

CONSERVATION, EDUCATION AND ECONOMIC
DEVELOPMENT COMMITTEE
AGENDA

DATE: Wednesday, June 5, 2019
TIME: 9:00 a.m.
LOCATION: Wood County Courthouse, Room 115

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. Risk and Injury Report
7. Land & Water Conservation Department
 - a. NRCS report & update – Roy Diver
 - b. Discuss Health Department LTE providing some hours to LWCD
 - c. Staff update
 - d. Discuss AB 148
 - e. Discuss creation of nitrate workgroup
 - f. Committee reports
 - i. Citizens Groundwater Group meeting
 - ii. Health Committee report
8. Private Sewage
9. Land Records
10. County Surveyor
11. Planning
 - a. Discussion on SolSmart and sustainable and renewable initiatives in Wood County
 - b. Discussion/action on Planning & Zoning Department Fee Schedule
 - c. Proposal for well delegation program to be administered by Planning & Zoning
12. UW Extension
 - a. General Office Update
 - b. Agriculture Education Position Update
 - c. Natural Resources Educator Conversation
 - d. 2020 Extension Contract Discussion
 - e. WACEC/WEXA Discussion and Possible Motion of Action
 - f. 4-H Presentation – Laura Huber
 - g. SolSmart Presentation – Nancy Turyk
13. Schedule next regular committee meeting.
14. Agenda items for next meeting
15. Schedule any additional meetings if necessary
16. Adjourn

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, MAY 1, 2019
WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Mark Holbrook (via teleconference), Dave LaFontaine, Bill Leichtnam, and Harvey Petersen

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn, Stevana Skinner, Jeff Brewbaker

Land & Water Conservation Staff: Shane Wucherpennig, Adam Groshek, Lori Ruess.

UW Extension Staff: Jason Hausler, Kelly Hammond, Janell Wehr

Others Present: Wood County Board Chair Douglas Machon, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, 72 Assembly District Representative Scott Krug.

1. **Call to Order.** Chair Curry called the CEED meeting to order at 9:02 a.m.
2. **Declaration of Quorum.** Chair Curry declared a quorum.
3. **Public Comment.** None.
4. **Review Correspondence.**
 - A. Chair Curry shared information on an interesting article he found in the Milwaukee Journal on lawsuits,

Mark Holbrook stated he will attend the May 21st CEED meeting via teleconference.

5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the April 3, 2019 and April 16, 2019 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Shane Wucherpennig, Tracy Arnold, Adam Groshek, Lori Ruess, Matt Lippert, Jackie Carattini, Janelle Wehr, Laura Huber, Kelly Hammond, Nancy Turyk.
 - A. Minutes of April 3, 2019. Bill Leichtnam had a question in reference to the motion made under item 8a. He asked why this item was not on the agenda for today's meeting. Shane Wucherpennig stated the omission was an oversight on his behalf. A copy of the letter regarding Wood County's efforts addressing water quality issues was emailed to all County Board members and Shane didn't receive any comments on it. Bill also had a question in reference to the motion made under 8f – regarding the creation of a nitrate workgroup in Wood County. Chair Curry stated he is currently looking into this issue, these two questions will be discussed further under Item number 7 and will be put on a future CEED agenda.
 - Minutes of April 16, 2019. No additions or corrections needed.
 - B. Department Bills. Harvey Petersen had a question regarding the Todd Bores nutrient management cost-share payment. Lori Ruess explained the amount of cost-share for nutrient management increased from \$28/acre to \$40/acre.
 - C. Staff Activity Reports. Bill Leichtnam commented on the Farm Technology Days grant mentioned in Matt Lippert's staff report. He expressed concerns about the distribution of information regarding this grant, as he was not aware of the grant or application deadline. Jason Hausler explained the parameters of the grant and added the application deadline was in March.

Motion by Dave LaFontaine/Harvey Petersen to approve and accept the April 3, 2019 and April 16, 2019 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Motion carried unanimously.

6. **Risk and Injury Report.** No injuries to report.

7. Land & Water Conservation Department.

- A. Approve low bid for \$21,801.58 from Huffcutt Concrete for Leslie Jagodzinski's Manure Tank and Channel. Adam Groshek reported bids were received from Weiser Construction and Huffcutt Concrete for the manure tank and channel project on the Leslie Jagodzinski farm. Low bid in the amount of \$21,801.58 was received from Huffcutt Concrete. The manure tank and channel will not be cost-shared until the manure storage facility is installed.

Motion by Dave LaFontaine/Harvey Petersen to accept the low bid in the amount of \$21,801.58 from Huffcutt Concrete for the purpose of determining the cost share amount for Leslie Jagodzinski's manure tank and channel. Motion carried unanimously.

- B. Approve Governmental Responsibility Resolutions (GRR) for Mill Creek 9-Key TMDL Project. Shane Wucherpennig presented two Governmental Responsibility Resolutions (GRR) for the Mill Creek 9-Key TMDL Project. One resolution authorized Bill Leichtnam to sign and submit the application to the DNR when Shane Wucherpennig was on vacation. The second GRR authorizes the Wood County Conservationist to sign and submit an application, make cost-share payments to landowners, sign and submit reimbursement claims, submit interim and final reports and other documentation, sign and submit an Environmental Hazards Assessment if required and take necessary action to undertake, direct and complete the approved project.

Motion by Dave LaFontaine/Bill Leichtnam to approve signing the Governmental Responsibility Resolutions for the Mill Creek 9-Key TMDL project. Motion carried unanimously.

- C. Staffing Update and Future Staffing Needs. Shane Wucherpennig gave an update on staffing changes in the Land & Water Conservation Department.
- Emily Salvinski is currently on maternity leave.
 - Tracy Arnold, Conservation Program Coordinator, accepted a position in Portage County; her last day with Wood County is Friday, May 3rd.
 - The Conservation Program Coordinator position is posted with an application deadline of May 19th.
 - Future staffing – with implementation of the Mill Creek 9-Key Element Plan and potential \$400,000 grant funding for three years, Land & Water Conservation will be looking at including a full-time grant funded position in the 2020 budget.
- D. Discuss AB 21 and SB 137. Chair Curry stated that Supervisor Adam Fischer brought SB 137 to his attention. The CEED endorsed AB 21 and moved it to County Board. Chair Curry talked to Peter Kastenholz regarding bringing SB 137 to CEED for review, discussion and possible endorsement.

Representative Scott Krug explained SB 137 is now Assembly Bill AB 148. He explained the role of this bill versus AB 21. AB 148 deals with testing and treating well water that has nitrate levels exceeding 10ppm. It awards up to \$2500 to eligible private well owners (no income limitations) for well testing, installation of an appropriate filtration system, replacement of the well or replacement of the water supply. The bill also requires DHS to distribute up to a total of \$500,000 to counties that apply to participate in the testing program to provide reimbursement for the actual cost of administering the testing and reporting requirements. The Wisconsin Towns Association and Wisconsin Counties Association has endorsed the bill. Lengthy discussion followed.

Bill Leichtnam and Mark Holbrook expressed their concerns with AB 148 being direct competition to AB 21.

Representative Krug commented the budget would happen before you see action on these bills.

Bill Clendenning expressed concerns with endorsement coming from the Wisconsin Towns Association.

Motion by Bill Leichtnam/Mark Holbrook to table this agenda item until the CEED has more information. Motion carried unanimously.

- E. Intern Start Date of May 20th. Tate Klauck has accepted the LWCD summer internship position. His start date has changed from May 20th to May 31st per his request.

F. Committee Reports

- i. Citizens Groundwater Group Meeting. Bill Leichtnam gave a brief report on the April 15th Citizen's Groundwater meeting.
- Bruce Dimick gave an update on the Water Quality Task Force meetings.
 - Rick Georgeson, Petenwell and Castle Rock Stewards (PACRS), presented on successful engagement with the Ag Community and gave a brief overview of the progress being made by the PACRS.
 - 30% of the wells recently tested came back with high levels of nitrates.
 - The next Citizen's Groundwater meeting is scheduled for 2:00 p.m. on May 20th in Room 206 of the RiverBlock Building. Jason Fuller from Carbon Cycle Consulting will be the speaker.

At this time, the motion Bill Leichtnam questioned under the consent agenda (8a) was discussed. Shane Wucherpfennig emailed a draft of the letter to all County Board members. Dave LaFontaine stated there are numerous corrections needed before the letter is mailed to Town Chairs. Bill Leichtnam would like to see a wider distribution of the letter. Chair Curry mentioned he was not opposed to more people receiving the information. Discussion on wider distribution options followed. Suggestions for distribution included press releases, social media and including in the UW Extension Report. A special meeting will be held at 9:00 a.m., on May 21st in room 317A to review and approve staff letter to Townships in Wood County.

ii. Health Committee Report. Chair Curry gave a brief report on the email he received from Nancy Eggleston. Discussion continues between AGC, farmers group, and the DNR to complete a hydrology study. DNR has agreed to fund half the study. The study would only be in the Armenia/Port Edwards corridor. LWCD not opposed, but would like a countywide study versus just the corridor.

8. Private Sewage.

- A. Consider Waiver for a Holding Tank System for a Low Flow Seasonal Dwelling. Stevana Skinner stated the Planning & Zoning Department received a Request for Waiver of Wood County Holding Tank Limitation from James and Stephanie Carlson. The waiver allows installation of holding tank only as a system of last resort. Wood County Ordinance # 702 requires applicants attend the CEED meeting and ask for Committee approval. However, the Carlson permanent residence is in Tucson Arizona, so Mr. Carlson attended the meeting via teleconference.

Mr. Carlson shared that he purchased the property in Wood County last year and plans to convert the existing structure (garage) to a deer-hunting cabin. Plans are to use the cabin two weeks in November for deer hunting and a few weeks in the summer to do maintenance.

Bill Leichtnam asked about soil types. Stevana stated the soil type was addressed in the holding tank approval. Star Environmental completed the soil testing.

Motion by Dave LaFontaine/Ken Curry to approve the Request for Waiver of Wood County Holding Tank Limitation from James & Stephanie Carlson. Motion carried unanimously.

9. Economic Development. – Nothing to report.

10. County Surveyor. – Nothing to report.

11. Planning.

- A. Review/Action on Town of Grand Rapids Zoning Map Amendments. Adam DeKleyn stated the Planning and Zoning Department received a request to approve several zoning map amendments for the Town of Grand Rapids. Grand Rapids adopted and administers their own town zoning ordinance. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by County Board.

Adam explained; over the past several years, the Town of Grand Rapids has been updating their zoning maps. Thirteen rezones have occurred between the years of 2015- 2019. A location map of all 13 rezones was included in the CEED packet. Existing zoning on 10 of the 13 rezone sites is Agricultural. Of those 10 sites; 8 will be rezoned to Residential 2 and 2 will be rezoned to General Commercial. Existing zoning on the remaining 3 of the 13 rezone sites is Residential 2. Of those 3 sites; 2 will be rezoned to Agricultural and 1 will be rezoned to General Commercial. There is no county floodplain or shoreland zoning on these parcels and the Town of Grand Rapids held public hearings and approved all referenced zoning map amendments. Based on Adam's review, he finds no conflict and recommends forwarding the resolution approving the Grand Rapids zoning map amendments to County Board with a favorable recommendation.

Motion by Dave LaFontaine/Ken Curry to approve and forward to County Board the resolution approving the zoning map amendments to the Town of Grand Rapids Zoning Map. Motion carried unanimously.

12. UW Extension.

Motion by Ken Curry/Bill Leichtnam to approve per diem payment to Supervisor Dave LaFontaine for attending the UW Extension meeting in Marshfield. Motion carried unanimously.

- A. General Office Update. Jason updated the committee on the Civil Rights Review and the State audit. He should receive a final report on the State audit within a month.

UW Extension is going through a technology update with Microsoft Office. All state staff licenses are being installed/updated at no cost to Wood County.

In preparation of the 2019 Fair season UW Extension is looking at the roles and responsibilities of staff at local Fairs.

The Wood County Extension staff will be participating in team building activities on Thursday, May 2nd.

- B. May 7th – Joint Extension Meeting. The Joint Extension Meeting will be held on Tuesday, May 7th. CEED member are welcome to attend.

- C. Staffing Update. Jodi Friday, FoodWise Educator, resigned April 1st; Jason and Kelly Hammond are moving forward with refilling the position. The Community Youth Development position is currently on hold until the State budget passes.

Jason discussed a proposed change to the Agriculture Agent position. This position currently covers agriculture and cranberry. There is a need for an agriculture specialist in Clark County and following discussion with Matt Lippert, Jason is looking to change the Agriculture Agent position to focus on dairy production and dairy management in Wood and Clark Counties. An external partner has expressed interest in providing funds for a future Cranberry Specialist/Fruit Crop Specialist position. Jason asked the CEED for feedback on the proposed changes to the position. Following discussion, the CEED agreed that Jason should move forward with the proposed changes.

Bill Leichtnam commented that he would like to see Nancy Turyk add a topic to her bullet point items on future staff reports

- D. FoodWise Program Update. Kelly Hammond gave a short update on the FoodWise Program. She will be moving forward on refilling the vacant FoodWise Educator position. She explained the FoodWise staffing transition and hiring process and presented the FoodWise Federal Fiscal Year 2020 Agreement letter for signature. The agreement states that during the period of October 1, 2019 to September 30, 2020 Wood County agrees to support the delivery of the FoodWise grant by contributing physical space and shared direct and indirect costs & resources.

Motion by Dave LaFontaine/Robert Ashbeck to authorize Chairman Curry to sign the FoodWise Agreement. Letter. Motion carried unanimously.

Kelly also explained the Supplemental Nutrition Assistance Program (SNAP) and proposed changes in FY19 budget proposal.

- E. Horticulture Program Update. Janelle Wehr, Horticulture Coordinator, gave a brief update on the Horticulture Program. She mentioned the Master Gardeners are gearing up for an exciting year. They had a booth at the Marshfield and Wisconsin Rapids Children's Festivals and will have programs/presentations at local libraries.

The Horticulture Program is collaborating with the FoodWise Program and starting a very small community garden (two 6X6 beds) at South Wood County Emerging Pantry Shelf (SWEPS). The idea behind the garden is to not only be an educational component at SWEPS, but also allow participants to give back to SWEPS. Planting day is scheduled for June 3rd; CEED is welcome to attend.

13. Schedule Next Meeting.

- a. Special CEED meeting – May 21, 2019 at 9:00 a.m. in Room 317A
- b. Special CEED meeting (Economic Development) - May 21, 2019 at 1:00 p.m.
- c. The next regular CEED meeting is scheduled for Wednesday, June 5, 2019 at 9:00 a.m. in Room 115 of the Wood County Courthouse
- d. The July regular CEED meeting will be held on Wednesday, July 3, 2019 at 9:00 a.m.

14. Agenda items for special CEED meeting at 9:00 a.m. on May 21, 2019

- A. Review and approve letter to Town Chairs regarding Wood County's efforts addressing water quality issues.

Agenda items for next regular meeting.

- A. Further Discussion of AB 21 and AB 148
- B. Discuss creation of a nitrate workgroup in Wood County
- C. SolSmart update/presentation – Jason Grueneberg and Nancy Turyk

15. Adjourn.

Motion by Robert Ashbeck/ Dave LaFontaine to adjourn at 11:44 a.m. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Acting Secretary
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Kenneth Curry (approved on 5-14-2019 at 1:57 p.m.)

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
TUESDAY, MAY 21, 2019
WOOD COUNTY COURTHOUSE, ROOM #317A, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Dave LaFontaine, Bill Leichtnam, Harvey Petersen

Members Excused: Mark Holbrook

Staff Present:

Land & Water Conservation Staff: Shane Wucherpfennig, Lori Ruess.

Others Present: Dist. #15 Supervisor Bill Clendenning.

1. **Call to Order.** Chair Curry called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Curry declared a quorum.
3. **Public Comment.** None.
4. **Review Correspondence.** Shane Wucherpfennig stated he received a letter from the Farm Technology Days Executive Committee informing the Land and Water Conservation Department that the Grant Selection Committee is designating funding in the amount of \$2,000 for the conservation roller crimper. Wucherpfennig submitted a grant request for \$7,500 but due to the large number of grant requests, they were not able to fully fund the request.
5. **Review and Approve Letter to Town Chairs Regarding Wood County's Efforts Addressing Water Quality Issues.** Shane Wucherpfennig presented the amended letter to Town Chairs regarding Wood County's efforts addressing water quality issues. Following review the CEED had additional corrections/revision. Bill Leichtnam suggested sending the letter to a wider range including Village Presidents and City Mayors. Discussion ensued.

Motion by Bill Leichtnam that upon correction of the letter, it be to send to Town Chairs and Village Presidents throughout Wood County.

Discussion ensued. Bill Clendenning mentioned he thought it would be a good idea to include City Mayors. Bill Leichtnam amended his motion to include City Mayors.

Motion by Bill Leichtnam/Dave LaFontaine that upon correction of the letter, it be to send to Town Chairs, Village Presidents and City Mayors throughout Wood County. Motion carried unanimously.

6. **Open Bids Received and Approve Low Bid for Basing Cost-Share on the Otter Creek Farms Waste Storage Facility Expansion Project.** Shane Wucherpfennig explained the Otter Creek Farm Waste Storage Facility Expansion Project is being re-bid, as it was not completed in 2018. The bids received late last year included cold weather concrete.

Chair Curry opened the two bids received. Bids were as follows:

Rich Weiler Construction - \$ 51,932.00

Dennis Krause – Advance Concrete - \$ 66,196.51

Motion by Dave LaFontaine/Harvey Petersen to accept the bid that is most advantageous to the County for the purpose of basing cost-share, following verification by LWCD staff that bids are complete and accurate. (Rich Weiler Construction - \$51,932.00) Motion carried unanimously.

7. **Discuss storage garage MOU between LWCD and Highway Infrastructure & Recreation Committee.** Shane Wucherpennig mentioned that the Wood County Land & Water Conservation Department (LWCD) entered into a MOU with the Wood County Highway Department in 2016 for use and maintenance of the forestry garage. The LWCD recently purchased a 10-foot no-till drill and when it was delivered found out it was approximately 4 inches too wide to store in the garage, due to the existing garage door opening. Shane is exploring options and had some contractors look at modifying the opening. He also talked with Supervisor Adam Fischer to get on the HIRC agenda and Supervisor Fischer suggested he bring it to CEED for approval first.

Motion by Chair Kenneth Curry/Harvey Petersen to allow Shane Wucherpennig to approach the HIRC concerning the storage garage MOU and the issue with the garage door opening. Motion carried unanimously.

8. **Schedule any additional meetings if necessary.** The next meetings which are already scheduled are:
- a. Special CEED meeting (Economic Development) – today - May 21, 2019 at 1:00 p.m.
 - b. June regular CEED meeting - Wednesday, June 5, 2019 at 9:00 a.m. in Room 115 of the Wood County Courthouse.
 - c. The July regular CEED meeting - Wednesday, July 3, 2019 at 9:00 a.m.
9. **Adjourn.** Chair Kenneth Curry declared the meeting adjourned at 9:17 a.m.

Respectfully submitted,



Kenneth Curry, Acting Secretary
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Kenneth Curry (approved on May 24, 2019)

Committee Report

County of Wood

Report of claims for: LAND & WATER CONSERVATION DEPT.

For the period of: MAY 2019

For the range of vouchers: 18190049 - 18190097

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18190049	PHEASANTS FOREVER	LWC - PRAIRIE SEED	04/25/2019	\$79.99	P
18190050	WOOD TRUST BANK	LWC - TRAINING & POSTAGE	03/22/2019	\$12.35	P
18190051	HETLAND JAY	LWC - REFUND FOR TREES	04/30/2019	\$28.49	P
18190052	MARQUETTE COUNTY LWCD	LWC - 2019 TREE DELIVERY FEE	05/02/2019	\$300.00	P
18190053	TRACTOR SUPPLY CREDIT PLAN	WLD - TEMP FENCE SUPPLIES - DK	04/01/2019	\$998.76	P
18190054	BENDER SUSAN	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190055	FELTZ PETER AND DARLENE	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190056	FUCHS ENID	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190057	GAJEWSKI WAYNE	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190058	GAWLIKOSKI TROY	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190059	GILBERTSON GEORGE & JILL	NMFE - INCENTIVE PAYMENT	04/10/2019	\$250.00	P
18190060	GILBERTSON LARRY A	NMFE - INCENTIVE PAYMENT	04/10/2019	\$250.00	P
18190061	GUMZ MITCHELL	NMFE - INCENTIVE PAYMENT	05/10/2019	\$380.00	P
18190062	HANSEN TIMOTHY	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190063	HARTWIG MATT	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190064	HORACEK KENNETH	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190065	KAUTZ JENNY	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190066	KRAUTKRAMER PAUL	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190067	KREFT SUSAN	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190068	KRUEGER GEORGE	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190069	KUKUCZSKA AUSTIN	NMFE - INCENTIVE PAYMENT	05/10/2019	\$380.00	P
18190070	KURTZWEIL LYLE JR	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190071	LINDER JENNA	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190072	MAY JESSICA	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190073	MATYKA MARK	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190074	MONNESS WILLIAM	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190075	NINNEMANN HERBERT	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190076	ONAN PAUL	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190077	PHILLIPS MICHAEL	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190078	REIGEL DARRELL	NMFE - INCENTIVE PAYMENT	04/10/2019	\$250.00	P
18190079	NIKOLAY SHANNON	NMFE - INCENTIVE PAYMENT	05/16/2019	\$250.00	P
18190080	PEASLEE JEFFREY C	NMFE - INCENTIVE PAYMENT	04/10/2019	\$380.00	P
18190081	SCHMIDT MARK	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190082	SCHOONE ANTHONY	NMFE - INCENTIVE PAYMENT	04/10/2019	\$250.00	P

Committee Report - County of Wood

LAND & WATER CONSERVATION DEPT. -
MAY 2019

18190049 - 18190097

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18190083	SCHREIBER BART	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190084	SEUBERT WILLIAM	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190085	VANDERLINDEN STEVEN	NMFE - INCENTIVE PAYMENT	05/10/2019	\$380.00	P
18190086	WOJCIK DENNIS	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190087	REMUS CARL	NMFE - INCENTIVE PAYMENT	05/10/2019	\$250.00	P
18190088	BROESKE BRYON	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190089	MARTIN SETH	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190090	NORKS MICHAEL	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190091	PESCINSKI BRANDON	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190092	SCHWANZ BRADLEY	NMFE - INCENTIVE PAYMENT	05/28/2019	\$380.00	
18190093	SEBOLD SANDY	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190094	SEEBANDT HERMAN	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190095	VORNHOLT MARK	NMFE - INCENTIVE PAYMENT	05/28/2019	\$250.00	
18190096	WOOD TRUST BANK	LWC - OFFICE SUPPLIES	05/28/2019	\$2.73	
18190097	WAL-MART COMMUNITY/SYNCB	LWC - FIELD SUPPLIES	05/08/2019	\$21.96	

Grand Total:

\$13,244.28

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: May 2019

For the range of vouchers: 22190045 - 22190054 38190009 - 38190014

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22190045	WOOD TRUST BANK	Credit Card Charges	04/21/2019	\$201.85	P
22190046	OPPORTUNITY DEVELOPMENT CENTER	PS-Septic Mtce Processing 1st	04/26/2019	\$300.59	P
22190047	OPPORTUNITY DEVELOPMENT CENTER	PS-ATU Mtce Processing 1st	04/26/2019	\$119.54	P
22190048	CARMODY SOFTWARE INC	PS-Upgrades/Services (May)	05/01/2019	\$299.00	P
22190049	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Apr)	05/08/2019	\$1,100.00	P
22190050	BOYER KEVIN	SU-Services Per Contract (May)	05/08/2019	\$833.00	P
22190051	JET ENTERPRISES	SU-Vinyl Survey Markers (500)	04/15/2019	\$223.25	P
22190052	GRUENEBERG JASON	PL-Expenses (May)	05/20/2019	\$30.00	P
22190053	WOOD TRUST BANK	Credit Card Charges	05/20/2019	\$22.37	P
22190054	DEKLEYN ADAM	PL-Expenses (May)	05/29/2019	\$129.16	P
38190009	GRUENEBERG JASON	ED-Expenses (April/May)	05/01/2019	\$93.75	P
38190010	MARSHFIELD AREA CHAMBER FOUNDATION	ED-Annual Aid (2019)	05/21/2019	\$19,500.00	P
38190011	CITY OF MARSHFIELD	ED-Annual Aid (2019)	05/21/2019	\$30,500.00	P
38190012	CITY OF MARSHFIELD	ED-MRI Annual Aide (2019)	05/21/2019	\$31,250.00	P
38190013	GRUENEBERG JASON	ED-Expenses (May)	05/20/2019	\$193.72	P
38190014	WOOD TRUST BANK	Credit Card Charges	05/20/2019	\$83.87	P
Grand Total:				\$84,880.10	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: UWEX

For the period of: May 2019

For the range of vouchers: 30190071 - 30190094

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30190071	AMAZON CAPITAL SERVICES	Carattini - PD Book	05/08/2019	\$12.20	P
30190072	AMAZON CAPITAL SERVICES	Carattini - PD Book	05/08/2019	\$17.00	P
30190073	AMAZON CAPITAL SERVICES	Whiteboard/Flipchart Easel	05/08/2019	\$95.00	P
30190074	QUALITY PLUS PRINTING INC	4-H Newsletter	05/08/2019	\$205.00	P
30190075	WOOD TRUST BANK	Family Living & Horticulture	05/08/2019	\$57.00	P
30190076	TOMSYCK KARLI	Staff Retreat Lunch Reimburse	05/08/2019	\$131.54	P
30190077	AMAZON CAPITAL SERVICES	4H Materials	05/15/2019	\$35.96	P
30190078	CLARK COUNTY UW EXTENSION	Area 7 Meeting Lunch	05/15/2019	\$105.00	P
30190079	EO JOHNSON CO INC	Copier Lease	05/15/2019	\$229.49	P
30190080	OPPORTUNITY DEVELOPMENT CENTER	Youth Connections Newsletter	05/15/2019	\$137.85	P
30190081	UW SOIL TESTING LAB	UW Soil Testing Charges	05/15/2019	\$215.00	P
30190082	YOUNG WENDY	May Expenses + Staff Develop.	05/15/2019	\$169.78	P
30190083	AMAZON CAPITAL SERVICES	Office Supplies	05/22/2019	\$73.71	P
30190084	AMAZON CAPITAL SERVICES	Office Supplies	05/22/2019	\$22.61	P
30190085	AMAZON CAPITAL SERVICES	Office Supplies	05/22/2019	\$13.19	P
30190086	NATIONAL CURRICULUM & TRAINING INSTITUTE	Real Colors Personality Books	05/22/2019	\$843.57	P
30190087	WAL-MART COMMUNITY/SYNCB	FoodWise - FSET Supplies	05/28/2019	\$123.23	
30190088	WOOD TRUST BANK	Master Gardeners - Vista Print	05/28/2019	\$26.36	
30190089	CARATTINI JACKIE	Carattini May Expenses	05/28/2019	\$270.23	
30190090	HUBER LAURA	Huber May Expenses	05/28/2019	\$392.24	
30190091	LIPPERT MATTHEW	Lippert May Expenses	05/28/2019	\$299.42	
30190092	TOMSYCK KARLI	Tomsyck May Expenses	05/28/2019	\$39.44	
30190093	TURYK NANCY	Turyk May Expenses	05/28/2019	\$256.36	
30190094	WEHR JANELL	Wehr May Expenses	05/28/2019	\$78.18	
Grand Total:				\$3,849.36	



Wood County
WISCONSIN

LAND & WATER CONSERVATION
DEPARTMENT

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Activities Report for Shane Wucherpfennig May 2019

- May 1 – Attended CEED meeting.
- May 2– TRM Grant attachments
- May 3 – Staff meeting, Met will Mill Creek Farmer group.
- May 6 – reviewed requested shooting permit applicants.
- May 7-9 – Wildlife Damage Program & Nonmetallic Mining Program.
- May 13– Cameron Town Hall – County wide well testing.
- May 14– Cameron Town Hall – County wide well testing.
- May 15 – Department Head mgt. And UW Ext. Staff discussion.
- May 16 – Sherry Town Hall – County wide well testing.
- May 20– Mill Monitoring collection sites, CIP Meeting, Citizens Ground water mgt.
- May 21 – Special CEED meeting, County Board Meeting.
- May 22 – Staff Meeting.
- May 23 – Review Conservation Program Coordinator applicants.
- May 24 - Health Coaching, Shooting permit applications for Tom Gardner, Ryan Wayerski, Lee Garrel, Scott Mahadcka
- May 28 – Wildlife Damager Program.
- May 30 – Wildlife Damager Program.
- May 31 – NCLWCA Spring Re-organization meeting in Langlade County.

Activities Report for Adam Groshek – May 2019

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

- ~Tree sale annual distribution
- ~Wild Parsnip training discussions with John Eron-Wood & Portage County Weed Commissioner.
- ~Jagodzinski cultural resources inquiries, transfer systems design, calculations, pump selection, sizing, discussions with precast concrete company, test holes, conflict resolution, landowner planning assistance, preconstruction meeting, and construction site checks for 2019 barn manure channel transfer system and manure storage pit.
- ~No-till drill scheduling and promotion to Wood/Portage County landowners.
- ~Permitting discussions and grassed waterway/rock ford crossing design for Todd Bores.
- ~Phosphorus trading/nutrient management planning/composting manure discussion.
- ~Multiple nutrient management planning discussions and assistance in Emily's maternity leave absence.
- ~CREP payment clarification and assistance with the cancelling of 2 CREP 15-year contracts due to the sale of the land.
- ~Assistance with a concern over well contamination due to poor location and poor drainage with very wet spring.
- ~Assistance with wildflowers/erosion control grasses sale and how they can help with a channel erosion problem near Sherry.
- ~Soil testhole documentation and Pankratz Farms manure storage project overview with area engineer to help with some 2019 workload.
- ~Dealing with the issues associated with the RiverBlock building power surge/power failure in our office.
- ~3 days of water sample collecting in Pittsville and Sherry for the County-wide groundwater sample collection study in mid-May.
- ~Discussions with 2 more landowners in the Milladore area of permitting/building new manure storage facilities for 55-60 cow herds.
- ~Attendance of the County-wide required Civil Rights training in the RiverBlock building.
- ~Assisting in the communication over the delay in the implementation of CREP in 2019, new CREP contracts may be able to be started after June 3rd, 2019.

**Activities Report for Emily Salvinski
May 2019**

- **May 1-May 23.** Maternity Leave.
- **Friday, May 24.** Caught up on emails.
- **Monday, May 27.** Memorial Day.
- **Tuesday, May 28.** Processed checklists/updated database. Mapping of who participated in water testing.
- **Wednesday, May 29.** Mapping of who participated in water testing. Picked up prairie plants to add to garden.

Activities Report for Lori Ruess – May 2019

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Fridays.
- Calculated and emailed payroll percentages for specific budgets to Finance.
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Attended May 1st CEED meeting and completed minutes.
- Attended May 3rd staff meeting.
- Verified NMFE class registration and processed vouchers for 41 incentive payments.
- Assisted three days with distribution and collection of water sample kits.
- Assisted Marsh Road Cranberry with request for original fence contract.
- Assisted two landowners with wildlife damage
- Attended May 21st special CEED meeting and completed minutes.
- Attended May 22nd staff meeting.
- Attended May 22 Employee Feedback meeting.
- Completed two cost-share contract for residue management.
- Completed one cost-share contract for a waterway system.
- Assistance with the cancelling of two CREP 15-year contracts due to sale of land.
- Ordered Monarch seed mix and erosion control seed mix for one landowner.
- Assisted one landowner with the purchase of 40 tree shelters.
- Organized CEED packet and County Board packet and took to County Clerk's office.
- Covering Nutrient Management questions and filing of checklists while Emily is on leave.
- Attended Health Coaching.

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
 Adam DeKleyn, County Planner
 Justin Conner, GIS Specialist
 Jeff Brewbaker, Code Administrator
 Stevana Skinner, Code Technician
 Kim Keech, Admin Services 5
 Victoria Wilson, Admin Services 4

RE: Staff Report for June 5, 2019

1. Planning (Adam DeKleyn)

- a. Plat Review Officer – (5) CSMs were submitted for review/approval. (7) CSMs were approved/recorded. (4) CSMs are pending approval.
- b. Town of Lincoln Comprehensive Plan Update – Intergovernmental Cooperation Element was presented and reviewed at the last monthly Plan Commission meeting. Next element of the plan is being prepared. A draft of the Land Use Element will be presented and reviewed at next Plan Commission meeting.
- c. Wisconsin Rapids Downtown Steering Committee – Committee is surveying downtown businesses to collect updated information and statistics for Connect Communities program.
- d. Central Housing Region – Community Development Block Grant Program (CDBG) – Attended the CDBG Housing Committee Meeting. Summary of the grant statistical information for the Central WI Region, including Wood County is included in packet. Information on the homeowner and rental rehabilitation programs are included in packet. (*See attachments*)
- e. Request for Zoning Amendment Approval – Town of Grand Rapids – Request approved by County Board. Town zoning map and GIS was updated to reflect approved zoning amendments. Follow-up approval letter sent to town.
- f. Training – Attended teleconference “Annual Planning and Zoning Case Law Update” presented by LGC and UW Extension.
- g. Town Planning and Zoning Assistance – Provided planning and zoning assistance for town officials in the Town of Rudolph, Town of Rock and Town of Marshfield.
- h. Strategic Planning – Participated in departmental strategic planning meeting.

- i. ATV/UTV Planning – Attended meeting with P&F, P&Z and highway departments to discuss progress on ATV/UTV routes and trails implementation.
- j. P&Z Website Updates – Drafting new zoning webpage to include county and town zoning resources to assist the general public and town officials.
- k. P&Z Fee Schedule – Gathered county fee schedules to determine state and regional fee averages. Averages were used to propose new plat review and sewer service area review fees.

2. Land Records (Justin Conner)

- a. Parcel Mapping – Updating parcel data with new splits and surveys. Updated online mapping and data downloads.
- b. Campground Maps – Developed interactive online campground maps to help visitors find site locations, detailed information and pictures.
 - a. <https://app.woodcogis.com/South-Park-Campground>
 - b. <https://app.woodcogis.com/North-Park-Campground>
 - c. <https://app.woodcogis.com/Dexter-Park-Campground>
- c. Highway Department – Met with HD to discuss GIS opportunities using ArcGIS Online.
- d. Zoning Maps – Updated zoning maps for towns of Marshfield and Grand Rapids. Printed new maps and published online.
- e. ATVs – Update ATV trails map.
- f. County Property Discussion – Met to discuss County property and its uses.
- g. Wisconsin NG-911 Committee – Participate in online meetings and phone calls
- h. Various map and printing requests

3. Code Administrator's (Jeff Brewbaker and Stevana Skinner)

4/24/19 - on sited tank abandonment in City of Marshfield, navigability determination Town of Richfield, (2) violation investigations Town of Wood and Town of Sigel, Mound with reported damage Town of Sigel

4/25/19 - numerous phone calls regarding maintenance cards

4/26/19 - new home in Town of Port Edwards, shoreland – floodplain onsite and setback check, on-site for Nekoosa Park holding tank, on-site shoreland setback in Town of Rudolph

4/30/19 - SS Vacancy Checks with VW, reviewed soil report Town of Grand Rapids, order letter for cabin without inspection or permits Town of Cary

5/1/19 - CEED Committee meeting Low Flow HT request, review code on POWTS Maintenance requirements, met with builder regarding floodplain/shoreland issues in Saratoga Subdivision, took hydrograph reading for white sand project in Town of Grand Rapids

5/2/19 - Reviewed 1 conventional, 1 soil report, 1 hydrograph, vacancy check meeting with VW & JB, reviewed 1 dosed conventional, 1 tank replacement, second builder in for discussion of shoreland/floodplain in Saratoga Subdivision

5/6/19 - Staff Meeting, LFHT water meter form and water meter tracking, worked on fee schedule

5/7/19 - Inspected permit #19020 installation, 1 HT agreement letter mailed

5/8/19 - Inspected Low Flow Holding Tank installation in Town 15, worked on web site info for Shoreland/Floodplain

5/9/19 - Issued shoreland permit for new home in Town of Saratoga

5/10/19 - Letter to Town of Wood regarding HTMV follow-up, reconnect permit, 1 shoreland permit issued Town 07, 1 HT inspection Town 03, fee schedule meeting

5/13/19 - Meeting with Peter K and VW regarding vacancy issues, 2 shoreland permits issued, 1 HT plan approved, 1 soil report reviewed, 1 hydrograph reviewed, 1 conventional design reviewed and approved, 1 sanitary permit renewed

5/14/19 - Inspected permit installations #19025 & #19021, 1 Soil test reviewed, 1 mound plan reviewed and approved

5/15/19 - 1 SF letter mailed, 1 soil test reviewed

5/16/19 - 1 HT permit reviewed and approved, 1 mound plan reviewed and approved, 1 soil test reviewed and approved, inspected sanitary permit #19031 installation and inspected previous installation in Town 04

5/20/19 - 1 conventional system review and approval, 1 inspection permit # 19026, onsite shoreland meeting Town 18, 4 soil tests reviewed, 1 SF permit request letter, 1 HT agreement letter mailed, mound permit approved in Town of Grand Rapids

5/21/19 - 2 conventional system review and approval, 1 soil report reviewed, 1 hydrograph reviewed, 1 HT agreement letter mailed, issued sanitary permit #19042, 1 shoreland and 1 floodplain permit Town of Port Edwards

5/22/19 - 1 permit installation inspection #19042, issued sanitary permit #19043, issued floodplain permit Town of Port Edwards

5/23/19 - Sanitary permit inspection and re-inspection permit #18124, Staff meeting regarding fee scheduling, preparing for CEED meeting presentation on well delegation, reviewed soils report for White Sands project Town of Grand Rapids

5/24/19 - Prepare presentation for CEED meeting on well delegation, approved re-connect Town of Wood

4. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 12 sanitary permits issued in April 2019 (4 New, 7 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$5,075. There were 7 sanitary permits issued in April 2018 (3 New, 3 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$3,250.

There were 24 sanitary permits issued through April 2019. For comparison purposes, the following are through the same period for the previous five years: 2018 – 27, 2017 – 46, 2016 – 32, 2015 – 28 and 2014 – 24.

- b. 2019 Tax Refund Intercept Program (TRIP) – As of May 29th, Wood County received an additional \$1,448.32 on two cases for a total of \$5,611.40 on eight outstanding cases for 2019.
- c. 2019 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 Monday, April 22nd with a due date of Friday, August 9th. There were 2,858 scheduled to be mailed between the four notices.
- d. Enforcement Activities Update (Small Claims).

- i. Small Claims Court Cases Scheduled

<u>Court Date</u>	<u># Cases & Court Case Type</u>
5/07/2019	(1) Failure to provide servicing & pay \$20 program fee (2018) – Rescheduled from 3/12/2019 & 4/09/2019

Court Case Summary:
(1) case has default judgement.

- e. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11, 2017 on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021. However, if approved in Governor Tony Evers budget the sunset date of the Wisconsin Fund Grant Program will be eliminated.

- i. (5) Wisconsin Fund Applications FY2020 – Wisconsin Fund Grant Applications was emailed to the State of Wisconsin on

January 30th meeting the deadline date of January 31st.
Disbursement of Wisconsin Fund Grant is expected late fall 2019.

- ii. (0) Wisconsin Fund Applications FY2021 – The deadline to apply is January 31, 2020.
- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. This phase will consist of service providers reporting pumping, inspections and maintenance service events on the Wood County Sanitary Permit system. Information Technology Department continues work on the design phase of the project.
- g. Kim attended the following meetings:
 - i. Strategic Planning on May 9th
 - ii. Citizens Groundwater Group Meeting on May 20th
 - iii. Wellness Committee Meeting on May 21st
 - iv. Employee Feedback Meeting on May 22nd
- h. Victoria attended the following meetings:
 - i. Vacancy Checks on April 25th
 - ii. Economic Development Roundtable on April 26th
 - iii. Vacancy Checks on April 30th
 - iv. Strategic Planning on May 9th
 - v. ATV Route Discussion on May 9th
 - vi. CEED Committee Meeting (Econ Dev) on May 21st



Central Housing Region

Community Development Block Grant Program

Counties of Adams, Green Lake, Juneau, Marathon, Marquette, Portage, Waupaca, Waushara & Wood

HOMEOWNER REHABILITATION PROGRAM

Program Description: 0% interest loan with deferred payments until the housing unit ceases to be your principal place of residence.

How to acquire a loan:

→ The first step to acquiring a loan is to complete and return the application along with the items on the list attached to application.

→ Next we will verify your information and send notification that you are either eligible or ineligible.

→ If you are deemed income eligible, you will be contacted by the home inspectors we hired to do a Housing Quality Standards inspection. Any work started before the loan is approved will not be eligible.

→ The inspector will then write up the bid specifications and forward them to you to acquire bids from qualified contractors. This is a sealed bid process.

Closing costs included in loan are as follows, but not limited to:

Title letter report: \$75-\$100 but may be \$150+

Mortgage filing fees: \$32.00 per mortgage or amendment

Inspection fees: \$1,000 to \$1,600 dependent on project needs

Loans are awarded on a first come first serve basis. Emergencies that threaten health or safety will take precedence.

*****Properties with delinquent taxes, significant liens or judgments encumbering it, for sale or in foreclosure, are not eligible for the program. Cosmetic work (remodeling), projects that have already been started, or outbuildings, including garages that are not attached to the house do not qualify.*****



Juneau County Housing Authority • 717 E. State Street, Mauston, WI 53948

Phone: (608) 847-7309 • Fax: (608) 847-2278

Email: juncoha@frontier.com • Website: www.JuneauCountyHousingAuthority.com

Juneau County Housing Authority is an equal opportunity provider and employer.





Central Housing Region

Community Development Block Grant Program

Counties of Adams, Green Lake, Juneau, Marathon, Marquette, Portage, Waupaca, Waushara & Wood

RENTAL REHABILITATION PROGRAM

Program Description: Loans are available as 0% installment loans. Funds may be used to rehabilitate LMI occupied rental housing units or vacant housing units that will be rented to LMI households within 6 months.

How to acquire a loan:

- Complete and return the application along with requested document on the application.
- Next, tenant's income will be verified for eligibility.
- If the project is deemed income eligible, you will be contacted by the home inspectors we hired to do a Housing Quality Standards inspection. Any work started before the loan is approved will not be eligible.
- The inspector will then write up the bid specifications and forward them to you to acquire bids from qualified contractors. This is a sealed bid process.

From the landlord we will need proof of rental property insurance, a copy of your most recent property tax bill and the amount of your current mortgage or payoff amount from lender to determine the amount of equity available.

Closing costs to be added to your loan include but are not limited to:

- Title letter report: \$75-\$100 but may be \$150+
- Mortgage filing fees: \$32.00 per mortgage or amendment
- Inspection fees: \$1,000 to \$1,600 dependent on project needs

*****Properties with delinquent taxes, significant liens or judgments encumbering it, for sale or in foreclosure, are not eligible for the program. Cosmetic work (remodeling), projects that have already been started, or outbuildings (including unattached garages) do not qualify.*****



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CHR CDBG Statistics for 18 Grant Year

TOTALS

As of 04/29/2019 -totals updated

Total Grant Statistical Information

Applications Received	73
Ineligible/Inactive/Referred	9/14/17
On Waiting List	0
Projects in Progress	22
Number of New Mortgages	37

Total Grant Financial Information

2018 Project Funds Total	1,739,300.00
Paybacks and Interest Earned	\$ 38,397.88
Total Obligated	<u>\$ 1,518,518.99</u>
Balance Remaining	\$ 259,178.89

Quick reference by County

Adams	\$ 117,156.93
Green Lake	\$ 212,309.00
Juneau	\$ 250,089.63
Marathon	\$ 43,320.72
Marquette	\$ 145,986.00
Portage	\$ 149,589.00
Waupaca	\$ 284,376.21
Waushara	\$ 112,289.50
Wood	\$ 203,402.00
Totals	\$ 1,518,518.99

CHR-CDBG Grand Total of Mortgages By County

As of 4/29/2019

County	Project Funds Mortgaged to Date
Adams	\$ 787,940.43
Green Lake	\$ 528,997.55
Juneau	\$ 1,148,136.50
Marathon	\$ 702,475.54
Marquette	\$ 469,528.45
Portage	\$ 668,691.00
Waupaca	\$ 927,642.60
Waushara	\$ 556,502.50
Wood	\$ 763,721.95
Totals	\$ 6,553,636.52



CEED Committee Report *May 2019*

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- The Farm Technology Days Executive Committee has awarded over \$200,000 of grants to local organizations supporting rural infrastructure, youth and agriculture. Grant recipients are recognized at the Mayor's Dairy Breakfast at the Central Wisconsin State Fairgrounds May 31.
- Our office applied for and received \$5,000 from the FTD grants to do a field survey of dairy cattle and the variation across herds in milk protein components. The components to be studied can improve or decrease the cheese yield of our milk depending on their presence. Another casein characteristic A2, is being marketed as reducing some of the difficulties some people have with consuming milk.
- The Extension office is acting as the coordinator of the grant application process. Now that these awards are made, we will not meet again until next fall when we will review how successful our grant applicants have been with utilizing the money distributed.
- This spring has come late and has been cold and wet. Many acres of crops are not yet planted. The Extension office is fielding questions about options for farmers including prevent planting options on their crop insurance. With commodity prices that have been low producers see little likelihood of a profitable outcome especially if yields are jeopardized by late planting dates. Will commodity prices improve? That is difficult to determine currently. Prevented Planting may be an option on some acres for many farmers.
- It is spring so there are forage establishment questions, land rent questions, standing hay pricing questions, land price questions and many others this time of year.
- I interviewed with Carl Hilke on WFHR
- I met with the Wood County Farm Bureau Board. They applied for a Farm Technology Days Grant to purchase promotion and education materials for public events and their Agriculture in the Classroom program. They requested money for a life size cow to draw attention to the displays.
- We produced our first issue of the Cranberry Crop Management Journal. The Journal is funded by a grant we obtained from the Wisconsin Cranberry Board and is made available to cranberry growers either by mail or email 6 - 10 times during the growing season.
- Our Extension office coordinated an Outstanding Senior in Agriculture program with 12 area high schools participating. We work with MACCI on this program and the \$100 scholarship is presented to students at the Mayor's Dairy Breakfast May 31 in Marshfield.

LAURA HUBER

Wood County UW-Extension, 4-H Program Coordinator

- Participated in Extension Wood County staff development day (2 May)
- Summer camp planning (multiple Zoom meetings with staff and youth counselors throughout month).
- Trained two youth counselors who were unable to attend April training (4 May)
- Participated in Extension Area 7 Colleague meeting. We learned about strategies for working with colleagues, programs that colleagues are working on, etc. (7 May)
- Participated in and presented on WI 4-H Colleague monthly Zoom program meeting (May 9)



- Visited Shady Lane 4-H Club meeting - led an activity, promoted upcoming camp programs, and presented award to volunteer Lynn Hart (9 May)
- Attended Wood County Youth Success Coalition meeting for the first time and met other youth workers. Discussion centered on WRAMS Summer Fun Fair (13 April)
- Participated in WI 4-H Volunteer Team Zoom meeting to discuss new state 4-H volunteer support website (14 May)
- Met with Central Wisconsin Junior Fair Board, discussed progress on Junior Fair 2019 (fairbook complete, etc.) (15 May)
- Certified in American Heart Association Basic Life Saver/CPR with Jodi Pingel (16 May)
- Attended last SEED (Seeking Educational Equality and Diversity) meeting (20 May)
- Completed American Red Cross Adult and Pediatric First Aid/CPR/AED certification - required for upcoming summer camps (17-22 May)
- Appeared on WFHR to discuss upcoming Cloverbud Camp programs at county public libraries (23 May)
- Prepared for and participated in the Wood County 4-H Leaders Association, Wood County 4-H Awards Committee, and Creative Arts Day Committee meetings (28 May)
- Led Rockets 101: Exploring Propulsion educational 4-H program at Richfield Town Hall (29 May)
- Learned about time management and scheduling at the WI 4-H Colleague Connect meeting in Barron, WI (30 May)
- Coordinated Kwik Trip Car Wash fundraiser with Teen Leadership Group (ongoing)
- Worked with Teen Leadership Group to finalize upcoming raffle calendar, plan July volleyball tournament, (ongoing)

Ongoing responsibilities:

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 818 followers.
 - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 317 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

JANELL WEHR

Wood County UW-Extension, Horticulture Coordinator

- Appear on WFHR Radio Program with Famia Marx, WCMGV President
- Appear a second time on WFHR at end of month alone
- Attend Master Gardener membership meeting
- Participate in the Master Gardener Coordinator online discussion
- Prepared signage for MG Plant Sale
- Respond to horticultural inquiries from the community
- Planning for SWEPS Garden Planting Day (partnership w/FoodWise program)
- Attend WCMGV CORE Meeting
- Attend WCMGV Board Meeting
- Update WCMGV social media regularly



- Attend Extension Area 7 Face to Face Meeting
- Upload WCMGV Projects to state database for new reporting of hours process for Master Gardeners
- Attend WCMGV Board Meeting
- Participate in WI Horticulture Update (weekly meeting updating horticulture issues throughout the state)
- Attended professional development training "Responding to Horticulture Inquiries" in Madison
- Phone meeting with Diane Mayerfield of UW Madison regarding SARE resources and grant funding
- Staff Office Retreat day- interpersonal communication development for office staff
- Attend MGCV new staff training for "Ask a Master Gardener" – MGCV answering horticulture inquiries in the extension office
- Meeting with Jay Dampier (UW Madison Extension Horticulture Outreach Specialist) regarding available resources (professional development, social media for MGCV program)
- Meeting with Jackie Carattini (Family Living Educator) regarding partnering for final programming for SWEPS garden project
- Meeting in Marshfield with Barb Herreid (WCMG Treasurer) and UWSP Marshfield official regarding Fall Seminar

JACKIE CARATTINI

Wood County UW-Extension, Family Living Educator

- Met with colleague in Waupaca to collaborate on Poverty programming in WI.
- Taught a lesson for Money Smart Week at the Ho-Chunk Headstart
- Attended an online Department of Family Development Meeting
- Taught 5 weeks of Raising a Thinking Child online on Tuesdays from 8-9:15pm during the month of April
- Attended a Wood County HCE (Home and Community Education) Board Meeting
- Hosted a Youth Mental Health First Aid Training
- Taught Budgeting one-on-one at the Hannah Center in Marshfield
- Attended an online Food Safety Professional Development
- Taught Budgeting at the SWEPS Food Pantry
- Taught a 2 day Rent Smart program at the Hannah Center in Marshfield
- Attended the Financial Stability Coalition Meeting in WI Rapids
- Did a radio program on WFHR in WI. Rapids on the importance of mental health awareness and programs
- Taught at the "WI. Council on Family Relations" conference in Marshfield on Raising a Thinking Child.
- Attended the National PILD conference planning meeting and PILD conference in Washington DC, April 13-17 as a part of the National Planning committee.
- Attended HCE- leader learning and craft day
- Volunteered on behalf of Financial Stability Coalition to label books for United Way and the Children's Festival
- Attended the JCEP (Joint Council of Extension Professionals) conference in Stevens Point. Presented a poster session of financial programming in Wood Co.
- Conducted Civil Rights Reviews in Rock, Walworth and Jefferson Counties



NANCY TURYK

Wood County UW-Extension, Community Development Extension Educator

Economic Development

- Participated in county's economic development round table discussion.
- Facilitated two meetings of collaborative partners in Wisconsin Rapids area. (City of Wisconsin Rapids, Heart of Wisconsin Chamber of Commerce, Wisconsin Rapids Area Convention and Visitors Bureau, Ho-Chunk Nation)
- Meet and greet with Executive Director of Wisconsin Rapids Area Convention and Visitors Bureau.
- Attended presentations by UWSP Land Use Planning capstone course on redevelopment ideas for 8th St. corridor. Previously arranged for this partnership between City of Wisconsin Rapids planners and UWSP/Extension faculty.

Strategic Planning

- Department strategic planning meetings with Behavioral Health and Planning and Zoning.
- Worked with Vice Chair Rozar to prepare survey #3 for County Board Supervisors.
- Summarized results of survey #2.

Renewable Energy / SolSmart

- Corresponded with SolSmart representative regarding County status towards SolSmart designation.
- Discussions with Chair Machon, Public Service Commission, and Extension colleague to understand how annual payments from utility solar and municipalities works.
- Presented on options for energy efficiencies and renewables at Clean Green sponsored event at McMillan Library. Attendance >60.
- Met with Clean Green to discuss possible future event on community adaptation to extreme events.
- Attended discussion with state leaders associated on renewable energy.
- Attended the National Adaptation Forum in Madison (majority of expenses covered with a grant through Epsilon Sigma Phi).

UW-Extension

- Listened to Dean Coop update.
- Participated in Area 7 All Colleague meeting.
- Participated in Extension Dean's Water Quality forum (by invitation).
- Participated in Community Development Zoom.

Other

- Participated in Healthy Wood County meeting.
- Distributed information about Small Community Forum in Nekoosa.
- Attended final SEED meeting.
- Radio show on WFHR with guest Lynn Markham, Extension Shoreland Specialist (topic: relationship between land use management, water quality/quantity, and fish).
- Met with County Clerk to better understand their department and discuss potential programming needs/assistance.
- Attended local groundwater meetings.



KELLY HAMMOND

Wood & Portage Counties UW-Extension, FoodWise Nutrition Coordinator

- FoodWise Educator Jodi Friday's last day in the office was April 1
- Programming at SWEPS Food Pantry, lesson on meal-prep on a budget.
- Completed 5-lesson series at Ho-Chunk Head Start.
- New collaboration with Wood County Health Department to offer Farmers Market Tours and Tastings, Third Thursday of the month at the Wisconsin Rapids Farmers Market.
- Collaboration with Janell Wehr to provide gardening opportunities at SWEPS Food Pantry; garden Planting Day on June 4.
- Participated in Wood County Professional Development day on May 2.



WOOD COUNTY CEED COMMITTEE MEETING NRCS REPORT

June 5, 2019

Roy A. Diver, District Conservationist

Farm Bill Programs:

- The new Agriculture Improvement Act of 2018 was recently signed and replaces the old Farm Bill.
- The 2019 Environmental Quality Incentives Program (EQIP) in Wood County to date has Preapproved \$120,053 for 17 new contracts to Wood County landowners for various conservation practices, in total 55 applications were processed, additional funding for a final EQIP 2019-3 batching date still being worked on. The Wisconsin Rapids NRCS office continues to make EQIP payments to landowners that have completed conservation practices for previous year contracts.
- Payments for the Conservation Stewardship Program (CSP) for the 2018 Fiscal Year have been completed on most contracts, but some still waiting on participants, payments to be made on 52 contracts, that cover 19,021 acres of cropland, pasture, and forestland, FY2019 CSP General (10) and FY2019 One Year extensions applications (5) have been taken on 15 landowners, applications still being worked on, and final funding still to be determined.
- One ACEP-WRE application was funded for a permanent easement on around 56 acres in 2016, the Wetland Restoration work has been delayed, and will now start in 2019, this is in Sigel Township, in 2019 4 applications were being considered for funding, but all ranked low.
- Some landowners interested in the CRP, but the FSA is still working on this, new signup starts on June 3, 2019 for CREP and the Continuous CRP, almost no new information being provided to local offices on sign-up rules yet.

HEL & Wetland Compliance:

- AD-1026 HEL and Wetland determination requests from the Farm Service Agency continue to come into the NRCS office for new cropland fields, maintenance of existing surface drainage ditches, and new tile installation, but all are now being completed by other NRCS staff in the state. One Converted Wetland (CW) violation from 2014 still waiting on the landowner to see if they want to do a wetland restoration to regain program benefits.

Construction Activities:

- Soil Conservation Technician Russ Biebl continues to be busy working on a variety of old construction projects to get done, new projects to layout, and new projects to survey and design. One Irrigation Pipeline just completed and approved for payment on a Cranberry Producer.

Other Activities:

- I continue to split my District Conservationist duties between the Wisconsin Rapids office (M-W-F), and Stevens Point office (T-Thur), but I adjust this as needed depending on workload, I am usually in Rapids more often due to higher workload in Wood County.
- Meagan Hoffmann the Soil Conservationist in Stevens Point splits her time between the two NRCS offices, she spends most of her in Portage County.
- Becky Brathal remains the Farm Bill Biologist helping Wood County and nine other counties in Central WI, she is funded by NRCS, WDNR, and PF, and Rapids is where her position is housed out of, RC&D Soil Conservationist Andy Richardson is working out of the Rapids office on a 3-year agreement, Bree Richardson is a Wetland Contracted employee also working out of Rapids.

Upcoming Activities:

- EQIP 2019-3 Ranking deadline – June 28

Respectfully Submitted

Roy A. Diver

WOOD COUNTY PLANNING & ZONING
FEE SCHEDULE

1. #701 LAND SUBDIVISION ORDINANCE

A. <u>Preliminary Plat Review Fee.</u>		
(1)	\$75.00	<u>Proposed</u> \$500.00
B. <u>Final Plat Review Fee.</u>		
(1)	\$35.00	<u>Proposed</u> \$250.00
C. <u>Certified Survey Map Review Fee.</u> (creation of new lots 10 acres or less)		
(1)	\$30 1 ST Lot + \$20 2 nd lot (\$50 maximum)	<u>Proposed</u> \$150.00
D. <u>Condo Plat Review Fee</u>		
(1)	\$75.00	<u>Proposed</u> \$350.00

2. #702 PRIVATE SEWAGE SYSTEM ORDINANCE

A. <u>Fees.</u>		
		<u>Proposed</u>
Conventional	\$300.00	\$450.00
Holding Tank	\$400.00	\$650.00
Alternative Systems (pressure systems)	\$400.00	\$650.00
Systems-In-Fill	\$400.00	\$650.00
Tank Replacement (all systems)	\$225.00	\$375.00
Drainfield Repair	\$225.00	\$375.00
Modification to State Plans	\$225.00	\$ 85.00
Reconnections (all systems)	\$150.00	\$250.00
Non-Plumbing (Privies/Self-contained)	\$150.00	\$250.00
Public Buildings		Eliminate
Normal fee plus \$1.60 for every 100 gallons over 1500 gallon septic tank capacity.		
Transfers/revisions/renewals	\$ 25.00	\$100.00
Return inspections/field inspections	\$ 35.00	\$100.00
Groundwater monitoring	\$ 50.00	\$ 50.00
Water Meter (5/8")	\$115.00	\$120.00
Water Meter (3/4")	\$165.00	\$150.00
Holding Tank Plan Review Fee	\$ 60.00	\$ 60.00
Low Flow Holding Tank Waiver Application Fee	\$ 50.00	\$ 50.00
Low Flow Holding Tank Annual Fee	\$200.00	\$200.00
Pressurized Status Plan Review Fee	\$0	\$250.00 New Fee
Triennial POWTS Program Fee	\$ 20.00	\$ 25.00
Wis. Fund Grant Application Fee	\$150.00	\$150.00 No Changes
or 10% of the grant award, whichever is less.		
B. <u>Double Fee.</u> A double sanitary permit fee shall be assessed to all permit applicants where site activity requiring a permit commences before a sanitary permit is applied for and issued, except for emergency repairs authorized in Section 702.05(18).		
		No Changes

3. #703 FLOODPLAIN ORDINANCE

A. <u>Floodplain Zoning Permit Fee.</u> - \$50.00	<u>Proposed</u> \$300.00
** Combine Floodplain Zoning and/or Structural Permit.	
B. <u>Structural Building Permit Fee.</u>	<u>Proposed</u> Eliminate
\$1.00 per \$1,000 of construction cost. (Minimum - \$25.00; Maximum - \$75.00).	
C. <u>Board of Adjustment.</u>	
(1) Hearing for Appeals including Variances - \$350.00	<u>Proposed</u> \$700.00
D. <u>Permit Renewal</u>	
(1) Permit Renewal \$0.00	<u>Proposed</u> \$50.00 New Fee

4. #704 SHORELAND ZONING ORDINANCE

A. <u>Zoning Permit.</u>	0' to 300' OHWM	<u>Proposed</u> \$300.00
	301' to 1000' OHWM	<u>Proposed</u> \$100.00
\$25.00 plus \$1.00 for each \$1,000 of construction over \$20,000 but not to exceed \$75.00.		
B. <u>Special Exception Permit.</u> -		<u>Proposed</u> \$300.00
\$25.00 plus \$1.00 for each \$1,000 of construction over \$25,000 not to exceed \$100.00.		
C. <u>Board of Adjustment Public Hearing.</u>		<u>Proposed</u>
(1) Special Exception Request - \$350.00		\$700.00
(2) Variance Request - \$350.00		\$700.00
(3) Administrative Appeal - \$350.00		\$700.00
D. <u>Permit Renewal.</u>		<u>Proposed</u>
(1) Permit Renewal \$15.00		\$50.00

5. FEE STRUCTURE FOR MAPS/MAPPING SERVICES/PHOTOCOPIES

A. <u>Photocopies.</u> No charge for first four pages; 25¢ per page after that (plus tax). No changes	
B. <u>Mapping.</u>	
(1) Custom mapping - \$31.50/hr.	<u>Proposed</u> \$42.50/hr
(2) Plots (B-, C-, D- or E-size) - \$7.50 each.	<u>Proposed</u> \$10.00 each
(3) Black & White Laser Print/copy – No charge for first 2 copies; \$1.00 for each copy after that.	<u>Proposed</u> No charge for first copy; \$1.00 for each additional copy.
(4) Color print/copy – No charge for first copy, \$2.50 for each copy after that.	Eliminate
(5) CD - \$6.00 each	Eliminate
(6) Digital image (e-mailed) – Same rate as custom mapping.	Eliminate

6. #708 PRIVATE WATER SYSTEM ORDINANCE

NEW PROPOSED PROGRAM

A. County Well Delegation Site Fee (Level 1 & 5) \$125.00

B. County Well Delegation Transfer Fee \$35.00

7. SEWER SERVICE AREA (SSA)/WATER QUALITY MANAGEMENT (WQM) REVIEW **NEW FEE**

A. WQM Review – 208 Compliance Letter/Review \$100.00

B. Type 1 Amendment \$500.00

Well Delegation Program Summary

- 1) County delegation (Level 1 & 5)
 - a) Issue permits for new and replacement wells
 - b) Conduct inspections of new and replacement wells
 - c) Determine height of casing and cap and seal on new/replacement wells
 - d) Require upgrading of all inspected wells not in compliance
 - e) May require the abandonment of a well (Land Conservation Dept has cost sharing program available for abandonment)
- 2) County Administration
 - a) Adopt an ordinance
 - i) Ordinance shall include cities, towns, villages and sanitary districts in the County of Wood
 - b) The ordinance can be repealed at any time with a 30 day notice to the DNR
 - c) Ordinance Administration may be appointed by the County Board. To be eligible for appointment as administrator, a person shall;
 - i) Be knowledgeable about the principles and practices of private well construction, abandonment, and pump installation;
 - ii) Must not have a personal interest in the construction or modification of any private well.
- 3) Duties
 - a) Record all permits, fees and other official actions
 - b) Submit copies of permits, forms or correspondence:
 - i) Well location permits-7 days
 - ii) Field inspection forms-30 days
 - iii) Corrective, Enforcement Letter and Orders- 7 days
 - c) Submit Annual report to DNR, upon request by the 60th day following the end of the calendar year. The report shall include:
 - i) Number of permits issued
 - ii) Number of permits denied
 - iii) Number of inspections completed
 - iv) Number of compliance orders issued
 - v) Number of compliance orders complied with
 - vi) Number of complaints investigated
 - vii) Any other information requested by the Department
 - d) Require abandonment of wells in accordance with NR 812
 - e) Investigate complaints related to county delegation level
 - f) Refer complaints outside the delegation level to the Department
- 4) Personnel
 - a) Must be available minimum of 4 regularly scheduled hours each working day
 - b) Are required to attend initial training sessions and pass examination
 - c) Attend annual Continuing Education courses

To Apply for County Delegation the following needs to be submitted:

- 1) A copy of the private water systems ordinance that will be adopted by the board of supervisors
 - a) The county may submit a draft copy of the ordinance for review prior to BOS approval
- 2) A description of enforcement procedures to be used by the county for follow-up on noncompliance with ch. 280, Stats., ch. NR 812, or the county ordinance
- 3) A signed statement from the Cooperation Counsel indicating a willingness to prosecute noncompliance
- 4) The expected number of staff hours available per year for each level of delegation for the private water systems program and number of staff to be trained at each delegation level.

[date]

Jason Grueneberg
Planning and Zoning Administrator
Wood County Courthouse
400 Market Street
Wisconsin Rapids, WI 54494

Dear Jason,

I understand that your agency is looking for Wood County to adopt the state's private well code, as set forth in Wis. Admin. Code NR 812, pursuant to NR 845. As part of the application process to the state to accept local regulation of the private well code, per NR 845.12(3) you need this office to confirm it will prosecute matters referred by your office for noncompliance with the ordinance. Please be assured that this office will allocate the resources necessary to prosecute all such violations and to pursue the collection of forfeitures imposed by the courts.

Should you need anything further of my office in this regards, please advise me accordingly.

Sincerely,

Peter A. Kastenholz

WOOD COUNTY ORDINANCE #708
PRIVATE WATER SYSTEM ORDINANCE

708.1	Title
708.2	Authority and Adoption
708.3	Jurisdiction
708.4	Purpose
708.5	Intent
708.6	Effective Date
708.7	Severability and Nonliability
708.8	Repeal
708.9	Definitions
708.10	County Responsibilities
708.11	Cooperation
708.12	Administration
708.13	Permits
708.14	Appeals
708.15	Violations
708.16	Administrator Directives and Orders
708.17	Enforcement Actions
708.18	Fee Schedule for Permits and Inspections

708.1 Title

This chapter shall be referred to as the Wood County Private Water Systems Ordinance.

708.2 Authority and Adoption

- (1) This ordinance is adopted under the authority granted to the County by ss. 59.70(6) and 280.21, Wis. Stats., and ch. NR 845, Wis. Adm. Code.
- (2) This ordinance is subject to the provisions of ss. 59.70(6) and 280.21, Wis. Stats., and all rules promulgated thereunder regulating private water systems.
- (3) This ordinance may not be more lenient nor more stringent than the rules promulgated pursuant to ch. 280, Wis. Stats.
- (4) Failure to comply with any of the provisions of such regulations shall constitute a violation of this ordinance, actionable according to the penalties provided herein.
- (5) This ordinance applies to the entire county and includes cities, towns, villages and sanitary districts in the county.

708.3 Jurisdiction

The provisions of this ordinance shall apply to all private water systems within Wood County pertinent to well location and well and drillhole abandonment.

708.4 Purpose

The purpose of this ordinance is to protect the drinking water and groundwater resources of the county through regulating new private well location and well and drillhole abandonment.

708.5 Intent

The intent of this ordinance is to regulate the location of newly constructed private wells, the abandonment of all wells and drillholes, and the administration and enforcement of this ordinance.

708.6 Effective Date

This ordinance shall be effective upon its adoption by the Wood County Board of Supervisors.

708.7 Severability and Nonliability

If any section, provision or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected. The county asserts that there is no liability on the part of the County Board of Supervisors, its agencies, or employees for any health hazards or damages that may occur as a result of reliance upon, and compliance with, this ordinance.

708.8 Repeal

All other county ordinances or parts of ordinances inconsistent or conflicting with this ordinance, to the extent of the inconsistency only, are repealed.

708.9 Definitions

In this ordinance:

- (1) **Administrator** means the county employee designated by the County Board of Supervisors to administer ch. NR 812, Wis. Adm. Code, pertinent to private well location and well and drillhole abandonment in the county as authorized by the Department.
- (2) **Central Office** means the Bureau of Drinking Water and Groundwater of the Department of Natural Resources, located in Madison, Wisconsin, which functions as the coordinating authority for the statewide water supply program.
- (3) **Community water system** has the meaning designated in s. NR 811.02(7), Wis. Adm. Code.
- (4) **County office staff** means county office personnel trained to answer general private well location and well and drillhole abandonment questions.
- (5) **Delegation level** means the program level, as set forth in s. NR 845.05, Wis. Adm. Code, at which a county is authorized to administer and enforce ch. NR 812, Wis. Adm. Code.
- (6) **Department** means the Wisconsin Department of Natural Resources.
- (7) **Existing Installations** has the meaning designated in ch. NR 812, Wis. Adm. Code.
- (8) **Health hazard** means a condition, which constitutes:
 - (a) A violation of ch. NR 812, Wis. Adm. Code, regarding the installation, construction, operation or maintenance of a private well.
 - (b) Confirmed bacteriologically unsafe well water quality.
 - (c) A threat to safety or groundwater quality.
- (9) **Noncommunity water system** means a public water supply system that is not a community water system. It serves at least 25 persons per day at least 60 days each year. A noncommunity water system commonly serves a transient population rather than permanent year round residents. (Note: Examples of a noncommunity water system include those serving schools, motels, restaurants, churches, camp-grounds and parks.)

- (10) **Noncomplying well** means a private water system not in compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (11) **Person** means an individual, corporation, company, association, cooperative, trust, institution, partnership, state, public utility, sanitary district, municipality or federal agency.
- (12) **Personal interest** means having a financial interest in a property or being related by marriage or birth to a person having a financial interest in a property.
- (13) **Primary drinking water standards** means those maximum contaminant levels, which represent minimum public health standards, set forth in ch. NR 809, Wis. Adm. Code.
- (14) **Private water system** means the water collection, storage and treatment facilities and all structures, piping and appurtenances by which water is provided for human consumption by other than community water systems. For the purpose of this ordinance, it includes noncommunity water systems.
- (15) **Private water system ordinance** means a county ordinance, approved by the Department, regulating private water systems at the county's authorized delegation level.
- (16) **Private well** means any drilled, driven point, dug, bored or jetted well constructed for the purpose of obtaining groundwater for potable use, including wells constructed in special well casing depth areas and noncommunity wells. It does not include springs, or private or public wells that require written plan approval from the Department.
- (17) **Public Water System** has the meaning designated in ch. NR 811, Wis. Adm. Code.
- (18) **Reconstruction** means modifying the original construction of a private well. It includes but is not limited to deepening, lining, installing or replacing a screen, undermining, hydrofracturing and blasting.
- (19) **Region Office** means the Department office located in Wisconsin Rapids, Wisconsin.
- (708) **Variance** means an approval issued by the Department under ch. NR 812, Wis. Adm. Code, allowing a private water system to vary from ch. NR 812, Wis. Adm. Code, requirements if Department approved conditions are met, and strict compliance with ch. NR 812, Wis. Adm. Code, is not feasible.
- (21) **Water system** means the water collection, storage, treatment facilities and all structure, piping and appurtenances by which water is provided.
- (22) **Well** has the meaning designated in s. 280.01(6), Wis. Stats.

- (23) **Well Construction** means the procedures, methods, materials and equipment used during the construction or reconstruction of a private well.
- (24) **Well Location Permit** means the county/state well location permit issued by the county which allows for the construction or reconstruction of a private well.

708.10 County Responsibilities

- (1) Level 1 – Private Well Location Permit. It is the county's responsibility to:
 - (a) Issue permits authorizing the location of new and replacement private wells, including drilled, driven point, dug, bored or jetted wells, or the reconstruction or rehabilitation of existing private wells.
 - (b) Conduct inspections of wells for which well location permits are required as soon as possible after the well is constructed.
 - (c) Determine whether the casing height of a permitted well complies with ch. NR 812, Wis. Adm. Code, and that there is a properly sealed vermin-proof cap or seal on the upper terminus of the well.
 - (d) Require the abandonment of wells not in service, or wells that will be taken out of service, if the wells are unused, noncomplying or bacteriologically unsafe. A county may require abandonment of a well with water exceeding a primary drinking water standard listed in ch. NR 809, Wis. Adm. Code, or other chemical compounds for which state health advisory limits have been issued including inorganic and organic compounds, after consultation with and approval by the Department.
 - (e) Require upgrading or replacement of all inspected private wells that are not in compliance with the minimum private well separation distances in ch. NR 812, Wis. Adm. Code, and wells where the casing height or well cap does not comply.
- (2) Level 5 – Well and Drillhole Abandonment. The county shall require the proper abandonment (filling and sealing) of wells and drillholes in accordance with standards established in s. NR 812.26, Wis. Adm. Code. The County may also require the abandonment of a well with water exceeding a primary drinking water standard listed in ch. NR 809, Wis. Adm. Code, or other chemical compounds for which state health advisory limits have been issued including inorganic and organic compounds, after consultation with and approval by the Department.

708.11 Cooperation

The Administrator shall cooperate with all other governmental units and agencies in the enforcement of all state and local laws and regulations pertaining to matters in this ordinance.

708.12 Administrator

The Wood County Planning and Zoning Department shall act as the County Administrator and is assigned the duties of administering the private water systems program in accordance with Department rules.

The Administrator shall have the power and duty to enforce the provisions of this ordinance and all other ordinances, laws and orders of the county and of the State of Wisconsin which relate to the location of all private water wells and the abandonment of all wells and drillholes within the county at the county's authorized delegation level.

- (1) Qualifications of Administrator. The Administrator shall be informed on the principles and practices of private well location and well and drillhole abandonment.
- (2) Powers. The Administrator shall have all the powers necessary to enforce the provisions of this ordinance commensurate with the level or levels of the County's delegated authority including the following:
 - (a) In the performance of his or her duties, the Administrator or an authorized assistant may enter any building or property upon presentation of the proper credentials, during reasonable hours for the purpose of inspecting the private water system and may request the owner or operator to produce the private well location permit required under this ordinance. No person may interfere with the Administrator or authorized assistants in the performance of their duties. Any person interfering shall be in violation of this ordinance and is subject to penalty as provided by this ordinance. If consent to enter a property for inspection purposes is denied, the Administrator may obtain a special inspection warrant under s. 66.0119(2), Wis. Stats.
 - (b) Order any person owning, operating or installing a private water system to abandon, modify, repair or replace it in a complying, safe and sanitary condition if the system is found to be unused, bacteriologically unsafe or not in compliance with ch. NR 812, Wis. Adm. Code, or the county ordinance.
 - (c) Appoint assistants to aid in processing activities associated with private well location and well and drillhole abandonments.
 - (d) Enforce any or all ordinances applicable to private water systems in accordance with Department rules.
 - (e) If the Administrator of the private water systems ordinance or an authorized assistant determines that the location or construction of a private well does not comply with this ordinance, the Administrator or assistant shall post, in a conspicuous place upon the site, a suspension of work order demanding cessation of work. The Administrator shall notify the well constructor and property owner in writing of the noncompliance and the nature of the work to be discontinued and corrected, identifying the location and the name of the person issuing the order. It shall be a violation of this ordinance to engage in work at conflict with the terms of an order or to make an unauthorized removal of a

posted order. Work may resume on the site only under the direction of the Administrator.

- (3) Duties of Administrator. It shall be the duty of the Administrator to enforce the provisions of this ordinance and perform the following duties commensurate with the level or levels of the county's delegated authority.
 - (a) Record all permits, fees, inspections and other official actions, and make an annual report to the County Board of Supervisors.
 - (b) Provide the Department with copies of all permits, abandonment inspection forms and correspondence as required by ch. NR 845, Wis. Adm. Code.
 - (c) Inspect the location of new private water systems upon completion.
 - (d) Investigate cases of noncompliance with this ordinance, ch. NR 812, Wis. Adm. Code, and ch. 280, Wis. Stats., issue orders to abate the noncompliance and submit violations to the District Attorney or County Corporation Counsel for enforcement.
 - (e) Refer complaints and cases of noncompliance that are believed to be or known to be beyond the scope of the county's delegation level to the Department.
 - (f) Cooperate with all other government units and agencies in the enforcement of all state and local laws and regulations of matters related to this ordinance.
 - (g) Assist the Department as specified in ch. NR 845, Wis. Adm. Code.
 - (h) Refer variance requests and actions, which require Department approval to the Department.
 - (i) The Administrator, a trained county inspector or county office staff shall be available at the Administrator's office for answering questions regarding permit applications and for accepting applications for well location permits and well and drillhole abandonments for a minimum of four regularly scheduled hours each working day.

708.13 Permits

- (1) No person may install a private well or reconstruct or rehabilitate an existing private well unless the owner of the property on which the private water supply system is to be installed holds a valid permit issued by the county or has received authorization from the county to proceed with the construction of the well.
- (2) No private well may be constructed within the jurisdictional limits of the county without the appropriate permit and without being in full compliance with the provisions of this ordinance and all other applicable state and local laws and regulations. Permit applications for the location of a well shall be made by the property owner or the property owner's designated agent. Permits shall be issued from the office of the Administrator.

- (3) The well location permit application shall be on forms provided by the Administrator.
- (4) Well location permit applications shall be signed by the property owner or the property owner's designated agent. Well location permit applications shall be submitted to the Administrator at least 2 working days prior to construction or installation if the owner or well constructor is interested in receiving information about potential contamination sources such as landfills; underground storage tanks; primary and replacement on-site sewage disposal system areas on the development site and on adjacent properties; and special casing areas. Where a well location permit application is submitted less than 2 working days prior to construction, the well constructor shall be responsible for maintaining full compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (5) The Administrator shall assist applicants in preparing applications and approve, disapprove or notify an applicant of the need to seek a variance or special approval from the Department or return the permit application due to incompleteness for all private water systems to be constructed or modified in the county within 2 working days following submission of the permit application. A county may reserve final approval or disapproval action of a permit, which requires Department action, until the variance or special approval request has been acted on by the Department.
- (6) The Administrator shall issue written notice to each applicant whose permit application is disapproved. An application shall be disapproved if the well's construction would result in noncompliance with ch. NR 812, Wis. Adm. Code, or if a construction variance or special approval request was denied by the Department. Each notice shall:
 - (a) State the specific reason(s) for denial.
 - (b) Inform the applicant of the right to request a special approval or a variance from the Department and the procedures for making such a request.
- (7) In emergency situations well construction may proceed immediately without the required county permit provided the property owner or the property owner's designated agent gives notice to the Administrator prior to construction. Notification shall include the owner's name, address, property legal description, proposed starting date and identification of the person who will be obtaining the permit. Unless other arrangements are made with the Administrator, the permit shall be applied for on the first workday following initial construction. The well constructor shall be responsible for maintaining full compliance with all provisions of ch. NR 812, Wis. Adm. Code.
- (8) A permit transfer application shall be submitted to the county when there is a change of well constructor, or property owner after the application is submitted, but before well construction is completed. Failure to submit a transfer application to the county shall invalidate a previously-issued permit. The application shall be on a form made available by the Administrator.

- (9) As soon as the well location permit is received it shall be displayed conspicuously at the well site during construction for a minimum of 7 days following completion of construction or until the well has been inspected by county staff, whichever occurs first.
- (10) A well location permit shall be valid for a period of one year or until construction is completed, whichever occurs first. If the permit expires, a new application shall be submitted to the Administrator. Reapplications shall be evaluated so that construction will comply with the provisions of ch. NR 812, Wis. Adm. Code, in effect at the time of the reapplication. The Administrator may require additional inspection and fees for reapplications.
- (11) A well location permit is not required nor shall be issued by the county for private water systems requiring written plan approval from the Department.
- (12) Any permit issued under this section shall be void if any false or inaccurate statement is made or if any inaccuracy is shown on any application for a permit.
- (13) No permit may be issued to any property owner or well constructor who is in violation of this ordinance, until the violation has been corrected, unless the permit is to allow correction of the violation.

708.14 Appeals

Persons seeking to appeal decisions of the Administrator under this ordinance shall file written letters of appeal with the Administrator. The Administrator shall place the appeal on the agenda of the County Board/Committee) and the appeal shall be given a due process proceeding. The (Board/Committee) shall decide whether to uphold, uphold with modifications or reverse the Administrator's decision based upon the terms and intent of this ordinance and of relevant state laws and administrative rules. No appellate decision of the (Board/Committee) shall have the effect of approving an existing or proposed condition that would violate this ordinance or state law or administrative rule. Appeals that may only be approved by the granting of a variance to ch. NR 812, Wis. Adm. Code, shall be referred to the Department pursuant to s. NR 845.09(11)(b), Wis. Adm. Code. The (Board/Committee) appellate decisions shall be made in writing and shall be filed in the Administrator's office. Appeals of decisions made by authorized agents on the behalf of the Administrator, shall be made first to the Administrator and then be appealable as provided herein.

708.15 Violations.

The Administrator shall investigate violations of the Private Water System Ordinance and ch. NR 812, Wis. Adm. Code, relating to the county's authorized delegation level(s), issue orders to abate the violations and submit orders to the District Attorney or County Corporation Counsel for enforcement.

708.16 Administrator Directives and Orders

- (1) Field Directive. The Administrator, after investigation and a determination that a violation exists, may issue a written field directive. This field directive may consist of a hand written note on an inspection report, or similar paper, identifying the violation that has occurred and assigning a date by which the violation must be corrected, and shall include the inspector's telephone number and office address.
- (2) Formal Directive. A formal letter may be issued, which states the violation, the ordinance (administrative rule or statutory) section violated, the date the violation was noted, the inspector who noted the violation and assigns a date by which the correction must be made.
- (3) Correction Order. Upon discovery, and after documentation of a violation, the Administrator may issue a corrective order. The Administrator may use a stepped enforcement procedure by issuing a directive before an order or may proceed directly to issuing a correction order. An order shall include the following:
 - (a) The location of the violation (site).
 - (b) The names of the parties involved such as the, owner, permittee, well constructor, or pump installer.
 - (c) The section(s) of the ordinance and Wisconsin Administrative Code section(s) violated.
 - (d) The date of inspection of the site where the violation occurred.
 - (e) The name of the person who conducted the inspection which revealed the violation.
 - (f) The date by which the correction(s) must be completed.
 - (g) The name of the person who must be contacted regarding subsequent inspection of the site.
 - (h) A statement that, if the order is not complied with, the Administrator will refer the violation to the District Attorney or County Corporation Counsel with a recommendation to seek injunctive relief and/or forfeitures from the Circuit Court of Wood County. (Orders must be signed by the Administrator of the private water system ordinance.)
 - (i) Orders shall be served on the property owner by certified mail. Where appropriate the Administrator may request the Wood County Sheriff to serve any particular order.

- (j) The Administrator shall report all orders that have not been complied with to the County Corporation Counsel for enforcement.

708.17 Enforcement Actions

- (1) An enforcement action may be brought by the County Corporation Counsel against a person or persons for any of the following violations:
 - (a) Failure to comply with any provision of this ordinance.
 - (b) Failure to comply with any permit specification or requirement.
 - (c) Failure to comply with any directive or order issued by the county Administrator.
 - (d) Resisting, obstructing or interfering with the county Administrator's, or an authorized assistant's, actions undertaken pursuant to this ordinance.
- (2) The County Corporation Counsel may, for any violation, seek:
 - (a) Injunctive relief.
 - (b) Forfeitures of not less than \$25.00 nor more than \$250.00, or both for each violation. (Each day a violation exists is a separate offense.)
- (3) Any person who has the ability to pay any forfeiture entered against him or her under this ordinance but refuses to do so may be confined in the County Jail until such forfeiture is paid, but in no event to exceed thirty (30) days. In determining whether an individual has the ability to pay a forfeiture imposed under this section, all items of income and all assets may be considered regardless of whether or not the income or assets are subject to garnishment, lien or attachment by judgment creditors under the laws of this state.

708.18 Fee Schedule for Permits and Inspections

- (1) The fee for well siting permit shall be \$125.00.
- (2) The fee for a transfer of well siting permit shall be \$35.00.
- (3) The fee for a re-inspection of a well shall be \$_____.

OR

708.18 Fee Schedule for Permits and Inspections.

The private water systems inspection and permit fees will be established by the Wood County Conservation and Economic Development Committee and may be modified by motion of that committee.



WORKING TITLE: Natural Resources Extension Educator (50%)

OFFICIAL TITLE: Outreach Specialist Series

The Natural Resources Extension Educator serves the people and communities of Wisconsin by addressing local, statewide and national issues, improving lives through research-based education, fostering partnerships and action, and facilitating positive impacts that support:

- Thriving individuals and families;
- Effective organizations;
- Healthy and vibrant communities; and
- Strong economies.

OFFICE LOCATION: Extension - Wood County, Wood County Courthouse, 400 Market Street, Wisconsin Rapids, WI, 54494

This position is located in Wood County; however location and programming coverage is contingent on county funding support and location may be reassigned to align with county and Extension programming priorities.

PRIMARY PROGRAM AFFILIATION

This position will have a primary program affiliation in the Water Program.

INITIAL PROGRAMMING FOCUS:

This Natural Resources Extension Educator position will primarily serve Wood County.

The Natural Resources Extension Educator designs, delivers, and evaluates research-based educational programming and services aligned with the position's programmatic focus. Initial programming focus will include:

- Focus 1
- Focus 2
- Focus 3
- Etc.

This individual will apply the University of Wisconsin's research, education and outreach resources to address locally identified needs and opportunities.

PRIMARY DUTIES:

Programming

- Utilize knowledge of local communities and partners to identify needs and deliver relevant programming;
- Access, develop or adapt culturally-relevant, research-based educational programming to meet identified needs and opportunities;
- Expand access by reaching and engaging diverse audiences and ensuring full access to programs, facilities, and educational services; and
- Evaluate and report on programming by utilizing established tools and processes to inform future program design, improve effectiveness and demonstrate value.

Collaboration & Relationships

- Collaborate with local colleagues to promote a positive office environment, determine local needs, and share resources;
- Develop and maintain respectful working relationships;
- Collaborate with statewide colleagues within and across organizational structures to develop and adapt standardized and relevant programming; and
- Promote Cooperative Extension and its programs to build greater access, visibility and value.
- Develop and/or support community coalitions and partnerships that extend programmatic reach and expand programmatic impact.

Administrative & Programmatic Accountability

- Reports to the Area Extension Director;
- Works with the Area Extension Director and local partners to identify programming needs and seek input on performance;
- Creates a plan that identifies local audiences, describes the programming to meet their needs, connects to larger program objectives of Cooperative Extension and assesses programming effectiveness;
- Communicates plans, activities, and achievements to relevant stakeholders;
- Ensures programs serve and reach audiences reflective of the diversity of the state; and
- Submits reports that meet the requirements, policies, and established practices of Cooperative Extension and partners, including federal Civil Rights requirements.

INSTITUTIONAL AFFILIATION:

The Natural Resources Extension Educator is an employee of the UW-Cooperative Extension, a member of the Natural Resources Institute and will choose one primary program within the Natural Resources Institute. Extension Educators may choose a secondary focus with another program.

QUALIFICATIONS: (Please separate qualifications into required and preferred categories.)

Required:

- Bachelor's degree;
- Work experience relevant to the programmatic responsibilities of the position;
- Ability to communicate effectively using a variety of methods and technology; and
- Ability to effectively work with people from different cultural backgrounds, including those associated with race, ethnicity, national origin, religion, socioeconomic status, age, gender, disability, sexual orientation, and other aspects of human diversity.

Preferred:

- A Master's degree in a field relevant to the programmatic responsibilities of the position;
- At least [Please add in expected YEARS of experience, relates to anticipated Title] X years of relevant field and work experience in the area of programming and service delivery such as...;
- Ability to work cooperatively with other agencies, community-based services, or organizations to address educational needs;
- Strong interpersonal skills and demonstrated ability to build and maintain professional work environments;
- Experience managing multiple tasks, timelines, and schedules while maintaining high quality work;
- Demonstrated skill in interpreting, utilizing, and applying evidence-based information and research findings;
- Demonstrated success in developing, delivering, and evaluating educational programs for diverse audiences utilizing a variety of educational techniques, methods, and modes; and
- Demonstrated experience developing effective partnerships or coalitions with community partners and local governments.

WORKING CONDITIONS:

- Expected to make individual arrangements for transportation adequate to meet position responsibilities and essential job functions;
- Work evenings or weekends as needed to meet local needs; and
- Carrying educational equipment, up to 25 lbs.

SALARY AND BENEFITS:

This is a full-time (1.0 FTE) academic staff position. Final salary is commensurate with experience and education. State of Wisconsin benefits including retirement, vacation, sick leave, health insurance, and other insurances. For a more detailed description of available benefits, please see <https://www.wisconsin.edu/ohrwd/benefits/>.

TYPE OF APPOINTMENT:

This position is a fixed-term renewable [academic staff appointment](#) in the University of Wisconsin-Extension's division of Cooperative Extension. Reappointment to this position after the initial term is dependent upon performance and availability of funding.

ORGANIZATIONAL INFORMATION:

UW-Cooperative Extension is the educational resource that helps the Wisconsin Idea become reality. Valuing leadership, relationship-building, and inclusion; UW-Cooperative Extension teaches, learns, leads, and serves the people of Wisconsin by connecting them with the University of Wisconsin research and resources. Located in all 72 counties of Wisconsin, UW-Cooperative Extension engages with communities to influence their lives beyond the boundaries of the classroom.

SPECIAL NOTES:

As an affirmative action employer, UW-Extension provides equal opportunity in programs and employment and is strongly committed to maintaining an organizational climate that supports and respects differences and equality of opportunity. UW-Extension does not discriminate on the basis of age; race; creed; color; disability; sex/gender; sexual orientation; national origin; ancestry; religion; marital status; identity as a veteran, disabled veteran, Vietnam veteran or any other military service; arrest record or non-program related conviction record. ***We promote excellence through diversity and encourage all qualified individuals to apply.***

Materials will be made available in alternative format upon request. Please call 711 if you are hearing or speech impaired and need assistance. Direct inquiries concerning equal opportunity to: University of Wisconsin-Extension Office of Equity, Diversity and Inclusion; Room 201; 432 N. Lake Street; Madison, WI 53706. oedi@uwex.uwc.edu (email); 608.890.0259 (fax)

An offer of employment is contingent upon the following: 1) the establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986, 2) if required, submission of an official transcript upon hire, and 3) a criminal background check prior to employment. In compliance with the Wisconsin Fair Employment Act, convictions and pending charges will be considered only as they relate to this position.

HOW TO APPLY:

Applicants are required to apply online. UW-Extension will not consider paper, emailed or faxed applications. Online application, with all required documents, must be received by **DATE**.

Required application materials:

- A letter of application that addresses how your education and experience meet all of the required qualifications for the position;
- Professional resume that includes degree information;
- Transcripts; and
- Names and contact information (e-mail address, phone number, and mailing address) of at least three references.

For questions regarding this position, please contact **NAME** (**email address**). For technical questions or assistance, please contact UW Service Center at (888) 298-4159. For all other questions please contact hrstaff@uwex.uwc.edu.

MEMORANDUM

TO: Wisconsin County Extension Committee Members

FROM: Chelsea Fibert, Government Affairs Assistant

DATE: May 20, 2019

SUBJECT: Dissolution of WACEC/Creation of WEXA

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Wisconsin Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) requesting that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. WCA has agreed to provide these administrative services, which include meeting logistics, preparation and distribution of agendas and minutes, as well as act as fiscal agent.

As part of this process, the current WACEC board recommended modifications to the WACEC bylaws. WCA and WACEC engaged the services of legal counsel to review the bylaws and make recommendations.

WACEC is currently incorporated as a 501(c)(3) entity, requiring annual corporate filings and tax returns. Legal counsel recommends the dissolution of WACEC as a 501(c)(3) entity, and its recreation as a tax-exempt entity under Chapter 184 of the Wisconsin State Statutes, eliminating the burden and expense of an IRC 501(c)(3) association. The current WACEC board recommends the dissolution of WACEC and its recreation under Ch. 184 of the Wisconsin State Statutes. The new organization would take on a new identity, known as Wisconsin Extension Association (WEXA).

Due to the fact that WACEC is an incorporated entity, state laws governing the corporate dissolution process must be adhered to. In order to accomplish the dissolution of WACEC, allowing for the creation of WEXA, 80% of the individual members of county extension committees must sign and return a "Consent Resolution of the Members of Associated County Extension Committees, Inc." A copy of the resolution is included for your review and signature.

To ensure county extension committee members understand what needs to occur and what the new association, WEXA, will look like, a number of documents are included for your review:

- Plan for Dissolution of WACEC
- **Consent Resolution of the Members of Associated County Extension Committees, Inc. (This is the document you need to sign)**
- Bylaws for the newly-created Wisconsin Extension Association (WEXA)
- Map of current Extension districts
- Funds Transfer Agreement
- Fiscal Agency Agreement

To assist extension committee members in understanding the documents and the transformation of WACEC into WEXA, WCA, in conjunction with legal counsel, will be hosting a webinar on **May 30, 2019 at 10:00 a.m.** in order for legal counsel to walk through the documents and answer specific questions that you may have. The webinar can be accessed utilizing the following link: <https://wicounties.adobeconnect.com/wexa/>.

If you have questions prior to the webinar, please send them over to Chelsea Fibert (fibert@wicounties.org) so the attorneys can address your concerns specifically when the webinar begins.

The WACEC board, along with WCA, requests that all counties undertake the following actions to ensure the smooth transition of WACEC into WEXA:

- **Hold a meeting of your county extension committee prior to June 30, 2019 to ensure committee members execute the consent form.**
- **Provide copies of these documents, including the consent form, to members of your committee who are not county board members (WCA does not have contact information for your public members).**
- **Collect the consent forms following the meeting and send the forms to the WCA office in one of the following manners:**
 - **Mail: Wisconsin Counties Association, 22 E. Mifflin Street, Suite 900, Madison, WI 53703**
 - **Fax: 608.663.7189**
 - **Email: fibert@wicounties.org**

It is imperative that all counties return the signed consent form by June 30, 2019.

If you have any questions about the transition of WACEC to WEXA, please do not hesitate to contact the WCA office.

PLAN FOR DISSOLUTION OF WACEC

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) to request that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. Going forward, in an effort to streamline the administration and otherwise reduce the financial burden of administration, Wisconsin Counties Association (WCA) has agreed to provide the administrative services and support to meet the needs of the organization.

Given WCA's assumption of these responsibilities, WACEC and WCA have developed the following plan, in consultation with legal counsel, to dissolve WACEC in its current form and reorganize the association in a more streamlined fashion:

1. Distribute this Plan and the attached member resolution to the members of WACEC, who are the individual members of the county extension committees.
2. Create an unincorporated nonprofit association named Wisconsin Extension Association (WEXA). WEXA will have the same mission as WACEC, but will be organized in a way that avoids the burden of tax return and corporate filings that are required of an entity classified as a IRC 501(c)(3) nonprofit such as WACEC. Chapter 184 of the Wisconsin Statutes allows WEXA to be tax-exempt at both the federal and state level, without the added administrative burden and expense.
3. WACEC will transfer its remaining funds to WEXA. These funds will be restricted for use only in accordance with WACEC's purpose.
4. WEXA will contract with WCA for WCA to act as fiscal agent to hold and disburse the funds at the direction of WEXA. WCA will also assist with administration in terms of meeting planning and arrangements, which will result in cost-savings because of WCA's existing relationships.
5. File articles of dissolution with the State of Wisconsin Department of Financial Institutions to dissolve WACEC. WACEC needs to discontinue in its corporate form so as to avoid continuing obligations under Wisconsin law.
6. File final Form-990 with the IRS and include notification of dissolution. This step is necessary to avoid future nonprofit tax filing requirements and will reduce the administrative burdens associated with the operation of WEXA.

In order to accomplish the above, 80% of the individual members of county extension committees must sign and return the attached resolution.

IF YOU ARE A MEMBER OF A WISCONSIN COUNTY EXTENSION COMMITTEE AND AGREE WITH THIS PLAN, THEN PLEASE SIGN AND RETURN THE ATTACHED RESOLUTION TO GIVE YOUR CONSENT TO DISSOLVE WACEC AND OTHERWISE IMPLEMENT THIS PLAN.

**CONSENT RESOLUTION OF THE MEMBERS OF
ASSOCIATED COUNTY EXTENSION COMMITTEES, INC.**

The undersigned, being at least 80% of the members of Associated County Extension Committees, Inc., a Wisconsin non-stock corporation (the "**Corporation**"), does, pursuant to the provisions of Sections 181.0704 of the Wisconsin Statutes, hereby consent to and adopt the following recitals and resolutions:

WHEREAS, the undersigned members desire to dissolve the Corporation;
and

WHEREAS, Section 181.1401 requires two-thirds of the members of a non-stock corporation to approve dissolution; and

WHEREAS, Section 181.0704 requires 80% of the members of a non-stock corporation to approve a resolution without a meeting; and

WHEREAS, the undersigned members have examined and hereby approve the attached Plan of Dissolution for the Corporation (the "**Plan**").

NOW, THEREFORE, BE IT RESOLVED, that the Plan is hereby adopted and approved in all respects, and that the officers of the Corporation are authorized to perform all acts and execute all documents necessary or appropriate to execute the Plan and to carry out the intent thereof; and

BE IT FURTHER RESOLVED, that the officers of the Corporation are empowered, authorized and directed to execute and file articles of dissolution with the Wisconsin Department of Financial Institutions in accordance with the Wisconsin Statutes, and that the execution thereof by any officer shall be the act and deed of the Corporation; and

BE IT FURTHER RESOLVED, that the officers of the Corporation are empowered, authorized and directed to carry out the provisions of these resolutions that may be necessary in liquidating and dissolving the Corporation in accordance with the expressed intent of the members hereunder and under the Plan; and

BE IT FURTHER RESOLVED, that the Board of Directors is authorized to adopt any further resolutions that may be necessary in liquidating and dissolving the Corporation.

This consent resolution may be executed in separate counterparts, each of which shall be deemed to be an original, and all counterparts shall constitute one instrument. Signatures transmitted by facsimile, portable document format (".pdf") or other electronic means shall be deemed to be original signatures for all legal and other purposes.

[Signature page follows.]

Dated this _____ day of _____, 2019.

Signature: _____

Print: _____

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BYLAWS
WISCONSIN EXTENSION ASSOCIATION

ARTICLE I
NAME

The name of the association shall be the WISCONSIN EXTENSION ASSOCIATION, an unincorporated nonprofit association pursuant to Chapter 184 of the Wisconsin Statutes (the "Association").

ARTICLE II
PURPOSE

The Association is organized as an unincorporated nonprofit association pursuant to Chapter 184 of the Wisconsin Statutes. The primary nonprofit purpose of the Association is to provide a forum for the consideration of issues affecting the committee of each Wisconsin County Board responsible for oversight and policy related to UW-Extension (commonly referred to as extension committees), including those programs carried out under Section 59.87 (section 59.56, under revised statutes) and Chapter 92 of the Wisconsin Statutes, and other general assistance to such extension committees. Without limiting the foregoing, this purpose includes, but is not limited to:

- Providing a forum for discussion on issues relating to the relationship between counties and UW-Extension;
- Providing leadership and extension programming;
- Serving as a liaison between the counties and the UW system;
- Providing advice to the state of Wisconsin relevant to UW-Extension programming;
- and
- Elevating and educating an understanding of extension.

ARTICLE III MEMBERS

A. Eligibility. The members of the Association shall be all counties in the state of Wisconsin that are considered to be current on annual dues as established herein. All annual dues are due on or before January 31 of each calendar year. The rights of the members shall be only as explicitly granted in these Bylaws.

B. Restrictions. The members shall have no rights to hold or direct funds, amend these Bylaws, or make any determination regarding the dissolution of the Association.

C. Districts. The members shall be divided into the following zones and districts, as identified on the map retained in the Association's record book:

Extension Northern Zone

District 1	Extension Multi County Areas 1, 2, 4
District 2	Extension Multi County Areas 5, 6, 9
District 3	Extension Multi County Areas 3, 7, 8

Extension Southern Zone

District 4	Extension Multi County Areas 10, 12, 15
District 5	Extension Multi County Areas 13, 14, 16
District 6	Extension Multi County Areas 17, 19, 22
District 7	Extension Single County Areas 11, 18, 20, 21

D. Biennial Meeting. Each district shall hold a biennial meeting before June 30 of each even-numbered year. Such meetings shall include the county board supervisors or county executives duly designated by member counties within each district. In compliance with the foregoing, the meetings shall be held at such time and such place as shall be agreed upon by the member counties in each district. The purpose of the biennial meeting in each of the districts shall be to discuss matters of mutual interest and to elect Directors of the Association. Each district is

entitled to elect two (2) Directors of the Association. Each county member shall be entitled to one (1) vote on all matters coming before a district meeting. The districts shall hold an organizational meeting in July of 2019 and elect Directors to serve until the July of 2020 biennial meeting.

E. Special Meetings. Districts may choose to hold special meetings from time to time. The Directors from a district may call a special meeting of a district at any time and elect a chairperson to preside over the special meeting, to discuss any issues related to the district and its participation in the Association.

ARTICLE IV BOARD OF DIRECTORS

A. Number. The operations and activities of the Association shall be under the care and management of a Board of Directors consisting of fifteen (15) persons, consisting of two (2) Directors from each of the seven (7) districts (as identified in Article III), and the immediate past President of the Association as an ex-officio Director (but only if qualified under Article IV.B).

B. Qualifications. All Directors must be a current county board supervisor or county executive in the state of Wisconsin.

C. Powers of Directors. The Board of Directors shall have complete discretion, responsibility, and power to manage the affairs of the Association. The Board of Directors shall also have specific responsibilities as defined from time to time by the Board of Directors, in addition to the authority granted to manage the Association by these Bylaws and to the extent provided by Wisconsin law.

D. Removal. A Director may be removed from office by an affirmative vote of two-thirds (2/3) of all Directors; said vote taken at a special meeting of the Directors called for that purpose. A Director may resign at any time. A Director is automatically and immediately removed if the Director at any time does not fulfill the qualifications required in Article IV.B. In the event of

a vacancy on the Board of Directors, for any reason, the successor Director shall be elected in a manner consistent with Article III.

E. Annual Meeting. The Board of Directors shall meet at least annually, at such time and place as may be fixed by the Board of Directors, for the purpose of setting dues, adopting a budget, and conducting such other business as may come before the Board of Directors.

F. Biennial Meeting. The Board of Directors shall hold a biennial meeting between July 1 and July 31 of each even-numbered year, for the purpose of electing officers of the Association, setting dues, adopting a budget and conducting such other business as may come before the Board of Directors. A biennial meeting occurring in each even-numbered year satisfies the requirement of an annual meeting set forth in subsection E. above. For the first year of the Association's existence, the Association's Board of Directors shall hold an organizational meeting in July of 2019.

G. Special Meetings. Special meetings may be called by or at the request of the President or any three (3) Directors. Notice of the time and place of all special meetings of the Board of Directors shall be given to each Director as far in advance as practical, by letter, telephone, or email. Email and telephone ballots may be used when no Director objects and special meetings may be held by telephone conference call if circumstances warrant.

H. Quorum and Manner of Acting. Except as otherwise provided, a majority of the Directors of the Association shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but a majority of the Directors present, though less than such quorum, may adjourn the meeting to another time without further notice. The act of the majority of Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of greater number is required by law or these Bylaws.

I. Compensation. Compensation for Directors and Officers of the Association shall be established through a policy of the Board of Directors adopted at a meeting.

J. Indemnification. Directors shall be entitled to indemnification for actions as Directors to the extent permitted by Wisconsin law.

ARTICLE V OFFICERS

A. Generally. The officers of the Association shall be a President, Vice President, and Secretary. The initial officers shall be established by resolution of the Board of Directors. The Association will contract with the Wisconsin Counties Association to be the Association's fiscal agent in lieu of naming a Treasurer. The duties of the officers shall include, but not be limited to, the following:

1. President. The President shall generally manage the day-to-day operations of the Association subject to the direction of the Board of Directors. The President is the chief executive officer of the Association, charged with its general supervision and management. The President shall preside at all meetings of the Board of Directors and shall act in a capacity typically provided for a President. The President is authorized, to the extent of the authority granted by the Board of Directors, to requisition funds from the Association's fiscal agent for use by the Association.

2. Vice President. The Vice President shall exercise the duties of the President in the absence or incapacity of the President. If the President should die, resign, or be removed from office, the Vice President shall succeed to the office of the President.

3. Secretary. The Secretary shall maintain all records of the Association and shall prepare minutes of all meetings of the Board of Directors. The Secretary may delegate these responsibilities.

B. Election and Term. The officers shall be elected by the Board of Directors at its biennial meeting. Each officer shall serve until a successor is qualified and seated. An officer may be removed by a two-thirds (2/3) vote of all Directors. Any vacancy in an office shall be filled by affirmative vote of a quorum of the Board of Directors.

C. Qualification. Officers are required to be members of the Board of Directors.

D. Multiple Offices. One person may hold not more than one (1) of the above offices.

E. Compensation. Except to the extent expressly permitted under a compensation policy adopted by the Board of Directors, all officers shall serve without compensation.

ARTICLE VI MISCELLANEOUS

A. Fiscal Year. The fiscal year of the Association shall end on December 31.

B. Amendment. These Bylaws may be amended by an affirmative two-thirds (2/3) vote of all Directors.

C. Parliamentary Authority. The rules contained in the current edition of Robert's Rules of Order – Newly Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

These Bylaws have been adopted and approved as of this ____ day of _____, 2019.

_____, Secretary

FISCAL AGENCY AGREEMENT

This Fiscal Agency Agreement ("Agreement") effective as of _____, 2019, is entered into by and between Wisconsin Extension Association, a Wisconsin unincorporated association ("WEXA"), and Wisconsin Counties Association, a Wisconsin unincorporated association ("WCA").

WHEREAS, WEXA holds certain funds pursuant to a Funds Transfer Agreement between WEXA and the Associated County Extension Committees, Inc., dated concurrent with this Agreement ("Funds Transfer Agreement"), which restricts WEXA from using or distributing the funds in certain respects;

WHEREAS, WEXA may, from time to time, receive additional funds to be utilized by WEXA in the course of WEXA's business (together with the funds identified by the Funds Transfer Agreement, the "Funds"); and

WHEREAS, WEXA desires for WCA to act as its fiscal agent with respect to the holding and disbursement of the Funds.

NOW, THEREFORE, in consideration of these premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Extent of Agency. It is the intent and purpose of the parties that WCA, on behalf of WEXA, administer and disburse the Funds as directed by WEXA. The Funds shall be held by WCA in trust as fiscal agent for WEXA in a segregated account. WCA shall not be required to take any action or refuse to take any action beyond the scope of the agency set forth herein.

2. Limitations of Liability. Notwithstanding any provision hereof to the contrary: (a) WCA undertakes to perform as fiscal agent on behalf of WEXA only such duties as are specifically set forth herein, and no implied covenants or obligations shall be read into this Agreement against WCA; and (b) in all events, WCA shall not be liable to WEXA for any action taken or omitted to be taken by it under this Agreement in good faith.

3. Indemnification. WEXA agrees to indemnify, defend and hold harmless WCA and WCA's employees, directors, officers, subcontractors, agents or other members of its workforce from any costs, damages, expenses, judgments, losses, and attorneys' fees arising from any of WCA's actions related to its obligations under this Agreement, except to the extent of WCA's willful misconduct. WEXA's indemnification obligation shall survive the expiration or termination of this Agreement for any reason.

4. Costs. WCA shall not be required to expend or risk its own funds or otherwise incur any financial liability in the performance of any of its duties as fiscal agent for WEXA hereunder, other than those costs and expenses incurred by WCA in the ordinary course of performing its duties described in this Agreement. If WEXA requests WCA to take certain actions, and if WCA determines that the taking of such action would reasonably be expected to cause WCA to incur additional costs or financial liability beyond its ordinary operating costs,

then WCA shall not be required to take such actions absent an agreement from WEXA to pay the costs.

5. Accounting. WCA shall provide to WEXA, on or about the beginning of each calendar year, an accounting of the Funds, including all Funds received and disbursed during the course of the prior calendar year. WEXA may audit such report at its own expense upon request.

6. Termination of Fiscal Agency. Notwithstanding anything in this Agreement to the contrary, the fiscal agency created by this Agreement shall terminate as soon as reasonably practicable following the earliest to occur of the following events: (a) WEXA ceases doing business as a going concern; (b) the Funds are exhausted; or (c) 120 days prior written notice from either party of an intent to terminate this Agreement. Upon the termination of this Agreement, WCA shall promptly return the Funds to WEXA.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and delivered by their proper and duly authorized officers as of the day and year first above written.

WISCONSIN EXTENSION
ASSOCIATION

By: _____

Title: _____

WISCONSIN COUNTIES
ASSOCIATION

By: _____

Title: _____

FUNDS TRANSFER AGREEMENT

This Funds Transfer Agreement ("Agreement") effective as of _____, 2019, is entered into by and between Wisconsin Extension Association, a Wisconsin unincorporated association ("WEXA"), and Associated County Extension Committees, a Wisconsin non-stock corporation ("WACEC").

WHEREAS, WACEC desires to transfer certain funds to WEXA to be held by WEXA and restricted in their use in a manner set forth in this Agreement.

NOW, THEREFORE, in consideration of these premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Funds. Promptly after the execution of this Agreement, WACEC shall transfer all funds as stated in WACEC's most recent Treasurers Report to WEXA (the "Funds"). WEXA shall only use the Funds in furtherance of WACEC's following stated purpose:

- a. Providing a forum for the consideration of problems and policies of concern to the committee of each Wisconsin County Board responsible for extension programs (commonly referred to as extension committees), including those programs carried out under Section 59.87 (Section 59.56, under revised statutes) and Chapter 92 of the Wisconsin Statutes, and other general assistance to such extension committees (the "Purpose").

2. Fiscal Agent. WEXA may contract with a fiscal agent to hold, administer, and disburse the Funds, provided that any such agreement obligates the fiscal agent to perform such duties in accordance with the Purpose.

3. Limitations of Liability. Notwithstanding any provision hereof to the contrary: (a) WEXA undertakes to perform only such duties as are specifically set forth herein, and no implied covenants or obligations shall be read into this Agreement or otherwise implied; and (b) in all events, WEXA shall not be liable to WACEC for any action taken or omitted to be taken by it under this Agreement in good faith.

4. Costs. WEXA shall not be required to expend or risk its own funds or otherwise incur any financial liability in the performance of any of its duties hereunder, other than those costs and expenses incurred by WEXA in the ordinary course of performing its duties described in this Agreement.

5. Termination of Responsibility. This Agreement shall terminate upon the exhaustion of the Funds in accordance with the terms herein.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and delivered by their proper and duly authorized officers as of the day and year first above written.

WISCONSIN EXTENSION
ASSOCIATION

By: _____

Title: _____

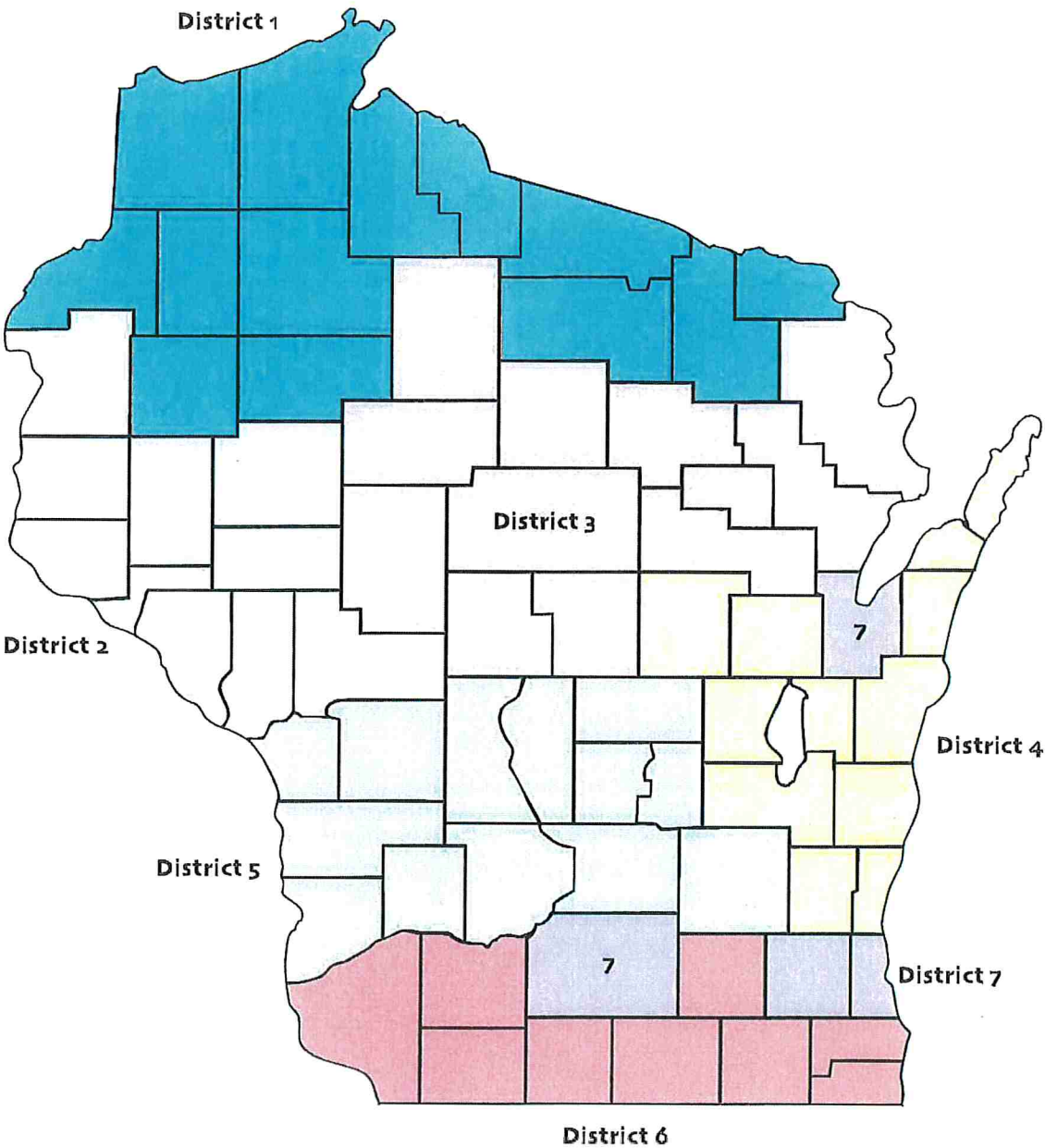
ASSOCIATED COUNTIES
EXTENSION COMMITTEES

By: _____

Title: _____

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Wisconsin Extension Association (WEXA) Districts



- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7