

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, DECEMBER 7, 2016  
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Kenneth Curry, Robert Ashbeck, Bill Leichtnam, Adam Fischer and Harvey Peterson.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Kim Keech and Jeff Brewbaker.  
 Co Surveyor: Kevin Boyer.  
 Land & Water Conservation Staff: Shane Wucherpfennig and Adam Groshek.  
 UW Extension Staff: Peter Manley.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml, Kelly Giese, Sharon Schwab, Jason Angell, Kelli Quinnell, Warren Kraft, Larry Gilbertson

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.**
  - a. Supervisor Polach asked to consider the observation of Pearl Harbor. Chairperson Henkel asked everybody to remember Pearl Harbor and that it shouldn't be forgotten.
  - b. Supervisor Clendenning introduced Sharon Schwab of the Town of Grant and Kelly Giese of Hotel Mead and were present to share plans for the Prairie Chicken Festival if needed.
3. **Review Correspondence.**
  - a. Shane Wucherpfennig commented that the NOD (Notice of Discharge) Grant had \$7,000 reserve money for a homeowner who had a pump failure that will be extended into 2017.
  - b. Shane Wucherpfennig stated he received a letter from the Town of Saratoga's Attorney Stafford & Rosenbaum LLP regarding Water Quality.
  - c. Jason Grueneberg asked for Item #11A to be moved up on the agenda.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the November 2, 2016 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Julie Akey/Kim Keech, Jeff Brewbaker, Heather Marquardt, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.
  - a. Minutes of November 2, 2016. No additions or corrections needed.
  - b. Department Bills. Peter Manley stated that the Marshfield Utilities haven't responded regarding the remaining grant reimbursement.
  - c. Staff Activity Reports. No questions or comments.

*Motion by Adam Fischer to approve and accept the November 2, 2016 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Kenneth Curry. Motion carried unanimously.*

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

**6. Water Issues.**

a. Future Topics on Water Issues with Full Committee.

- Adam Fischer stated that the Marshfield Water Treatment Plant has included a grant in their 2017 budget to help educate the community and landowners regarding water issues.
- Adam Fischer distributed a draft resolution affirming Wood County commitment to clean water and authorizing the county conservationist to negotiate agreements with Marshfield and other municipalities for phosphate reduction. This resolution will be considered at the January CEED meeting.
- Chairperson Hilde Henkel suggested to Shane Wucherpennig to find farmers who are willing to attend a future CEED Committee Meeting to discuss water issues.
- Shane Wucherpennig mentioned by late fall 2017 that Recodification of Ordinances need to be updated as a way to catch-up ordinances to get them current which will include the Animal Waste Storage, Nutrient Management and Groundwater Protection and Nonmetallic Mining Reclamation Ordinances.
- Bill Leichtnam sent Chairperson Henkel an email on November 23<sup>rd</sup> proposing “Water Issues” for discussion at a future CEED Committee Meeting. Chairperson Henkel forwarded the “Nitrates in Well” topic to Chairperson Donna Rozar of the Health & Human Services Committee as that topic is a Health Department issue. Adam Fischer suggested that at the January or February 2017 CEED meetings the committee should look at Bill Leichtnam’s list.

b. Well Closures. Adam Groshek reported that 12 wells were abandoned in 2016 for 10 different landowners. Well closures are beneficial to prevent contaminated surface water from getting into our aquifers. Nutrient Management Plans help balance crop needs with nutrients being applied. Well Drillers are aware of financial assistance available and are the best advocates for cost sharing opportunities. State of Wisconsin has a database of wells and well locations. Land & Water Conservation Department promotes this program in their biennial newsletter and the reasons it is beneficial to abandon wells. Chairperson Henkel suggested to Shane Wucherpennig and Peter Manley this topic would be of benefit for a future radio show. Bill Leichtnam suggested municipalities should be contacted as well as a possible Town Association Meeting topic.

**7. Land & Water Conservation Department**

a. Update on recent manure & runoff violations. Shane Wucherpennig reported that 4 violations were discovered with varying impacts to the environment.

- Violation #1 – Landowner over-applied manure with approximately 100 gallons entering the wetlands. Violation of NR115 and Wood County Ordinance. Landowner took immediate action to correct issue.
- Violation #2 – Landowner had large feed storage piles with leachate running off directly into ditches that led to Mill Creek. Shane Wucherpennig commented that the feed storage piles should be collected and stored or treated through a leachate plan or Nutrient Management Plan. Landowner is working with the Land & Water Conservation Department to correct issue.
- Violation #3 – Landowner had a manure spill that led into a road ditch. Violation occurred near County Road T and Mill Creek Bridge. Samples taken by the Land & Water Conservation Department revealed high bacteria and E.coli levels resulting in a violation settlement of 3 \$500/day violations each for a total of \$1,500. Land & Water Conservation Department met with the DNR and the landowner to reclassify operation as a “mid-sized CAFO”. City of Marshfield may be helping with funding to reduce adaptive phosphorous goals.
- Violation #4 – There was evidence that a pit had overflowed into a road ditch recently. The landowner drew the manure pit down prior to an investigation by Shane Wucherpennig. After discussion with the landowner who had recently bought the farm without the knowledge that the pit was only 6 months storage, they ran into issues this summer with all the rain. They informed me that they have several landowners to take their manure and they have been giving it away

as long as they pay for removing it. Because they are now taking preventative action, the LWCD will not take enforcement action at this time. Due to mismanagement, Land & Water Conservation Department will require a Nutrient Management Plan be developed. The Department may also investigate availability of funds to assist in reconstructing/enlarging the animal waste storage facility. If money is available, the LWCD will assist with a design. The manure storage pit currently only has 6 month storage for the number of animals at the facility.

- b. Update on timeline of filling new position. Shane Wucherpennig updated the committee that the Conservation Specialist position was posted in early November with an application deadline 1 week prior to hunting season. 22 applicants applied for the newly created position. Shane Wucherpennig has narrowed the field to 6 applicants for interviews to be held on December 15<sup>th</sup> and December 16<sup>th</sup> with a decision and offer to be made by December 19<sup>th</sup>.
- c. Department Head Goals. Shane Wucherpennig submitted his 2017 Department Head Goals to the CEED Committee.
- d. Request to carryover unused vacation hours Shane Wucherpennig asked the CEED Committee to consider carrying approximately 80 hours of vacation into 2017 to be used in the first quarter. Shane Wucherpennig did mention that Real Time Vacation Accrual will help in carrying over vacation in 2017 when the county converts to Real Time Vacation.

*Motion by Kenneth Curry to allow Land & Water Conservation Director, Shane Wucherpennig to carry approximately 80 hours of unused vacation into 2017 to be used in the first quarter. Second by Adam Fischer. Motion carried unanimously.*

8. Preliminary to Closed Session. Warren Kraft discussed with the CEED Committee how to complete the Department Head Performance Evaluation. Kelli Quinnell oversees the records for Human Resources and explained the instructions for completing the Department Head Performance Evaluations. Kelli Quinnell explained that step increases have to be satisfactory or better. Lance Pliml commented that goal setting is very important in Performance Evaluations.

**CLOSED SESSION** - At 10:45 a.m., it was moved by Harvey Petersen, and seconded by Adam Fischer, pursuant to Wis Stat 19.85(1)(c) to go into closed session for performance reviews of the Land & Water Conservation Director and Planning & Zoning Director. Roll call taken: Curry – aye, Leichtnam – aye, Fischer – aye, Ashbeck – aye, Petersen – aye. Harvey Petersen was excused at 11:15 p.m.

9. Return to open session. At 11:40 p.m., it was moved by Adam Fischer, seconded by Robert Ashbeck, to return to open session. All ayes.

## 10. Planning & Zoning

- a. Consider resolution to repeal and recreate the Wood County Shoreland Ordinance #704  
Chairperson Henkel stated this item was discussed at the Public Hearing.

*Motion by Kenneth Curry to repeal and recreate the Wood County Shoreland Ordinance #704. Second by Adam Fischer. Motion carried unanimously.*

- b. Review proposed fee schedule changes. Jason Grueneberg has postponed/delayed this item for a future CEED Committee meeting.

## 11. Economic Development

- a. Affirm 2017 Economic Development Grant request funding, and consider reallocating some unexpended 2016 Economic Development funds. Jason Grueneberg explained to the CEED

Committee that they approved \$127,500 in funding requests months ago for 2017 but the Executive Committee had approved only \$122,500. Jason Grueneberg presented one option to apply \$5,000 of the remaining \$50,000 of unused 2016 funding that was earmarked for a Marshfield Housing Project to the North Central Community Action Crowdfunding program for startup businesses

*Motion by Adam Fischer to apply \$5,000 of 2016 unused Economic Development Grant funding towards North Central Community Action Crowdfunding program for startup businesses. Second by Kenneth Curry. Motion carried unanimously.*

- b. Consider resolution to amend the 2016 budget for the Community Development Block Grant (CDBG) function for additional revenues and expenditures not anticipated during the original budget process. Jason Grueneberg mentioned that a loan was paid off and unanticipated funds available. The resolution provides no additional cost to Wood County.

*Motion by Adam Fischer to amend the 2016 budget for the Community Development Block Grant (CDBG) for additional revenues and expenditures not anticipated during the original budget process, Second by Kenneth Curry. Motion carried unanimously.*

## 12. Surveyor

- a. County Surveyor annual update. County Surveyor Kevin Boyer updated the CEED Committee on 2016 past maintenance work which included 3 contracts. Steigerwaldt was contracted for 2 of the corner contracts and Quest was contracted for 1 of the corner contracts. Central Staking completed all of the corners for the 2016 Town/Highway Contract. It was noted that in March 2017 Wood County will be 100% monumented. The county has gone from catch-up to maintenance mode. Chairperson Henkel commented from the County Surveyor's 2016 Year End Report on item 2cii that there is no backlog of maps in the "in basket".
- b. Consider renewing appointed County Surveyor 2-year contract. Jason Grueneberg recommends renewing appointed County Surveyor 2-year contract for Surveyor Kevin Boyer commenting that there is no increase in Payment for Services.

*Motion by Bill Leichnam to renew and appoint County Surveyor's 2-year contract for Kevin Boyer. Second by Adam Fischer. Motion carried unanimously.*

## 13. UW Extension

- a. UW Extension Reorganization Update. Peter Manley commented that a decision will be made by February 2017 by UW Extension and also stated there is a link on the WCA website with a webinar available on the reorganization plans.
- b. Resolution to Use Unbudgeted Funds. Peter Manley drafted a resolution on funding for the Clean Sweep Program. UW Extension took in more grants than anticipated with funds being non-lapsing.

*Motion by Bill Leichnam to amend the 2016 budget for the UW Extension function for additional expenditures and revenues that were not anticipated during the original budget process for the Clean Sweep Program. Second by Adam Fischer. Motion carried unanimously.*

- a. Soils Account Discrepancies. Peter Manley shared with the CEED Committee that the Soils Account is short in funds. Manley has met with Mike Martin, Peter Kastenzholz and Warren Kraft about the issue. Staff have upgraded records, redone the reconciliation procedure and purchased combination locks for the cash drawers. Chairperson Henkel recommended that cash handling be a topic of discussion for all departments. Peter Manley stated that the topic was on the agenda for the December 9, 2016 Department Head meeting.

- b. Update: SE Wood County Groundwater Committee. Peter Manley made written invitations to various municipalities to attend a SE Wood County Groundwater Committee Meeting. Peter Manley stated that he has heard from all municipalities but hasn't heard from the City of Nekoosa and Village of Port Edwards.
- c. Junior Fair Financial Report. Adam Fischer voluntarily abstained from discussion. Larry Gilbertson presented the 2016 Central Wisconsin State Junior Fair report. The 2016 Central Wisconsin State Junior Fair offered a successful Wood County Junior Fair with 4,110 fair entries which was comparable to 4,138 fair entries in 2015. 2016 offered a change to a split premium book which featured Junior Fair and Open Class. The Junior Fair software program had a few glitches but office staff has been working through the issues.

*Motion by Kenneth Curry to accept the Central Wisconsin State Junior Fair Financial Report as presented. Second by Bill Leichtnam. Motion carried unanimously.*

- d. Department Head Goals. Peter Manley submitted his 2017 Department Head Goals to the CEED Committee.

#### **14. Schedule Next Meeting.**

- a. The next regular CEED meeting is scheduled for Wednesday, January 4, 2017 at 9:00 a.m. at McMillan Library in the All Purpose Room.

#### **15. Adjourn.**

*Motion by Adam Fischer to adjourn at 12:00 p.m. Second by Robert Ashbeck. Motion carried unanimously.*

Respectfully submitted,



Kenneth Curry, Secretary  
Minutes by Kim Keech, Planning & Zoning Office  
Review for submittal to County Board by Kenneth Curry (approved on December 13, 2016)