

# CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE AGENDA

DATE: Wednesday, January 6, 2021  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order.
  2. Declaration of Quorum.
  3. Public Comments (*brief comments/statement regarding committee business*)
  4. Review Correspondence.
  5. Consent Agenda.
    - a. Approve minutes of previous meeting
    - b. Approve bills
    - c. Receive staff activity reports
  6. Review items, if any, pulled from Consent Agenda.
  7. Risk and Injury Report
  8. Land & Water Conservation Department
    - a. Discuss Engineering Technician position.
    - b. Update on Serenity River LLC TRM Grant.
    - c. Application for DNR/EPA Technical Assistance Grant.
    - d. Update on Central WI Farm Profitability Expo events.
    - e. Committee Reports:
      - i. Citizens Groundwater Group meeting.
      - ii. Health Committee report.
      - iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report.
      - iv. Golden Sands RC&D report.
  9. Private Sewage
    - a. Introduction of Code Technician, Scott Custer.
  10. Land Records
  11. County Surveyor
  12. Planning
  13. Economic Development
    - a. Update on the Rural Economic Development Innovation Initiative.
    - b. North Central Wisconsin Regional Planning Commission update.
  14. Extension
    - a. General Office Update
    - b. Situational Analysis Preparation
    - c. Educator Presentation – Janell Wehr, Horticulture Educator
  15. Requests for per diem for meeting attendants.
  16. Schedule next regular committee meeting.
  17. Agenda items for next meeting
  18. Schedule any additional meetings if necessary
  19. Adjourn
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## **Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 146 994 3621

## **Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m5ac7fa3fb3fa2846260fc60e07416823>  
Meeting number (access code): 146 994 3621  
Meeting password: CEED0106

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 WEDNESDAY, DECEMBER 2, 2020  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Jake Hahn (via WebEx), Dave LaFontaine, Bill Leichtnam and Carmen Good.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn, Scott Custer and Kim Keech.  
 Land & Water Conservation Staff: Shane Wucherpfennig.  
 UW Extension Staff: Jason Hausler and Jackie Carattini.  
 County Surveyor: Kevin Boyer

Others Present (for part or all of the meeting): Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendening, Hannah Butkiewicz (Golden Sands RC&D), Joshua Benes (Golden Sands RC&D), Ray Bossert (Village of Port Edwards) and Angel Whitehead (Heart of Wisconsin Chamber of Commerce).

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comment.** Carmen Good complimented the Planning & Zoning Department staff for positive feedback among town residents.
4. **Review Correspondence.** None.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the November 4, 2020 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech, Victoria Wilson, Shane Wucherpfennig, Adam Groshek, Caleb Armstrong, Emily Salvinski, Rod Mayer, Lori Ruess, Matt Lippert, Allison Jonjak, Janell Wehr, Jackie Carattini, Hannah Wendels, Kelly Hammond, Rachel Whitehair and Laura Huber.
  - A. Minutes of November 4, 2020. No additions or corrections needed.
  - B. Department Bills. No additions or corrections needed.
  - C. Staff Activity Reports. No additions or corrections needed

*Motion by Dave LaFontaine to approve and accept the November 4, 2020 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Bill Leichtnam. Motion carried unanimously.*

6. **Review items, if any, pulled from Consent Agenda.** None.
7. **Risk and Injury Report.** None.
8. **Land & Water Conservation Department.**
  - A. Discuss Engineering Technician position. Shane Wucherpfennig shared that Adam Groshek has accepted a position in private business. Last day of employment with Wood County is January 4, 2021. Engineering Technician position is 100% state funded. Position is posted on the Wood County website with closing date to apply by December 20th. A tentative start date is for the third week of January 2021.

- B. Open bids for Jake Gropp's waste storage facility closure. Shane Wucherpennig commented that Jake Gropp has retired, sold the cattle and is no longer farming. The waste storage facility was built in the 1970's. Land & Water Conservation Department's estimated cost to abandon the waste storage facility is \$8,000 - \$10,000. Two bids were received from private contractors. This is a cost sharing project.

*Motion by Dave LaFontaine to accept the low bid in the amount of \$9,285.00 from Kolo Trucking & Excavating in Rudolph to abandon Jake Gropp's waste storage facility. Second by Carmen Good. Motion carried unanimously.*

- C. Approve Jeremy Kring's CREP Grazing Plan. Shane Wucherpennig commented that the Jeremy Kring's CREP Grazing plan is in the CEED Committee packet. CEED committee had already approved the Kring's plan previously. CEED Committee resigned the grazing plan due to some edits.

- D. Review County Conservationist's 2021 Goals. Shane Wucherpennig shared his 2021 goals.

*Motion by Kenneth Curry to accept the County Conservationist's 2021 goals. Second by Robert Ashbeck. Motion carried unanimously.*

- E. Consider clean water non-binding referendum on April 2021 County ballot. Bill Leichtnam explained that Governor Ever's declared 2019 to be the "Year of Clean Water". Wisconsin Assembly took a step in addressing the problem by passing 13 "Water Bills" on February 18, 2020 and the State Senate did not consider these "Water Bills" when it was scheduled on March 24, 2020 postponed by the COVID-19 pandemic.

Wood County Resolution 20-60-1 "The Wood County Board of Supervisors requests the State Senate to convene in "extraordinary session" to address the 13 "Water Bills" passed in the Assembly earlier this year". This resolution has been extended to other counties: Waushara, Eau Claire, Pepin, Brown, Adams, Juneau, Walworth, Green, Langlade, Kewaunee, Bayfield and Ashland.

Wisconsin voters can encourage continued legislative attention to the issue of water quality by speaking out. "Clean Water" Referendum Resolution drafted to place an advisory question on the Wood County, April 2021, ballot. Minimal cost to the County depending on size of the ballot. Discussion followed.

*Motion by Bill Leichtnam to create a resolution for "Clean Water" non-binding advisory referendum question to be placed on the April 6, 2021 ballot. Second by Dave LaFontaine. Motion carried unanimously.*

Tree sale is being planned for 2021. The sale will be virtual with no contact pick-up.

F. Committee Reports:

i. Citizens Groundwater Group

Bill Leichtnam shared that Don Ystad, 14 Mile-Watershed & Tri Lakes, "Our Clean Water Efforts in the 14-Mile Watershed" was the speaker. Highlights of the presentation:

- Man-made lakes created 1969-1973.
- Tri Lakes – Lake Arrowhead, Lake Camelot and Lake Sherwood.
- 1979 Watershed Study warned of potential pollution issues with increased agriculture & lake homes.
- 2002 Watershed Study confirmed 1979 warnings.
- 2016 – Blue Green Algae present. Pets died.
- Tri Lakes Committee formed.

- Focus on impact on water quality, water tests, soil tests, and fertilizer ordinance and citizen education program.
- 9 Key Element Plan – Study of the lakes with a long-term improvement plan.
- 2020 Year of Recognition – DNR Secretary/Director Award and EPA approval of 9 Key Element Plan

Katrina Shankland has asked for a Water Quality Task Force committee be part of the 2021-2023 Wisconsin legislature session.

Citizens (Wood County) Groundwater Group next meeting is on Monday, December 14<sup>th</sup> at 2:00 p.m. and are held virtually through WebEx.

- ii. Health Committee report A conference call is scheduled for December 2<sup>nd</sup> @ 1:00 p.m. with the Armenia Growers Coalition.
- iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report. Bill Leichtnam reported that the December meeting was cancelled. The next meeting is scheduled for January 2021. CSGWCC meets the third week of the month.
- iv. Golden Sands RC&D report. Joshua Benes explained that the Resource Conservation & Development Council was formed in 1962 by congress allowing public and private entities to collaborate across county lines on regional conservation issues. Golden Sands Resource Conservation & Development Council was formed by 10 county board supervisors in 1972 with the directive to sustainable agriculture, healthy forests, clean water and abundant wildlife. The mission of Golden Sands RC&D is to “manage natural and human resources in ways consistent with sound conservation principles by working across county lines to address local concerns”. Golden Sands RC&D works with 12 counties with Columbia County being the 13<sup>th</sup> in 2021. 25-30 directors made up at-large and county representatives. Council meetings meet the third Thursday every month. The next meeting is January 21<sup>st</sup>.

Carmen Good was excused at 10:35 a.m.  
Break @ 10:35 a.m. Meeting reconvened @ 10:45 a.m.

9. **Private Sewage.** Jason Grueneberg reported that the first notice of the Triennial Program Fee has been mailed to property owners. A second notice is scheduled for early December.
10. **Land Records.** Wood County Land Records Council meets annually every year. A virtual meeting is being planned for December 8<sup>th</sup> at 9:00 a.m.
11. **County Surveyor.**
  - A. Presentation of County Surveyor Annual Report. County Surveyor Kevin Boyer updated the CEED Committee on a brief history of the County Surveyor and 2020 past maintenance work. 2020 County contract was with Rutzen Survey Services for 206 corners. Town/Highway Contract was with Central Staking for 28 corners for town road maintenance. 2020 due to COVID, there has been limited access for face to face meetings. Calls and emails are primary contact platform. Nationally, surveyor's and land data fields are beginning to prepare for a datum change for all coordinates in the country which has not been changed since 1983. PLSS monuments are fed into mapping. In 2021, maintenance budget may need to apply to control network observations to ensure Wood County data accuracy when the datum goes live. The Surveyors annual report is in the CEED packet.
  - B. Consider 2-year renewal of County Surveyor contract with Kevin Boyer. County Surveyor became an appointed position in January 2009. Jason Grueneberg recommends renewing appointed County Surveyor 2-year contract for Surveyor Kevin Boyer.

*Motion by Kenneth Curry to appoint and extend County Surveyor 2-year contract for Kevin Boyer. Second by Dave LaFontaine. Motion carried unanimously.*

## 12. Planning.

- A. Request to Approve (2) Zoning Map Amendments/Rezoning – Town of Grand Rapids. Adam DeKleyn explained the request to approve (2) Zoning Map Amendments/Rezoning for the Town of Grand Rapids.
- Zoning Map/Amendment/Rezone: Lot 1, CSM #10790 (Parcel #0700003B) – Existing zoning is Commercial (B-1) and Agricultural (A). The request is to rezone the approximately 19 acres to Commercial (B-1) for the purpose to allow for a future storage unit facility.
  - Zoning Map/Amendment/Rezone: Lot 1, CSM #3892 (Parcel #0700677) – Existing zoning is Commercial (B-1). The request is to rezone the approximately 9 acre parcel to Agricultural (A) for the purpose to allow for agricultural animals.

Town of Grand Rapids Plan Commission recommended to approve both zoning amendments on October 12<sup>th</sup>. Town of Grand Rapids Town Board held public hearings and approved both zoning amendments on October 13<sup>th</sup>. Planning & Zoning staff has reviewed the request and recommends forwarding the resolution to the County Board of Supervisors approving (2) zoning map amendments/rezoning for the Town of Grand Rapids with a favorable recommendation.

*Motion by Dave LaFontaine to approve the request of (2) Zoning Map Amendments/Rezoning for the Town of Grand Rapids. Second by Bill Leichtnam. Motion carried unanimously.*

- B. Review Planning & Zoning Director 2021 Goals. Jason Grueneberg shared 2021 goals with the CEED Committee.

*Motion by Kenneth Curry to accept the Planning & Zoning Director's 2021 goals. Second by Robert Ashbeck. Motion carried unanimously.*

## 13. Economic Development

- A. Update on the Rural Economic Development Innovation Initiative. Jason Grueneberg commented that the plan completion is expected by the end of the year. Meetings are held virtually with limited in person contact. Broadband is part of the REDI Initiative. The REDI Initiative plan will be presented to the County Board of Supervisors.
- B. Consider Memorandum of Understanding (MOU) for South Wood County bicycle and pedestrian trail wayfinding signage project. Jason Grueneberg updated the committee on the wayfinding signage project and using the unexpended funds from the 2020 Economic Development budget. Jason Grueneberg recommends considering a Memorandum of Understanding (MOU) with the Village of Port Edwards to install a bicycle and pedestrian trail wayfinding signage. The MOU is to use unallocated 2020 Economic Development funds for the project. Funds would be disbursed in 2020 for project completion in 2021. Village of Port Edwards is expected to do the project. Ray Bossert, Village of Port Edwards Administrator explained the wayfinding signage project. Discussion followed.

*Motion by Dave LaFontaine to accept proposal and direct the Planning & Zoning Director, Jason Grueneberg to draft a Memorandum of Understanding with Peter Kastenholtz to present at the CEED Committee meeting before County Board of Supervisors. Second by Jake Hahn. Motion carried unanimously.*

- C. North Central Wisconsin Regional Planning Commission update. NCWRPC has been assisting in the Broadband strategy, Bicycle Pedestrian Plan, ATV Study, Wood County land use and VERSO closure. A work program will be established for 2021. Broadband Grant applications are due January 1<sup>st</sup>.

#### **14. Extension.**

##### **A. General Office Update**

Jason Hausler shared the following office updates:

- Limited in-person programming due to COVID.
- DATCP is suspending pesticide applicator in-person training certification testing. DATCP is extending current pesticide applicators with certifications that expire January 31, 2020 – November 30, 2021 until December 31, 2021. This is in response to the pandemic.
- Jason Hausler shared that Human Resources has contacted him to serve as the facilitator for the Department Head meetings for 2021 which he accepted.
- There is a State Advisory Committee being formed made up of the County Fair Association, 4-H Leaders, FFA Leaders and partners throughout the state to look at the roles and responsibilities of county fairs.
- The second round of Extension furloughs will occur in January 2021.
- UW System interim President, Tommy Thompson has expressed interest in investing in additional Extension regional positions.

##### **B. Educator Presentation – Jackie Carattini, Human Development & Relationships Educator.** Jackie Carattini gave a presentation on COVID and mental health programming.

Mental Health educational programming:

- Central Wisconsin Partnership for Recovery – Marshfield Clinic received a grant on behalf of the Central Wisconsin Partnership for Recovery for implementation project, “Rural Communities Opioid Response Program.” This program focuses on the care of prevention, treatment and recovery to the Opioid epidemic.

Rent Smart – National Award October 2020. Rent Smart focuses on the knowledge of skills essential for a successful renting experience. It challenges participants to understand their rights and responsibilities of their landlord. Program is designed to educate those individuals with little or no rental experience and those having difficulty obtaining housing.

Rent Smart Modules: Virtual Series consisting of 6 session series with a maximum of 40 participants. There is a waiting list for the virtual series. Train the trainer trains partners to deliver programming for the Rent Smart series.

- Aging Mastery Program – COVID pandemic has isolated many individuals with no social interaction. Aging Mastery is evidence based education program and behavior change incentive program for aging well. Virtual sessions to start January 2021 with twice per week sessions for 10 weeks.

#### **15. Requests for per diem for meeting attendants.** None.

#### **16. Schedule Next Regular Committee Meeting.** The next regular CEED meeting is scheduled for Wednesday, January 6, 2021 at 9:00 a.m. at Wood County Courthouse in Conference Room #114.

#### **17. Agenda items for next meeting.** Agenda items are due by Wednesday, December 30<sup>th</sup>.

#### **18. Schedule any additional meetings if necessary.** A special CEED meeting will be held on Tuesday, December 15<sup>th</sup> at 8:30 a.m. at Wood County Courthouse in Conference Room #114.

#### **19. Adjourn.** Chairman Curry declared the meeting adjourned at 12:15 p.m.

Minutes by Kim Keech, Planning & Zoning Office

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 MONDAY, DECEMBER 15, 2020  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Robert Ashbeck, Jake Hahn, Dave LaFontaine and Bill Leichtnam.

Members Excused: Kenneth Curry.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech.

Others Present: Dist. #4 Supervisor Ed Wagner, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendening and Trent Miner (County Clerk).

1. **Call Meeting to Order.** Vice Chair Leichtnam called the CEED Meeting to order at 8:30 a.m.
2. **Declaration of Quorum.** Vice Chair Leichtnam declared a quorum.
3. **Public Comment.** None
4. **Resolution – Clean Water Referendum.** Bill Leichtnam shared that the Clean Water Resolution for referendum has been revised and tweaked.

*Motion by Dave LaFontaine to approve the Clean Water Resolution for Referendum. Second by Jake Hahn. Motion carried unanimously.*

5. **Consider Memorandum of Understanding (MOU) for South Wood County bicycle and pedestrian trail wayfinding signage project.** Jason Grueneberg commented that the revised version of the Memorandum of Understanding (MOU) is in the packet. The MOU is on a standard county form which was advised by Corporation Counsel Attorney Peter Kastenzholz. The idea is to allow the Village of Port Edwards to act as the administrator allowing the village to work with other municipalities called Community Partners. Community Partners are Village of Port Edwards, City of Nekoosa, Town Saratoga, Town of Grand Rapids and Village of Biron. The agreement is for the Community Partners to work with the County to develop and maintain signage. Jason Grueneberg suggested that agreement #5 that each Community Partner shall install each sign from receipt in 3 months versus 6 months. Jason felt that the project would have a 10 month timeline. Funds can be returned to Wood County if the project doesn't get completed by October 2021.

*Motion by Dave LaFontaine to approve the Memorandum of Understanding for South Wood County bicycle and pedestrian trail wayfinding signage project with signage installation in 3 months of receipt of the sign. Second by Jake Hahn. Motion carried unanimously.*

6. **Adjourn.** Vice Chair Leichtnam declared the meeting adjourned at 8:35 a.m.

Minutes by Kim Keech, Planning & Zoning Office

## Committee Report

County of Wood

Report of claims for: EXTENSION

For the period of: DECEMBER

For the range of vouchers: 30200123 - 30200127

| Voucher             | Vendor Name                    | Nature of Claim         | Doc Date   | Amount          | Paid |
|---------------------|--------------------------------|-------------------------|------------|-----------------|------|
| 30200123            | UW MADISON ACCOUNTING SERVICES | 4HONLINE ANNUAL FEE     | 12/22/2020 | \$500.00        |      |
| 30200124            | UW SOIL TESTING LAB            | UW SOIL TESTING CHARGES | 12/22/2020 | \$60.00         |      |
| 30200125            | HUBER LAURA                    | HUBER DECEMBER EXPENSES | 12/22/2020 | \$18.00         |      |
| 30200126            | TURYK NANCY                    | TURYK DECEMBER EXPENSES | 12/22/2020 | \$260.00        |      |
| 30200127            | YOUNG WENDY                    | YOUNG DECMEBER EXPENSES | 12/22/2020 | \$92.37         |      |
| <b>Grand Total:</b> |                                |                         |            | <b>\$930.37</b> |      |

### Signatures

Committee Chair:

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Committee Member:

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## Committee Report

County of Wood

Report of claims for: Land & Water Conservation Dept.

For the period of: December 2020

For the range of vouchers: 18200288 - 18200293

| Voucher             | Vendor Name           | Nature of Claim                | Doc Date   | Amount             | Paid |
|---------------------|-----------------------|--------------------------------|------------|--------------------|------|
| 18200288            | KOBACK ANDREW J       | SWRM - CS WELL DECOMMISSIONING | 11/04/2020 | \$525.00           | P    |
| 18200289            | JOLING JAMES          | SWRM- CS NUTRIENT & RESIDUE MG | 12/08/2020 | \$2,884.05         | P    |
| 18200290            | ALTMANN KYLE          | MC - SWRM CS COVER CROPS       | 12/17/2020 | \$6,002.50         | P    |
| 18200291            | BALTUS DAIRY FARM INC | MC - COST SHARE COVER CROPS    | 11/22/2020 | \$2,438.00         | P    |
| 18200292            | KMA DAIRY INC         | MDV/MC - CS COVER CROPS        | 12/15/2020 | \$852.50           | P    |
| 18200293            | PEPLINSKI GLEN A      | SWRM - CS RESIDUE MANAGEMENT   | 12/17/2020 | \$314.50           | P    |
| <b>Grand Total:</b> |                       |                                |            | <b>\$13,016.55</b> |      |

### Signatures

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

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

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## Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: December 2020

For the range of vouchers: 22200105 - 22200113 38200011 - 38200011

| Voucher             | Vendor Name                        | Nature of Claim                | Doc Date   | Amount             | Paid |
|---------------------|------------------------------------|--------------------------------|------------|--------------------|------|
| 22200105            | AMAZON CAPITAL SERVICES            | PS-Office Supplies             | 11/19/2020 | \$18.36            | P    |
| 22200106            | WOOD COUNTY PLANNING & ZONING DEPT | PL/PS-Petty Cash Reimbursement | 11/25/2020 | \$78.94            | P    |
| 22200107            | INDUSTRY SERVICES DIVISION         | PS-State Sanitary Permit(Nov)  | 11/30/2020 | \$900.00           | P    |
| 22200108            | CARMODY SOFTWARE INC               | PS-Upgrades/Services (Dec)     | 12/01/2020 | \$299.00           | P    |
| 22200109            | BOYER KEVIN                        | SU-Services Per Contract (Dec) | 12/01/2020 | \$833.00           | P    |
| 22200110            | POSTMASTER - WISCONSIN RAPIDS      | PS-Postage (2nd Prog Fee Rem)  | 12/08/2020 | \$207.44           | P    |
| 22200111            | STAPLES ADVANTAGE                  | PS-Office Supplies             | 12/17/2020 | \$26.89            | P    |
| 22200112            | AMAZON CAPITAL SERVICES            | PS-Office Supplies             | 12/16/2020 | \$42.20            | P    |
| 22200113            | US BANK                            | Credit Card Charges            | 12/17/2020 | \$48.94            |      |
| 38200011            | VILLAGE OF PORT EDWARDS TREAS      | ED-Wayfinding Trail Signage    | 12/16/2020 | \$18,400.00        | P    |
| <b>Grand Total:</b> |                                    |                                |            | <b>\$20,854.77</b> |      |

### Signatures

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

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

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## **CEED Committee Report**

### ***December 2020***

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#### **LAURA HUBER**

*Extension Wood County, 4-H Program Coordinator*

- Participated in All Extension Virtual Conference (1 and 8 December)
- Attended WI 4-H Annual Leader Training (1 December)
- Met with Central WI 4-H Shooting Sports volunteers to discuss 2020-21 practice season (2 and 16 December)
- Attended the WI 4-H Positive Youth Development Colleague Connect meeting (3 December)
- Participated in the Northern Region 4-H Meeting (3 December)
- Facilitated LEGO Club meeting (6, 13, 20 December)
- Facilitated Art Club meeting (6 and 20 December)
- Met with colleagues to begin planning the 2021 Winter Leadership Camp for middle and high school youth (7 and 15 December)
- Contributed to state efforts to offer virtual programs for youth with the WI 4-H Virtual Educational Programming Team (7, 9, and 21 December)
- Recruited youth and planned Annual Leader Training program session with them; assisted in teaching (7 and 10 December)
- Participated in Clover Cookie Creations, a virtual project-based series focused on cookie baking (8 and 15 December)
- Planned the next Colleague Care & Connect meeting with colleagues on the Professional Concerns Committee (9, 14, and 17 December); accepted role as committee tri-chairperson
- Continued to work on revising and developing state 4-H policy as part of the WI 4-H Policy Advisory Standing Committee (14 December)
- Met with members of the Youth and Early Years Coalitions to plan the South Wood County "Cabin Fever" program (16 December)
- Participated in training for the 4-H New Club Kit project (16 December)
- Attended statewide 4-H Zoom (17 December)
- Helped plan upcoming statewide 4-H game nights (18 December)
- Met with Jodi Friday to discuss upcoming training on engaging youth in online spaces for Youth Coalition members (21 December)
- Led the first meeting of the Wood County Cloverbuds (21 December)
- Met with colleagues to plan an upcoming virtual program series on fitness (29 December)
- Assisted in 4-H Club and Group charter review and filed club and group taxes (many dates throughout month)
- Worked on annual reporting for Extension (many dates throughout month)
- I enjoyed time off with my family around the holidays, too.

#### **Special COVID-19 Educational Programs:**

- Worked with clubs to plan, write, submit, and modify in-person meeting proposals for state approval.
- Lego Club, a teen-led virtual club. I attend to ensure safety of participants and to support the teen leader.



- Art Club, a teen-led virtual club. I attend to ensure safety of participants and to support the teen leader.

**Ongoing Responsibilities:**

- Working cooperatively with state programs and club leaders and volunteers to address insurance and other logistical questions
- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 980 followers.
- Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 361 followers
- Updated and maintained the Wood County 4-H Instagram page with currently has 41 followers
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
- Ongoing assistance for new leaders and the volunteer background checks

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**MATT LIPPERT**

*Extension Wood & Clark Counties, Agriculture Agent*

- I interviewed on the Extension hour on WDLB and WFHR radio.
- I participated in the UW- Madison Faculty Senate
- I wrote an article on the value of milk protein for the Wisconsin Agriculturist Magazine.
- I assisted with preparing zoom programs for the dairy program nutrition and genetic presentations to begin in December.
- I answered phone calls about land rent, household pests, weed and plant identification.
- A discussion group sponsored by our AED, Jason Hausler on the book by Stephen Covey, "Seven habits of highly effective people." I have been participating in this group.
- I have advised beginning farmers on budgets and benchmarks of productivity for dairy and crop farmers.
- I have updated producers about upcoming deadlines for USDA-FSA stabilization programs related to the coronavirus pandemic.
- I participated in a zoom on cover crops, and their utilization as dairy feed.
- I participated in a group considering how to meet the needs of dairy and livestock education, strategically across the state with fewer Extension educators.
- I submitted articles for the next Central Wisconsin Ag Newsletter that will be coming out in the beginning of the year.
- I have promoted winter meetings such as Heart of the Farm Coffee Klatches, farm management meetings, dairy meetings and livestock meetings by postcard and of social media.

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**NANCY TURYK**

*Extension Wood County, Community Development Educator*

**Economic Development**

- Met bi-weekly with the Wood County economic development recovery group to collaboratively address current topics associated with the economic development recovery, pandemic-related needs and opportunities, and Verso closure. Participated in PPE calls with a sub team of the ED group.
- Shared information about economic recovery business support opportunities by emails, telephone, and web conferencing conversations primarily with Wood County



towns/villages/cities, chambers of commerce, visitor and convention bureaus, Mid-State Technical College, UW-Stevens Point@Marshfield, Ho-Chunk Nation, agricultural staff, Wood County health and planning and zoning departments.

- Met with the USDA Rural Economic Development Initiative (REDI) facilitating team and three USDA Rural Development staff that will provide support to the County during implementation of the plan. Scheduled and facilitated the working groups within the Wood County REDI team to continue the development County's REDI plan. The County branding group has been discussing partnerships with Extension for assistance with their initiative. The entrepreneurial ecosystem work group is finalizing their goals and objectives. Jason G. is refining the goals and objectives for the Wood County Economic Development team and the housing initiative.

### **Energy and Resiliency**

- Reviewed materials and programs related to energy efficiency and renewable energy and shared relevant information with Wood County staff.
- Continued exploring a PSC grant opportunity that would support initiatives in the County's Energy Plan and draft REDI Plan by providing a detailed assessment of energy use in county buildings, ROI, and cost estimates for implementation. Attended a PSC webinar about the grant program, reported to the Renewable and Sustainable Committee, reached out to potential contractors and others who could provide support to this endeavor, and am coordinating with Reuben and others involved in this effort.
- Attended a webinar about the carbon market hosted by the USDA Forest Service.

### **Local Community Initiatives**

- Prepared the final report for the 2020 Clean Sweep Event. Submitted final report, budget, and other documentation required for reimbursement to DATCP. Worked with the contractor and Town of Saratoga to schedule the next Clean Sweep event which will be held on August 28, 2021.
- Participated in meetings for Wisconsin Rapid's cultural program with assistance by students in UW-Madison's UniverCity program.
- Attended part of the Adams County and Wisconsin Rapid's Tourism Marketing Pitch Meeting held by students in the UW-Madison UniverCity program.
- Co-hosted the Heart of Wisconsin Leadership Program virtual half-day program.
- In addition to routine collaborations and conversations with County staff, I kept informed about the County by reading county email updates, county committee packets, local newspapers, listening to the County Board and CEED committee meetings, and in discussions with Wood County employees and supervisors.

### **UW-Madison Extension**

- Participated in virtual meetings with UW-Madison Extension Dean, Community Development Institute, and Wood County staff. Attended All Extension meeting that took place over 3 days. Co-presented with others from the Climate Leadership Team to inform Extension staff about the Team and its initiatives.
- Continued working with the core team working on the development of a community resilience menu and Train the Trainer course through the UW-Madison Extension Climate Change Leadership Team.
- Met with Patrick Robinson, Extension Associate Dean about the Climate Leadership Team's progress and plans for the upcoming year.



- Prepared a draft concept with the Climate Leadership Team for the NOAA RISA community resilience grant program. The concept would offer support for community resilience planning in the Midwest.
- Informed CSGCC about opportunities associated with the Extension Lakes Water Week in March 2021.

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## **ALLISON JONJAK**

*Extension Wood County, Cranberry Outreach Specialist*

- Participated in Cranberry Board annual meeting to discuss priorities for funding for cranberry research.
- Developed content for December Virtual Brown Bag meeting.
- Focused research and writing for 2021 Cranberry Outreach Plan Of Work.
- Reviewed improvement and impact survey results for Cranberry Crop Management Journal.
- Sought participants for grower panels at Cranberry School (January).
- Delivered December Virtual Brown Bag meeting (77 participants).
- Added 5 additional growers to mailing list.
- Established training process for those whose Pesticide Applicator Training certificates expire in 2020/2021.
- Communicated Pesticide Applicator Training process.

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## **JACKIE CARATTINI**

*Extension Wood County, Human Development and Family Relationships Educator*

- Attended 3 days of a virtual "UW All Staff Conference"
- Taught a 2 day "Rent Smart Train the Trainer" program for both WI and national participants
- Assisted with the Diversity and Inclusivity day for the Heart of WI leadership program
- Attended HDRI (Human Development and relationships Institute) monthly colleague connect
- Taught a Heart of the Farm statewide program
- Attended a UW-Madison Faculty Senate meeting virtually. 12-7
- Attended the Central WI Partnership for Recovery subcommittee meetings, Youth, and housing
- Coordinated and hosted daily "Extension Wellness Moments" and taught 2 sessions in the month of December
- Attended the "Racism is a Public Health Crisis Capacity Building" bi-monthly meeting
- Attended the Wood County HCE board meeting via zoom
- Attended 3 planning meetings for the Aging Mastery program with will launch in January 2021
- Presented on "Protecting Yourself from Identity Theft and Scams" on WDLB radio on 12-15
- Attended a United Way winter activity subcommittee meeting
- Attended a Department of Extension Administrative committee meeting
- Attended a meeting with the Family Development section
- Completed teaching the 8-week series of "Taking Care of You-Highlights" in partnership with Childcaring for childcare providers on December 9th
- Attended virtual coalition meetings with United Way of South Wood and Adams County (Financial Stability Coalition and Early years Coalition)
- Attended bi-weekly meetings to present recently authored module on Advanced Directives for a new preplanning for the loss of a loved one curriculum. Covered final edits.



- Attended the United Way of South Wood and Adams Counties Financial Stability coalition subcommittee to work on the topic of budgeting. Planning programs for 2021.

**Attended multiple zooms on:**

- Department of Extension Administrative Committee
- Coordinated daily Extension Wellness moments (M-F at 8:15am)
- Financial Education in the time of Covid team meeting zoom
- Racism as a Public Health Crisis weekly series
- Taking Care of You- Highlights
- Rent Smart Team virtual learning
- Pre-planning for the death of a loved one team
- Life Span program check-in
- Free Throw Fridays (institute weekly zoom)
- Institute meetings on changes and programming
- Behavioral health team meeting
- Department/Institute and Associate Dean monthly check-ins
- Weekly stress and coping team meetings

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**HANNAH WENDELS & KELLY HAMMOND**

*Extension Wood County, FoodWise Nutrition Educator and Coordinator*

- Visited the Altmann family farm to conduct an interview for a video series featuring Farmers of the Mill Creek and the conservation practices they utilize (Dec. 1)
- Attended the marathon Co. land and water plan hearing to follow acceptance of this plan, I took part in early development and editing of the document (Dec. 1)
- Hosted the Kick-off event for the Central WI Farm Profitability Expo with Rick Clark as the keynote speaker (Dec. 2)
- Attended the PACRS monthly conference call to provide updates and future events regarding the Central WI Farm Profitability Expo (Dec. 4)
- Visited the Bulgrin family farm to conduct an interview for a video series featuring Farmers of the Mill Creek and the conservation practices they utilize (Dec. 4)
- Assisted with interview research work regarding farmers who practice conservation methods in the Fox River Watershed (Dec. 4)
- Met with John Exo of UW-Madison to discuss relevant work around groundwater outreach, research, etc. (Dec. 8)
- Prepared and disseminated promotional flyers for the Farm Profitability Expo (Dec. 8)
- Developed an electronic press release on the Farm Profitability Expo to be sent to partners and elected county and state officials serving Central WI (Dec. 9)
- Led a debrief discussion with the CWFPE planning committee as an evaluative effort to strengthen future presentations (Dec. 9)
- Hosted a 14 Mile Watershed Committee Zoom meeting (Dec. 14)
- Attended the EPPIC advisory Panel Meeting (Dec. 15)
- Gave a lightning talk at the UW-Madison virtual All-Colleague meeting on the topic of multidisciplinary work (Dec. 15)
- Hosted the second presentation of the CWFPE with Jason Cavadini as the speaker, 101 listeners were present (Dec. 16)





- Went on WFHR to discuss the concept of carbon farming and carbon markets as a financial diversification tool for farmers (Dec. 17)
- Attended the GOLD (Guardians of Lake Decorah) Meeting (Dec. 21)
- Met with Adams County staff to discuss ideas regarding the development of a Producer-led group in the Adams area (Dec. 22)
- Guided a discussion with the 14 Mile Watershed Committee about obtaining 501c3 non-profit status and the implications that could bring for their work (Dec. 23)

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## **RACHAEL WHITEHAIR**

*Extension Wood County, Natural Resources Educator*

- Visited the Altmann family farm to conduct an interview for a video series featuring Farmers of the Mill Creek and the conservation practices they utilize (Dec. 1)
- Attended the marathon Co. land and water plan hearing to follow acceptance of this plan, I took part in early development and editing of the document (Dec. 1)
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## JANELL WEHR

*Extension Marathon & Wood Counties, Horticulture Educator*

- **Foundations in Horticulture (FIH)**- I continue to co-facilitate the pilot program, Foundations in Horticulture. FIH is a survey course which introduces the student to the fundamentals of horticulture. FIH will replace Master Gardener training and will be open to all interested individuals, regardless of desire to become a Master Gardener Volunteer. I look forward to bringing this program to Wood County as an entry point for individuals interested in working in the green industry.
- **Care for December Plants**- I developed and delivered “Care for December Plants” in which participants learned the proper requirements for keeping common December gift plants thriving after the holidays. I used geotagged images from Google Maps to introduce the native habitats for Norfolk Island Pines, poinsettias, and holiday cactus. I also shared tips for selecting Christmas trees and how to keep them fresh through the holiday season. When asked, 100% of participants stated as a result of the program, they understood the growing requirements for common December gift plants. 89% of participants stated, as a result of the session, they understood the requirements needed for short day plants to reflower.
- **Wood County Master Gardeners**- I maintain frequent communications with the WCMG Volunteers on changes coming to the Master Gardener Program and volunteer development, including recognition.
- **Master Gardener State Steering Committee** -I serve on the Master Gardener State Steering Committee. In addition to working on overhauling the program to match strategic priorities, I am working on two statewide volunteer recognition events. The first event will be held virtually in February. We are also developing a Volunteer Week to be held in April.

Staff Report  
Caleb Armstrong  
December 2020

- Attended a storm water webinar training.
- Did a no-till drill check on some interseeded pollinator plantings into an old hayfield, as well as no-tilled cover crops into a cut corn field. Both were done with our no-till drill.
- Attended the Central WI Farm Profitability Expo which had Rick Clark as our keynote speaker where he covered farming green, regenerative agriculture, and cover crop cocktails. This was a great viewing and had a good turnout for our expo!
- Attended the UW-Extension along with DATCP Soil, Water, and Nutrient Management training for the upcoming 2021 year and what to expect.
- Surveyed a stream crossing for Sternweis for the upcoming year. We laid out a potential crossing area with wooden stakes. Plan is for the project to kick off in the spring for construction.
- Attended a webinar training dealing with the importance of microbes relating to Soil health.
- Attended an online field tour with some farms in the Green Bay area who did some experimenting with cover crops and the importance it has had on their soils health.
- Attended the monthly citizens groundwater meeting where we had another very good guest speaker come in.
- Attended the Farm Crisis Webinar with how to help farmers in these troubling times.
- Attended the second part of the Central WI Farm Profitability Expo which this time we had Jason Cavadini as our presenter which he talked about some studies he has conducted through the Marshfield Ag Research Station with regenerative ag, tilling vs no-till, and soil health.
- Worked on spending the rest of the SEG dollars for the 2020 year found a couple farmers who did no-till practices along with cover crops that we could then cost-share for.
- Did the monthly stream flow monitoring with Emily. We could only end up doing three spots due to ice buildup in other spots.
- Did a test hole check with Shane for a manure pit expansion on Randy Seidl farm.
- Collected information from grazing specialists Bill Kolodziej and Rachel Bouressa about future pasture walks and grazing field trips.
- Also working with Rachel Bouressa to possibly create a grazing plan for Luke Kuefer.

### **Activities Report for Adam Groshek –December 2020**

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

~Final 2020 site checks at various CREP sites that were newly planted, managed, or maintained within the last year. Update of GIS system for tracking CREP sites.

~Kings CREP/WRP grazing plan discussions with landowner, NRCS, and DATCP.

~Notary signatures for multiple cost-share contracts.

~Planning, survey, cost-share contract paperwork for creek crossing for Schreiner farmland near Bakerville.

~Jim Sternweis/Jake Gropp manure storage abandonment cost-share contract, permitting, contractor/landowner discussions and meetings. Kolo finished construction of abandoning the pit and tank and Asbuilt documentation is in progress.

~Cost-share contract signings/meetings for multiple rollover projects to use 2020 Bond money for construction of 2021 projects.

~Cashen streambank reinforcement design for 2021 construction.

~Transferring duties of 16+ ongoing projects over to various people in Wood County LWCD for continuity while I transition from my last day of working for Wood County on January 4<sup>th</sup>, 2021.

Thanks for keeping me busy the past 5+ years in Wood County, See all of you around! --Adam Groshek

## Activities Report for Emily Salvinski

### December 2020

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- **Thursday, December 1.** Worked on SMART goal and had evaluation.
- **Wednesday, December 9.** Worked on cost-share organization (GIS).
- **Thursday, December 10.** Attended webinar by American Society of Agronomy for CCA credits (Towards more holistic IPM). Worked on cost-share contracts.
- **Friday, December 11.** Worked on multiple contracts for one farmer and added to GIS database.
- **Wednesday, December 16.** Attended online Central WI Farm Profitability Expo. Added maps from farmer group cost-sharing to GIS database.
- **Thursday, December 17.** Worked on multiple contracts for multiple farmers/landowners.
- **Monday, December 21.** Listened to Central WI Farm Profitability Expo recorded presentation. Took streamflow measurements at 3 locations in SE Wood County.
- **Tuesday, December 22.** Finished recorded presentation. Entered results from streamflow monitoring to DNR's tracking database. Worked on snapmaps to complete a preliminary NMP checklist for cost-share contracts.

### ***Activities Report for Lori Ruess – December 2020***

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed November sales tax report and forwarded to Finance.
- Completed reimbursement request for (GT, MK, and JJ) and forwarded to DATCP for processing.
- Received CREP Incentive payments from DATCP for three landowners; mailed payments to landowners (RM, DM, and AW).
- Completed cost-share contracts (RB) waterway system.
- Entering tree and shrub orders in the new program as they come in.
- Logging Non-Metallic Mining Permit Fees as they come in.
- Deposited tree, shrub, and Non-Metallic Mining check as they come in.
- Received and deposited staff and support reimbursement in the amount of \$118,858.31 (from DATCP).
- Completed LWCD payroll percentages and forwarded to Finance prior to the December 3, December 17, and December 30, payrolls.
- Attended the Virtual Farm Profitability Expo – Rick Clark presenter.
- Attended FAX training with IT.
- Completed Know B4 *Insider Threats for End Users* training and quiz.
- Entered vouchers and requested Mill Creek, MDV, and SWRM cost-share payments to six landowners; total cost-share amount - \$13,016.55 paid out.
- Assisted Shane with bid letters/packet for Gropp manure storage closure.
- Organized County Board packet and submitted to the County Clerk's office.
- Electronically submitted staff reports and packet materials to the County Clerk's office for the December CEED packet.

## ***Activities Report for Rod Mayer***

### ***DECEMBER 2020***

- Multiple correspondence with Verso in regards to NMM plan going forward with fees – financial assurance – etc.
- Reminder calls to NMM permit holders (and banks) for expiring financial assurance deadlines for December and January.
- Monitor/update NMM spreadsheets for fees and financial assurance (daily).
- Reviewed multiple forms of financial assurance for multiple mine sites as come in for renewal (lots of time into this – correspondence with permit holders and banking institutions).
- Correspondence with DNR for Tork pit expansion and wetland concerns.
- Rick Clark cover crop seminar.
- Completed DNR preliminary deer donation report – 5 deer donated to Pittsville Meats and 5 deer donated to J & S processing so far.
- Completed Hemlock Trails Cranberry Co. construction site fence inspection – all good with main fence – waiting on a larger non-standard gate to be installed for final inspection, invoicing, contract, etc.
- NMM webinar training – part 3 – elements of a plan in the field.
- Contact to DNR and APHIS for guidance on request by DNR to end the 2017 Hemlock Trails fence contract – prorate the 3 year value – remove a portion of fence taken down – and add the new fence extension completed this year into one new contract.
- Completed Hemlock Trails fence contract draft for 2020 fence with all modifications and additions - completed satisfaction for 2017 contract forms – sent to DNR for review prior to signatures.
- NMM skype round table meeting – permit transferring.
- Completed draft for 6-M fence contract – with additions for future cattle crossing in gate – contact with owner and fencer builder – etc.
- Sorted and came up with filing system for completed pond permit exemptions that I have gotten so far – sort by owner including section/town and parcel number – also active and future/inquiry files.
- Reviewed Arnold pond mining exemption permit – sent back to owner for needed revisions – contacted town chairman, DNR storm water, and DNR wetland for concerns on their end – multiple correspondence with wetland concerns. Received final draft – approved and processed – sent copies to DNR for their issues.



*Activities Report for Shane Wucherpennig – December, 2020*

- **December 1** – ArcGIS mapping projects.
- **December 2** – Attended CEED Committee Meeting. Co-Hosted Central WI Farm Profitability Expo- Keynote Rick Clark
- **December 3** – Emails, Phone correspondence, recruitment preparation to fill LWCD engineering Tech. Position.
- **December 4** – 2020 Winter Virtual County Conservation meeting.
- **December 7** – Worked on contracts for cover crops with MDV Grant dollars.
- **December 8** – Reviewed applications and resumes on applicants for Engineering Tech Position.
- **December 9** – Emails, Staff updates, Phone Calls and correspondence, Zoom Meeting.
- **December 10** – Reviewed applications and resumes on applicants for Engineering Tech Position.
- **December 11** – Emails, Staff updates, Phone Calls and correspondence, Zoom Meeting.
- **December 14**– Field visits, mapping and landowner contacts. Peter Dieteln – Waterway.
- **December 15** – County Board. Co-Hosted Central WI Farm Profitability Expo- Keynote Jason Cavadini.
- **December 16** – ArcGIS mapping projects. MDV Tracking.
- **December 17** – Met with landowners to discuss Cover Crops and No-Till. Signed contracts.
- **December 18** – Reviewed applications and resumes on applicants for Engineering Tech Position.
- **December 21** - Maps for contracts, emails and correspondence. Field work.
- **December 22** – Field visit to Randy Seidl farm for test holes. Signed contracts on Cover Crops and No-Till. Craig Viort, Glen Peplinski and Peter Feltz contracts.
- **December 23** - Vacation
- **December 24-25** – Holiday
- **December 28-30** – Vacation

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director  
Adam DeKleyn, County Planner  
Paul Bernard, Land Records Coordinator  
Jeff Brewbaker, Code Administrator  
Scott Custer, Code Technician  
Kim Keech, Admin Services 5  
Victoria Wilson, Admin Services 4

RE: Staff Report for January 6, 2021

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

- A. Marshfield Economic Development Board** - On December 3<sup>rd</sup> I participated in the Marshfield Economic Development Board meeting and provided an update of Wood County economic development efforts.
- B. North Central Wisconsin Development Corporation (NCWDC)** - On December 7<sup>th</sup> I participated in the NCWDC Annual Meeting. Agenda items discussed included review of 2019 financials, status of current loans, loan review committee appointments, review and approval of 2021 budget, review and approval of 2021 staffing agreement with the North Central Wisconsin Regional Planning Commission, and marketing and promotion efforts.
- C. Property & IT Committee** – On December 7<sup>th</sup> I participated in the Property & IT Committee meeting and presented information on county-owned property. The Committee would like to identify property that could be considered for possible sale.
- D. Land Information Council** - On December 8<sup>th</sup> I participated in the Wood County Land Information Council meeting. Some of the agenda items discussed included project updates and review by the County Surveyor and the Land Information Officer.
- E. Central Wisconsin Economic Development Fund** – On December 16<sup>th</sup> I participated in the CWED Board of Directors’ meeting. Some of the agenda items included review of November financials, monthly fund status and activity report, administrator update, and fund administrator review.
- F. Consolidated Cooperative Meeting** – On December 17<sup>th</sup> I participated in a meeting to discuss the creation of a consolidated cooperative that could potentially be positioned to make an offer to purchase the recently idled Verso Mill in Wisconsin Rapids.
- G. Wood County Economic Development Roundtable** – On December 3<sup>rd</sup> and 17<sup>th</sup> I facilitated Wood County Economic Development Roundtable meetings. The purpose of the meetings is to coordinate economic development response to COVID-19 and the recent Verso Mill closure. Notes from those meetings are attached to this report.



## **2. Planning (Adam DeKleyn)**

- a. Land Subdivision - Plat Review – CSM: (5) CSMs were submitted for review/approval. (7) CSMs were approved/recorded. (4) CSMs are pending approval. SUBDIVISION: (1) Final subdivision plat approved – Hidden Chapel Subdivision, Town of Saratoga, 12 lots. Plat will be recorded in 2021.
- b. Town of Grand Rapids Comprehensive Plan – Intergovernmental Cooperation Element is being prepared for next PC meeting.
- c. Zoning Administration – The Town of Grand Rapids submitted (2) zoning map amendments/rezones for review/approval. CEED and CB approved in December. Zoning maps updated and decision letters sent out to the Town.
- d. Sewer Service Area Planning – Preliminary review conducted on proposed sanitary sewer extensions for a development project in the City of Marshfield SSA. Wetland delineation completed. Project will require WDNR review/approval prior to issuance of SSA conformance.
- e. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and town officials.
- f. COVID-19 Operational Planning – Working remotely in response to the COVID-19 pandemic. County Planner functions and programs will remain operational as normal. I will be available by phone: (715) 421-8568 or email: [adekleyn@co.wood.wi.us](mailto:adekleyn@co.wood.wi.us).
- g. Village of Milladore Comprehensive Plan 2020 – The Village of Milladore adopted a comprehensive plan on 12/14/20. Notification will be sent to WI-DOA.

## **3. Land Records (Paul Bernard)**

- A. Land Cover Digitizing off of the 2020 Air Photo
- B. Gathering Quotes for building footprint digitizing
- C. Parcel Mapping
- D. Addressing
- E. Submission of 2021 Wisconsin Land Information Program Grant Application
- F. Creation of an Address Validation tool for the Health Department for use in their COVID-19 response efforts.

#### **4. Code Administrator (Jeff Brewbaker)**

11-25-2020 – Follow-up & deleted emails

11-30-2020 – Plan review & issued replacement mound <24" TN: 12

12-01-2020 – Inspection new conventional tank & absorption cell TN: 18; soils evaluation, plan review & issued replacement mound <24" TN: 31; office meeting TN: 17

12-02-2020 – Issued shoreland permit (filling & grading) TN: 10

12-03-2020 – Inspection onsite shoreland onsite (consult RE: Wis River) TN: 07 Plan review & issued replacement mound (A+O GeoMat) TN: 10

12-04-2020 – Soils evaluation, plan review & issued replacement conventional TN: 07; inspection replacement conventional tank & absorption cell TN: 07; soils evaluation, hydrograph & plan review new conventional TN: 07

12-07-2020 – Plan review & issued replacement mound (A+O) Interpretative Report TN: 10; POWTS training for Code Technician

12-08-2020 – Inspection report mound (A+O) TN: 12; plan review & issued replacement mound (A+O) TN: 10; (2) inspection replacement conventional tank & absorption cell TN: 07

12-09-2020 – Inspection report replacement conventional TN: 07; soils evaluation holding tank TN: 10; inspection new conventional (wedding venue) TN: 18; inspection new mound (A+O) tank, seed & mulch TN: 03

12-10-2020 – (2) Inspection reports new conventional TN: 07; inspection new mound <24" tank TN: 11; plan review & issued replacement HT TN: 10

12-14-2020 – (3) Inspection reports new conventional TN: 18; inspection reports replacement conventional TN: 18; inspection report replacement conventional TN: 07; inspection report new conventional TN: 07

12-15-2020 – Vacation (Jeff)

12-16-2020 – Soils evaluation & plan review new conventional TN: 27; inspection report new conventional TN: 07

12-17-2020 – Inspection new HT TN: 10; complaint investigation (camper) TN: 16; trouble shoot mound TN: 11

12-18-2020 – Inspection report replacement HT TN: 10; order letter (POWTS investigation) TN: 16

12-21-2020 – Inspection report new HT TN: 16; inspection report replacement mound >24" TN: 17; inspection report replacement conventional TN: 07; inspection report new mound <24" TN: 11; inspection report replacement conventional TN: 13

12-22-2020 – Inspection report replacement mound <24” TN: 16; inspection report reconnect HT TN: 04; inspection report replacement HT TN: 17; inspection report replacement HT TN: 02

12-23-2020 – Inspection report replacement conventional TN: 07; inspection report replacement reconnect conventional TN: 14; inspection report replacement conventional TN: 07; inspection replacement conventional TN: 27

12-24-2020 – Holiday

12-25-2020 – Holiday

## **5. Code Technician (Scott Custer)**

11-25-2020 – Studied shoreland and floodplain permits. Reviewed shoreland and floodplain site with land owner TN07.

11-30-2020 – Reviewed Mounds system plan. Processed conventional system application.

12-1-2020 – Site inspection conventional system TN-18. Application for shoreland project review and prepared affidavit. Reviewed mound plan.

12-2-2020 – Department introductions. Observed CEED Committee meeting. A + O mound review. Researched for site visit tomorrow.

12-3-2020 – Shoreland site visit TN-07. Floodplain meeting with land owner. Mound system inspection report.

12-4-2020 – Site inspection for conventional system TN-07. Shoreland sidewalk structure site visit. Reviewed two conventional system plans.

12-7-2020 – Shoreland permit conditions of approval TN-17. Reviewed mound system plan.

12-8-2020 – Floodplain complaint meeting with land owner. Two conventional system site inspections TN-07.

12-9-2020 – Site inspection mound/geo mat TN-03. Site Inspection conventional TN-18. Reviewed conventional and mound application.

12-10-2020 – Site inspection mound TN-11. Two conventional inspection reports TN-07.

12-11-2020 – Holding tank plan review. Shoreland project proposal research.

12-14-2020 – TN-05 Floodplain question research and discussion with land owner. Conventional Inspection report TN-07.

12-15-2020 – Created POWTS study manual. Reviewed conventional system application V-27.

12-16-2020 – Inspection report TN-07. Reviewed conventional system application V-27. Reviewed POWTS questions.

12-17-2020 – Holding tanks site inspection TN-10. Site visit follow ups in TN-16 and TN-11.

12-18-2020 – Installed ArcGIS on my computer with IT. Located well delegation information.

12-21-2020 – Reviewed flooded agriculture district information. Put tabs in POWTS binder for exam. Built ArcGIS base project.

12-22-2020 – FAD-C questions and research. Well delegation research.

12-23-2020 – Site inspection conventional V-27. POWTS practice exam.

12-28-2020 – Conventional system inspection report V-27. Worked on ArcGIS base project. POWTS practice exam.

## **6. Office Activity (Kim Keech and Victoria Wilson)**

- a. Monthly Sanitary Permit Activity – There were 9 sanitary permits issued in November 2020 (2 New, 7 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$5,700. There were 4 sanitary permits issued in November 2019 (0 New, 4 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$2,700.

*\*New fees went into effect September 1, 2019.*

There were 173 sanitary permits issued through November 2020. For comparison purposes, the following are through the same period for the previous five years: 2019 – 166, 2018 – 164, 2017 – 186, 2016 – 150 and 2015 – 175.

- b. 2020 Tax Refund Intercept Program (TRIP) – As of December 23<sup>rd</sup>, Wood County received no additional payments for a total of \$9,863.03 on thirteen (15) outstanding cases for 2020.
- c. 2020 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices and Farmer Exempt Holding Tank Maintenance Notices are scheduled to be mailed approximately Friday, April 24<sup>th</sup> with a due date of Friday, August 14<sup>th</sup>. There were 2,583 mailed between the four notices. Septic maintenance 2<sup>nd</sup> reminders were mailed on Friday, September 25<sup>th</sup>. There were 412 2<sup>nd</sup> reminder postcards mailed. There were 117 Corporation Counsel letters (3<sup>rd</sup>

reminder) mailed on Friday, November 13<sup>th</sup>. As of December 23<sup>rd</sup>, there are 58 septic systems that have not completed servicing for 2020.

- d. 2020 Program Fee Notices – There were 4,622 program fee notices mailed on Monday, October 19<sup>th</sup> with a payment due date of Monday, November 23<sup>rd</sup>. The \$25 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. The \$25 program fee can also be paid by cash or check. There were 788 second reminders mailed on Friday, December 11<sup>th</sup>. As of December 23<sup>rd</sup>, there are 405 property owners that have not paid the \$25 program fee for 2020.
- e. Enforcement Activities Update (Small Claims) – None scheduled.
- f. Wisconsin Fund Grant Program – 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. 2019 Wisconsin Assembly Bill 791 delayed the elimination of the Wisconsin Fund Grant Program to June 30, 2023 passed on February 18, 2020. 2019 Wisconsin Senate Bill 791 was scheduled for consideration late March but has not been considered due to COVID-19. No extension yet for the Wisconsin Fund Grant Program. Office Staff continues to take applications for the program.
- g. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.
- h. Survey Document Indexing Project – There are over 4,000 survey documents that are being indexed with a tentative completion by the end of 2021.
- i. ArcGIS Software Project – Editing addresses in 22 townships.
- j. Kim attended the following meetings/trainings:
  - i. CEED Committee Meeting on December 2<sup>nd</sup>.
  - ii. Wellness Committee Meeting on December 8<sup>th</sup>.
  - iii. Citizens (Wood County) Groundwater Group on December 14<sup>th</sup>.
  - iv. CEED Committee Meeting on December 15<sup>th</sup>.
- k. Victoria attended the following meetings/trainings:
  - i. Economic Development Meeting (COVID-19 Recovery) on December 3<sup>rd</sup> & December 17<sup>th</sup>.
  - ii. Personal Protective Equipment Meeting on December 1<sup>st</sup>.
  - iii. Land Information Council Meeting on December 8<sup>th</sup>.

## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, December 14, 2020  
TIME: 2:00 p.m.  
LOCATION: Teleconference via WebEx

**Present:** Caleb Armstrong, Ray Bossert, Rhonda Carrell, Bill Clendenning, Bruce Dimick, Nancy Eggleston, Gordon Gottbeheut, Tamas Houlihan, Kim Keech, Bill Leichtnam, Jen McNelly, Michael Tiboris, Nancy Turyk, Gregg Wavrunek, Allison Werner, Shane Wucherpennig and Tim Wuebben.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** Bruce Dimick shared that we all accept that the nitrate level in drinking water at 10 parts or less. EPA approved that level in 1962 and has not been re-examined. The latest data on cancer, baby blue syndrome, etc. suggests that it should be 3 parts.
3. **Speaker: Allison Werner and Michael Tiboris, River Alliance of Wisconsin**  
Allison Werner shared that River Alliance of Wisconsin has been around for over 25 years. Membership includes more than 1,500 individuals, businesses and local watershed groups. River Alliance is a statewide non-profit advocacy organization. The mission is "Empowering people to protect and restore water."

Highlights of Michael Tiboris "Clean Water Farms" presentation:

- Water is the foundation of the food system.
- Supporting farmer's ability to protect water. Showing up and supporting.
- Small Farm Commitment Program: practice commitments, midscale infrastructure and connection to consumer members.
- Alliance for Water Stewardship International Standard: Provides framework for building a comprehensive water stewardship plan for individual production site.
- Why does any of this matters? Adoption is meaningless without maintenance and requires cultural change. Agriculture is essential to water protection efforts in Wisconsin.

Clean Water Now campaign empowers Wisconsinites to have a voice on water issues. The campaign gives voters a voice to care about water and Wisconsin. This is a universal issue with bipartisan support. The proposed question is: "Should the State of Wisconsin establish a right to clean water to protect human health, the environment, and the diverse cultural and natural heritage of Wisconsin?" For more information: <https://voteforcleanwater.com/>

Wood County Resolution 20-12-10 "To place on the Wood County April 2021 ballot a referendum question on Clean Water. Question: Should the State of Wisconsin establish a right to clean water to protect human health, the environment, and the diverse cultural and natural heritage of Wisconsin? YES\_\_\_ NO\_\_\_" will be voted on at the Wood County Board Supervisors on Tuesday, December 15<sup>th</sup>.  
**UPDATE: Wood County Resolution 20-12-10 passed 18-1.**

4. **Correspondence/Updates/Handouts/Reports:**  
Bill Leichtnam shared the following at the meeting:
  - A. "Residents in Wisconsin village say nitrates in wells made them sick. They want help. Some say local dairy causing issues but its following state regulations according to permit." handout – 50% of the wells in Nelsonville are undrinkable.
  - B. Fewer meetings due to COVID-19.
5. **Action Items:**
  - A. Next Steps  
What are those next steps? What more can we do?
  - B. Protecting our ground & surface water with or without legislative support

What if the Wisconsin Senate in new session does not vote on the "Water Bills"? What can we do? What actions should we take? Bruce Dimick shared that as individuals and a group we should be willing to attend sessions in Madison or other locations that impact the environment and water with facts.

Allison Werner shared that River Alliance Wisconsin Water Agenda goal is to protect our health and economy for a better way to manage our water resources. For more information:

<https://wisconsinrivers.org/wisconsin-water-agenda/>

6. **Discuss periodic election of officers**

Who can vote? We would like to see legislators attend the meetings. It was mentioned that the Citizens (Wood County) Groundwater Group is an ad hoc committee of the CEED Committee. Discussion followed.

7. **Roundtable**

- A. Allison Werner – Thank you for giving River Alliance of Wisconsin the opportunity to speak.
- B. Bill Clendenning – Has been associated with River Alliance of Wisconsin for many years. Glad to see River Alliance part of the Citizen's Groundwater Group.
- C. Bruce Dimick – Water is a bigger issue beyond belief.
- D. Gordon Gottbeheit – Water fracking.
- E. Gregg Wavrunek – Looking forward to incoming administration in regard to Clean Water.
- F. Rhonda Carrell – Thank you to Allison and Michael for your presentation and programs. Hope 2021 is better.
- G. Shane Wucherpennig – Happy holidays and happy New Year.
- H. Nancy Eggleston – Would like an update on the UW and DNR study through AGC program.

8. **Announcements of members / visitors (upcoming parallel events / meetings)** Nomination papers for local elected offices are due January 2nd.

9. **Future Speakers:** Bill Leichtnam is looking for potential speakers for upcoming meetings. January – Open

10. **Agenda Items for next meeting**

Agenda items should be submitted to Bill Leichtnam.

11. **Next Meeting** Monday, January 18<sup>th</sup>, 2:00 p.m. (VIRTUAL)

12. **Adjourn Groundwater Group Meeting** Chair Bill Leichtnam adjourned @ 3:26 p.m.

Notes by Kim Keech, Planning & Zoning Office

## WOOD COUNTY LAND INFORMATION COUNCIL

### MINUTES

Date: Tuesday December 8, 2020 at 9:00 a.m.

Location: Via Webex Teleconference

Attendees: Ken Curry, Wood County Board District 11 Supervisor; Kevin Boyer, Surveyor; Paul Bernard, Land Information Officer; Al Breu, Wood County Board District 6 Supervisor; Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager; Victoria Wilson, Planning & Zoning; Jason Grueneberg, Director-Planning & Zoning; Brian Spranger, First Weber; Bill Clendenning, Wood County Board District 15 Supervisor

1. Chairperson Curry called the meeting to order at 9:00 a.m.
2. Introductions.
3. Chairperson Curry declared a quorum.
4. Public Comment moved from agenda item #7 to agenda item #4. No public comment.
5. Chairperson Curry asked for any additions or corrections to the previous meeting minutes. Having no additions or corrections, motion by Al Breu to approve. Second by Paul Bernard. Motion carried to approve previous meeting minutes.
6. Kevin Boyer gave an overview of the projects for 2021.
  - Surveyor
    - Wisconsin DOT Survey Control Project
    - 2021 Perpetual Maintenance & Highway PLSS Projects

Since 2010 we have had maintenance and highway PLSS contracts. These are two separate contracts. The maintenance contract is where we maintain the PLSS corners and get good GPS data, which improves our GIS and allows Paul Bernard to meet all requirements for the statewide parcel mapping initiative. The other project we have a contract for is locating corners that the county is going to be destroying because of asphalt projects. The surveyor goes out and locates the corner prior to construction, then sets a monument at the surface of the new asphalt, post construction. This avoids having surveyors boring holes in new asphalt throughout the county. We have been using county surveyor funds for these projects as well as the base budget grants. We are preparing for a datum shift from North American Datum 1983 (NAD 83) to a complete new datum, WRCS 2022 or Gravity for the Redefinition of the American Vertical Datum (Grav-D). The entire nation is going to a new datum to adjust for errors. This datum adjustment also gets us on the same "playing field" internationally as far as coordinates are concerned. The Department of Transportation (DOT) has passive height modernization monuments throughout the county. The state no longer has surveyors on staff to do anything other than maintain the monuments. Due to the high cost of placing the monuments, DOT has asked counties for assistance to occupy by survey, the monuments throughout the counties and submit that information to the DOT and National Geodetic Survey (NGS). When



the new datum comes out in 2022 it allows us to have a better control network in the 2022 datum. If we do not do an occupation of these monuments, they will do a mathematical solution to adjust our current positions to the new 2022 datum, which could result in errors. I am working with DOT staff to write some specs and get some numbers together for this project.

- Land Information Officer
  - Project Updates and Review (From 2019-2021 Land Records Modernization Plan)
    - 2020 Orthophotography Acquisition

The orthophotography went very well. These photos have a huge benefit to the county. We were able to acquire CIP funding for this project with a cost of about \$60,000. We are part of the Wisconsin Regional Orthoimagery Consortium, which enables all of the counties to get together and use a single contractor to coordinate the acquisition of the air photos so that the air photos cost much less than if each county did this project individually. We did countywide six-inch resolution. This means each pixel you see is six inches by six inches.
    - Parcel Fabric Maintenance & Accuracy Improvements

Parcels are very important to the county. Prior to my coming to Wood County, our GIS representation of the PLSS grade was in good shape but there was a lot of verifying and improving to do. We had the sections represented and ¼ sections represented. I gathered information from many sources and re-digitized every section in the county. You can now zoom to any section in the county to see where the 40's are, where the ¼ sections are as well as the government lots, which we did not have previously. I also expanded the attributes for the Public Land Survey System Corners.
    - Indexing of Non-Recorded Documents by Geography

We have made a lot of progress on this project. I have taken non-recorded documents and tied them to specific sections. Non-recorded documents can include Plat of Surveys, non-recorded surveys, section summaries, tie sheets or non-recorded right of ways.
    - Hydrographic Layer Improvements

I have identified areas of the county that could benefit from hydrographic layer improvements (such as Parks & Forestry) and plan to make those improvements for Parks & Forestry. Eventually when time permits I would like to add these improvements county-wide.
    - Next Generation 911

Statewide, there is a huge push to have better GIS data that supports 911. We are adding data to enhance the main body of data. The additional data gives more detail on address entry points, driveway lines, points on the road to the actual structure, where to access the structure from the road and so on. Planametrics on building footprints in the county will be sourced out. North Central Wisconsin Regional Plan Commission (NCWRPC) will be able to help us with this project, minus the Cities of Marshfield and Wisconsin Rapids, as they have their own GIS staff.

The Wisconsin Department of Military Affairs coordinated with Geocom to do a gap analysis. They requested data from us such as Automatic Location Identification (ALI) and Master Street Address Guide (MSAG) and other sources to figure out where we are. They used the data to give us a report on where our

strengths and weaknesses are. With the GIS data, we scored around 85% accuracy. With the MSAG data, we scored around 20% accuracy. Many of the issues with accuracy can be fixed with little effort. A company called Datamark can give us access to the tools used by Geocom for the gap analysis so we can do a repeated analysis to see where we rate. I have written a couple of grants to cover the cost of the \$80,000 for a three-year contract. One grant has been denied and the other is pending. There is a Department of Military Affairs grant that will be available in 2021, but it will be a very competitive grant. I will continue to look for other funding sources.

- Register of Deeds System Upgrades

**Tiffany Ringer**-Our software was updated. The cost I initially requested for the update was 100% paid for due to a different software contract we are in. The other cost that is part of this is another project. I asked Paul to be a part of a call with Brandon from Pro West GIS that involves working with our parcels numbers and documents. Customers would be able to click in a parcel number, see the documents and upon clicking on it, be taken directly to Tapestry. This will cost about \$5,000.

- GIS Website, Data Hosting, Software and Hardware Maintenance

I have started a collaborative with other departments, which enables them to be more independent in making edits and updates to information they wish to share. Departments have become more self-sufficient with GIS information.

We have a new Trimble GPS unit that allows real time edits.

- Research & Mapping of Right-of-Ways

We are in the research phase of mapping right-of-ways. A lot of questions that have come up stem from right-of-ways and the history and records related to them. Having them mapped will help answer those questions.

- Historical Tax Roll Scanning

I conferred with Heather Gehrt on this project yesterday. It involves scanning and recording historic tax rolls dating from the 1940's to the year 2000. We have two vendor quotes, one at \$33,000 and one at \$84,000 to complete the project. This project has not started yet.

Heather Gehrt asked a question about the budget, expenditures, and where the budget stands at this time. Further discussion ensued.

A motion was made by Tiffany Ringer to hold quarterly meetings going forward. The motion was seconded by Al Breu. All votes in favor. The motion carried unanimously.

An amendment to the motion was made by Ken Curry to hold quarterly meetings in 2021. Kevin Boyer seconded the amended motion. All votes in favor. The motion carried unanimously.

7. Agenda Items for next meeting: 1. Prioritization of projects 2. Financials

8. Next Meeting Date: TBD

9. Chairperson Curry declared the meeting adjourned at 10:45 a.m.

Minutes taken by Victoria Wilson, Planning and Zoning Department.

Via: Teleconference

Jason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Scott Larson-Executive Director-MACCI; Angel Whitehead-President-Heart of Wisconsin Chamber of Commerce; Nancy Turyk-Community Development Educator-UWEX; Jennifer Resch-Director Economic & Community Development-UWSP; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

***Jason Grueneberg-Planning & Zoning:***

- COVID numbers have gone down a little bit in the last few days. This could be due to testing being shut down over the weekend among other reasons. We may see a spike in cases after the Thanksgiving holiday. It seems many people had smaller gatherings or did Thanksgiving very differently this year.
- PPE needs do not seem to be a major concern at this time.
- Schools continue to have in person classes but are preparing themselves and parents should they have to go virtual.
- The first shipment of the COVID-19 vaccine is on its way to the United States.

***Scott Larson-MACCI:***

- The opening weekend of the Rotary Winter Wonderland is the best ever. We saw an increase of 75% in attendance. There is a walking option with safety measures in place.

***Jennifer Resch-UWSP:***

- The COVID-19 testing is taking place today in Marshfield. We did experience a couple of hiccups at all three campuses initially.
- The UWs have gone to virtual classes after the Thanksgiving holiday.
- Next PPE meeting: Tuesday December 15<sup>th</sup>, 2020 @ 9:00am
- Next Economic Recovery meeting is Thursday December 3<sup>rd</sup>, 2020 @ 9:00am
- Adjourned at 9:10 am

Via: Teleconference

Jason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Matt McLean-Director-Visit Marshfield; Betsy Wood-Managing Director-Incourage; Scott Larson-Executive Director-MACCI; Josh Miller-Development Services Director-City of Marshfield; Craig Bernstein-Manager-Workforce Development-MSTC; Angel Whitehead-President-Heart of Wisconsin Chamber of Commerce; Kristie Rauter-Egge-Community Health Planner-Wood County; Dennis Lawrence-Executive Director-North Central Wisconsin Regional Planning Commission; Michelle Boernke-Campus Executive-UWSP@Marshfield; Meredith Kleker-Executive Director-Wisconsin Rapids CVB; Jennifer Resch-Director Economic & Community Development-UWSP; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

***Jason Grueneberg-Wood County Planning & Zoning:***

- We had a PPE meeting on Tuesday. The meeting was short as it seems we are not seeing a lot of PPE needs at this time. We will have another PPE meeting in two weeks and if it seems the needs are not great, we will combine the PPE meetings into the bi-weekly Economic Recovery meetings.
- We are seeing a lot of activity concerning COVID-19, such as an uptick in deaths statewide and nationally.
- We are seeing some activity on the state level for response to COVID-19. There has been some criticism over a lack of response to the pandemic over the last six to eight months. The assembly has brought forth some recommendations. However, the outcome of the recommendations will look very different from what actually takes place.
- There are some vaccines out there, but discussions regarding them centers on who needs it most and who will get it first.
- Most work places, businesses and schools are all taking things one day at a time.
- Two grant applications have been submitted on behalf of Wood County and Bug Tussel Wireless for broadband expansion. The application was submitted on December 1<sup>st</sup>. We should hear something in the spring on whether we are awarded either of these grants.
- (Scott Larson) Country Wireless also submitted a third application that we provided assistance with for broadband expansion in parts of Wood, Marathon and Clark County.

***Michelle Boernke-UWSP:***

- An outline was emailed to the group that better defines what "rapid testing" is. [COVID-19 Testing: What to Know \(wisconsin.gov\)](https://www.wisconsin.gov/covid19/testing/what-to-know)
- We continue to do rapid testing on Tuesdays at the UWSP Marshfield campus. We were very slow this last Tuesday after Thanksgiving, which we found surprising. If people do wish to be tested, they will need an appointment. Follow this link to sign up: [www.doineedacovid19test.com](https://www.doineedacovid19test.com). If you are bringing a child in for testing, that child will need to be signed up individually and receive a voucher.

***Scott Larson-MACCI:***

- After the Thanksgiving holiday, the holiday shopping season generally kicks off. This year, black Friday spending was down significantly with a 14% decline from 2019. However, online Cyber Monday sales are seeing anywhere from 15% to 35% increase from 2019. We are trying to put together specific information on how Marshfield did.
- We are doing everything we can to promote our small businesses with promotions of gift card/certificate sales and small business bingo.
- Most restaurants are doing some type of take out or delivery. The Wisconsin Restaurant Association is predicting that we could lose anywhere from one third to one-half of our restaurants.

***Matt McLean-Visit Marshfield:***

- The hotels are at about 22% occupancy. With this, hotels have dropped their rates by about \$15 a room. Unfortunately, dropping the rates does not increase the demand and doing so causes them to lose money.
- We are doing a strong campaign for the Rotary Winter Wonderland. We have radio, television, billboard and an online social media and web presence. Our opening weekend was a record weekend. There were 6,436 food items collected (23% of the average collected) and \$9,714 in cash collected (75% of the average collected). Masks are encouraged as well as using the drive-thru option.
- I am wrapping up some paperwork for grants. I am also working with my board to go through a tourism entity agreement.

**Angel Whitehead-HOW:**

- We had over 750 cars go through our Rekindle the Spirit “reverse” parade on Wednesday November 25<sup>th</sup>.
- Saturday December 5<sup>th</sup> will bring the Nekoosa Hometown Christmas and a virtual craft show with nearly twenty businesses participating.
- We did formally apply and submit the grant application with the Economic Development Administration.
- We had our Shop Small Business event from Saturday November 28<sup>th</sup> through Tuesday December 1<sup>st</sup>. The businesses were very pleased with the amount of sales they had because of this event. Twenty-eight businesses participated in our shopping passport, which is more than we have ever had in the past. We are going to survey the businesses to see how much revenue was generated during this event.

**Dennis Lawrence-NCWRPC:**

- We were able to pull together the EDA recovery application in conjunction with Angel from HOW and Kyle from the City of Wisconsin Rapids along with others. We should hear something in about thirty to sixty days on whether it will be awarded merit or not. The hope is to move forward with this effort by spring.
- Regionally we submitted to a national competition for a federal grant for an entrepreneurship network focus on behalf of our ten county region. For more information: <https://www.eda.gov/news/press-releases/2020/10/14/sprint-challenge.htm>. Chances are slim but I will keep you posted on the results.

**Josh Miller-City of Marshfield:**

- Our November permit numbers are down a bit from last year. The year started out strong in the spring but has tapered off this fall.
- The city adopted a budget on Monday with a 3.3% increase overall. The city’s portion was a 7.4% increase.
- With having city hall closed except by appointment, we are trying to figure out how to do tax collection. We are encouraging people to make payments via the drop box or online.
- Our new building permit software goes live in January.
- We will also launch a new website in January that will have a new look and be more user friendly.

**Meredith Kleker-Wisc Rapids CVB:**

- We are hearing reports of local hoteliers that are working sixty hours a week by themselves in order to meet payroll needs. Some creative ideas that have been suggested are “staycations” and “workcations”. Consider going to a local hotel to get the creative juices flowing.
- We are participating in Travel Wisconsin’s “Big Bundle Up” campaign. This is their tenth year of this campaign. They are asking for donations of new or gently used warm winter items. All items will be donated locally. We are donating to The Family Center. We have a bin outside of our office door, inside our office and we will be collecting items at Nekoosa’s Hometown Christmas. Specific needs are children’s snow pants and jackets.

**Kristie Rauter-Egge-WC Health Department:**

- We have National Guard testing today and next week. There may be an extension of testing but we are not sure if it will be on a federal level or state level for the National Guard. Watch for communication about that.
- We continue to do strike team testing through the health department for close contacts to people who have tested positive. Testing is still taking place through the school district through a grant we had received in September.
- We have seen drastic drops in testing going back to the Friday before Thanksgiving. Testing is starting to pick up again though.
- The document below gives good information on antigen testing.



Antigen Testing Do I  
need to retest.pdf

- We are gearing up to be prepared to receive vaccines. Surveys have been done with our long-term care facilities, assisted living facilities as well as EMS, to determine what their plan is for vaccinating their staff and their residents. The surveys will help us decide what gaps need to be filled and what to plan for.
- The CDC did release some data about new quarantine guidelines. However, our local health department cannot make any changes to our current protocol until we hear from the Wisconsin State Department of Health as to what they want us to do.
- Staffing in the health care field continues to be a challenge.
- PPE meeting: Tuesday December 15<sup>th</sup>, 2020 at 9:00am via teleconference
- Next EDR meeting: Thursday December 17<sup>th</sup>, 2020 at 9:00am via teleconference

Adjourned at 9:50 am