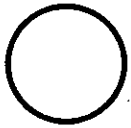


## CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, February 1, 2017  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse , Room 114

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. Update on January 24<sup>th</sup> SE Wood County Groundwater Group meeting held in Nekoosa.
7. Land & Water Conservation Department
  - A. Windshed Program update Shannon Rhode
  - B. Comment on Counties options to manage farms.
  - C. Towns Association February 17<sup>th</sup> agenda – invasive species.
  - D. Update on Conservation Specialist position.
  - E. Nonmetallic Mining Reclamation update. Tracy Arnold
  - F. Consider resolution to amend the 2017 DATCP grant budget.
8. Planning & Zoning
  - A. Update on Wood County Private Onsite Waste Treatment Maintenance Program.
  - B. Approve increasing Department petty cash amount from \$50 to \$100.
9. Economic Development
  - A. Update from Heart of Wisconsin Chamber of Commerce
  - B. Update from Marshfield Area Chamber of Commerce
  - C. Review and discuss former Wood County Transportation & Economic Development Mission
  - D. Discuss Property Assessed Clean Energy (PACE) program.
10. Land Records
  - A. Consider appointment of Brian Spranger to Wood County Land Information Council.
11. UW Extension
  - A. Farm Technology Days Update Lippert
14. Schedule next regular committee meeting – 9:00 am Wednesday, March 1, 2017.
15. Schedule any additional meetings if necessary.
16. Adjourn



## RESOLUTION#

Introduced by  
Page 1 of 1

Conservation, Education &amp; Economic Development Committee

LAD

<b>Motion:</b>	Adopted:	<input type="checkbox"/>
1 <sup>st</sup>	Lost:	<input type="checkbox"/>
2 <sup>nd</sup>	Tabled:	<input type="checkbox"/>
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: _____, Finance Dir.		

**INTENT & SYNOPSIS:** To encourage the state legislature to make additional resources available to all counties to plan and implement groundwater programming.

**FISCAL NOTE:** none.

**WHEREAS**, groundwater is a basic resource that citizens and businesses in the state rely upon and expect government to monitor and protect in such a way that we may all prosper, and

**WHEREAS**, negative implications to the citizens and businesses of the state from not having comprehensive groundwater programming available could be catastrophic, and

**WHEREAS**, there exists very little groundwater and drinking water information available on a statewide basis, and

**WHEREAS**, currently some counties are coordinating their own groundwater programs to test, monitor, and track groundwater quality while also educating well owners about the importance of clean drinking water and protecting their water sources from contamination, and

**WHEREAS**, there exists very few and limited funding sources for counties to plan and implement groundwater programming and educate and protect their citizens and groundwater sources, and

**WHEREAS**, potential for groundwater contamination continues to grow statewide, becoming an ever increasing threat with few additional resources available to mitigate this threat, and

**WHEREAS**, the Wisconsin Land + Water Conservation Association has encouraged all counties to pass this resolution supporting the funding of groundwater programs.

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES** to encourage the state legislature to make available additional resources for all counties to plan and implement groundwater programming that will lead to better understanding, protection, and utilization of our groundwater and drinking water supplies.

**BE IT FURTHER RESOLVED** that a copy of this resolution be directed to the attention of the state legislators, the governor, the directors of WDNR and DATCP, and the Wisconsin Counties Association.

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, JANUARY 4, 2017  
 MCMILLAN LIBRARY, WISCONSIN RAPIDS

**Members Present:** Hilde Henkel, Ken Curry, Bill Leichtnam, Robert Ashbeck, Adam Fischer, Harvey Petersen  
**Staff Present:** Land & Water Conservation: Shane Wucherpfennig  
Planning & Zoning: Jason Grueneberg, Adam DeKleyn  
UW-Extension: Peter Manley, Jodi Friday, Jill Hicks, Katie Tomsyck  
**Others Present:** Bill Clendenning, Dennis Polach, Tom Bohn, Joe Zurfluh and Peter Kastenholz

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:07 a.m.
2. **Public Comment.**
  - A. Village of Port Edwards' Trustee, Joe Zurfluh, made public comment. He asked the committee to be proactive on issues regarding groundwater in the county.
3. **Review Correspondence.**
  - A. Chairperson Henkel received a phone call from John Eron. He wants the committee and county to be aware that farmers and producers are appreciative of the work Shane is doing to help their group.
  - B. Peter Manley was contacted by the Town of Rome to advise them on their Town Hall space needs planning.
  - C. Peter Manley stated that the ADRC is updating their strategic plan and that he will be helping them.
4. **Consent Agenda-**The Consent Agenda included the following items: 1) Minutes of the December 2016, CEED meeting, 2) bills from Planning & Zoning, UW-Extension and Land & Water Conservation, and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, 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. Department Bills: Bill Leichtnam had a question on the Land & Water Conservation Bills. He was concerned about what the department would do if a large number of farmers would want matching funds. Chairperson Henkel responded that this is a policy issue and should be moved to the Land & Water Conservation agenda items.
  - B. December 2016 CEED minutes:
    - i. Bill Leichtnam had a comment on the minutes, section 6A, bullet 5. He has a list of eight bullet points about water issues that need to be addressed that were brought up in November, but they are not on the agenda today. He asked if these will be on the agenda in February. This agenda items cannot be discussed today, as they are not on the agenda. Additionally, Bill Leichtnam stated that the action by Chairperson Henkel, under section 6A, bullet 5, to send an email the "Nitrates in Well" topic to Chairperson Donna Rozar of the Health & Human Services Committee was unilateral and ill advised, and asked the CEED Committee to reverse this. Hilde

reminded the committee that this discussion was about the approval of the minutes and that this issue should be brought up later in the meeting.

C. Staff Activity Reports: No questions or comments.

*Motion by Harvey Peterson to approve and accept the December 7th, 2016, CEED minutes. Second by Robert Ashbeck.*

*Voting Ayes: Hilde Henkel, Harvey Peterson, Robert Ashbeck, Adam Fischer, Ken Curry.*

*Voting Nays: Bill Leichtnam- disapproves of Chairperson Henkel's action in section 6A of the minutes.*

*Motion carried 5-1*

*Motion by Robert Ashbeck for approval of staff activity reports and bills from Planning & Zoning, Land & Water Conservation and UW-Extension . Motion carried unanimously.*

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

6. **Water Issues**

A. Present and take action on Water Quality Resolution. Adam Fischer asked that we table this until next month. Marshfield Utility is working out their arrangements.

B. Discuss Town of Saratoga Ordinances

- i. Hilde Henkel asked what the role of Wood County for this ordinance is. Peter Kastenholz replied that it is the committee's role to comment, not to approve or deny it.
- ii. Adam Fischer asked if the CEED committee must comment. He does not see any reason that the CEED committee should comment. This should be solely under the township.
- iii. Bill Leichtnam responded that CEED committee should comment and go through the ordinance line-by-line and ask our professional staff to see if any of this should be written into our county ordinances.
- iv. Adam Fischer responded that he believes it is not the job of the county to look over township legislation, and there is no reason for the county to get involved.

*Motion by Adam Fischer to make no comment on the Town of Saratoga Ordinance. Second by Harvey Peterson*

*Voting Ayes: Adam Fischer, Harvey Peterson, Robert Ashbeck, Hilde Henkel*

*Voting Nays: Ken Curry- disagrees with the call for the question, as he wasn't allowed to comment; Bill Leichtnam- believes the committee would be doing the people of Wood County a disservice, unless they take the time to review it.*

*Motion carried 4-2*

Discussion: Hilde Henkel asked Shane Wucherpennig if this was going to cause a problem and if there will be confusion with the public. Shane responded that this will complicate things with people in the Land & Water Conservation office and that people will be confused on where to get a permit. There could also be overlap on the legality issues; they are similar ordinances, but there are some differences. If there are legal situations, he predicts he will get brought into it. Ken Curry asked Peter Kastenholz if he sees an issue with conflicting ordinances. Peter responded that this may be problematic. He stated that 95% of the ordinance was the same,

but the differences were that if there is any modification work done on the manure storage facility, then they need to get the town's permit. Once you apply for a permit then any changes by any government doesn't apply to you. This litigation would not involve the county.

- C. SE Wood County Groundwater Group meeting: Peter Manley gave an overview of the December 15<sup>th</sup> meeting at the Nekoosa Library. The group does not yet have specific outcomes; they were making introductions and discussing relevant issues. They will be sending out additional invitations to the Village of Port Edwards and the City of Nekoosa, who did not attend, to Town of Grand Rapids, Town of Rome, The Wysockis, and Bill Wolfe. Next meeting we hope to discuss outcomes & goals to work towards.
  - i. Joe Zurfluh from City of Nekoosa stated that he plans on attending in January. He asked how this group was formed. He also stated that city governments are under the microscope when it comes to wastewater treatment. Peter explained that the group was formed after a presentation to the CEED committee by a similar group with the village of Plover. This committee approved to try that same approach.
  - ii. Adam Fischer stated that we would like to applaud Peter for this effort. He believes that this is a place to find answers on this issue. He is very concerned about groundwater and believes that townships and cities can stand together and address this issue.
  - iii. Bill Leichtnam also thanked Peter for his work with the group. He mentioned that Ho-Chunk Nation should also be invited. Bill believed the meeting went really well and that the group looks really promising.
- D. Water Issues for February Agenda:
  - i. Bill Leichtnam would like "County's Options to Manage Farms" to be added to the February agenda. He also suggested that Hilde Henkel could call additional meetings to discuss the all the bullet points that he presented on November 23rd, as it may take additional time. Hilde Henkel responded that she can see where we might need to schedule these on an annual or biannual basis, but she will look to our county conservationist to decide when this is needed.
  - ii. Ken Curry asked if something is on the agenda, if it must be discussed. He suggested the committee add all eight of Bill Leichtnam's bullet points to the agenda and table them if there is not time to get to them all. Hilde Henkel responded that the agenda should not have broad-based items so the public knows what will be discussed at the meetings.
  - iii. Adam Fischer believes this could be pulled into a separate meeting quarterly. Hilde responded that with the budget adjustments, it is part of the CEED committee's responsibility is to keep costs down. Bill responded that if we simply put water issues on every agenda, then we could get through all the bullet-points.
  - iv. Bill Leichtnam made a motion to put water issues on every agenda from now on. Hilde Henkel responded that a motion isn't needed for this and that it will be on the agenda for the next few months. Hilde suggested adding an agenda item for "Topics for Next Meeting".
  - v. Hilde asked Shane to review the WCA's article "Counties Have Options to Manage Farms" and see if there is anything that CEED committee needs be aware of.

## 7. Land & Water Conservation Department

- A. Farmer Led Watershed Conference- Shane Wucherpfennig attended this conference on December 14<sup>th</sup>. He shared that there are currently fifteen farmer-led counsels in Wisconsin,

which are all at different stages. He believes the Mill Creek farmer-led group is ahead of the curve. Many of the groups are not to the implementation stage yet. Momentum and public interest is growing in these conservation efforts. Overall, he believes it was a very positive conference. Robert Ashbeck stated that Portage County should be included. Shane responded that Portage County does not seek soft-money dollars, such as funds for cover crops or no-till practices. Some farmers are doing it on their own without financial incentives. There is a working relationship between the two counties. Hilde Henkel mentioned that if the committee were to have a resolution or action to send to the County Board of Supervisors in Portage County, this could help them decide what to do.

- B. County Conservationist's 2017 goals. Shane Wucherpfennig handed out a list of his three goals for 2017 and read them to the committee. Hilde Henkel asked Shane how the points should be divided. Shane responded that more weight should be put towards Goals 2 and 3. Ken suggested that Shane changed the wording in Goal 1 from "vacant" to "new".

*Motion by Adam Fischer to accept Shane Wucherphennig's 2017 goals. Second by Bill Leichtnam. Motion carried unanimously.*

- C. Healthy Soil/ Water workshop 2017. Shane shared that this workshop will have a different dynamic than last year. Last year the focus was to promote and educate the concept of healthy soils. This year's focus is more hands-on demonstrations. They will present types of equipment, problem solving, and how to make minimum till systems work for the long-haul. Efforts for the workshops are shared between Clark, Marathon, Wood and Portage Counties, and from farmers who are already using these practices. Farmers are realizing that they need to be a voice and show they are doing a good job.
- D. Conservation Specialist Position- Shane Wucherpfennig gave an update on the Conservationist Specialist Position. Six interviews were held on December 15<sup>th</sup> and 16<sup>th</sup>. Shane selected a candidate who has interned for the department. The candidate has previous experience in Taylor County, has a CCA Certification, farmer nutrient management certifications, and three years of hands-on experiences. Shane will be making the offer to the candidate this week.

## 8. Planning & Zoning

- A. Review Preliminary Plat of Oak Creek Subdivision in the town of Grand Rapids- Adam Dekleyn presented the preliminary plat to the committee. After reviewing the information, he recommends that the committee approve the plat. He also mentioned that the land-owner, Tom Bohn was present for questions. Bill Clendenning stated that the Grand Rapids Town Board unanimously accepted the plat.

*Motion by Ken Curry to approve the Preliminary Plat of Oak Creek Subdivision. Second by Bill Leichtnam. The motion carried unanimously.*

- B. Discuss Planning & Zoning Director's goals for 2017. Jason Grueneberg handed out a list of his three goals for 2017 and read them to the committee. Goal 1 should be weighted the heaviest and entails streamlining the sanitary permit process. In Goal 2, he states that both clerical position job descriptions are outdated. Jason believes the positions need to be cross-trained and the grade levels should be closer together. He is meeting with Human Resources on this week to go over the job descriptions. He would like the position to be filled by the end of February. In Goal 3, he would like to start sending out a newsletter to serve as a reminder of

requirements, educational opportunities, services that the department offers. This will be sent out via email and hard-copy.

- i. Comments- Hilde Henkel mentioned that the department hasn't had too many confrontational public like in the past. Jason responded that they made a deliberate effort in the past few years to be courteous and respectful to the public, even if they are in violation, or if the employees are not being treated in respect in return. He believes the public now better understands the department because they are taking an educational approach instead of slapping people with fines. He has seen much better cooperation with public in regards to compliance.

*Motion by Adam Fischer to approve Jason Grueneberg's 2017 Goals. Second by Robert Ashbeck. The motion carried unanimously.*

- 9. **Economic Development-** Jason Grueneberg suggested that the committee needs to have a discussion on what the county's role is in economic development. He has felt hesitant to put some economic development topics on the agenda because he is fearful the meetings will go too long. He recommends learning about what we are doing right now, and then deciding where to go from there.

- A. Bill Clendenning mentioned a Centergy Legislative Summit meeting happening next week. Jason will be attending this and will give a report.
- B. Jason added that we are participating in economic development efforts, but are not taking the lead. He wants the committee to look at if we are satisfied with our current involvement or be taking a more aggressive role. He believes there may be potential from the new federal administration to receive support for business growth, and that we should be positioned to be ready for that. Adam responded that he agrees that the committee should be having this conversation.
- C. Hilde asked Jason to begin the discussion about the various ways we can promote economic development and to bring the committee enough information so they can start the discussion next month.

#### 10. UW Extension

- A. UW Extension Reorganization Update- Peter Manley gave an update on the UW-Extension reorganization. Reorganization options will be given in February, then in two or three months, the reorganization will begin. Peter stated that the information will first go to the County Board Supervisors and then staff. They will seek input on the options and then will make a decision.
- B. SE Wood County Groundwater Committee- this was a duplicate agenda item, and was discussed earlier.
- C. WNEP Report. Jodi Friday and Jill Hicks gave an update on the change from WNEP to Wlse and presented new logo. This program is still federally-funded program and costs nothing to the county. Friday and Hicks gave an overview about a Community Food Simulation that they gave on September 29<sup>th</sup> with the South Wood County Hunger Coalition. The purpose of this simulation was to train future trainers of this program to experience what it would be like to navigate services in the community to feed a their families for only \$4 per day. They had 25 community participants from the Health Department, the Women, Infants & Children Group, the Nekoosa School District, the Family Center, Incourage Community Foundation and students from Mid-state. They shared that the simulation was very eye-opening and the discussion after the simulation allowed for collaboration and brainstorming between the groups. Jodi explained that one action step following the simulation was creating a centralized "food-hub"

to find solutions on how to bring these services under one roof for people who need them. Jodi also shared that she is no longer working in the Nekoosa School District because they fell below the 50% free-or-reduced lunch status.

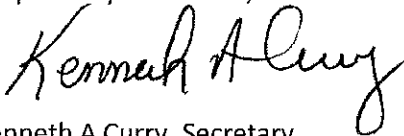
**11. Schedule next regular committee meeting**

- A. The next regular CEED meeting is scheduled on Wednesday, February 1<sup>st</sup> at 9:00am at the Wood County Courthouse.
- B. Adam Fischer stated that item 6A which was discussed earlier will need to be tabled until March instead of February as previously stated, as he will not be present at the February CEED meeting to present the item.
- C. Peter Manley shared that he will be having surgery the week of the next meeting, so someone else from the Extension Office will be present. Robert Ashbeck suggested that Matt Lippert should come with update on Farm Tech Days.

**12. . Adjourn.**

Motion by Bob to adjourn at 11:34 am. Second by Bill. Motion carried unanimously.
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Respectfully submitted,



Kenneth A Curry, Secretary

Minutes by Katie Tomsyck, UW-Extension

Review for submittal to County Board by Ken Curry (approved on January 9, 2017)



County of Wood

Report of claims for: Land &amp; Water Conservation Dept.

For the period of: December 2016 (2)

For the range of vouchers: 18160128 - 18160136

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18160128	GUZMAN ABRAHAM L	SWRM - CS NUTIRENT MANAGEMENT	12/27/2016	\$2,248.68	* P
18160129	WOOD COUNTY 4-H ASSOCIATION	LWC - OFFICE SUPPLIES/PLAT BK	12/29/2016	\$141.75	P
18160130	WUCHERPFENNIG SHANE	LWC - MILEAGE REIMBURSEMENT	12/29/2016	\$181.02	P
18160131	GROSHEK ADAM	LWC-PHONE,MEALS & MILEAGE REIM	12/29/2016	\$85.20	P
18160132	A & B BUTCHERING	WD - VENISON DONATION PROCESSI	12/21/2016	\$440.00	* P
18160133	WOODTRUST BANK NA	LWC - OFFICE SUP/VEHICLE MAINT	11/30/2016	\$111.59	P
18160134	AEGIS CORPORATION	NOTARY BOND	12/28/2016	\$25.00	P
18160135	STERNWEIS JERRY & KAY	SWRM - CS UNDERGROUND OUTLETS	10/24/2016	\$3,396.75	* P
18160136	COENEN JAMES AND JOANNE	SWRM - NUTRIENT MGT COST SHARE	12/28/2016	\$3,200.22	* P
<b>Grand Total:</b>				<b>\$9,830.21</b>	

P = Prepaid

\* = 100% Reimbursed

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

LWC - Land &amp; Water Conservation

SWRM - Soil &amp; Water Resource Management Grant

WD - Wildlife Damage Abatement &amp; Claims

County of Wood

Report of claims for: Land &amp; Water Conservation Dept.

For the period of: January 2017

For the range of vouchers: 18170001 - 18170008

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18170001	ERTL JEFF	NM - FINANCIAL ASSURANCE RETUR	01/04/2017	\$5,200.00	* P
18170002	DLT SOLUTIONS LLC	LC/NM AUTODESK 1 YR RENEWAL	01/03/2017	\$2,092.74	P
18170003	ESRI INC	LWC -- ArcGIS MAINTENANCE	01/04/2017	\$700.00	P
18170004	WI LAND + WATER CONSERVATION	LWC- 2017 DUES	01/03/2017	\$1,621.00	P
18170005	NORTH CENTRAL LAND & WATER CONSERVATION	LWC - 2017 DUES	01/13/2017	\$200.00	P
18170006	DORSHORST NATE	TS - REFUND OVER PAYEMENT	01/12/2017	\$22.16	*P
18170007	ARNOLD TRACY	LWC/NMM -MEALS/MILEAGE REIMB	01/10/2017	\$28.05	P
18170008	THIEL MICHAEL D	TS - REFUND FOR CRABAPPLE	01/13/2017	\$22.32	* P

**Grand Total:****\$9,886.27**

P = Prepaid

\* = 100% Reimbursed

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

LWC - Land & Water Conservation  
 NM - Nonmetallic Mining Reclamation  
 TS - Tree & Shrub

# Committee Report

County of Wood

Report of claims for: Planning &amp; Zoning Department

For the period of: December 2016 &amp; January 2016

For the range of vouchers: 22160172 - 22160175 22170001 - 22170008

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22160172	INDUSTRY SERVICES DIVISION	PS-Dec State Sanitary Permit	12/29/2016	\$400.00	P
22160173	WOODTRUST BANK NA	LR-Credit Card Charges	12/20/2016	\$37.72	P
22160174	EMMONS BUSINESS INTERIORS	PL-Office Furniture	12/27/2016	\$355.08	P
22160175	OPPORTUNITY DEVELOPMENT CNTR	PS-Sanitary Fee Processing	12/27/2016	\$172.22	P
22170001	WCCA (COUNTY CODE ADMIN)	PS-WCCA Membership 2017	01/05/2017	\$100.00	P
22170002	BOYER KEVIN	SU-Services Per Contract (Jan)	01/12/2017	\$833.00	P
22170003	CARMODY DATA SYSTEMS INC	PS-Upgrades/Services (Jan)	01/01/2017	\$299.00	P
22170004	MARQUARDT HEATHER	PS-Expenses (Jan)	01/09/2017	\$37.45	P
22170005	GRUENEBERG JASON	PL-Expenses (Jan)	01/18/2017	\$148.24	P
22170006	DEKLEYN ADAM	PL-Expenses (Jan)	01/18/2017	\$14.98	P
22170007	BREWBAKER JEFF	PS-Expenses (Jan)	01/20/2017	\$39.59	P
22170008	JET ENTERPRISES	SU-Vinyl Survey Marker Signs	01/21/2017	\$242.00	P
<b>Grand Total:</b>				<b>\$2,679.28</b>	

## Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Report of claims for: UWEX

For the period of: January 2017

For the range of vouchers: 30160192 - 30170007

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30160192	WOOD TRUST BANK	office supplies, FL, subs, 4-H	12/30/2016	\$205.76	P
30160193	OPPORTUNITY DEVELOPMENT CNTR	4-H NEWSLETTER	12/30/2016	\$155.74	P
30160194	UW SOIL TESTING LAB	UW SOIL TESTING CHARGES	12/30/2016	\$15.00	P
30170001	CENTRAL WI STATE FAIR ASSOC	2017 FAIR FEE	01/10/2017	\$32,000.00	P
30170002	HENKE ALLISON	HENKE JAN EXPENSES	01/24/2017	\$21.72	P
30170003	SIEGEL SARAH	SIEGEL JAN EXPENSES	01/24/2017	\$119.02	P
30170004	VIAU CHRISTOPHER	VIAU JAN EXPENSES	01/24/2017	\$90.42	P
30170005	POSTMASTER - WISCONSIN RAPIDS	CWAS NEWSLETTER POSTAGE Q1	01/24/2017	\$87.90	P
30170006	EO JOHNSON CO INC	COPIER LEASE	01/24/2017	\$229.49	P
30170007	UW EXTENSION - MADISON	4H ENROLLMENT PROGRAM SUPPORT	01/24/2017	\$400.00	P

**Grand Total:****\$33,325.05**Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

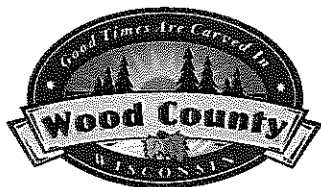
Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



*Activities Report for Shane Wucherpfennig January 2017*

- **January 4** – Attended CEED Meeting.
- **January 3** – Worked on No Till and cover crop acres for farmers in the Mill Creek Farmer Led Council.
- **January 5** – WI River Healthy Soil/Water Planning meeting.
- **January 6** – Met with Marlin Laidlaw, Nonmetallic Mine Operator to discuss reclamation & financial assurance.
- **January 9** – Worked on new hire activities for new Conservation Specialist position.
- **January 10** – Wood/Portage co. meeting on Wild Parsnip at Stevens Point Annex bldg.
- **January 11**– Worked on 2017 projects.
- **January 12**– Worked on No Till and cover crop acres in Snap-Plus Nutrient Management plans.
- **January 12** – WI River Healthy Soil/Water Planning meeting.
- **January 16** – Met John Eron, Andy Johnson from Marathon County to discuss the Mill Creek and Fenwood Creek Producer led groups & their progress.
- **January 19** – WI River Healthy Soil/Water Planning meeting.
- **January 19** – Attended RC& D meeting in Stevens Point.
- **January 23** – Held a Staff meeting.
- **January 23** – Worked with New Conservation Specialist Emily Salvinski on orientation and we visited three landowners in the afternoon.
- **January 24** – Attended Executive meeting.
- **January 24** – Attended Wood County Board.
- **January 24** – Attended SE Wood County Groundwater Group mgt. at the Nekoosa Library.
- **January 25** – More work with Conservation Specialist.
- **January 25** – Worked on Land use maps and lists to bring up at next SE Wood County Groundwater Group mgt.
- **January 26** – WI River Healthy Soil/Water Planning meeting.
- **January 26** – River Block update, meeting and tour with Exec. Planning committee.
- **January 27** – Met with Daryl Sternweis and builders to plan a rotary parlor on his farm.
- **January 30** – Health Coaching.
- **January 30** – Friends of Mill Creek Mgt. at Eau-Pleine Town Hall.
- **January 31** – Reviewed applications for 2017 Internship.

## *Activities Report for Tracy Arnold 01-2017*

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

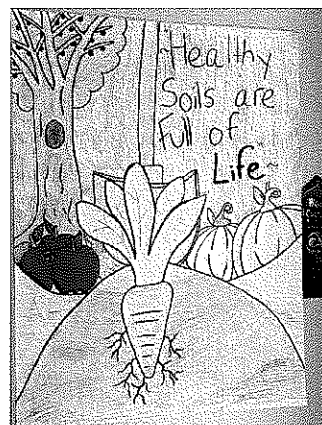
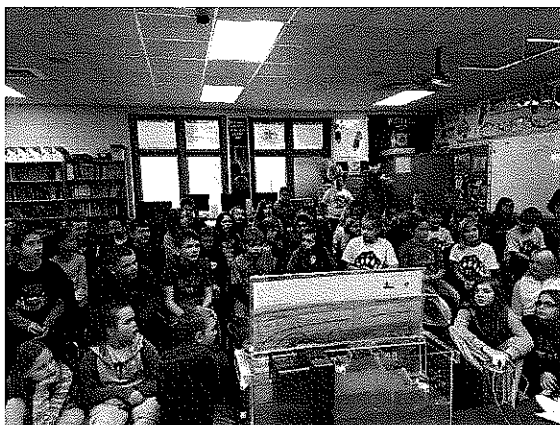
- Maintaining DNR database with current Wood County information
- Working with the 4 failed fences to get them back into compliance
- Finishing the 2016 Venison Donation program
- Notarized the Tritz's fence contact, sent to DNR for signatures, registered with Deeds
- Working on uploading all field appraisal data into the database and getting claims ready for landowners to sign.
- Met with Wayne Hall DNR to discuss who met shooting permit requirements
- Beginning to enroll landowners for the 2017 year
- Will start working on final reimbursement once all expenditures are entered on the county end
- Helping to coordinate the 1<sup>st</sup> WDACP roundtable with Brad Koele, DNR

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

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Processing checks and financial assurance as they come in
- Appointments with permit holders to discuss next year reclamation stages.
- Processing the permit fees and financial assurance as they come in.
- Sent out reminder emails to those that have not submitted required documentation and reminded them of due date.
- Attended a NMM roundtable in Waushara Co

### **Land and Water Conservation**

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Calibrated the Ott Flow Meter
- Continue to be Chair of the Youth Education Committee for the WI Land+Water
- Hosted the Wood County Speaking Contest, Adileen Sii will be representing Wood County at the Area competition
- Judged 160 posters for the Wood County Poster Contest. Returned posters to students, handed out awards and forwarding winning posters to the area competition.
- Asked about status of UWSP intern.
- Secretary of the North Central Land and Water Conservation Area Association
- Cleaned out work space for Emily Salvinski.
- Processed tree orders as they were submitted.
- Submitted final tree sale orders to nurseries.
- Lori started cross-training me on how to enter tree orders. Discussed developing a new system this summer to be more efficient.
- Taught the Earth Jar presentation to 65 5<sup>th</sup> graders at Grant Elementary.
- Taught the Groundwater model to 65 5<sup>th</sup> graders at Grant Elementary.



## Activities Report for Adam Groshek – January 2017

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

~Construction inspection, as-builts, and punch list walkthrough 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.

~CREP state incentive check delivery to some of renewing contract landowners and assistance with staking out new CREP area boundaries.

~Wetland determination/investigation report and nutrient management plan for future additional earthen manure storage lagoon for Tom Hamus near Auburndale.

~Feed storage leachate calculations, manure storage calculations, future CAFO compliance research, and working with Marshfield's hired engineering firm to assess best options for cost-sharing money with the Schiferl farm to address issues with NOD discharges.

~Assisting Weiler Farms, LLC with his farmed wetlands in relation to a land sale.

~Arranging for cost share contract funds distribution for Lee DeBoer.

~Gathering the past 16 years of CREP GIS data and properly orientating in a new CREP GIS mapping system for better tracking, monitoring, and discussion. Assigning proper mapping projections to all old field areas, updating corner/edges of 200+ fields associated with 50+ CREP contracts in Wood County.

~GIS wetland indicator layer setup for the wetland determinations of all future construction projects in Wood County.

~Listening in on Basics of Agriculture Conservation webinars.

~Updating and configuring computer to ArcGIS 10.5 and AutoCAD Civil 3D to the 2017 version.

~Truck maintenance for both work trucks.

~Assistance with multiple landowners on tree sale and wildflower mix purchases.

### ***Activities Report for Lori Ruess – January 2017***

- 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 December 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.
- Participated in CREP conference call with DATCP.
- Completed and submitted to DATCP the 2016 Staff & Support reimbursement request in the amount of \$126,840.
- Completed reimbursement requests and submitted to DATCP for:
  - Brian & Jodi Otto
  - Tyler & Amanda Pankratz
  - Jerry & Kay Sternweis
  - Abraham Guzman
  - James & Joanne Coenen
- Completed partial reimbursement request #2 for Flying Dollar Cattle and submitted to DNR.
- Cross -training Tracy on tree & shrub order entry in access.
- Attended January 23<sup>rd</sup> LWCD staff meeting.
- Worked with Shane in completing a resolution to amend the 2017 DATCP budget for unanticipated revenue.
- Organized County Board and CEED packet information for County Clerk's office.
- Entering tree/shrub order forms as they come in and daily deposits.
- Logging 2017 Nonmetallic Mining permit fees and depositing as they come in.



TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Justin Conner, GIS Specialist  
Jeff Brewbaker, Code Administrator  
Heather Marquardt, Code Technician  
Kim Keech, Admin Services 3

RE: Staff Report for February 1, 2017

**1. Administrative (Jason Grueneberg)**

- a. Staffing – The Administrative Services 3 and 6 job descriptions have been revised to better reflect current job responsibilities. The Administrative Services 3 position is now a pay grade 4, and the Administrative Services 6 position is now a 5. The Administrative Service 5 position was posted on Friday, January 20 and the deadline for applications is February 5.
- b. Office File Management – The Department recently acquired filing cabinets from the Veterans Service Office. The cabinets will replace older mismatched filing cabinets. Many files are being reviewed to determine if record retention laws require their continued storage or if they can be destroyed.
- c. Permit Processing – Staff is currently reviewing processes for issuing permits and finding ways to make it more efficient. In addition, many other office functions are being reviewed to improve the efficiency, reduce redundancy, and improve customer service.
- d. Centergy Regional Legislative Summit – On January 9 I attended the Centergy Regional Summit at CWA in Mosinee. The summit was well-attended by legislators as well as regional leaders, and topics of discussion ranged from how to fund transportation and infrastructure, future funding of education, workforce development, and growing the regional economy.
- e. Heart of Wisconsin Leadership Class – I am coordinating the heart of Wisconsin Leadership session on local government that will be held on February 2 at the Courthouse. This year I have staff that have graduated from the class to assist with the planning and day chair responsibilities. Many people including County staff and local elected leaders contribute their time to teaching these emerging community leaders, and I would like to thank all of them for their help and commitment to this effort.

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

- a. Marshfield Economic Development Board. On January 5 I attended the Marshfield Economic Development Board meeting. An update on the

progress of the Marshfield Comprehensive Plan was provided, an update on Wenzel Family Plaza fund raising, discussion on considering inspections of residential rentals, and a determination of how to fund a North Central CAP crowdfunding project that will help startup businesses was made.

- b. Central Wisconsin Economic Development Fund (CWED) – The CWED Executive Committee met on January 19. The Executive Committee reviewed loan modifications and evaluated the performance of the fund administrator.
- c. Joint meeting of MSTC and Incourage. On January 3 I participated in a meeting hosted by MSTC and Incourage to talk about economic development collaboration opportunities in the area, and discuss the status of the Tribune Building.
- d. Governor's Conference on Economic Development – From February 8 to 11 I will be attending the Governor's Conference on Economic Development in Milwaukee.

### 3. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (CORP) Planning committee met to review draft history and background section of plan. Committee started preparing draft existing conditions analysis section. Beginning stages of assessing Nekoosa's existing outdoor recreation system have started.
- b. North Central WI Regional Planning Commission – The NCWRPC met on January 25. Introduced myself to commission members and regional planning staff. The commission adopted the Regional Comprehensive Economic Development Strategy. Election and legislative updates were presented by representatives of WCA.
- c. Wisconsin County Code Administrators (Central District) – WCCA met on January 13. Discussed updates on: shoreland zoning, floodplain zoning and POWTS.
- d. County Plat Review Officer – (4) CSM's submitted for review and approval. (3) CSM's approved and recorded. (1) CSM, (2) preliminary subdivision plats and (1) final subdivision plat are pending approval.

Updated CSM agency review letters and in the process of updating CSM submittal process, documents and record storage.

- e. Webinars – Joined Plan4Health for a webinar covering how to develop "Story Maps" for land use planning functions. Joined UW Extension for a webinar covering ethics and open government laws for planning.
- f. Town of Saratoga Manure Storage Ordinance – Reviewed draft ordinance to verify inconsistencies with existing P&Z ordinances do not arise.

#### **4. Land Records (Justin Conner)**

- a. Emergency Mngt. Exercise – Participated in EPCRA Functional Exercise on 1/10.
- b. Parcel Mapping – Parcel editing as new deeds and CSMs arrive.
- c. NG 911 Strategic Planning – Participated in NextGen 911 Strategic Planning conference calls.
- d. WLIP - 2017 WLIP grant application was approved.
- e. Health Dept. Well Inspection Application – Health Dept. will be picking up inspection duties for water wells in Juneau and Adams Counties. Created online mapping application to allow inspectors to locate wells and summarize status.

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

- a. Private Sewage Program, Permitting, Maintenance and Violations
  - i. (19) on-site investigations/inspections/compliances
  - ii. (3) septic system verification letters & failing system investigations
  - iii. (4) failing septic system orders, (0) holding tank maintenance violations & settlements
  - iv. (6) soil tests reviewed, (2) hydrograph reports reviewed, (0) interpretive soils report reviewed
  - v. (1) holding tank plan reviews, (1) conventional plan reviews, (0) mound plan review
  - vi. (3) 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. HM assisted clerical staff with the incoming sanitary triennial fee payments; by mail and at the counter. Answering questions and confusions regarding this fee by phone and at the counter, as well as responding to citizens with letters explaining the program & addressing conflicts with the payments.
- b. Floodplain Ordinance Investigations and Permitting
  - i. (5) site inspections, meetings or enforcement
  - ii. (1) permit issued, screening sites or Letter of Map Amendment (LOMA)
  - iii. (0) DNR Approved flood studies reviewed
  - iv. (0) Cranberry farm certification

- v. Answered questions from citizens regarding building in floodplain and shoreland areas.
- vi. Issued a floodplain permit for American Transmission Co. for power pole replacement in the Towns of Sigel, Seneca, Port Edwards

c. Shoreland Ordinance Investigations and Permitting

- i. (1) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (1) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations

d. Wisconsin County Code Administrators

On January 13, our office hosted the Central District Winter Meeting for WCCA. There was an hour long business meeting followed by a two hour training session conducted by our Employee Assistance Program. The meeting was held in the Wood County Courthouse. Attendees were present from Portage, Waushara, and Wood Counties.

On January 19, HM & JB participated in the Executive Board Meeting for the WCCA which was held in Wausau at the Marathon County planning and Zoning Dept.. Committee assignments and Appointments for 2017 were made. JB was appointed to the following committees: Nominating Committee, POWTS Committee, and NR116 Advisory Committee.

**6. POWTS Activity (Kim Keech)**

- a. Monthly Sanitary Permit Activity. There were 8 sanitary permits issued in December 2016 (2 new, 4 replacements and 2 privies) with revenues totaling \$2,000 and 3 sanitary permits issued in January 2017 (2 new and 1 replacement) with revenues totaling \$800.

There were 158 sanitary permits issued in 2016. For comparison purposes, following are totals from the previous five years: 2015 – 186, 2014 – 187, 2013 – 202, 2012 – 185 and 2011 – 207.

- b. 2016 Tax Refund Intercept Program (TRIP) To date, Wood County has received \$3,571.32 on seven outstanding cases. *No change from previous two months.*

c. Maintenance Notices

1. 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>. Eighteen notices were also mailed

to owners who have an Aerobic Treatment Unit (ATU), which requires annual servicing.

2. On September 16<sup>th</sup>, 401 second notices were mailed to those owners who did not meet the August 12<sup>th</sup> deadline.
3. On November 7<sup>th</sup>, 84 owners were sent a letter from Wood Co Corp Counsel regarding failure to provide servicing documentation.
4. Possible small claims actions for 31 owners for failure to service is being reviewed.

d. Program Fee Notices

i. 2016

1. On November 7<sup>th</sup>, 4,532 program fee notices were mailed to those owners who need to pay their \$20 program fee this year, with a due date of December 2<sup>nd</sup>.
2. On December 2<sup>nd</sup>, 721 second program fee notices were mailed to those owners who did not meet the December 2<sup>nd</sup> deadline.
3. A letter from Wood Co Corp Counsel is being prepared regarding failure to pay the program fee for 201 owners.

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

f. Enforcement Activities Update. There is nothing new scheduled to date.

# WOOD COUNTY

2016

## Sanitary Permit Totals (158 Permits Issued)

### STATUS BREAKDOWN

Systems for New Development – 60  
Replacement Systems/Tanks/Drainfields – 89  
Reconnect or Repair to Existing System – 9

### SYSTEM TYPE BREAKDOWN

Conventional – 51  
Holding Tanks – 36  
Mounds – 56  
White Knight – 0  
System-In-Fill – 3  
In-Ground Pressure – 3  
At-Grade – 1  
Biomicrobics – 1  
Non-Plumbing – 8

### NEW

Conventional – 20  
Holding Tanks – 11  
Mounds – 16  
White Knight – 0  
System-In-Fill – 2  
In-Ground Pressure – 3  
Non-Plumbing – 8

### REPLACEMENT

Conventional – 29  
Holding Tanks – 21  
Mounds – 36  
White Knight – 0  
System-In-Fill – 1  
In-Ground Pressure – 0  
At-Grade – 1  
Biomicrobics - 1

### RECONNECTIONS

Conventional – 2  
Holding Tanks – 4  
Mounds – 3  
White Knight – 0  
System-In-Fill – 0  
In-Ground Pressure – 0

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

### **February 2017**

#### **PETER MANLEY**

*Wood County UW-Extension, Community Resource Agent*

- I attended and processed paperwork related to the January 4 CEED meeting.
- Our county "Blueprint" group met on January 3 and began to form plans for an information strategy to promote the recreational uses of the Wisconsin River.
- I attended a training session with the state Employee Trust Fund, January 9.
- The Department Head meeting was cancelled for January 10, due to the low number of agenda items.
- I participated in a four-county emergency management exercise, January 10. I serve in the role of public information officer for these exercises.
- Call-in radio shows were conducted on January 24 and 26, and the topic was dealing with recent ice issues.
- I facilitated the second meeting of the South East Wood County Groundwater Group, January 24.
- I met with the Town of Rome Administrator, January 12, to help them with citizen input regarding the remodeling of their town hall.
- I met with my mentee, Kenzie Payne, to discuss her new role with the Potawatomi Nation.
- I attended a meeting of the Standards, Rank and Promotion Committee to act on a tenure portfolio, January 20. I am secretary of the SRP Committee.
- I am scheduled for surgery on January 30 and will be out of the office for up to a week.

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#### **MATT LIPPERT**

*Wood County UW-Extension, Agriculture Agent*

- Wisconsin Cranberry School, a joint-effort between the Wisconsin State Cranberry Growers Association and UW- Extension, was held at the Holiday Inn Convention Center in Stevens Point. The event includes a trade show, networking opportunities, industry update from some of the association and some of the national research and marketing committees, Pesticide Applicator Training offered by myself. Interactive clicker sessions that I am involved with and research updates from the University. About 400 people attend this conference.
- I met with the Wood County Farm Bureau Board
- I provided the activity, an interactive clicker session for the Marshfield FFA Alumni annual meeting.
- I attended the second session of the South East Wood County Ground Water Committee.
- I met with several farmers across the county who have dairy facility modernization interests. I recruited David Kammel from the UW-Biological Systems Engineering department to draw up farm facility plans for these producers.
- I met with the Market Animal Sale committee

- I provided a session for Master Gardeners working on achieving certification in Waushara County. Area agents and educators help each other with Master Gardening Certification programs by sharing expertise. My presentation was on soil.
- I interviewed with WDLB and WFHR regarding the past year and upcoming meetings.
- I determined the outstanding milk production awards for the Wood County Holstein Breeders and presented these recognitions at their annual banquet.
- I attended an Agronomy update for agriculture agents provided by UW specialists.
- I met with the Wisconsin Farm Technology Days Executive Committee.

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• **SARAH SEIGEL**

*Wood County UW-Extension, Family Living Educator*

- Completed my End of the Year Reporting for UW-Extension. December 28-29
- Talked on the radio (WDLB & WFHR) on January 3 and 5. My topic was New Year's Resolutions and Setting Goals. I discussed the importance of setting goals instead of focusing on New Year's Resolutions which often get broken.
- Participated in a Just in Time Parenting Newsletter Wisline. Wood and Fond du Lac County are part of a team with a UW-Extension State Specialist regarding evaluation of the new parenting newsletter which is being offered to Wood County families/parents. January 3
- Completed the Quarter 1 Wood County Family Living Bulletin which goes out to the Wood County Family Living List serv. January 5
- Listened to a UW-Extension Dean's Wisline with my office colleagues. The Wisline provided an update on what is taking place within UW-Extension. January 9
- Listened to a Small Savings Big Dreams Wisline on January 9. The workgroup is part of the Family Financial Security State Team and is a new program being offered in Wood County.
- Delivered Small Savings Big Dreams, Home Alone and Parenthetical flyers to Port Edwards, Marshfield and Wisconsin Rapids School Districts. January 10, 17 and 20.
- Attended the Wood County Lunch & Learn on January 11 at the Wood County courthouse. The Lunch & Learns are a partnership with the Wood County Health Department and Wood County Employee Wellness.
- Taught Healthy Lifestyles: Fast Food Choices at River Cities High School on January 12. Fast Food Choices is the third class of a series of classes which will be monthly with the River Cities students. The class is co-taught with Jodi Friday.
- Attended the North Central Region Family Living Meeting on January 19. The meeting was an opportunity for family living educators in the North Central Region to share programming and hear a presentation by the coalition coaching state specialist.
- Had a meeting with Health Department and Wood County Wellness regarding the Wood County Lunch & Learns which are available to Wood County employees and community. January 23
- Had a Financial Coaching appointment with a Wood County resident on January 23
- Taught Family Time Activities at the Nekoosa/Ho-Chunk Head Start Parenting Meeting on January 23. Parents participated in a variety of activities that promote spending time together as a family.



- Listened to a Dollars During Development Wisline on January 25. The workgroup is under the Family Financial Security State Team. The workgroup focuses on financial literacy for young children.
- Attended Literacy Night at the Boys & Girls Club on January 25. I provided education on Dollars During Development.
- Listened to a Focus on Family Living Wisline on January 26. The Wislines are once a month and focus on what is happening at the state and local level for Family Living.
- Attended a community steering meeting at the Wisconsin Rapids Job Center on January 26.
- Attended a parent night at Howe Elementary School on January 26. I provided education on Small Savings Big Dreams.
- Attended the Healthy People Wood County Event on January 31 at the Hotel Mead.
- I attended coalition meetings throughout the month for south Wood County Financial Stability, Homelessness coalition sub-committee, Hunger Coalition subcommittee, and south Wood County Hunger Coalition.

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### **JODI FRIDAY**

*Wood County UW-Extension, FoodWise Nutrition Educator*

- Taught lessons in Almond Bancroft. Taught three lessons to 5th grade and two lessons to 3rd grade, approximately 25 students for each lesson for a total of 125 teaching contacts.
- Taught six lessons to 3rd graders in Wisconsin Rapids schools, approximately 18 students per lesson for a total of 108 teaching contacts.
- Participated in Howe Elementary's Parent Night featuring a MyPlate jeopardy game.
- Participated in a United WE Can subcommittee meeting
- Met with WIC staff to discuss logistics for new lessons with WIC clientele in 2017.
- Worked with the South Wood County Emerging Pantry (SWEPS) clients on two occasions, helping 35+ clients' select fresh fruits and vegetables. Provided a sample of guava.
- Participated in the Mead Healthy Family Committee meeting
- Listened to the UWEX FoodWise wisline
- Taught one lesson at River Cities High School to approximately 8 students on fast food choices with Sarah Siegel.
- Participated in one Wood County Recreate Health (formerly Chronic Disease) Coalition meeting.
- Participated in a joint meeting between South Wood County Hunger Coalition and Wood County Recreate Health to plan a Spring kickoff meeting for a Community Food Center.
- Completed UW-Extension required Human Subjects Training (online 4 hours)
- Attended the Healthy People Wood County Community Health Improvement Plan Kickoff Event

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### **KYLI BROWN**

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

- Finalized my 2016 end of the year reporting to UW-Extension. Which includes impact statements and program development
- Continue to update and maintain the Wood County 4-H Facebook site. We are up to 633 fans.
- Leaders Association Meeting was held on Jan. 24th.

- Facilitated the PALS meeting on Jan. 24th
- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Facilitated the Farm Tech Day Youth meeting on Jan. 30th
- Attended the Master Gardner Meeting on Jan 30th to talk about the Farm Tech Day Youth Tent and MG involvement
- Home and Family Meeting on Jan 10
- Helped to plan and facilitate Project Discovery Day in Hewitt, Jan 14th

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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
  - VIP (volunteer orientation) Session- @ Project Discovery Day
    - 4 Adults Trained
  - Leadership Washington Focus Trip Planning and Logistics
    - Continue planning for 2017 trip
  - 4-H Area Animal Science Days Organizing Committee Meeting
    - Wood County to host June 21 @ Fairgrounds
    - Dairy, Livestock, Horse, and Small Animal educational and competitive judging events
    - Expect 200-300 youth/volunteers/parents to attend
  - 4-H Leaders Association Executive and Association Meetings
    - 2 meetings
    - Youth and Adults as Partners in Leadership workgroup meeting
      - Review current structure and recommend changes to engage youth as partners in leadership
- Central WI State Fair
  - Assist Fair office with Fair Software demo for Open Class
- Other
  - Radio @ WDLB and WFHR "What's Lethal to You" Distracted driving and Teen Drivers
  - North Central Region 4-H Conference Call
  - Begin 2017 Planning efforts
- Administrative
  - State and Regional Phone Conferences and Meeting
  - 4-H Youth Development Liaison Responsibilities- 25% FTE

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**JEREMY ERICKSON**

*Wood County UW-Extension, Horticulture Educator*

- Coordinate and facilitate Master Gardener beginning of year planning meetings
- Attend Marshfield Healthy Lifestyles Garden Committee meeting
- Attend the Wisconsin Local Food Network-Local Food Summit
- Teach 'Growing Microgreens' lesson to kids at 4-H Project Discovery Day
- Attend the New Colleague Orientation in Madison
- Attend the Altenburg Farm School presentation
- Plan and coordinate schedules for upcoming Master Gardener Training
- Facilitate Rapids Farm to School meeting
- Attend Master Gardener board meeting
- Attend Healthy People Wood County strategic planning session



## RESOLUTION#

Introduced by Conservation, Education & Economic Development and Executive Committees  
Page 1 of 1

Motion:	Adopted:	
1 <sup>st</sup>	Lost:	
2 <sup>nd</sup>	Tabled:	
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input type="checkbox"/> Majority <input checked="" type="checkbox"/> Two-thirds		
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MM</u> , Finance Dir.		

LR

INTENT & SYNOPSIS: To seek County Board approval to amend the 2017 Wood County Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies and to appropriate those monies to the DATCP grant budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from the DATCP. The adjustment to the budget is as follows:

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Account	Account Name	Debit	Credit
56122	DATCP Grant		\$19,800
43586-001	State Aid	\$19,800	

WHEREAS, the Land & Water Conservation Department shall receive additional grant funds in the amount of \$19,800 to disburse as incentive payments for participants that complete a certified nutrient management training program and submit a completed certified plan, which meets NRCS standard 590, and

WHEREAS, additional funds were not expected to be obtained and therefore were not included in the budgeted amount, and

WHEREAS, the \$19,800 will have no impact on the county tax levy and

**THEREFORE BE IT RESOLVED**, that the Wood County State Aid Land & Water Conservation Department account 43586-001 be amended to accept \$19,800 of state aid monies and appropriate those monies to the DATCP Grant budget expenditures for disbursing as incentive payments for participants that complete a certified nutrient management training program and submit a completed certified plan and

**BE IT FURTHER RESOLVED**, that pursuant to §65.90 (5), Wisconsin Statutes, the County Clerk shall publish a Class I notice of this budget change within ten (10) days.

( )

Trent Miner (Chair)

Hilde Henkel (Chair)

Allen Breu

Robert Ashbeck

Michael Feirer

Kenneth Curry

Hilde Henkel

Adam Fischer

Lance Pliml

Bill Leichtnam

Donna Rozar

Harvey Petersen

Ed Wagner

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 17 .

County Clerk

County Board Chairman

## WOOD COUNTY ECONOMIC DEVELOPMENT COMMITTEE

### MISSION STATEMENT

Aggressively pursue the economic development opportunities available to Wood County that will ensure and enhance the quality of life for the citizens of Wood County. Work to create an environment that will retain and expand business and industry while pursuing initiatives that will attract new businesses and visitors to our County.

### OBJECTIVES

- 1) Transportation: Monitor and support all modes of transportation that are in the best interest of Wood County.

#### Goals:

- Work in partnership with the Wood County Highway and Legislative Committees to ensure that the Wisconsin Department of Transportation State Highway 10, 13, 34, 54 and 73 forecasted construction initiatives in Wood County stay on schedule, as these highway infrastructure projects are vital to future commerce and travel throughout the County.
- Work with the Wood County Highway Department and the Wisconsin Department of Transportation District 4 Office to identify areas where economic development activity is feasible and help integrate this information into the County Comprehensive Plan.

- 2) Business, Industrial and Agri-Business Development: Vigorously attract and retain business, industrial and agri-business development to provide job opportunities and enhance the quality of life of the citizens of Wood County. Develop partnerships with municipalities to pool resources and take advantage of financial and tax incentive programs, including the Wood County Revolving Loan Fund.

#### Goals:

- Actively support current community development initiative programs within the County.
- Promote the revolving loan fund and economic development outreach programs.
- Provide information to Wood County businesses about the technology zone tax credit program.

- 3) Tourism: Enhance quality of life by encouraging all facets of tourism, recreation, multi-use trail development and events and festivals in partnership with the municipalities.

#### Goals:

- Develop a listing of the major festivals, events and attractions in Wood County and post them on the web site.
- Develop a strategy for implementing the recommendations for "county" action from the Tourism Diversification Plan and submit a budget proposal for 2006.
- Participate in cooperative marketing efforts with other municipalities and tourism agencies in Wood County and, where appropriate, in neighboring counties.

Revised and adopted by Transportation & Economic Development Committee, February 9, 2005.

# PROMOTING SUSTAINABLE REINVESTMENT IN COMMUNITIES



The Wisconsin Green Tier Legacy Communities (GTLC), the Wisconsin Counties Association (WCA), and the League of Wisconsin Municipalities (LWM) work together to continually seek new and innovative ways to improve our communities. We are excited about the opportunity for Wisconsin to implement a statewide Property Assessed Clean Energy (PACE) program, and we invite you to join us in making this rewarding initiative a reality.

## What is PACE?

Communities across the United States are taking advantage of the economic development potential offered by PACE. PACE programs stimulate local economies by funding the upfront cost of energy efficiency, renewable energy, and water conservation upgrades for commercial and industrial buildings. The result? Business owners are empowered to save energy and money, create new jobs, and support the local economy—all without taxpayer assistance.

## PACE helps communities:

**STIMULATE** – PACE-funded projects stimulate local economies by generating new business opportunities. Jobs are created, products and services are purchased, and building owners save money on operating costs—improving the market for investment in your community.

**REVITALIZE** – Aging properties can be revitalized through the installation of efficient windows, lighting, heating, ventilation and air conditioning (HVAC) equipment, and more—improving the local building stock and, in turn, helping raise the value of property and the potential tax base.

**SUSTAIN** – Many communities have established sustainability goals, but lack the resources necessary to achieve their objectives. PACE fosters the completion of energy and water conservation projects, giving communities one more tool with which to achieve sustainability goals.

**PARTICIPATE** – Building owner participation in PACE is 100 percent voluntary. No property owner is obligated to take any action—only those who choose to use PACE to improve their property pay the special charge.

## PACE Commission: A Unified Approach

Creating a PACE program from the ground up can be time consuming and resource-intensive. That's why—with the support of the GTLC, the WCA, and the LWM—Wisconsin counties and municipalities are uniting to form a Joint Powers Commission to collectively and efficiently administer a single statewide PACE program. The initiative seeks to establish an open market PACE program for Wisconsin communities and building owners, minimizing the investment necessary to make PACE available in each municipality.

### ► THE JOINT EXERCISE OF POWERS AGREEMENT

To facilitate this goal, Wisconsin counties and municipalities enter into a joint exercise of powers agreement under Wisconsin Statute § 66.0301 (the "JPA"), by which they agree to form a Wisconsin PACE Commission (the "PACE Commission"). County members agree to adopt a Model PACE Ordinance (discussed below), and to delegate to the PACE Commission the ability to impose PACE special charges according to a single, uniform statewide PACE program in the County members' jurisdiction. Municipal members (cities,

# PROMOTING SUSTAINABLE REINVESTMENT IN COMMUNITIES

villages, and towns) join the Commission, participate in its governance, and agree to support the uniform statewide PACE program. The statewide PACE program is then administered by a third party, responsible for handling day-to-day PACE financing application reviews and approvals, as well as payment collections on behalf of the PACE Commission.

## ► THE MODEL ORDINANCE

County members agree to adopt a Model PACE Ordinance as a condition of joining the PACE Commission. Among other powers, this ordinance authorizes the County to impose a PACE special charge, collect payments for the special charge in installments, place those installments on the tax roll at its discretion, and delegate that authority to the PACE Commission.

## An Efficient Solution for Your Community

- **Statewide approach** – The PACE Commission will adopt uniform standards, documents, and best practices to be applied consistently across the state. A single PACE program will promote scalability by simplifying participation for stakeholders (financial institutions, contractors, project developers, and building owners).
- **Project compliance** – Serving as an agent of the PACE Commission, the Program Administrator will maintain and enforce comprehensive program guidelines to ensure each PACE project meets the requirements of the Wisconsin PACE Statute and program goals.
- **Single point of access** – The Program Administrator serves as a single point of access for stakeholders participating in or hoping to participate in PACE. The Administrator is the go-to contact for project reviews and PACE program approvals. Current and prospective participants always know where to turn should they have any questions regarding the program.
- **Open market** – The PACE Commission will establish an “open market,” meaning any qualified lender can participate—providing property owners with access to competitive rates and financing terms. Furthermore, any contractor or project developer can work on a qualified project, fostering local business development.
- **Lender consent** – The PACE Commission will require mortgage lenders to consent to PACE loans made on properties on which they hold a lien, ensuring PACE projects receive buy-in from necessary stakeholders



while helping promote the economic viability of PACE-funded projects.

- **Low cost** – Neither credit exposure, dedication of general funds, or allocation from constricted budgets are required for local governments to implement PACE. To help promote low-cost, efficient implementation, PACE will be administered by a Wisconsin nonprofit organization which will recover its costs through completed project fees.

## We Want to Hear From You!

The State of Wisconsin has adopted the necessary legislation required to implement PACE on a local level, and the PACE Commission is forming to collectively create and offer a single statewide PACE program. Now, it's up to each community to get involved! Contact any of the organizations or individuals below to help make Wisconsin's statewide PACE program a reality.

### **Wisconsin Counties Association** [wicounties.org](http://wicounties.org)

Jon Hochkammer | 866.404.2700 | [hochkammer@wicounties.org](mailto:hochkammer@wicounties.org)

### **League of Wisconsin Municipalities** [lwmi-info.org](http://lwmi-info.org)

Curt Witynski | 608.267.2380 | [witynski@lwmi-info.org](mailto:witynski@lwmi-info.org)

### **Green Tier Legacy Communities** [greentiercommunities.org](http://greentiercommunities.org)

Laurel Sukup 608.267.6817 | [Laurel.Sukup@wisconsin.gov](mailto:Laurel.Sukup@wisconsin.gov)

### **von Briesen & Roper, s.c.** [vonbriesen.com](http://vonbriesen.com)

Andrew J. Guzikowski | 414.287.1438 | [aguzikow@vonbriesen.com](mailto:aguzikow@vonbriesen.com)

Andrew T. Phillips | 414.287.1570 | [aphillips@vonbriesen.com](mailto:aphillips@vonbriesen.com)

### **Foley & Lardner LLP** [foley.com](http://foley.com)

R. Lynn Parins | 608.258.4258 | [lparins@foley.com](mailto:lparins@foley.com)

### **WECC Energy Finance Solutions**

[energyfinancesolutions.com/pace](http://energyfinancesolutions.com/pace)

Jason Stringer | 608.729.6854 | [jstringer@weccusa.org](mailto:jstringer@weccusa.org)



## **Wisconsin PACE Commission Overview**

### **What is Property Assessed Clean Energy (PACE)?**

PACE, or property assessed clean energy, is an innovative program that enables property owners to obtain low-cost, long-term loans for energy-efficiency, renewable energy and water conservation improvements. PACE loans help property owners overcome financial barriers that typically discourage investment in water conservation and energy efficiency retrofits to existing properties or original construction in new buildings. Improvements financed using PACE can generate positive cash flow upon completion with no up-front, out-of-pocket cost to property owners. While PACE can be used for residential buildings, the Wisconsin PACE Commission will offer a PACE program focused on commercial buildings (which includes office, industrial and multi-family housing with 5 or more units).

### **What is the legal authority for PACE in the State of Wisconsin?**

PACE financings are authorized in the State of Wisconsin pursuant to Section 66.0627(8), (the "PACE Statute"). The PACE Statute enables "political subdivisions" (counties, cities, towns and villages) to impose a special charge on real property to secure loans made for energy efficiency, water conservation and renewable energy improvements.

### **How do local governments establish a PACE program?**

A political subdivision must adopt a local ordinance authorizing the use of special charges to secure PACE financings and must create a program structure for the use of PACE special charges to ensure that PACE financings made in its jurisdiction are consistent with the PACE Statute.

### **What is the Wisconsin PACE Commission Joint Powers Agreement?**

For an individual unit of government, creating a PACE program from the ground up can be time consuming and resource-intensive. Fortunately, local governments have available a more efficient option to collectively administer a single statewide PACE program in a more cost effective manner. Wisconsin counties and municipalities have the option to enter into a joint exercise of powers agreement under Wisconsin Statute § 66.0301 (the "JPA"), by which they agree to form a Wisconsin PACE Commission (the "PACE Commission"). County members agree to adopt a Model PACE Ordinance (discussed below), and to delegate to the PACE Commission the ability to impose PACE special charges according to a single, uniform statewide PACE program in the County members' jurisdiction. Municipal members (cities, villages, and towns) join the PACE Commission, participate in its governance, and agree to support the uniform statewide PACE program.

### **How does the Model PACE Ordinance work?**

County members agree to adopt a Model PACE Ordinance as a condition of joining the PACE Commission. Among other powers, this ordinance authorizes the County to impose a PACE special



charge, collect payments for the special charge in installments, place those installments on the tax roll, and delegate that authority to the PACE Commission.

**Why does the Model Ordinance provide that the County is responsible for administering PACE loans?**

While the Model Ordinance does appear to place this responsibility on the County, there is no intention for the County to be required to do so. In this regard, the wording of the Model Ordinance is somewhat of a legal formality. A political subdivision cannot delegate rights or powers to a joint powers commission that the political subdivision itself does not have. The authority to assess special charges and administer PACE loans under the PACE statute is first created by the County for itself (by adopting the Model Ordinance) and then delegated to the PACE Commission.

**What powers are given to the Wisconsin PACE Commission?**

Participating Counties and Municipalities will delegate to the PACE Commission the power to administer a PACE program in their jurisdictions, which will include creating PACE program guidelines, PACE Project qualification and general program oversight. County Members will delegate the additional powers to impose special charges as part of PACE Projects and collect the installments for the PACE Project loans. The statewide PACE program is then administered by a third party, Wisconsin nonprofit organization, responsible for handling day-to-day PACE financing application reviews and approvals, as well as payment collections on behalf of the PACE Commission.

**Overview of a County Member's Responsibilities  
as Part of the Wisconsin PACE Commission**

**Can a County impose a PACE Special Charge on real property?**

Yes, see above: *What is the legal authority for PACE in the State of Wisconsin?*

**Who is the PACE Lender?**

The PACE Statute authorizes two sources for financing PACE loans – third-party financing (including banks, other private lenders or affiliates of the PACE borrower) and public financing by a political subdivision. There is private capital available for PACE Loans and it is anticipated that this will be the predominant source of financing. Local governments retain the option to make available public funds to fund PACE Loans for qualified PACE Projects, though this will not be a requirement for the Wisconsin PACE Commission.

**Once a PACE Loan is closed who imposes the PACE Special Charge?**

The PACE Program Administrator will approve PACE transactions pursuant to the Program Guidelines, which guidelines will be subject to approval by the Wisconsin PACE Commission board of directors. The Program Administrator will then record a Supplemental Loan Agreement with the register of deeds in which the subject real property sits. The Supplemental Loan Agreement is a contract between the PACE

Commission, the PACE Lender and the Borrower that memorializes for the public record that there is a PACE Loan and Special Charge outstanding against the Borrower's real property, among other terms.

**How is the annual installment of the PACE Special Charge calculated?**

The annual installment of a PACE Loan is equal to the annual repayment obligation under the terms of the PACE Loan, which amount may include interest and other fees pursuant to a Loan Agreement between the PACE Lender and Borrower. The PACE Loan may have a loan term up to the useful life of the equipment and improvements being financed.

**Where is the annual installment for the PACE Loan collected?**

The PACE Statute provides for a "direct billing" system in which the PACE Lender may collect payments for the PACE Loan directly from the Borrower without involving the political subdivision that imposed the Special Charge. Following the close of a PACE Loan, the PACE Lender would certify to the Program Administrator the annual PACE installments that are due. The Program Administrator then works with a Servicer to bill for and collect the annual installment payments from the PACE Borrower. Upon each installment payment, the Program Administrator's Servicer would certify that payments have been made and remit the installment payments collected directly to the PACE Lender.

**What happens if the PACE special charge is delinquent?**

The PACE Statute establishes that a delinquent PACE Special Charge becomes a lien on the property, with same priority as a special assessment. Upon a default, the Servicer and PACE Lender would certify the amount of the delinquency to the Program Administrator, who would then work with the appropriate County and municipality to place the amount of the PACE Loan delinquency on the next available tax roll for collection pursuant to the existing Wisconsin statutory tax collection procedures in Wisconsin Statutes Chapters 74 and 75.

**Does the County have to settle the Special Charge with the PACE Lender.**

No. To participate in the program, PACE Lenders recognize that neither the Wisconsin PACE Commission nor its Members have an obligation to settle or reimburse PACE Special Charges to PACE Lenders.

**Does the County have to settle delinquent PACE Special Charges to the municipality?**

No. Since the source of funds for the PACE Loan secured by the Special Charge will be a private third-party, the County will have no basis to settle the PACE Special Charges with the municipality in which the encumbered property is located.

**When is a Tax Certificate issued for a delinquent PACE Special Charge?**

A Tax Certificate for a delinquent PACE Special Charge is issued at the same time that a Tax Certificate would be issued for any other delinquent property taxes. If there are multiple tax delinquencies that

would be the subject of a Tax Certificate (which would likely be the case in the event of a PACE Special Charge delinquency), all delinquent amounts would be evidenced by the same Tax Certificate. The redemption period for a special charge Tax Certificate is the same two year redemption period for any other Tax Certificate.

**What is the County's responsibility in the case of a mortgage foreclosure?**

In many cases, the PACE Loan will be part of a financing package and the property subject to the PACE Special Charge will also be encumbered by a mortgage securing other credit extended by the PACE Lender (or another lender) to the property owner. Failure to pay the PACE Special Charge will almost certainly constitute an event of default under the mortgage and related loan documents entitling the PACE Lender (or other lender) to foreclose the underlying mortgage. In those cases, just as with any private mortgage foreclosure, the County will have no involvement and the tax foreclosure process will not be necessary.

**What does the County have to do if the delinquent PACE Special Charge reaches a tax foreclosure?**

In the unlikely event that a PACE Special Charge must be foreclosed upon, the following would apply. If after the two year redemption period the Special Charge delinquency evidenced by the Tax Certificate is not paid, then the County would be responsible for instituting foreclosure proceedings on the Tax Certificate, except in the case of a "brownfield" or other concerns with the property leading the County to a good faith determination that it would not be in the County's best interest to foreclose.

**What if the County determines that it will not bring a foreclosure on the property?**

If the County does not bring a foreclosure action against the subject property, then the PACE Lender is authorized by the PACE Ordinance to bring a foreclosure on the PACE Special Charge in place of the County. To assume this authority, the PACE Lender must agree to comply with all of the statutory procedures for a tax foreclosure.

**Why does the PACE Ordinance favor the In REM tax foreclosure process?**

The *in rem* foreclosure procedure is an electable procedure pursuant to Wis. Stat. § 75.521. In addition to uniformity, the PACE Ordinance requires that the County utilize this procedure to foreclose upon a PACE Special Charge because of the statutory presumption Wis. Stat. § 75.521(12) gives to the validity of special charges (as well as all special assessments and taxes) and the liens thereof.

**How does the County sell tax delinquent property?**

The County follows the procedure for the sale of delinquent real estate as laid out in Wis. Stat. § 75.69

**What is the priority of distribution of the proceeds of the sale of the real property from a tax foreclosure sale?**

The County follows the procedure for the distribution of proceeds as laid out in Wis. Stat. § 75.36.

**Following the County's tax foreclosure sale what happens to the outstanding balance of the PACE Loan?**

The PACE Special Charge is foreclosed out. Therefore, the PACE Loan no longer encumbers the real property. The Supplemental Loan Agreement, however, may contain terms which require the County to pay over any surplus proceeds from a foreclosure sale to the PACE Lender, up to the outstanding balance of the PACE Loan.