

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING  
 TUESDAY, APRIL 24, 2012  
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Robert Ashbeck, William Winch, Ken Curry, Ruth Moody (joined the meeting at 9:30 a.m.) and Dale Gehrke

Staff Present: Planning & Zoning Staff – Gary Popelka, Julie Akey, Jason Grueneberg and Jeff Brewbaker, Land Conservation Staff – Jerry Storke, UW Extension Staff – Peter Manley and Chris Viau.

Others Present: Dist #14 Supervisor Dennis Polach, Dist #12 Supervisor Doug Machon Scott Larson (MACCI) and Melissa Loken (HOW)

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** There was no public comment.
3. **Review Correspondence.**
  - a. Chairperson Henkel distributed a copy of her notes from the April 22<sup>nd</sup> WCA Environmental and Land Use Steering Committee meeting.
  - b. Chairperson Henkel distributed a copy of her notes from the March 28<sup>th</sup> McCain Foods USA Inc tour.
  - c. Peter Manley informed the Committee the Wisconsin Associated County Extension Committee (WACEC) annual meeting will be held June 24-26 in Green Bay.
4. **Election of Vice-Chairman and Secretary**
  - a. Vice-Chairman. Chairperson Henkel called for nominations for Vice-Chairman. Ken Curry nominated Robert Ashbeck. Henkel called for nominations three times. There were none.
  - b. Secretary Chairperson Henkel called for nominations for Secretary. Robert Ashbeck nominated Ken Curry. Henkel called for nominations three times. There were none.

*Motion by William Winch to close nominations and cast a unanimous ballot for Robert Ashbeck as Vice-Chair and Ken Curry as Secretary. Second by Dale Gehrke, Motion carried unanimously.*

5. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the March 27, 2012 CEED meeting, 2) bills from UW Extension, Land Conservation and Planning & Zoning and 3) staff activity reports. Committee member William Winch requested an explanation on a UW-Extension invoice to the Board of Regents. Peter Manley provided a brief explanation of the 60/40 contracts and the 133 contracts.

*Motion by Robert Ashbeck to accept the March 27, 2012 CEED minutes as presented. Second by Ken Curry. Motion carried unanimously.*

*Motion by Robert Ashbeck to accept the bills and staff activity reports as presented. Second by Dale Gehrke. Motion carried unanimously.*

#### 6. Economic Development

- a. Chamber of Commerce Activity Report Wood County provides \$19,500 annually to the Marshfield Chamber (MACCI) and Wisconsin Rapids Chamber (HOW) to support their economic development efforts. Scott Larson, MACCI Executive Director, and Melissa Loken, HOW President each presented an overview of their regional marketing efforts/issues as well as their utilization of promotional tools available. Brochures and annual reports were also distributed.

**7. Land Conservation**

- a. Appoint CEED and LCD Representative. Jerry Storke informed the Committee a representative from the CEED Committee and LCD staff need to be appointed to the Wisconsin Land & Water Conservation Association (WLWCA) North Central Region Area Board of Directors. It was noted past representatives were Robert Ashbeck and Jerry Storke. It was recommended Ashbeck and Storke be re-appointed to maintain consistency. It was the consensus of the Committee to authorize Ashbeck and Storke to attend the June 8<sup>th</sup> meeting in Antigo.

*Motion by Ken Curry to re-appoint CEED Member Robert Ashbeck and LCD Director Jerry Storke as representatives to the WLWCA North Central Region Area Board of Directors. Second by Ruth Moody. Motion carried unanimously.*

- b. Approve 2013-2017 Capital Improvement Plan. This plan includes a replacement truck for the existing 2003 F-150 4x4 truck. It was noted the replacement is scheduled for 2017. Committee member Winch suggested contact be made with the Wood Co Sheriff's Dept (Randy Dorshorst) regarding program vehicles.

*Motion by Ruth Moody to approve the 2013-2017 Capital Improvement Plan as presented. Second by Dale Gehrke. Motion carried unanimously.*

**8. University Extension**

- a. PILD Report – WACEC In Action. Chris Viau, Wood County UW-Extension 4-H Youth Development Educator, attended a 4-day Public Issues Leadership Development (PLID) Conference in Washington DC on April 15-18, 2012. Attendees were able to experience the political world as well as increase their knowledge and effectiveness in working in the local political arena.

Committee members also reviewed a handout which explained the UW-Extension is a unique partnership of counties, US Dept of Agriculture and UW working together. This partnership supports educational programs for farmers, businesses, communities, families and students.

Viau also briefly explained the history of the Wisconsin Associated County Extension Committees (WACEC). It was noted Cooperative Extension will be celebrating its 100<sup>th</sup> anniversary this year. As indicated earlier, the WACEC Annual Meeting will be held in Green Bay on June 24-26<sup>th</sup>.

**9. Planning & Zoning** Gary Popelka presented a brief overview of the various functions of the Planning & Zoning Office (planning, land records management, code enforcement and surveyor).

- a. Consider Out-of-State Travel. Discussion was held on the request for out-of-state travel for Justin Conner, GIS Specialist, to attend the ESRI User Conference in San Diego CA from July 22-28, 2012. The funding for this conference will be paid from the Land Records Budget, which is a non-levied budget. It is anticipated the cost will be \$1,500.

*Motion by Robert Ashbeck to authorize Justin Conner to attend the ESRI User Conference in San Diego CA July 22-28, 2012, with the funding source to be the non-levied Land Records Budget. Second by Ken Curry.  
 Voting Aye: Hilde Henkel, Ken Curry, Ruth Moody and Robert Ashbeck.  
 Voting Nay: William Winch (is opposed to out-of-state travel).  
 Motion carried 4-1.*

- b. Review Shoreland Zoning Ordinance and schedule Public Hearing. The Committee reviewed a draft of the proposed updates to the Wood County Shoreland Zoning Ordinance. It was

noted there may be a few additional minor changes as the result of recent legislation regarding non-conforming uses.

*Motion by Ruth Moody to approve the Wood County Shoreland Zoning Ordinance as presented, with the discussed amendments and to proceed to the Public Hearing on May 7, 2012 at 9:00 a.m. Second by Robert Ashbeck. Motion carried unanimously.*

Jeff Brewbaker, Acting Code Administrator, updated the Committee on the South Shore at Nepco Lake development. Committee members viewed several maps of the area during this presentation.

- c. Review Floodplain Zoning Ordinance and scheduled Public Hearing. Gary Popelka distributed a list of significant changes proposed to the Wood County Floodplain Zoning Ordinance. It was noted some changes were made by the DNR to clarify standards and requirements and other changes were to simply clean up the language.

*Motion by Robert Ashbeck to approve the Wood County Floodplain Zoning Ordinance as presented and to proceed to the Public Hearing on May 7, 2012 at 9:00 a.m. Second by William Winch. Motion carried unanimously.*

- d. Code Administrator Vacancy Update. Gary Popelka informed the Committee three (3) applications have been received; however, only two (2) appear to be qualified. Interviews for the two (2) qualified candidates will be scheduled shortly.
- e. CAP Services CDBG Revolving Loan Fund Agreement Committee members reviewed an Agreement between Wood County and CAP Services, Inc. for the administration of the Wood County CDBG Revolving Loan Fund. CAP Services is acting as agent for the County in the administration of this loan fund. It was recommended Wood Co Corp Counsel review this agreement. Wood Co Corp Counsel will be asked to review the document and comment on whether a resolution is necessary. If so, one will be prepared for the Co Board packet.

*Motion by William Winch to approve the Agreement between Wood County and CAP Services, Inc. for the administration of the Wood County Community Development Block Grant (CDBG) Revolving Loan Fund upon review of this document by Wood Co Corp Counsel. A resolution is to be included in the County Board packet if necessary. Second by Ken Curry. Motion carried unanimously.*

**10. Schedule Next Regular Meeting.** Brief discussion was held on the scheduling of future CEED Committee meeting dates. CEED Committee meetings will now be held on the 1<sup>st</sup> Wednesday of the month. The next regular CEED meeting will be held Wednesday, June 6<sup>th</sup> @ 9:00 a.m.

**11. Adjourn**

*Motion by William Winch to adjourn at 12:10 p.m. Second by Dale Gehrke. Motion carried unanimously.*

Respectfully submitted,

Kenneth Curry, Secretary  
Minutes by Julie Akey, Planning & Zoning Office  
Review for submittal to County Board by Kenneth Curry (approved via telephone May 1, 2012)