

## CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, November 2nd, 2016  
TIME: 9:00 a.m.  
LOCATION: Courthouse, Room 115

1. Call meeting to order
2. Public Comments (*brief comments/statements regarding committee business*)
3. Review Correspondence
4. Consent Agenda
  - A. Approve minutes of previous meeting
  - B. Approve bills
  - C. Receive staff activity reports
5. Risk and Injury Report
6. Water Issues
  - A. Village of Plover Groundwater Efforts, Dan Mahoney, Village Administrator
7. Land & Water Conservation Department
  - A. Open bids for a waste storage facility on Craig Brandl's farm and approve low bid.
  - B. Update on Badger Sandstone.
  - C. Update on Scott Grossman NOD.
  - D. Approve/action on crop prices.
8. Planning & Zoning
  - A. Review and discuss fee schedule and how it compares to adjacent counties.
9. Surveyor
  - A. Select proposal to complete maintenance on 141 Public Land Survey System (PLSS) corners.
  - B. County Surveyor annual update.
10. UW Extension
  - A. UW Extension Reorganization Update      Manley
  - B. Budget Update (as needed)      Manley
  - C. Skills Students Desperately Need and How      Viau  
4-H Develops Them
11. Schedule next regular committee meeting – 9:00 am Wednesday, December 7, 2016.
12. Schedule any additional meetings if necessary.
13. Adjourn

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING  
 FRIDAY, SEPTEMBER 30, 2016  
 WOOD COUNTY COURTHOUSE TO TOUR SITES

Members Present: Hilde Henkel, Kenneth Curry, Bill Leichtnam, Bob Ashbeck (joined the tour at 10:30 a.m.)

Member Excused: Adam Fischer & Harvey Petersen

Staff Present: Land & Water Conservation Staff – Shane Wucherpennig, Tracy Arnold, Lori Ruess  
 Planning & Zoning Staff – Jason, Grueneberg, Jeff Brewbaker, Heather Marquardt, Adam Dekleyn  
 UW Extension Staff – Peter Manley, Matt Lippert (Matt was only at CJ Searles Cranberry Co site)

Others Present: District #14 Supervisor Dennis Polach, Roy Diver, NRCS, Russ Biebl, NRCS (joined tour at lunch site)  
 Sam Warp, Marshfield Wastewater Treatment Plant, Dennis Bangart, United FCS, (joined tour at Marshfield Waste-  
 Water site) Dan Bowers, Portage County Planning & Zoning

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 8:01 a.m.
2. **Public Comment.** There was no public comment.
3. **Committee Tour of Wood County Land & Water Conservation, Planning and Zoning and UW Extension Project Areas.** Tracy Arnold welcomed everyone to the 2016 CEED tour, introductions took place, and the bus departed from the Courthouse to the tour sites at 8:15 a.m.
4. **CJ Searles Cranberry Company, LLC -** At this tour stop Steve and Corey Searles talked about the history of their Cranberry Company, CJ Searles Cranberry Company. The company planted its first vines in 1991. They currently have 56 acres of cranberry vines and grow Stevens and High Red varieties. Their berries are marketed through Mariani. Matt Lippert, Jeff Brewbaker and Tracy Arnold each explained how they have assisted Steve and Corey with specific issues on their marsh. Matt is the only Ag Agent that works with cranberry growers in the area. He assists cranberry growers with pesticide application and other marsh issues. Jeff has advised the Searles regarding flood plain regulations and Tracy designed and bid out their wildlife damage fence.
5. **Marshfield Wastewater Treatment Plant -** Sam Warp gave the tour of the Marshfield Wastewater Treatment Plant. The wastewater treatment plant is one of the largest “simple” plants. We viewed the fine step screens where garbage and inorganic solids are removed. The debris is compressed, dried, bagged and landfilled. The wastewater travels to oxidation ditches which are aerated to sustain the microorganisms that consume the organic material in the wastewater. The wastewater flows to final clarifiers where microorganisms in the wastewater are allowed to settle to the bottom of the tank and are then pumped back to the oxidation ditch to mix with incoming wastewater. Bio-solids are stored in two storage tanks and land-spread on farm fields during spring and fall. The treated water is discharged to the Mill Creek.
6. **Lunch -** Lunch was served at Wildwood Park in Marshfield.
7. **Open WDACP Fence Bids for Hemlock Trails (Warren Brockman) and Hilltop Cranberry (Travis Tritz) –** Chairperson Hilde Henkel opened the bids received. Bids were as follows:

Hemlock Trails –	Real Fence Company -	\$31,290.00
	Straight Line Fence Company -	\$36,890.00
Hilltop Cranberry –	Real Fence Company -	\$28,770.00
	Straight Line Fence Company -	\$31,550.00

Motion by Kenneth Curry to accept the low bid from Real Fence Company in the amount of \$31,290.00 for the Hemlock Trails fence and \$28,770.00 for the Hilltop Cranberry fence for the purpose of basing cost-share dollars. Second by Bill Leichtnam. Motion carried unanimously.

8. **Flying Dollar Cattle, LLC** – At this tour stop we viewed the open feedlots where Lee DeBoer raises up to 650 beef cattle. We also saw the vegetated treatment area, manure storage and pumping systems that are being cost-shared through a DNR Notice of Discharge (NOD) grant. These practices were installed to prevent feed leachate and manure runoff from entering Mill Creek. These improvements are expected to prevent approximately 600 pounds of phosphorus from being discharged to Mill Creek.
9. **Alexander Field** – Jeremy Sickler, Airport Manager, gave the tour of the airport. The airport was built in 1920 for Nekoosa Edwards Paper Company subsidiary Tri-Cities Airways and named after its executive John Alexander. Ownership was transferred to Wood County in 1961. The airport is governed by the South Wood County Airport Commission which is made up of one representative from the City of Wisconsin Rapids, City of Nekoosa, Town of Grand Rapids, and Village of Port Edwards. The Town of Rome has expressed interest in joining the Commission.

Airport use has been increasing mainly due to the new Sand Valley Golf Course. With the increased use, there is a need for a new hanger for large planes, fueling truck, and a ground power unit, or the airport could lose business to airports that already have these. Reconstruction of a 30 year old runway and apron expansion would also help increase airport use.

The Alexander Field tour ended at 2:45 p.m.

10. **Return to Courthouse by 3:00 p.m.** – The bus returned to the Courthouse.

11. **Adjourn.**

Motion by Bill Leichtnam to adjourn at 3:00 p.m. Second by Kenneth Curry. Motion carried unanimously.

Respectfully submitted,



Minutes by Lori Ruess, Land and Water Conservation Department  
Review for submittal to County Board by Kenneth Curry (10/05/2016)

# Committee Report

County of Wood

4B

Report of claims for: LAND & WATER CONSERVATION DEPT

For the period of: October 2016

For the range of vouchers: 18160096 - 18160106

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18160096	WI LAND + WATER CONSERVATION	LWCD - FALL TOUR REGISTRATION	09/28/2016	20.00	P
18160097	GROSHEK ADAM	LWCD-PHONE,GAS, MEALS REIMB	09/01/2016	203.52	P
18160098	WOODTRUST BANK NA	LWCD-TRAINING,MILEAGE, ED SUPP	10/05/2016	1329.83	P
18160099	GEHRKE ALLEN & KATHY	SWRM-WELL DECOMMISSIONING CS	08/23/2016	296.25	*P
18160100	ARNOLD TRACY	WD/TS - FENCE SUPPLIES/CLOTHIN	10/13/2016	45.99	*P
18160101	UNIVERSITY OF WISCONSIN	LWCD-2016 STUDENT INTERNSHIP	10/05/2016	3741.43	P
18160102	WISCONSIN MEDIA	WD -BID NOTICE PUBLICATION	10/20/2016	115.06	*P
18160103	WAL-MART COMMUNITY/RFCSLLC	LWCD - OFFICE & ENV ED SUPPLIE	09/09/2016	61.08	P
18160104	GROSHEK ADAM	LWCD - CELL PHONE REIMBURSEMENT	10/25/2016	30.00	P
18160105	WUCHERPFENNIG SHANE	LWCD - MEAL REIMBURSEMENT	10/21/2016	12.00	P
18160106	FUEHRER BILL	SWRM - CS WELL DECOMMISSIONING	10/21/2016	100.00	*P
Grand Total:				\$5,955.16	

## Signatures

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

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

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

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

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

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

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

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

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

P=prepaid

\*=100% Reimbursed

LWCD – Land & Water Conservation Dept.

SWRM – Soil & Water Resource Management Grant

TS – Tree & Shrub

WD – Wildlife Damage Abatement & Claims



County of Wood

Report of claims for: UWEX

For the period of: October

For the range of vouchers: 30160139 - 30160151

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30160139	EO JOHNSON COMPANY INC	COPIER MAINTENANCE FEES	09/29/2016	769.02	P
30160140	WOOD TRUST BANK	CC CHARGES SEPT	09/29/2016	208.09	P
30160141	POSTMASTER - WISCONSIN RAPIDS	CWAS NEWSLETTER OCT	09/29/2016	94.56	P
30160142	VEOLIA ES TECHNICAL SOLUTIONS	veolia charges for Clean Sweep	10/25/2016	4469.35	P
30160143	VEOLIA ES TECHNICAL SOLUTIONS	VEOLIA CHARGES CLEAN SWEEP	10/25/2016	17595.30	P
30160144	UW SOIL TESTING LAB	UW SOIL TESTING CHARGES	10/25/2016	238.00	P
30160145	EO JOHNSON CO INC	COPIER LEASE	10/25/2016	229.49	P
30160146	WAL-MART COMMUNITY/RFCSLLC	KITCHEN SUPPLIES	10/25/2016	11.25	P
30160147	FRIDAY JODI	FRIDAY REIMBURSEMENT	10/25/2016	53.95	P
30160148	LIPPERT MATTHEW	LIPPERT EXPENSES	10/25/2016	622.28	P
30160149	VIAU CHRISTOPHER	MILEAGE & 4H CONFERENCE	10/25/2016	1294.75	P
30160150	SIEGEL SARAH	SIEGEL EXPENSES	10/25/2016	153.36	P
30160151	BROWN KYLI	BROWN OCT EXPENSES	10/25/2016	151.74	P
Grand Total:				\$25,891.14	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



*Activities Report for Shane Wucherpennig October 2016*

- **October 3** – Jerry Sternweis Feed Leachate Collection System design.
- **October 4** – Worked on No Till and cover crop acres for farmers in the Mill Creek Farmer Led Council.
- **October 4** – Met with Rueben Van Tassel to discuss door lock security issues with our office space in River Block.
- **October 5** – Attended CEED Meeting.
- **October 5** – Held a staff meeting.
- **October 6** – Attended WI Land + Water Fall Technical Tour in Dunn County.
- **October 7** – Met with Craig Brandl to discuss a waste storage facility for his operation.
- **October 10** – Worked on designs for Sternweis and Brandl.
- **October 11** – Met John Eron & Farmers from the Mill Creek Farmer Led Council to tour cover crop plantings and discuss cost-sharing.
- **October 12** – Met with Drew Zelle and Scott Grossman on site to discuss Notice of Enforcement (NOD) corrections and what options we have to bring the site into compliance.
- **October 13** – Worked on Jerry Sternweis design.
- **October 14** – Worked on Craig Brandl design.
- **October 17** – Worked on Craig Brandl design. Held a staff meeting.
- **October 18** – Met with Adam Fischer in my office before County Board and attended County Board. Landowner visits in the afternoon.
- **October 19** – Department Heads meeting.
- **October 20** – Storm water Coalition meeting in Wausau with WPDES permitted communities.
- **October 21** – PACRS meeting at Northern Bay on Castle Rock.
- **October 24** – Worked on Craig Brandl Design.
- **October 25** – Worked and Craig Brandl design and visited site to get additional survey.
- **October 26** – Worked and Craig Brandl design.
- **October 27** – Met with Tyler Bulgrin and Pat Slattery to sign CSA's for their No-till and cover crop acres.
- **October 28** – Worked and Craig Brandl design to get it out on bid.
- **October 31** – Farm visits.

## *Activities Report for Tracy Arnold 10-2016*

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

- Maintaining DNR database with current Wood County information
- Fielding numerous questions about shooting permits and site access
- Working with the 5 failed fences to get them back into compliance
- Appraised 450 acres of corn
- Appraised 320 acres of soybeans
- Coordinate the 2016 Venison Donation program
- Received approval for 2 permanent woven wire fence projects, working on logistics to get those done this year
- Working with Lori and Mike to get resolution for budget amendment approved
- Wrote newsletter article

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

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Numerous site visits to Badger Sandstone to view reclamation progress
- Site visits to violations
- Develop exemption paperwork per Shane's request
- Wrote newsletter article
- Assisting Adams County with setting up a NMM database to mimic ours as they take over the program from Planning and Zoning
- Gearing up for NMM inspections, contacting permit holders, etc.

### **Land and Water Conservation**

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Conducted stream flow survey's on Five Mile, Two Mile and Bloody Run with Lori
- Continue to be Chair of the Youth Education Committee for the WI Land+Water
- Attended the WI Land+Water board meeting
- Coordinating local Poster and Speaking contest and promoting it
- Secretary of the North Central Land and Water Conservation Area Association
- Debrief the 2016 CEED fall tour with Jason and Peter
- Developing species description and prices for the 2017 Tree, Shrub and Wildflower sale
- Attended CEED meeting
- Bagged 110 pounds of generic gel for the tree sale with Lori
- Taught science program to 36-2<sup>nd</sup> graders, 24-4K students
- Presented to the Soil Club at UWSP to promote the internship program



## Activities Report for Adam Groshek – October 2016

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

- ~Construction inspection of approximately a 500,000 gallon above-ground SlurryStore manure storage structure and modified Vegetated Treatment Area (VTA) for leachate, minor alterations, and continuation of monitoring of Lee DeBoer's farm for prevention of manure overflow until permanent facility construction is finished.
- ~As-builts and punch list items for the completion of Lee DeBoer's NOD project.
- ~Working with Wetland Training Institute instructor to obtain a sample list of the most common wetland/non-wetland plants for Wood County to assist in wetland determinations in Wood County.
- ~Finalizing the abandonment and cost-sharing for the abandonment of a Gehrke well near Sherry.
- ~Completion of the plans to properly abandon Jackie Schueller's idle manure storage facility and as-built documentation of the recent well decommissionings.
- ~Attendance of the Dunn County 2016 Fall Engineering Technician technical tour showcasing their conservation projects.
- ~Investigation, plan set development, and as-built documentation of William Fuehrer's well abandonment and cost sharing.
- ~Working with Wilbar Dairy on potential future manure transfer system and dairy barn addition.
- ~Investigation, plan set development, and discussion of Erma Ponshock's well abandonment and cost sharing.
- ~Discussion of Tyler Pankratz's well abandonment and cost sharing.
- ~CREP contract work tying everything up with 9-10 landowners that renewed their contracts for another 15 years.
- ~Attendance of the Northcentral Stormwater Coalition meeting to discuss adaptive management, water quality trading, and municipal stormwater pollutant trades and how they will relate to removing phosphorus from Wood County streams via working with farmers on conservation practices instead of spending millions more to clean already relatively clean wastewater effluent to drinking water standards.
- ~Wetland determination/investigation for the area planned to have a feed leachate vegetated treatment area for the leachate contaminated runoff from a new feed storage pad at Gerald Sternweis's farm.
- ~Follow-up as-built documentation of the abandonment of the old Meldorie Farm manure storage structure of the conglomeration of Norm-E-Lane farms.

4C

### ***Activities Report for Lori Ruess – October 2016***

- Budget review and reconciliation.
- Answered phone and front desk questions.
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll.
- Vouchered incoming invoices and requested checks.
- Completed September sales tax report and submitted report to Finance.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Completed minutes for September 30 CEED tour/meeting.
- Completed Land & Water Resource Management (LWRM) cost-share contracts for:
  - William Fuehrer – well Decommissioning
  - Erma Ponshock – well Decommissioning
  - Abraham Guzman – nutrient management
- Attended October 4<sup>th</sup> staff meeting and completed minutes.
- Submitted cost-share reimbursement requests to DATCP for
  - Allen & Kathy Gehrke
  - William Fuehrer
- Assisted Tracy with bagging of 110 pounds of generic gel for tree sale.
- Assisted Tracy with stream flow monitoring.
- Attended Health Fair.
- Attended Health Insurance Enrollment Options meeting.
- Met with Aspirus representative for Ergo Assessment.
- Organized County Board and CEED packet information for County Clerk's office.
- Working on the Conservation Connection Newsletter and tree and shrub order form.

Wisconsin Association of Resource, Conservation, & Development Meeting  
10/13/16  
Reported on by Bill Leichtnam

Historically, this organization was formed in 1962. At it's largest, it was made up of 7 regional R,C, & D's; five exist today. They are all 501(c)3 organizations designed to serve counties and individuals working in the areas their name includes. Non-member counties can receive services on a fee basis if they request.

I've enclosed the annual meeting agenda so you could see the logo which will be discussed later on in this report. In my view, the most significant item of business occurred at 10:15 am with the "Legislative Update". The state organization reviewed the WCA Legislative Agenda recently published in the WCA's monthly magazine and unanimously passed a resolution on GROUNDWATER to "concur" with bullet #'s 2 & 7 under the heading "Agriculture, Environment & Land Use":

Enact comprehensive groundwater quantity legislation that balances the need to protect groundwater from contamination and overuse while respecting the needs of the agricultural economy. AND

Ensure that counties have input with the WDNR in establishing groundwater quantity criteria that are appropriate in each county and reflect decisions made at the local level.

The Wis. Assoc. of R, C, & Ds Resolution went on to invite other interested parties including the WTA to join with them. The resolution will be sent to all state legislators, the Governor's Office, the Secretarys of the DNR and Administration, and the WCA.

The next significant item was support for a Webinar (Nov. 9th) to explain what R, C, & Ds do.

The Treasurer's Report showed a balance of \$11,411.82. There were no changes to the Liability insurance carrier.

A DRAFT MOA was approved and forwarded to NRCS and a joint press release planned. The state association gets significant amounts of money for projects from NRCS.

The longest item discussed on the annual meeting agenda was the development of a "marketing & communication plan" designed to answer questions like: "How are we perceived by the public? Do all 5 R,C, & Ds share a common vision? Who do we serve? What should our image be?" The answer seemed to be to work regionally across county lines and between different stakeholders. It was decided to go forward to create a statewide LOGO probably similar to the one on the agenda page. It has felt that this would enhance the association's actual and "on-line" presence. It was hoped that this work could be done virtually and be completed by early 2017.

The meeting concluded with regional council updates, the election of officers, and the setting of the next meeting date & agenda topics.



## ANNUAL MEETING/Executive Committee Meeting Agenda

Thursday, Oct 13th, 2016

10:00 am – 1:00 pm

Central Wisconsin Children's Museum - Rm 140 (1st floor)  
1100 Main Street, Stevens Point

*It is presumed there will be discussion and/or action on the items listed.*

10:00 am	<b>Call to order</b>	<b>Thorstenson</b>
	Pledge of allegiance	
	Roll Call of Councils	
	Approval of 10/13/16 agenda	Thorstenson
	Approval of 7/29/16 Meeting minutes	Thorstenson
	Treasurer's 10/13//16 report	Miller
10:15 am	<b>Legislative updates</b>	
	Pending groundwater, shoreland, other legislation	Group
10:30 am	<b>Public Relations updates</b>	
	Webinar presentation to LCDs	Warren
11:15 am	<b>Finance updates</b>	
	Fundraising needs, options	Group
	Other	Group
11:20 am	<b>Update on liability insurance – group policy</b>	Miller
11:30 am	<b>Update on Conservation Partnership MOU</b>	
	Identification of subcommittee members***	Group
11:40 am	<b>Communications presentation: Bob Walker</b>	
12:00 pm	<b>Council updates, status reports</b>	
12:30 pm	<b>Other Business</b>	
12:45 pm	<b>ELECTIONS</b> Pres, VP, Treas, Secr, NC Region rep, GLCI rep	
1:00 pm	<b>Set next meeting date, agenda topics, adjournment</b>	

**\*\*\* MOU Subcommittee convenes immediately following regular business meeting**

Glacierland 920-465-3006

\*

Golden Sands 715-343-6215

Lumberjack 715-369-9886

\*

Southwest Badger 608-348-7110

River Country 715-579-5229

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Justin Conner, GIS Specialist  
Jeff Brewbaker, Code Administrator  
Heather Marquardt, Code Technician  
Julie Akey, Admin Services 6  
Kim Keech, Admin Services 3

RE: Staff Report for November 2<sup>nd</sup>, 2016

**1. Planning (Jason Grueneberg)**

- a. River Block and Courthouse – Progress continues on planning for the River Block and Courthouse renovations that will address many of the urgent space needs for the County. Updates are presented to the Executive Committee and the full County Board at their regularly scheduled meetings. The Executive Subcommittee on Wisconsin Rapids Annex, River Block Building, and relocation of the Courthouse Departments has been meeting regularly to provide oversight to the River Block renovation.

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

- a. Central Wisconsin Economic Development Fund (CWED) – The CWED Board of Directors met on October 19. The Board focused much of the discussion at the meeting on policy changes recommended by the Advisory Committee, and reviewing 2 loan applications. Minutes from September 21 Board meeting are attached.

**3. Land Records (Justin Conner)**

- a. Parcel Mapping –Developing models and scripts to automate data publishing. Waiting on access to new GCS tax database to update the website and public data downloads.
- b. PLSS Remonumentation Project #3 – Received 7 RFP responses. Bids were reviewed and a Surveyor will be selected at the November CEED meeting.
- c. WLIA Fall Meeting – Attended meeting in Trego, WI. Topics included WLIP plan implementation, cloud computing, parcel fabric, UAS drone demonstration, survey corner conflicts, and GIS used in the flooding disaster of northwestern Wisconsin.
- d. NG 911 Strategic Planning Workshop – NextGen 911 Strategic Planning Workshop to assist the NG911 Workgroup in developing a strategic plan for NG 911 in Wisconsin.
- e. Various map and printing requests

#### **4. Code Administrator's (Jeff Brewbaker and Heather Marquardt)**

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

- i. (41) on-site investigations/inspections/compliances
- ii. (5) septic system verification letters & failing system investigations
- iii. (3) failing septic system orders, (3) holding tank maintenance violations & settlements
- iv. (11) soil tests reviewed, (4) hydrograph reports reviewed, (1) interpretive soils report reviewed
- v. (1) holding tank plan reviews, (4) conventional plan reviews, (9) mound plan review
- vi. (19) sanitary permits reviewed
- vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (0) referrals invoices
- viii. (0) sanitary system easements
- ix. Answered phone calls, emails and met in office regarding permitting and inspection questions.
- x. Heather and I answer phone calls and take counter visits at a rate of approximately 1 call or visit every 15 minutes on busy days.

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

- i. (5) site inspections, meetings or enforcement
- ii. (0) permit issued, screening sites or Letter of Map Amendment (LOMA), CAV reports
- iii. (0) DNR Approved flood studies reviewed
- iv. (0) Cranberry farm certification
- v. Answered questions from citizens regarding building in floodplain and shoreland areas.

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

- i. (1) general shoreland permits reviewed & issued
  - ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
  - iii. (3) onsite pre-construction inspections, meetings & enforcement, compliances
  - iv. (0) navigability determinations
  - v. Answered questions from citizens regarding building in floodplain and shoreland areas.
- i. Heather Marquardt and Jeff Brewbaker attended the Wisconsin County Code Administrators Fall Conference for 3 days in Appleton, WI. There were numerous topics presented from Non-metallic Mining to Case Law and Communications Education. Jeff Brewbaker along with Michelle Staff (WI-DNR) presented the Model Ordinance for Floodplain-Flooded Agriculture District-Cranberry Farms to an audience of approximately 75 people from Planning and Zoning Offices all over the state.

## 5. POWTS Activity (Julie Akey/Kim Keech)

- a. Monthly Sanitary Permit Activity. There were 12 sanitary permits issued in October 2016 (5 new and 7 replacements) with revenues totaling \$3,460. There were also 6 sanitary permits submitted but not issued yet with revenues totaling \$1,225. There were 24 sanitary permits issued in October 2015 (7 new and 17 replacements) with revenues totaling \$8,348.20.

There were 137 sanitary permits issued through October 20th. For comparison purposes, following are totals through the same period for the previous five years: 2015 – 161, 2014 – 174, 2013 – 176, 2012 – 157 and 2011 – 173.

- b. 2016 Tax Refund Intercept Program (TRIP) To date, Wood County has received \$3,571.32 on seven outstanding cases.

c. Maintenance Notices

i. 2016

1. On April 26<sup>th</sup>, 2,711 notices were mailed by ODC to those owners who need to have their system serviced this year, with a due date of August 12<sup>th</sup>. Also, 18 notices were mailed to owners who have an Aerobic Treatment Unit (ATU), which requires annual servicing.
2. On September 16<sup>th</sup>, 401 2<sup>nd</sup> notices were mailed to those owners who did not meet the August 12<sup>th</sup> deadline.

d. Program Fee Notices

- i. 2016 – These notices are tentatively scheduled to be mailed early November.

- e. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2014 are available for viewing on the County's website [www.co.wood.wi.us/Departments/PZ](http://www.co.wood.wi.us/Departments/PZ). Staff is currently preparing the 2015 permits for scanning.

- f. Enforcement Activities Update. As the table below shows, 101 property owners were referred to Small Claims court for a) failure to pay their 2014 or 2015 program fee, b) failure to provide 2014 or 2015 servicing documentation or c) both.

Total Referrals	Payment Plan	Entered On TRIP	Settled Out of Court	Filed in Probate Court	Bench Warrant Issued	Contempt Hearing
101	12	6	81	0	1	1

g. Wisconsin Fund Program Update.

- i. FY17 – Applicants are calling the P&Z Office to inquire on the status of their grant award. I contacted the State on September 1<sup>st</sup> for an update. At that time, I was told the money is not in their account yet and they were hoping this would occur mid-September. I contacted the State on October 11<sup>th</sup> for an update. They are still waiting for the money to be put in their account.
- ii. The Dept. of Safety and Professional Services (DSPA) is proposing to eliminate the Wisconsin Fund Grant Program in their 5% reduction budget proposal.



## **BOARD OF DIRECTORS' MEETING**

September 21, 2016, 2:00 pm

Central Wisconsin Airport, 200 CWA Drive, Conf. Rm. B, Mosinee, WI 54455

### **Present:**

**Board Members present:** —Adams County – Tanya Walsh-Laehn (phone), City of Marshfield – Jason Angell, City of Mosinee – Jeff Gates, City of Stevens Point – Michael Ostrowski, City of Wisconsin Rapids – Zach Vruwink (phone), Forest County – Paul Millan, Lincoln County – Ken Maule, Portage County – Paula Cummings, Town of Rib Mountain – Gaylene Rhoden (phone), Vilas County- Bob Egan (phone), Village of Athens – Lisa Czech (phone), Village of Weston – Daniel Guild (phone), and Wood County – Jason Grueneberg,

**Not represented:** City of Merrill, City of Schofield – vacant; Marathon County – vacant, Village of Plover.

**Quorum:** Yes (13/15 filled positions)

**Others Present:** CAP Services: Susan Henry, Laura West, Andy Soucek, Dawn Thurn; CWED legal counsel – Laura Callan.

### **AGENDA**

- 1) Call to Order at 2 pm, and Roll Call - Michael Ostrowski.

Roll Call: Adams County – Tanya Walsh-Laehn (phone), City of Marshfield – Jason Angell, City of Mosinee – Jeff Gates, City of Stevens Point – Michael Ostrowski, City of Wisconsin Rapids – Zach Vruwink (phone), Forest County – Paul Millan, Lincoln County – Ken Maule, Portage County – Paula Cummings, Town of Rib Mountain – Gaylene Rhoden (phone), Vilas County- Bob Egan (phone), Village of Athens – Lisa Czech (phone), Village of Weston – Daniel Guild (phone), and Wood County – Jason Grueneberg,

President Ostrowski noted to CWED attorney, Laura Callan, that we have 7 of the 15 represented members present in the room which is not a quorum. There are others on the phone that completes a quorum. He asked Callan if she felt comfortable that we could move forward with a quorum. Laura responded that she did.

**President Ostrowski called the meeting to order.**

### **Discussion and possible action on the following:**

- 2) Board Minutes – Minutes of July 20, 2016 (emailed 7/28/2016) – Michael Ostrowski

**Motion by Vice President Angell to approve the minute; seconded by Director Gates. Motion carried.**

- 3) Elections – Michael Ostrowski

- a. Stevens Point Alternate Member, Mike Wiza. Motion to approve Mike Wiza as the alternate member to represent the City of Stevens Point by Paula Cummings.

**Motion by Director Cummings to approve Stevens Point alternate Mike Wiza; seconded by Director Millan. Motion carried.**

- b. Wisconsin Rapids Alternate Member, Adam Tegan to replace Tim Desorcy. Motion to approve Adam Tegan to replace Tim Desorcy as the alternate member representing the City of Wisconsin Rapids by Jason Grueneberg, seconded by Ken Maule. Motion passed.

**Motion by Treasurer Grueneberg to approve Wisconsin Rapids alternate Adam Teagan to replace Tim Desorcy; seconded by Director Maule. Motion carried.**

- c. Nominations for the Executive Committee At Large Member.

President Ostrowski noted that Ken Maule, Lincoln County had earlier accepted the nomination for the member at large. President Ostrowski then opened up the floor for any additional nominations.

**Motion by Director Gates to close nominations and cast a unanimous ballot for Director Maule; seconded by Vice President Angell. Motion carried.**

#### 4) Reports/Updates

- a. President / Executive Committee Report – Michael Ostrowski. No report.

President Ostrowski said that there was nothing to report for the Executive Committee, and that he would save his comments for items later on the agenda.

- b. Finance Committee – Jason Grueneberg.

Treasurer Grueneberg said he is considering increasing the size of the Finance Committee from 3 to 5 to generate additional discussion.

- c. Advisory Committee – Paula Cummings.

Director Cummings stated the Advisory Committee met on August 10<sup>th</sup> and has some recommendations to bring before the board at the next meeting. Director Cummings stated they will likely be more once we determine if CWED funds are defederalized.

- d. Administrator/Service Provider – Laura West.

Ms. West stated that DOA requires that all Economic Development (ED) loans undergo an audit at least once during the term of the loan. CWED has four ED loans. DOA recently sent reports to Wood and Portage counties to be completed by two of the ED loans, Automated Products and Valley Sales. Ms. West stated that this presented as the job polling requirements now are different than they were at the time the loans were approved, and the files do not contain all the required information. Because the information was not available, the DOA came up with a one page report to simplify the

process. Ms. West stated she worked with the borrowers to complete the report, and that both borrowers exceeded their job creation requirements.

- 5) Approval / Acceptance of the following grant agreement amendments with the Wisconsin Department of Administration - Michael Ostrowski:
- a. Portage County, Intevation Food Group, LLC – Community Development Block Grant – Economic Development (CDBG-ED) – Project ED FY09-19414.
  - b. Portage County, Valley Sales Corporation – Community Development Block Grant – Economic Development (CDBG-ED) – Project ED FY10-19843.
  - c. Wood County, Automated Products, Inc. – Community Development Block Grant – Economic Development (CDBG-ED) – Project ED FY10-19680.
  - d. Wood County, Weiler Dairy, LLC – Community Development Block Grant – Economic Development (CDBG-ED) – Project MVP – E FY08-18089.

President Ostrowski stated the four cover letters above were included in the original board package mailing, and that subsequently, he sent copies of the complete correspondence regarding each of the agreements.

Ms. West reported that the letter from the DOA stated that the process appears to be complete. Now we need to determine which funds are defederalized, which will be the next agenda item.

**Director Maule motion to accept and place the four agreements on file; seconded by Director Cummings. Motion carried.** *Note: the original signed agreements were then provided to CAP Services for filing.*

- 6) CWED Portfolio Classification of Federalized and Defederalized Funds.

Ms. West referred to the memo she prepared for the board packet that outlined the process which we have been going through. Her memo also discusses the HUD letter to Senator Tammy Baldwin, that was received awhile ago, which discusses the process to defederalize. A copy of the letter was also included in the board packet. The HUD letter discusses the monitoring conducted in May, 2012 and the subsequent findings letter of August, 2012. The finding in August, 2012 is that they have provided forgiveness prior to that date, but there really wasn't a change in the process from 2012 to basically 2015 when they said all CWED funds are federalized. A close review of the Baldwin letter reveals that they have forgiven the events that happened prior to August, 2012. This is because the funds held by CWED prior to August, 2012 were considered by the State to be non-program (defederalized) funds. Ms. West stated that when she talked to the state they said that the four loans identified by HUD as Economic Development loans were the loans we had to fix. Everything else was non-program funds as it is based on when CWED was capitalized. It is not based upon each loan revolving as we had previously thought. Ms. West stated that when Deb Wegner, DOA Grant Specialist – Advanced, visited on July 19<sup>th</sup>, she said that we would receive a letter from the DOA stating that the process is complete, have a happy life. Ms. West stated that Deb Wegner said the CWED board would need to determine which funds are federalized and which are defederalized, and added that the other 105(a)(15)'s decided that as all their funds went into the 105(a)(15) prior to August 2012, so they were considered defederalized. Any funds being capitalized after August 2012 were federal, non-program funds that would remain federalized forever. Ms. West stated

that if Juneau or Mauston were to join CWED, their funds would become federalized and remain federalized forever.

Ms. West stated she had a conversation with Laura Callan who said that she had a memo in January when she had a meeting with the DOA in Madison that confirmed that once we executed the four loan amendments, we could consider CWED's portfolio to not be program income. We have now completed that process. Within the Senator Baldwin letter, HUD said there is a hardship in trying to go back before the August 2012 date to determine which funds are federal and which are defederal because you have to choose what date to use and what method you are going to use to measure it. Ms. West said that the DOA presumes that we will use the capitalization date to determine which funds are federal and which are defederal as this is what the other 105(a)(15)'s have done. She said it has been difficult to get the DOA to write a letter to this effect. However, one means by which they have re-enforced this message is by exempting the 105(a)(15)'s in their email for mandatory attendance at a compliance webinar to be held on 9/23 & 9/26.

President Ostrowski said that he has struggled with the fact that we have comments made by the DOA but have been unable to get anything in writing. He sent Lisa Marks an email yesterday (9/20) to ask if the original funds that were used to capitalize the fund are now defederalized, or do they have to revolve once. He hasn't heard back from her yet.

Director Maule suggested that we send the DOA a letter stating that we are considering our funds to be defederalized and proceed as such until, or unless we hear from them.

President Ostrowski asked Ms. Callan how the DOA confirmed the statements in the January 19, 2016 letter she wrote to then CWED President, Zach Vruwink and Laura West (included in the board packet). President Ostrowski read from page two, paragraph two, third sentence of the letter, "DOA has confirmed that once these documents are executed, all loan repayments received in respect of these four loans and all other loans in CWED's portfolio are not program income." Ms. Callan stated that they have not confirmed that so she is glad that he sent an email to Lisa Marks. Ms. Callan expressed that she is very disappointed in Lisa Marks' 9/8/2016 letter to President Ostrowski in which she says here are your signed agreements, everything appears to be fine, and please see this 2015 letter from HUD to Tammy Baldwin. Ms. Callan went on to state that HUD is forgiving everything before 2012 as it would be a hardship to pull back that money. Ms. Callan thought that all cash on hand at August 2012 was defederalized. Then the question became what about after 2012. That's when the DOA said we're going to send you these agreements to unwind the four ED loans that are in question and if you do that you don't have a problem. That's the path we went on. Ms. Callan said she feels that Lisa Marks response is unacceptable. Ms. Callan likes the idea that we have taken the corrective action and that all cash on hand is defederalized and see what they have to say. It is unfair that CWED has to operate under this cloud of uncertainty. Ms. Callan further stated that the DOA is supposed to regulate and guide us. We need clarification from the DOA. Ms. West expressed similar frustration and added that she asked Deb Wegner to confirm that funds, which CWED deems federal will remain federal in perpetuity. Wegner would not give her anything in writing on that point. Ms. West said she can call her (Wegner) and she will say that, but she won't put it in writing.

Ms. Callan said it is important that the other 105(a)(15)'s have defederalized their entire portfolios using the same process we have done. The difference is that the other two could clearly identify the cash on hand as revolved once, and we are not able to do that. Susan Henry asked if capitalization included not just cash on hand but also loans. Ms. Callan said loans were included in capitalization.

Vice President Angell commented that we have invested an enormous amount of time on this, gotten some direction on it, and this program has been delayed far too long. We need to get these funds working again.

**Vice President Angell motioned to consider all funds within the portfolio defederalized, and to write a letter to the DOA and HUD stating that we consider all CWED funds to be defederalized from this point forward unless we hear otherwise within sixty days, and that we are now in compliance with their requirements; seconded by Director Gates.**

Vice President Angell agreed that it would be best if the letter came from our attorney. Ms. Callan said she will prepare the letter. Director Maule suggested that we send the letter certified mail to have documentation that it was received.. Ms. Callan acknowledged Director Maule's suggestion.

President Ostrowski suggested that we refrain from granting any defederalized loans during the sixty days, to which Vice President Angell agreed.

Director Maule asked Andy Soucek if he had any loans pending. Mr. Soucek said he had two and both involve construction. Director Maule suggested that we make the letter effective immediately. Ms. Callan suggested that we make it effective September 21<sup>st</sup>, the date of this meeting.

**Treasurer Grueneberg moved to amend the original motion to eliminate the sixty day notice requirement, and have the effective date September 21, 2016; seconded by Director Maule.**

President Ostrowski held a roll call vote to amend the motion to eliminate the sixty day notice requirement.

**Yeas – Walsh-Laehn, Angell, Gates, Vruwink, Millan, Maule, Cummings, Rhoden, Czech, Guild, Grueneberg, Egan.**

**Nays – Ostrowski.**

**The amendment to the original motion passed.**

President Ostrowski then called for a vote on the motion, which included the amendment:

**Consider all funds within the portfolio defederalized, and to write a letter to the DOA and HUD stating that we consider all CWED funds to be defederalized effective September 21, 2016, and that we are now in compliance with their requirements.**

**Roll Call:**

Yea – Walsh-Laehn, Angell, Gates, Ostrowski, Vruwink, Millan, Maule, Cummings, Rhoden, Egan, Czech, Guild, Grueneberg.

Nay – None.

Motion carried.

7) Loans – Andy Soucek

a. Loan Approval(s): None

b. Loan Modification(s):

i. Valley Sales Partial Release

Mr. Soucek presented the previously signed approval for the release of 5.182 acres sold to the City of Stevens Point for the construction of a railroad overpass. All but \$25,000 of the \$5715,500 in sales proceeds were used to reduce senior debt. Twenty-five thousand was used to relocate electrical service.

c. Loan Update(s)

i. Loan Status – Andy Soucek.

Mr. Soucek stated there were no loans closed since the last meeting, and that we have two past due loans as indicated in the Watch List Report.

Treasurer Grueneberg mentioned that a few years ago Wood County had approved a loan for \$290,000. The company never took off and ended up returning the money to CWED. The DOA now realizes that because it was a failed loan the money should be returned to the DOA. The DOA is seeking to recover the balance of approximately \$30,000. Ms. Henry is working on this with the DOA. The timeframe to send the funds back is within 30 days.

President Ostrowski stated asked to bring this forward for the Board to review at its next meeting..

ii. Pipeline

Mr. Soucek stated that there are two applications pending. The amounts are yet to be determined.

iii. Watch List Report

• C Wolf Holdings

Mr. Soucek stated Craig Wolf gave the keys to Ridgestone Bank in July. Ridgestone Bank gave the keys to Ski's Meats of Stevens Point to operate the business for 30 days with the intent to purchase it for \$115,000. Ski's Meats gave the keys back at the end of August as they didn't feel the business was viable. Ridgestone Bank had Badger Auction move all the furniture fixtures and equipment to their

warehouse until an auction can be held. The equipment appraised at \$164,000. The company owes Ridgestone Bank \$350,000. Craig Wolf has applied for personal bankruptcy. The balance of \$33,690 will be placed on the next board agenda for write-off.

- Great Lakes Alfalfa

Mr. Soucek stated the interest only period has expired, and the company is back on full payments. Payment for Great Lakes Alfalfa is current. Payment for Great Lakes Alfalfa Transport is 30 days late. The company has very little cash coming in but has prospects that appear promising. See handout for details. Mr. Soucek said he sent the company a letter requesting updated financial information to support extending the interest only payment.

- ECC Corrosion

Mr. Soucek stated the company is on interest only and continues to struggle. All payments are current. See handout for details. The approval in the file indicates that the interest only period expired in August but a review of the loan documents extend the interest only period to February 2017. There's no way the company can resume full payments at this point. Mr. Soucek stated he would like to put the August expiration on the loan to trigger a six month review of the company. He has started that process. The company has provided updated financials and Mr. Soucek has a phone conversation with the company scheduled at 10:30 AM tomorrow morning.

8) Designing an Application Process for Funding Sources on Member Websites – Daniel Guild.

Director Guild would like CWED to develop a PDF form fillable document to allow applicants to provide information on the municipality's website for sharing with CWED. Ms. West asked if he was asking for an electronic application. Director Guild suggested a link to CWED's website with an electronic application. Vice President Angell thought it was a good idea but added that as we are a gap lender prospects should be working with a bank that will forward the information to us. Banks will collect all the same information. President Ostrowski summarized by saying we will try to get a fillable form on CWED's website that the municipalities can link to so the CWED website can serve as the central file for all the municipalities.

9) Establishing a Standard Monthly Meeting Date – Michael Ostrowski.

It was determined that the third Wednesday of the month at 1:30 PM be the time of the standard monthly meeting date.

Jason Angell took a moment to thank Laura West, Laura Callan, and Zach for all the work they did to bring to a conclusion the defederalization process. The sentiment was echoed by everyone in the room.

Meeting adjourned at 3:02 PM.

Minutes prepared by Andrew Soucek, and were reviewed and submitted by Michael Ostrowski.



## **Conservation, Education & Economic Development Committee Report November 2016**

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### **PETER MANLEY**

*Wood County UW-Extension, Community Resource Agent*

- I attended and processed paperwork related to the October 5 CEED meeting.
- I followed-up the meeting by securing a speaker on a groundwater issue for the November meeting.
- I conducted call-in radio programs, October 11 and 13, on fall maintenance topics.
- I facilitated the Department Head meeting, October 19.
- I attended a "Blueprints" update meeting also on October 19.
- I co-facilitated a retreat for the Leadership program for south Wood County, October 20 and 21.
- I presented information at the Wood County Towns Association, October 21.
- The Drug Take Back Day was on October 22, I assisted with this and also in promotions for it.
- The Community Resource Development Symposium was October 25 and 25.
- I conducted a strategic planning update for the Healthy Lifestyles in Marshfield, October 27.

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### **MATT LIPPERT**

*Wood County UW-Extension, Agriculture Agent*

- I assisted with World Dairy Expo in Madison working in the UW-Extension Dairy Team booth and in the show arena assisting with the Milking Shorthorn show.
- I attended the Ag and Natural Resources (ANRE) Extension meetings and in-service in Oshkosh for 3 days. We received training in water quality management, manure management, cover crops, reduced and no-till cropping systems, improved use of Power Point presentations and updates on Extension reorganization.
- I attended Dairy and Fruit Crops team meetings at the ANRE conference.
- I met with the MACCI Agri-Business committee as they resumed meeting after a summer break. The group recognizes Century Farms, Outstanding High School Seniors, and Friends of Agriculture as part of the Mayors June Dairy Breakfast and this year we held an understanding agriculture tour to Kewaunee County visiting to CAFO dairies and a vineyard and winery.
- One issue of the Cranberry Crop Management Newsletter was produced, completing a series of ten issues released to growers during the growing season, sponsored by a grant from the Cranberry Marketing Board
- The CWAS Newsletter, a joint project of the seven county Central Wisconsin Agriculture Specialization Team was distributed to producers from across the county.
- I chaired a tenure review committee where one agent submitted materials for consideration for tenure. The candidate was not approved for advancement of academic rank and tenure at this time but she will have opportunities to be considered in the future.

- I met with the Farm Tech Days executive committee and the tent city committee as planning continues for the 2018 event.
- I met with the Market Sale Committee as they reviewed a very successful program for the 2016 fair. Approximately 130 head sold for a total of \$190,000.
- As the month ends, I will be completing the calculations for the Soil Judging Contest held last month.
- I worked with support staff to update mailing lists to make sure they come to the most needed groups and to improve the content of the agriculture materials on our web site.

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## **SARAH SEIGEL**

*Wood County UW-Extension, Family Living Educator*

- Provided Financial Grab & Go resources/education materials at St. Vincent de Paul on October 3. On the first Monday of each month, I provide financial resources to residents who are being screened for the Food pantry.
- Attended the Wood County Home and Community Education (HCE) lesson Cancer Clear and Simple. The lesson was presented by my colleague Mary Ann Schilling from Waushara County. October 4
- Attended an HCE board meeting on October 4. The HCE board scheduled all 2017 events.
- Presented at the CEED committee board meeting on October 3. My presentation was on my Dehydration class with the Master Gardeners program.
- Wrote an Extension Update about my work at the Wood County Farmers' Markets this summer. October 10
- Listened to a North Central UW-Extension Wisline with my office colleagues. The Wisline provided an update on what is taking place within UW-Extension. October 10
- Facilitated a Money Smart Week Wisline with my Family Living Colleagues. The Wisline was helpful in understanding my role related to Money Smart Week and what activities we could hold in Wood County. October 10
- Wrote my Quarter 3 United Way of Inner Wisconsin report for my 2016 Financial Capability Funding. Quarterly reports are required in order to get our next quarter funding. The funding assists with holding WalletWise programs in south Wood County. October 11
- Dropped off Spending Plan activities and resources at Nekoosa/Ho-Chunk Head Start for their parent meeting on October 12. I will be at a state conference and will not be able to attend their meeting.
- Attended the Building Our Capacity for a Healthier Wisconsin: From Concept to Practice conference on October 12 and 13 in Fitchburg. The conference was an opportunity for Family Living Educators to look into Extension's work under the framework of Health and Wellness.
- Attended a department of Family Development meeting on the afternoon of October 13.
- Attended the Department of Family Development Promotion Workshop on October 13. The workshop gave information on how to submit for promotion/rank change in the department of Family Development.
- Attended Lincoln High School's parent teacher conferences on October 17. I had a booth promoting our online resources for parents. Examples include Parenthetical and eParenting.

- Attended the ALICE presentation in Pittsville on October 18. Asset Limited, Income Constrained, Employed (ALICE) is data collected by the United Way of Wisconsin to define and understand families and individuals who work hard, earn above the federal poverty level, but not enough to achieve basic financial stability. The data will be valuable as I continue my Family Living work in Wood County.
- Taught a Preserving Wisconsin's Harvest: Home Food Preservation class with Jeremy Erickson on October 18 at UW-Wood County.
- Taught a Check Your Credit Report/Identity Theft Lunch & Learn on October 19 at the courthouse. The Lunch & Learn was co-taught with Jeremy Keith a detective from the Wood County Sheriff's Department. The Lunch & Learns are a partnership with the Wood County Health Department and Wood County Employee Wellness.
- On October 20, I had a meeting with Heidi Elsen from Nekoosa/Ho-Chunk Head Start regarding programming for our Fall Festival Family Event on November 23.
- Attended a MSTC Health and Wellness Promotion Board meeting on October 20. I am on the advisory board for the Health and Wellness Promotion degree through MSTC.
- Provided Financial Grab & Go resources/education materials at the Neighborhood Table on October 20 and at St. Vincent de Paul on October 31. Once a month I provide financial resources to residents who are attending the free community meal.
- Listened to a virtual session on Healthiest Wisconsin on October 21.
- Had a meeting with Kathy Metzenbauer at the Adams County UW-Extension office regarding my portfolio for promotion on October 24.
- Talked on the radio (WDLB & WFHR) on October 25 and October 27. My topic was Children and Money. I discussed the importance of talking about money with your children from an early age.
- Listened to a Facilitating Systems Change Wisline on October 27. The Wisline is in partnership with the Creating Healthy Communities work group and Ignite book club that I am part of.
- Throughout the month I worked with Kathy Metzenbauer (Family Living Educator in Juneau County) and Peter Manley on my portfolio to submit for promotion/rank change.
- I attended coalition meetings throughout the month for financial stability, fruit and vegetables workgroup and south Wood County hunger coalition.

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## **JODI FRIDAY**

*Wood County UW-Extension, WNEP Nutrition Educator*

- Attended three Wood County Staff meetings
- Participated in two Wood/Portage WNEP Staff meeting
- Attended Talent Smart Emotional Intelligence training
- Attended the Mead Elementary Healthy Families Committee meeting
- Trained as a Strong Women Facilitator
- Attended the two-day UW-Extension Family Living Conference
- Attended the United Way of Inner Wisconsin Asset Limited, Income Constrained, Employed (ALICE) training

- Attended the Wisconsin Rapids Public Schools (WRPS) Wellness Committee meeting
- Taught six 5th grade lessons on food safety to approximately 150+ students
- Meet with the Wood County Foster Care program regarding potential lessons
- Participated in the South Wood County Hunger Coalition meeting
- Participated in a phone conference for the Wood & Portage Fruit & Veggie Workgroup
- Beginning introductory work with the South Wood County Emerging Pantry (SWEPS). I visited the pantry twice this month to help pantry clients utilize fresh produce.
- The Wisconsin Nutrition Education Program (WNEP) has been rebranded as FoodWise... Same great program, new name!



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## **KYLI BROWN**

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

- Worked with 4-H leaders to judge 4-H Portfolios and Project Awards on Sunday, October 9. 4-H members submit a portfolio of 4-H goals, accomplishments, evaluations and things learned throughout the 4-H year.
- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Continue to update and maintain the Wood County 4-H Facebook site. We are up to 626 fans!
- Facilitated Farm Tech Days meeting for the Youth Tent on October 12.
- Trained 4-H leaders with VIP training on October 24. This is part of their yearly charter renewal requirements.
- Attended Tent City Farm Tech meeting on October 17th
- Attended SRP meeting with Jennifer Swensen on October 3.

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## **CHRIS VIAU**

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

The following is an overview of Youth Development activities:

- 4-H Club and Program Management
  - 4-H Leaders Association Meetings
  - Leadership Washington Focus Trip Planning and Logistics
    - Begin planning for 2017 trip
  - 4-H Club and Volunteer Management concerns-Ongoing
- Central WI State Fair

- Fair Entry- online system.
  - Review program, gather input for system changes, evaluate how Market Sale committee can utilize the software
- Jr. Fair Board Meeting
- Other
  - Attend NAE4-HA Annual Professional Development Conference October 7-14
  - Department of Youth Development- Standards Rank and Promotion Committee Members- Read and evaluate 2 candidates' promotion materials
  - Radio- WDLB and WFHR- 4-H Grows Here- National 4-H Week
- Administrative
  - State and Regional Phone Conferences
  - 4-H Youth Development Liaison Responsibilities- 25% FTE

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## **JEREMY ERICKSON**

*Wood County UW-Extension, Horticulture Educator*

- Appeared on WDLB and WFHR. We discussed prepping the garden for winter, planting garlic, MG Fall Seminar, and other work that the WCMGA is involved with
- Assist with fall clean up with Marshfield Healthy Lifestyles Coalition Community Garden Committee
- Host the 2016 MG Fall Seminar at UW Marshfield
- Attended the Marshfield School Wellness Committee meeting
- Collect and log 2016 hours reports and volunteer project forms from MG Volunteers
- Teach continuing education class on Food Preservation at UW-Marshfield, being co-taught by Sarah Siegel and myself
- Attend MG Board Meeting
- Attend MG membership meeting
- Attend South Wood County Hunger Coalition meeting
- Assist with Gleaning at the Rapids Farmers Market
- Attend Marathon County Horticulture Position visioning session
- Attend Marshfield Healthy Lifestyles Coalition Strategic Planning Meeting

	ADAMS CO	CLARK CO	JACKSON CO	JUNEAU CO	MARATHON CO	PORTAGE CO	TAYLOR CO	WAUSHARA CO	WOOD CO
<b>State Sanitary Permits</b>									
Non-Pressurized In-Ground (Conventional)	\$400	\$350	\$325	\$375	\$500	\$400	\$300	\$425	\$300
Mound	\$500	\$350	\$400	\$450	\$650	\$450	\$400	\$525	\$400
At-Grade	\$500	\$350	\$400	\$450	\$650	\$450	\$400	\$525	\$400
In-Ground Pressure	\$500	\$350	\$400	\$450	\$650	\$450	\$350	\$525	\$400
System in Fill			\$400	\$450	\$650	\$450		\$525	\$400
Sand Blanket System	\$500								
Holding Tank	\$650	\$350	\$450	\$450	\$650	\$500	\$400	\$525	\$400
Sand Filter	\$550						\$450		\$400
ATU	\$550	\$350							\$400
Wetland & Other Pretreatment Components	\$550								
Public Buildings + separate state plan review fee								\$525	normal fee +
Commercial/Public Bldg ≤ 750 gpd					\$500				
Commercial > 4000 gallons							Add \$400		
Commercial/Public Bldgs > 750 gpd (reinspect fee applies)					\$750				
POWTS Serving More Than 2 Structures - Same as 1-2 Family Res +					\$100/structure				
POWTS 1000 gpd up to 2999 gpd				\$650					
POWTS 3000 gpd or over				\$750					
POWTS > 1000 gpd	\$750								
POWTS 1000-5000 gpd			\$475						
POWTS > 5000 gpd			\$700						
Experimental Systems			\$700	\$475				\$525	
Modification to State Plans									\$225
<b>Drainfield Replacement</b>									
Non-Pressurized In-Ground (Conventional) < 1000 gpd	\$225								
Mound < 1000 gpd	\$325								
At-Grade < 1000 gpd	\$325								
In-Ground Pressure < 1000 gpd	\$325								
Sand Blanket System < 1000 gpd	\$325								
POWTS > 1000 gpd	\$425								
<b>Septic or Dosing Tank Replacement</b>									
POWTS < 1000 gpd	\$225								
POWTS > 1000 gpd	\$425								
Replace Holding Tank(s) of same size/same location					\$250				
Tank Relocation						\$200			
Tank Replacement			\$200	\$225	\$250	\$200			\$225
<b>Review Fees/Other Fees</b>									
Soil & Site Evaluation Report	\$25	\$50	\$50		\$100		\$30/\$60 if late		
Controlled Flowage Report	\$50			\$100					
Alternate Design Flow	\$25								
Holding Tank Review Fee		\$100	\$100	\$90					\$60
Non-Holding Tank POWTS (In-ground systems)									
1000 gpd or less		\$250							\$250

> 1000-2000 gpd		\$325							\$325
> 2000-3000 gpd		\$400							\$400
Commercial Conventional < 1000 gpd				\$250					
Commercial (based on daily effluent load minimum)						Max \$1000			
Holding Tank Waiver					\$50				
Low Flow Holding Tank Waiver Application Fee									\$50
Low Flow Holding Tank Annual Fee									\$200
On-Site (in addition to Sanitary Permit Fee)						\$55			
Soil Saturation Determination					\$100				
Soil Saturation Determination Hydrograph Method	\$25			\$50					
Soil Saturation Determination Groundwater Monitoring	\$100			\$100		\$100			\$50
Modification to POWTS					\$250				
Reinspection Fee	\$50	\$50	\$75		\$50	\$55	\$50		\$35
Drainfield Repair									\$225
Appeals (holding tanks, etc.)						\$350			
Plan Revision	\$75	\$50							\$25
Major Plan Revision					\$85				
Agent Plan Review					Same as State				
Permit Renewal	\$75		Reg Permit Fee	\$30	\$50	\$50	\$50	\$100	\$25
Change of Plumber	\$75	\$100	\$75	\$30	\$50	\$50	\$40	\$100	\$25
Permit Transfer between Owners	\$75		\$75	\$30		\$50	\$40	\$100	\$25
County Sanitary Permits									
Reconnect	\$175	\$100	\$200	\$160	\$150 + soil eval	\$200	\$100	\$325	\$150
Reconnect - includes replacement/modification of component(s)					based on reg fee				
Repair	\$150		\$200		\$50	\$200			
Alteration	\$150								
Temporary Holding Tank Use	\$200								
Remediation			\$200						
Non-Plumbing Sanitation Systems									
Vault Privy, Composting Toilets, Incinerating Toilets	\$400	\$175	\$200	\$140	\$50	\$200	\$75	\$325	\$150
Transfer Container Limited Use	\$50								
Portable Restroom Limited Use	\$25								
Administrative Review Fees									
Soil & Site Evaluation Report Preliminary Plat (Subd or Condo)	\$200								
Soil & Site Evaluation Report Resubmitted or Final Plat	\$100								
Wisconsin Fund Application Processing Fee	\$150	\$100	\$150		\$85	\$100			\$150/10% w/e <
POWTS Evaluation Report Non-Compliance							\$1,000		
After-the Fact (work started prior to obtaining valid permit)	double fee	double fee	add'l fees		\$200	triple fee			double fee
Land Division									
Conventional Preliminary Plat	\$350 + \$10/lot	\$250 + \$10/lot	\$300	\$200 + \$5/lot		\$250 + \$10/lot		\$100 + \$10/lot	\$75
Condominium Preliminary Plat	\$350 + \$10/unit								\$75
Condominium Final Plat					\$200				
Planned Development (PD)						\$1000 + \$100/unit			
Final Plat		\$100	\$200	\$200 + \$5/lot		\$125 + \$5/lot			\$35
Final Plat (not requiring Committee review)	\$175 + \$5/lot								
Final Plat (requiring Committee review)	\$350 + \$5/lot								
County Subdivision									

Unsewered Preliminary Plat					\$100 + \$5/lot				
Sewered Preliminary Plat					\$100				
Final Plat					\$200 + \$20/lot			\$50 + \$105/lot	
State Subdivision									
Unsewered Preliminary Plat					\$100 + \$5/lot				
Sewered Preliminary Plat					\$100				
Final Plat					\$35				
Replat									
County Repat					Same as Co Subd				
State Repat					Same as State Subd				
Stormwater Plan Review (Co Plats, Major Subd & Minor Subd)						\$250			
Consultation on Sketch		\$50							
Request for Modification					\$50	\$350			
Parcel Combination Affidavit (includes ROD Fee)					\$100				
Public Hearing			\$300						
CSM	\$25 + \$2.50/lot	\$50	\$50 + \$10/lot	\$50 + \$5/lot	\$150	\$100		\$50 + \$110/lot	\$30+\$20 add'l lots
with 2 lots		\$60							
with 3 lots		\$70							
with 4 lots		\$80							
CSM Resubmittal	\$15								
CSM Exchange Between Neighbors (Verification Fee)	\$15				\$35				
After-the Fact Fees					double fee				
<b>Shoreland and Floodplain Zoning Fees/BOA Fees/Zoning Fees</b>									
Zoning or Floodplain Determination (map review)	\$10/parcel								
On-Site Investigation (other than sanitary)	\$50					\$50			
Board of Adjustment Special Hearings						\$700			
Board of Adjustment Regular Hearing						\$350	\$400		
Variance Request		\$200	\$350	\$300	\$425				\$350
Special Exception Request		\$150	\$300	\$300	\$425				\$350
Appeal					\$425		\$150		\$350
Floodplain Permits									
Zoning Permit Fee									\$50
Structural Building Permit Fee									Min \$25 Max \$75
Shoreland Permits									
Zoning Permit Fee									Min \$25 Max \$75
Special Exception Permit Fee									Min \$25 Max \$100
Permit Renewal									\$15
Reconsideration of LCS or BOA Decision					\$100				
Zoning Map Amendment			\$300						
Re-Zoning				\$300	\$425				
Zoning Permit							\$100		
After-thee-Fact Zoning Permit							\$200		
Shoreland Building Permit				\$100					
Accessory Building Permit				\$50					
Minor Shoreland Rip-Rap				\$50					
Floodplain (filling, dredging, building)				\$105					
Single & Two Family Residence					\$175				



Residential Additions					\$100				
Commercial & Industrial New Construction					\$225				
Commercial & Industrial Additions					\$175				
Accessory Structures ≤ 100 sq ft					exempt				
Accessory Structures 101 - 350 sq ft					\$75				
Accessory Structures > 350 sq ft (including tarp structures)					\$125				
Tarp Accessory Structures < 350 sq ft					\$25				
Buffer Screening Plan Approval Separate from Original Applic					\$100				
Photometric/Lighting Plan Approval Separate from Orig Applic					\$100				
Renewal of Zoning Permit					\$50				
Renewal of Special Exception Permit					\$100				
Ponds					\$225				
Stock Water Ponds					\$50				
Temporary Zoning Permit					\$175				
Shoreland Alteration Permit (Incl Staking, Demo Permit, Grading)					\$350				
Demolition Permit					\$50				
Boathouse					\$125				
Shoreland Staking Permit					\$125				
Mitigation Permit (includes ROD fee)					\$75				
Special Zoning Permit (fee includes mitigation permit)					\$175				
Accessory Structures 100 sq ft or less in a floodplain					\$100				
After-the Fact (work started prior to obtaining valid permit)					double fee				

Marathon County - In addition to any fee required, if a plan revision results in a change to a system type or system size for which a higher sanitary permit fee or plan review fee is required, the difference between the fee already paid and the fee applicable to the new type/size will be charged.

Portage County - Commercial (.17/gal) based on daily effluent load minimum fee same as residential system of same type/size. Maximum fee \$1000 or straight fee.

Waushara County - Conventional Permit Fee includes all alterations, repairs and additions.

Wood County - Public Buildings Sanitary Permit Fee = Normal Fee + \$1.60 for every 100 gallons over 1500 gallons in septic tank capacity

Wood County - Floodplain Structural Building Permit Fee - \$1 per \$1000 of construction cost (Minimum \$25 - Maximum \$50)

Wood County - Shoreland Zoning Permit - \$25 + \$1 for each \$1000 of construction cost over \$20,000 but not to exceed \$75

Shoreland Special Exception Permit - \$25 + \$1 for each \$1000 of construction cost over \$25,000 but not to exceed \$100