

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 Wucherpennig

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 Wucherpennig 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 Wucherpennig, 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 Wucherpennig 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 17th. 23 people applied. Shane narrowed down 6 applicants for interviews and conducted them on Monday June 3rd and Tuesday June 4th. 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 20th 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 12th at Mauston High School from 1-3:30pm. Public comment will be after 3:30pm.

The next meeting is June 17th 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 30th.

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
current: Normal fee plus \$1.60/100 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 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
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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
Mapping		
(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 st copy, , ≥2 \$1/copy
(4) Black & White Laser Print/copy	\$0 1-2 copies, ≥3 \$1/copy	Eliminate
(5) Color print/copy	\$0 1 st 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 7th. Dave LaFontaine attended and found it beneficial and was impressed with the group's expertise.

Extension went through a Civil Rights review on April 17th. There will be a staff meeting on June 20th 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)