administrator may request the Wood County Sheriff to serve any particular order.
  - (j) The Administrator shall report all orders that have not been complied with to the County Corporation Counsel for enforcement.

**708.17 Enforcement Actions**

- (1) An enforcement action may be brought by the County Corporation Counsel against a person or persons for any of the following violations:
  - (a) Failure to comply with any provision of this ordinance.
  - (b) Failure to comply with any permit specification or requirement.
  - (c) Failure to comply with any directive or order issued by the county Administrator.
  - (d) Resisting, obstructing or interfering with the county Administrator's, or an authorized assistant's, actions undertaken pursuant to this ordinance.
- (2) The County Corporation Counsel may, for any violation, seek:
  - (a) Injunctive relief.
  - (b) Forfeitures of not less than \$25.00 nor more than \$250.00, or both for each violation. (Each day a violation exists is a separate offense.)
- (3) Any person who has the ability to pay any forfeiture entered against him or her under this ordinance but refuses to do so may be confined in the County Jail until such forfeiture is paid, but in no event to exceed thirty (30) days. In determining whether an individual has the ability to pay a forfeiture imposed under this section, all items of income and all assets may be considered regardless of whether or not the income or assets are subject to garnishment, lien or attachment by judgment creditors under the laws of this state.

**708.18 Fee Schedule for Permits and Inspections**

- (1) The fee for well siting permit shall be \$125.00.
- (2) The fee for a transfer of well siting permit shall be \$35.00.
- (3) The fee for a re-inspection of a well shall be \$\_\_\_\_\_.

**OR**

**708.18 Fee Schedule for Permits and Inspections.**

The private water systems inspection and permit fees will be established by the Wood County Conservation and Economic Development Committee and may be modified by motion of that committee.



**NATURAL RESOURCES  
EDUCATOR**

**POSITION DESCRIPTION**

**WORKING TITLE:** Natural Resources Educator—Natural Resources Institute (100%)

**OFFICIAL TITLE:** Outreach Specialist Series

The Natural Resources Educator serves the people and communities of Wisconsin by addressing local, statewide and national issues, improving lives through research-based education, fostering partnerships and action, and facilitating positive impacts that support:

- Thriving individuals and families;
- Effective organizations;
- Healthy and vibrant communities; and
- Strong economies.

**OFFICE LOCATION:** Extension - Wood County, Wood County Courthouse, 400 Market Street, Wisconsin Rapids, WI, 54494

**PRIMARY PROGRAM AFFILIATION**

This position will have a primary program affiliation in the Land and Water Program within the Natural Resources Institute.

**INITIAL PROGRAMMING FOCUS:**

This Natural Resources Educator position will primarily serve Wood County, along with an emphasis on the Central Regional Counties in Wisconsin. This position may also serve stakeholders and colleagues anywhere in the state periodically.

The Natural Resources Educator designs, delivers, and evaluates research-based educational programming and services aligned with the position’s programmatic focus. Initial programming focus will include:

- supporting ongoing water quality improvement efforts by engaging stakeholders to create and implement an information and outreach strategy
- supporting farmer-led initiatives focused on soil health, water quality and related subjects, including organizational and content support
- working as the Regional Natural Resource Educator colleagues to fulfill funding partners’ requirements around non-point source agricultural pollution

**PRIMARY DUTIES:**

**Programming**

- Assist with managing and overseeing natural resource outreach programs

- Provide support for multi-disciplinary, integrated natural resources programming that addresses local and statewide needs
- Plan, implement, and evaluate educational programs directed at needs around issues relating to the purpose of the position
- Provide expertise on specific conservation, protection and management issues as they relate to the natural resources in Wood County and Central Wisconsin
- Access, develop or adapt culturally-relevant, research-based educational programming to meet identified needs and opportunities;
- Expand access by reaching and engaging diverse audiences and ensuring full access to programs, facilities, and educational services;
- Apply for, secure, and manage extramural support awards; and
- Evaluate and report on programming by utilizing established tools and processes to inform future program design, improve effectiveness and demonstrate value.

#### **Collaboration & Relationships**

- Participate in and provide support for multi-stakeholder collaborations
- Act as a coordinator and educational liaison to build coalitions and facilitate communication between state and federal agencies, organizations, local governments, and citizens
- Develop and maintain respectful working relationships;
- Collaborate with statewide colleagues within and across organizational structures to develop and adapt standardized and relevant programming; and
- Promote Extension and its programs to build greater access, visibility and value.

#### **Administrative & Programmatic Accountability**

- The Outreach Specialist/NRE is accountable to the Natural Resources Education Program Co-Directors for all matters related to performance and day-to-day work activities. The NRE is also accountable to the Land and Water Program Manager and the Natural Resources Institute Director;
- Create a plan that identifies appropriate audiences, describes the programming to meet their needs, connects to larger program objectives of Extension and assesses programming effectiveness;
- Communicate plans, activities, and achievements to relevant stakeholders;
- Ensure programs serve and reach audiences reflective of the diversity of the state; and
- Submit reports that meet the requirements, policies, and established practices of Extension and partners, including federal Civil Rights requirements.

#### **INSTITUTIONAL AFFILIATION:**

The Natural Resources Educator is an employee of the UW-Madison Division of Extension, a member of the Natural Resources Institute and will choose one primary program within the Natural Resources Institute. Extension Educators may choose a secondary focus with another program.

## **QUALIFICATIONS:**

### **Required:**

- Bachelor's degree in a field that relates to the responsibilities of this position, including, but not limited to natural resource management, soil science, rural sociology, environmental science, forestry or any related field;
- Work experience relevant to the programmatic responsibilities of the position;
- Experience planning, implementing, and/or evaluating community-based, non-formal educational programs related to natural resources
- Experience working in collaborative environment or using group facilitation skills
- Ability to communicate effectively using a variety of methods and technology; and
- Ability to effectively work with people from different cultural backgrounds, including those associated with race, ethnicity, national origin, religion, socioeconomic status, age, gender, disability, sexual orientation, and other aspects of human diversity.

### **Preferred:**

- A Master's degree in a field relevant to the programmatic responsibilities of the position;
- At least 3 years of relevant field and work experience in the area of programming and service delivery such as...;
- Ability to work cooperatively with other agencies, community-based services, or organizations to address educational needs;
- Strong interpersonal skills and demonstrated ability to build and maintain professional work environments;
- Knowledge of adult learning principles
- Strong interpersonal and problem-solving skills in a team setting; ability to effectively analyze and manage conflicts
- Experience managing multiple tasks, timelines, and schedules while maintaining high quality work;
- Demonstrated skill in interpreting, utilizing, and applying evidence-based information and research findings;
- Demonstrated success in developing, delivering, and evaluating educational programs for diverse audiences utilizing a variety of educational techniques, methods, and modes; and
- Demonstrated experience developing effective partnerships or coalitions with community partners and local governments.

## **WORKING CONDITIONS:**

- Expected to make individual arrangements for transportation adequate to meet position responsibilities and essential job functions;
- Work evenings or weekends as needed; and
- Carrying educational equipment, up to 25 lbs.

## **SALARY AND BENEFITS:**

This is a full-time (1.0 FTE) academic staff position. Final salary is commensurate with experience and education. State of Wisconsin benefits including retirement, vacation, sick leave, health insurance, and other insurances. For a more detailed description of available benefits, please see <https://www.wisconsin.edu/ohrwd/benefits/>.

**TYPE OF APPOINTMENT:**

This position is a fixed-term **renewable** academic staff appointment in the University of Wisconsin-Madison Division of Extension. Reappointment to this position after the initial term is dependent upon performance and availability of funding.

**ORGANIZATIONAL INFORMATION:**

UW-Madison Division of Extension is the educational resource that helps the Wisconsin Idea become reality. Valuing leadership, relationship-building, and inclusion; the Division of Extension teaches, learns, leads, and serves the people of Wisconsin by connecting them with the University of Wisconsin research and resources. Located in all 72 counties of Wisconsin, Extension engages with communities to influence their lives beyond the boundaries of the classroom.

**SPECIAL NOTES:**

As an affirmative action employer, Extension provides equal opportunity in programs and employment and is strongly committed to maintaining an organizational climate that supports and respects differences and equality of opportunity. UW-Extension does not discriminate on the basis of age; race; creed; color; disability; sex/gender; sexual orientation; national origin; ancestry; religion; marital status; identity as a veteran, disabled veteran, Vietnam veteran or any other military service; arrest record or non-program related conviction record. ***We promote excellence through diversity and encourage all qualified individuals to apply.***

Materials will be made available in alternative format upon request. Please call 711 if you are hearing or speech impaired and need assistance. Direct inquiries concerning equal opportunity to: University of Wisconsin-Extension Office of Equity, Diversity and Inclusion; Room 201; 432 N. Lake Street; Madison, WI 53706. oedi@uwex.uwc.edu (email); 608.890.0259 (fax)

An offer of employment is contingent upon the following: 1) the establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986, 2) if required, submission of an official transcript upon hire, and 3) a criminal background check prior to employment. In compliance with the Wisconsin Fair Employment Act, convictions and pending charges will be considered only as they relate to this position.

**HOW TO APPLY:**

Applicants are required to apply online. UW-Extension will not consider paper, emailed or faxed applications. Online application, with all required documents, must be received by **DATE**.

Required application materials:

- A letter of application that addresses how your education and experience meet all of the required qualifications for the position;
- Professional resume that includes degree information;
- Transcripts; and
- Names and contact information (e-mail address, phone number, and mailing address) of at least three references.

For questions regarding this position, please contact Jason Hausler ([Jason.hausler@wisc.edu](mailto:Jason.hausler@wisc.edu)) or John Exo ([John.Exo@uwex.uwc.edu](mailto:John.Exo@uwex.uwc.edu)). For technical questions or assistance, please contact UW Service Center at (888) 298-4159. For all other questions please contact [hrstaff@uwex.uwc.edu](mailto:hrstaff@uwex.uwc.edu).

## Agricultural Practices Can Affect Levels Of Nitrate In Groundwater

### 'University Place': Kevin Masarik Discusses Widespread Drinking Water Contaminant

Scott Gordon

**March 3, 2016 | 11:05 a.m.**



"University Place"/Wisconsin Public Television  
UW-Extension groundwater education specialist Kevin Masarik: "The thing that makes it difficult is it's a critical resource for agriculture."

U.S. farmers embraced nitrogen-based fertilizer at a dramatic pace during the 1960s and '70s. Since then, its use has played a key role in boosting agricultural productivity. But as a consequence, nitrogen's more soluble form, nitrate, has become a common drinking water contaminant in Wisconsin and around the country.

In a Jan. 20, 2016, talk at the Wednesday Nite @ The Lab series on the University of Wisconsin-Madison campus, UW-Extension groundwater education specialist Kevin Masarik laid out the agricultural context in which nitrate is used and explained how it often can end up contaminating some of Wisconsin's drinking water. The talk was recorded for Wisconsin Public Television's University Place.

Nitrogen is an essential nutrient for most plants, and therefore nitrate will continue to play an integral role in agriculture, Masarik said. But Wisconsin's varied bedrock geology and the specific choices farmers make about applying nitrate play a big role in determining how much of it actually ends up in the water supply, he explained. Nitrate contamination can present a serious public health threat, especially in the form of methemoglobinemia, colloquially called blue baby syndrome.

In his talk, Masarik outlined what Wisconsinites can do to protect their drinking water, including testing private wells and looking up information on the Well Water Quality Viewer, developed by the Center for Watershed Science and Education (a partnership between UW-Extension and UW-Stevens Point's College of Natural Resources).

Masarik also discussed some of the solutions he and other Wisconsin water quality experts have proposed. If farmers introduced different kinds of crop rotations, grew cover crops and implemented other land-use practices — and if those practices become economically viable — he said Wisconsin could vastly improve its nitrate picture.

00:00 / 56:52

Masarik also shared his advice for private well owners in a recent online Q&A.

### Key facts

- As an element, nitrogen is not created or destroyed, but is present in many chemical forms that natural and artificial processes can convert from one form to another in a complex cycle — including organic and manmade sources. As a negative ion, nitrate is more likely to move with water than positive ions, which

tend to adhere to soil molecules.

- In agriculture, the more nitrogen fertilizer the better – but only up to a point. Studies show that farmers must strike a tricky balance between fertilizer costs and crop yields to earn the highest profit. Studies have shown that rotating different types of crops, rather than constantly focusing on one, can reduce nitrate leaching into groundwater.
- Groundwater is highly localized. Although Wisconsin can be divided up into about 20 regional watersheds, variations in groundwater are still pronounced at a much smaller geographic scale.
- About 75 percent of Wisconsin residents rely on groundwater as a primary drinking water source.
- Groundwater's susceptibility to nitrate contamination varies throughout the state, depending on local geology and what kinds of crops farmers are planting. Wet years (high-precipitation), especially those following dry years, offer prime opportunities for nitrate to leach into groundwater.
- High levels of nitrate in drinking water can suggest that other contaminants are also moving in a water source.
- According to studies by state regulators, roughly 9 percent of groundwater wells in Wisconsin exceed the acceptable level of nitrate in drinking water. This number gets as high as 21 percent in agriculture-heavy areas. Other studies show that extreme highs in nitrate contamination have decreased over time in Wisconsin, but median levels of concentration haven't gone down much.
- Women, children and older people face the greatest health risks from nitrate exposure. When consumed via drinking water, nitrate can cause blue baby syndrome, which has been linked to central nervous system damage and non-Hodgkin's lymphoma later in life.
- A lone septic system has a relatively low nitrate footprint, but developments with a high concentration of septic systems present greater risk of groundwater contamination. Overall, septic systems don't do a good job of getting rid of nitrate.

### Key statements

- On the definition of groundwater: "It's not an underground lake, it's not an underground river. It's just the water that occupies the empty spaces in the geologic material underneath our feet."
- On interpreting nitrate levels: "Anything above 1 [milligram per liter] is giving us some indication that the groundwater in that area is being impacted to some degree by the local land use."

- On health concerns related to nitrate: "When we talk about the current nitrate standard of 10 milligrams per liter, our concerns really are infants and pregnant women because of a condition called methemoglobinemia."
- On the balancing act that nitrogen demands: "The thing that makes it difficult is it's a critical resource for agriculture. We wouldn't have the same agricultural productivity on the land surface if it wasn't for nitrogen and its role in increasing production. If we don't replace the nitrogen in agricultural soils, we are in a sense mining that nutrient and other nutrients from the soil."
- On current trends in the use of nitrogen fertilizer: "We have reached a point where we're not seeing the dramatic increase in nitrogen use like we once did."
- On nitrate leaching and farming practices: "I think there's this assumption that people have when they find nitrate in their water, that it's because (of) something that a farmer's doing that's illegal or they're not following best management practices. What we find (in our research) is that even under optimal management practices, we are gonna expect some leaching lost below these systems ... Nitrate leaching to some extent is inevitable."
- On practices that offer a way forward: "When we talk about the landscape, it doesn't necessarily have to be a completely natural system that's good for groundwater. Just integrating more diverse crops, more perennial crops, lower-nutrient-intensive crops, is one way (to reduce nitrate contamination)."

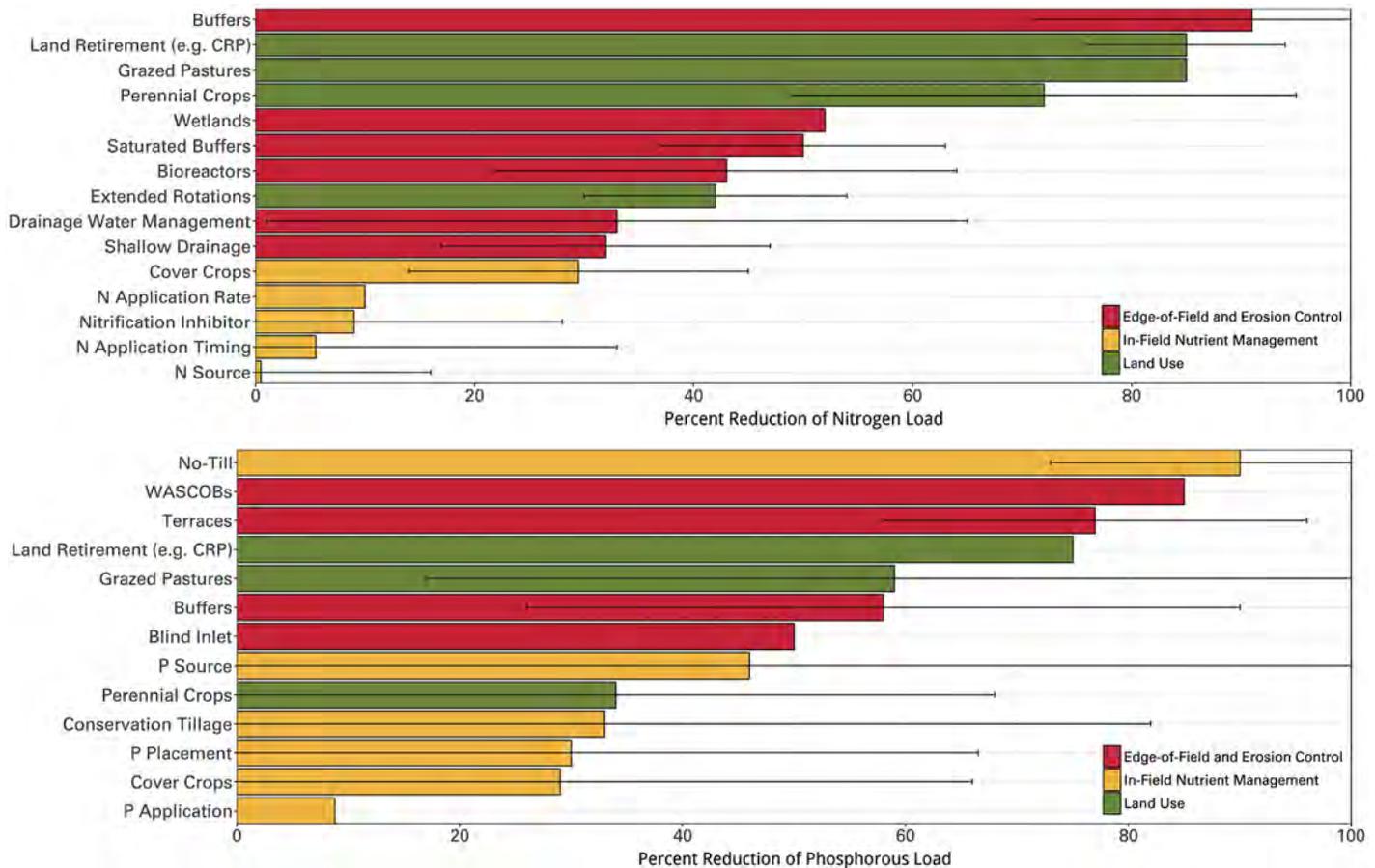
## Practice effectiveness in reducing nutrient load

As noted above, land use is a significant driver of nitrogen and phosphorus loss in Iowa's agricultural sector. Thus, land use change and agricultural land retirement can be highly effective for reducing the loss of nutrients from agricultural areas; however, because land use change may result in taking row crop acres out of production, this nutrient reduction benefit comes at a significant cost to public sector programs and to the economic viability of landowners and farmers of the state. Opportunities for nutrient loss reduction also lie in edge-of-field treatments and in-field management practices (Figure 17). These practices mitigate loss of nutrients while keeping farmland in production.

In-field practices for nutrient reduction comprise management techniques that are conducted on an annual basis for row crop production, such as cover crops, tillage, and in-field nutrient (i.e. fertilizer) management.

Nutrient management practices tend to demonstrate lower nutrient reduction potential than do cover crops, tillage reduction, land use change, and edge-of-field practices, but are typically implemented with lower up-front financial investment. However, these practices must be conducted annually on an ongoing basis to achieve nutrient loss reduction effectiveness. With the exception of equipment investments, the costs for inputs, seed, and labor must be invested each year.

Finally, edge-of-field and erosion control practices show high effectiveness in reducing nutrient loss. These practices are structural installations (e.g. terraces, bioreactors), so they exhibit a lifespan of a decade or more. As a result, while these practices reduce impacts and allow for continued land use for row crop production, they require a high up-front financial investment. This investment, though, provides nutrient reduction benefits for the lifespan of the practice, as long as the practice is properly maintained and managed. Ultimately, a specialized suite of practices



**Figure 17. The effectiveness, presented as mean percent reduction of nitrogen and phosphorus loads, of conservation practices that have been approved for the Iowa Nutrient Reduction Strategy. Error bars represent one standard deviation above and below the mean. For some practices, scientific literature suggests a standard deviation larger than the mean reduction, representing high variability in measured effectiveness; review of recent literature will reevaluate these estimates in 2018. Figure concept by the Iowa Soybean Association.**