

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: Tuesday, November 12<sup>th</sup>, 2019  
TIME: 1:00 p.m.  
LOCATION: Wood County Courthouse, Room 114

1. Call meeting to order.
2. Declaration of quorum.
3. Consent Agenda
  - a. Review/approve minutes from previous committee meetings.
  - b. Review monthly letter of comment.
4. Update on Regional Economic Development Innovation (REDI) initiative.
5. Go into closed session pursuant to Wis. Stat. S. 19.85(1)(c), to discuss performance reviews of the Planning and Zoning Director and the Land and Water Conservation Director.
6. Public Comments (*brief comments/statement regarding committee business*)
7. Adjourn

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 TUESDAY, SEPTEMBER 17, 2019  
 WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Mark Holbrook, Robert Ashbeck, Dave LaFontaine and Bill Leichtnam.

Members Excused: Harvey Peterson

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Victoria Wilson.

UW Extension Staff: Nancy Turyk and Jason Hausler (for part of meeting)

Land Conservation Staff: Shane Wucherpfenig

Finance Staff: Marla Cummings (for part of meeting)

Others Present: Doug Machon, (Wood County Chair & Dist #12 Supervisor) Jake Hahn (Dist. #8 Supervisor), Dennis Polach (Dist. #14 Supervisor), Bill Clendenning (Dist. #15 Supervisor), Scott Larson (MACCI), Josh Miller (City of Marshfield), Adam Tegen (City of Wisconsin Rapids), Meredith Kleker (WR CVB), Jeff Gaier (Marshfield Airport), Jeremy Sickler (Alexander Field), Arne Nystrom (Town of Grand Rapids)

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 10:40 a.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the Tuesday, August 20th, 2019 CEED-ED meeting and the Wednesday, September 4th, 2019 CEED meeting.
  - a. Review/approve minutes: Minutes of August 20, 2019 and September 4th, 2019 meeting. No additions or corrections needed.
  - b. Review monthly letter of comment: None

*Motion by Dave LaFontaine to approve and accept the August 20, 2019 CEED-ED minutes and the September 4, 2019 CEED minutes as presented. Second by Bill Leichtnam. Motion carried unanimously.*

4. **Public Comment.** None
5. **Review 2020 Economic Development budget.** Jason gave an overview of the Transportation and Economic Development budget for 2020. There is a significant increase in the grant requests for 2020. With the numbers presented, there is an increase of \$124,000 over last year in the T & ED budget. There is also no revenue in the T & ED budget. Mark Holbrook questioned why there is no revenue. Jason indicated there was never a revenue source established. Discussion ensued.

*Motion by Bob Ashbeck to approve the Economic Development budget for 2020 as is. Second by Dave LaFontaine. Motion failed. Voting no: Ken Curry and Mark Holbrook.*

The committee decided that it will present the budget to the Executive Committee as follows: \$5,000 -Contractual Services, \$13,000 Membership in NCWRPC (\$43,000 - \$30,000 uncommitted funds from 2019), \$4325 - Office Supplies and \$138,500 – Grant requests, for a total of **\$160,825**.

*Motion by Dave LaFontaine to approve the amended Economic Development budget for 2020. Second by Mark Holbrook. Motion carried unanimously.*

6. **Review 2020 Planning & Zoning budget.** Jason gave an overview of the Planning & Zoning budget. This budget is primarily levy funded. Outside of the levied portion of the budget, there are a couple of revenue streams that are new for 2020. These include the new Well Program and

Shoreland and Floodplain permit fee increases. Insurance costs have also gone down a bit. With these things, there is a small decrease in the levy. The Land Records budget is a self-funded program supported by a portion of funds from the Register of Deeds office every time a document is registered, as well as a State Strategic Initiative grant and a base budget grant. The Private Sewage budget is self-funded by the various fees charged, including permit fees, violation fees and the triennial program fee. Due to the recent fee schedule increase, revenues will come in higher this next year. The Surveyor's budget has stayed the same as prior years. An additional budget for Census & Redistricting was discussed at the meeting by Jason.

*Motion by Ken Curry to approve the Planning & Zoning budget and the Census & Redistricting budget for 2020. Second by Bill Leichnam. Motion carried unanimously.*

7. **Review 2020 UW Extension budget.** This budget was approved at a previous meeting. No further discussion necessary.
8. **Review 2020 Land Conservation budget.** Shane Wucherpfennig gave an overview of the Land Conservation budget for 2020. There are 6 budgets contained in the LC budget, only 1 of which is impacted by tax levies. The other 5 are funded by grant dollars.

*Motion by Dave LaFontaine to approve the Land Conservation budget for 2020. Second by Mark Holbrook. Motion carried unanimously.*

9. **Review 2020 Economic Development Grant Requests.** Grant requests were discussed during agenda item #5. After lengthy discussion, the grant requests that will be presented to the Executive Committee are detailed on the chart on page 3 of these minutes.
10. **REDI Grant update and discussion.** Jason stated that the core team met a few weeks ago in order to build the larger oversight team. The core team will meet again in a week or so to review the list of people to put on the oversight team and finalize it.
11. **Adjourn.** Chairperson Curry declared the meeting adjourned at 12:40p.m.

Minutes by Victoria Wilson, Planning & Zoning Office

<b>Wood County Proposed 2020 Economic Development Grant Requests</b>		
	Approved by CEED	Requested
<i>City of Pittsville</i> Housing Incentive	\$25,000	\$30,000
<i>City of Pittsville</i> Kayak Launch Signage	\$5,000	\$5,000
<i>City of Wisconsin Rapids</i> Wayfinding	\$0.00	\$10,000
<i>City of Wisconsin Rapids</i> Housing Incentive	\$20,000	\$40,000
<i>Marshfield Area Chamber of Commerce &amp; Industry</i> MACCI	\$19,500	\$19,500
<i>Marshfield Economic Dev. Board</i> Lake Study	\$0.00	\$25,000
<i>Marshfield Economic Dev. Board</i> Industrial Park	\$2,000	\$2,000
<i>Marshfield Economic Dev. Board</i> Central Ave Redevelopment	\$15,000	\$15,000
<i>Ho-Chunk Nation</i> ATV Signage	\$10,000	\$38,018
<i>Heart of Wisconsin Chamber</i> Heart of Wisconsin	\$19,500	\$19,500
<i>State Fair Booth</i> State Fair Booth	\$2,500	\$2,500
<i>Alexander Field</i> Alexander Field	\$10,000	\$10,000
<i>Roy Shwery Field</i> Roy Shwery Field	\$10,000	\$10,000
<b>Total Requested</b>	<b>\$138,500</b>	<b>\$226,518</b>

MINUTES  
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE  
 FRIDAY OCTOBER 4, 2019  
 WOOD COUNTY COURTHOUSE TO TOUR SITES

Members Present: Kenneth Curry, Robert Ashbeck (for part of tour), Dave LaFontaine and Bill Leichnam.

Members Excused: Mark Holbrook

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam Dekleyn, Stevana Hamus, Jeff Brewbaker and Victoria Wilson.

UW Extension Staff: Matt Lippert, Laura Huber and Jason Hausler

Land Conservation Staff: Shane Wucherpfennig, Adam Groshek, Emily Salvinski, Rod Mayer and Lori Ruess

Others Present: Donna Rozar, (Wood County Vice-Chair & Dist #2 Supervisor); Russ Biebl, (NRCS); Roy Diver, (NRCS); Maria Lewandowski, (Land Conservation-Past Intern);

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 8:01 a.m. Chairperson Curry declared a quorum.
2. **Public Comment.** None
3. **Committee tour of Wood County Land & Water Conservation, Planning and Zoning and UW Extension project areas.** Jason Grueneberg welcomed everyone to the 2019 CEED tour, introductions were made and the bus departed the Courthouse to the tour sites at 8:01 a.m.
4. **UW-Marshfield Ag Research Station (North Station).** Jason Cavadini gave us a tour of fields where they are experimenting with no till and cover crops.
5. **On-Site Waste Recycling.** Jeff Brewbaker and Stevana Hamus spoke about how different soils are analyzed on site to determine the type and where to install a septic system on a property.
6. **Wenzel Plaza.** (This item took place during lunch) At lunch, Josh Miller joined us to talk about the Wenzel Plaza and how it came about.
7. **Hewitt's Meats.** (Bob Ashbeck joined us at this point in the tour) John Franseen gave us a tour of the new facility and showed us much of the new equipment they use to process their large variety of meats. Sandwiches were purchased for lunch.
8. **Lunch.** We had our lunch at Marshfield Area Chamber of Commerce and Industry where Josh Miller gave the Wenzel Plaza presentation. The bus drove by Wenzel Plaza for everyone to see.
9. **Coulee Mine Site.** This site was observed while on the bus. Shane Wucherpfennig gave an overview of the anticipated work to be done on this site.
10. **Glen Peplinski-Conservation Reserve Enhancement Program.** Adam Groshek took us on a tour of Glen Peplinski's farm, specifically the 33.25 acres that are in the CREP program and spoke on how the program helps create pollinator friendly buffer strips, grasslands, woodland wildlife habitats and more.
11. **Return to Courthouse by 3:05 p.m.**
12. **Adjourn.** Chairperson Curry declared the meeting adjourned at 3:05 p.m.



CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE  
ECONOMIC DEVELOPMENT ACTIVITIES REPORT-JASON GRUENEGBERG

**SolSmart Building Inspector Training** – On September 30<sup>th</sup> I conducted SolSmart training for building inspectors that work in Wood County. The training included discussion regarding the current process for permitting solar installations in the county, and review of the installer checklist that was created for reference.

**Ho-Chunk District 3 Meeting** – On October 1<sup>st</sup> I presented at the Ho-Chunk District 3 meeting held at Powers Bluff. The purpose of the meeting was for local leaders to provide updates on area projects to Ho-Chunk District 3 Representatives.

**Central Wisconsin Economic Development Advisory Committee (CWED)**– On October 10<sup>th</sup> I participated in the CWED Advisory Committee meeting to discuss possible options for lending to non-profits and providing grants in the future.

**Marshfield Economic Development Board** – On October 10<sup>th</sup> I attended the Marshfield Economic Development Board meeting. Agenda items included 2020 budget discussion, a strategic planning update, a housing update, a TIF overview presentation, discussion on the update of the Sewer Service Area Plan, and presentation of an award for Wenzel Plaza. I also provided an economic development update on behalf of the County.

**Planning & Zoning Best Practices for Large-scale Solar Development** – On October 15<sup>th</sup> I participated in the aforementioned SolSmart sponsored training to learn more about land use regulations as they pertain to large-scale solar developments.

**Central Wisconsin Economic Development Fund Board of Directors Meeting** – On October 16<sup>th</sup> I participated in the CWED Board of Directors meeting. Agenda items included discussion of loans to non-profits, offering lines of credit, offering grants, review of financials and reports from the Treasurer, President and Administrative Services Provider. Currently there is \$1,404,785 of CWED funds lent out to businesses in Wood County.

**Solar & Electric Vehicle Best Practices for Local Governments** – On October 17<sup>th</sup> I participated in the aforementioned SolSmart sponsored training to learn more about how local government can utilize electric vehicles in their fleets.

**Central Housing Region (CHR)** – On October 24<sup>th</sup> I participated in the CHR public hearing for the purpose of identifying additional community needs, and to comment on Community Development Block Grant activities. Attached is a summary of the 2018 Grant Year cycle by County. Approximately \$2 million of additional funding will be available to the region on July 1<sup>st</sup> 2019. Attached is a pamphlet that summarizes the CHR Community Development Block Program and eligible projects.

**SolSmart/Nepco Solar Ribbon Cutting** – I am working with the Sustainable and Renewable Committee and the Heart of Wisconsin Chamber of Commerce to plan a ribbon cutting for the County's SolSmart Gold designation and the installation of solar at the Nepco Park Shelter.

**Wood County Economic Development Roundtable** – On November 8<sup>th</sup> I facilitated a meeting of the Wood County Economic Development roundtable at Pearl Engineering in Wisconsin Rapids. The City of Wisconsin Rapids hosted this roundtable discussion.

CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE  
ECONOMIC DEVELOPMENT ACTIVITIES REPORT-JASON GRUENEGER

**Rural Economic Development Innovation (REDI) Initiative** – The REDI Core team is in the process of finalizing the REDI Steering Committee membership. The Steering Committee will participate in a 2-day kickoff session December 18<sup>th</sup> and 19<sup>th</sup>.



# CHR CDBG Statistics for 2018 Grant Year

County: Wood

Totals as of 10/23/2019

## Grant Statistical Information for the County

Applications Received	13
Ineligible/Inactive/Referred	0/4/2
On Waiting List	0
Projects in Progress	6
Number of New Mortgages	9

## Grant Financial Information for the County

<u>ID</u>	<u>Amount</u>	
WO238	1,050.00	Lead & Asbestos Testing
WO238	57,867.00	Mortgage
WO238 (2)	1,342.00	Mortgage
WO240	595.00	Testing
WO240	22,457.00	Mortgage
WO240 (Amend)	(268.00)	Amend Mortgage
WO240	220.00	Lead Clearance
WO249	525.00	Testing
WO249	28,402.00	Mortgage
WO249	(273.00)	Amend Mortgage
WO249	220.00	Lead Clearance
WO254	1,020.00	Testing
WO254	60,493.00	Mortgage
WO254 (2)	1,151.00	Mortgage
WO254	(192.00)	Amend Mortgage
WO254	220.00	Lead Clearance
WO263	1,065.00	Testing
WO263	25,516.00	Mortgage
WO263	220.00	Lead Clearance
WO308	1,080.00	Testing
WO31	1,125.00	Lead & Asbestos Testing
WO324	38,892.00	Mortgage
WO324 (2nd)	2,230.00	Mortgage
WO324 (3rd)	912.00	Mortgage
WO327	2,282.00	Mortgage
WO334	1,185.00	Lead & Asbestos Testing
WO335	1,185.00	Lead & Asbestos Testing
WO364	555.00	Lead Testing
WO364	12,652.00	Mortgage
WO371	5,624.00	Mortgage
WO371(2)	912.25	Mortgage

Totals

\$ 270,264.25

**CHR CDBG Statistics for 18 Grant Year****TOTALS**

As of 10/23/2019 -totals updated

**Total Grant Statistical Information**

Applications Received	135
Ineligible/Inactive/Referred	14/18/35
On Waiting List	0
Projects in Progress	37
Number of New Mortgages	59

**Total Grant Financial Information**

2018 Project Funds Total	1,739,300.00
Paybacks and Interest Earned	\$ 178,156.17
Lead &/or Asbestos class	\$ 635.00
Total Obligated	\$ 2,318,973.45
Balance Remaining	\$ (402,152.28)

**Quick reference by County**

Adams	\$ 226,946.08
Green Lake	\$ 247,727.75
Juneau	\$ 415,359.84
Marathon	\$ 180,263.72
Marquette	\$ 160,235.00
Portage	\$ 192,660.00
Waupaca	\$ 526,961.71
Waushara	\$ 98,555.10
Wood	\$ 270,264.25
Totals	\$ 2,318,973.45

## OWNER-OCCUPIED AND RENTAL UNIT REHABILITATION LOANS

Provide no-interest, deferred payment home repair loans for LMI owner occupants.

Provide 1.5% interest loans for repairing units rented to LMI tenants and/or creating new low or moderate income rental units by:

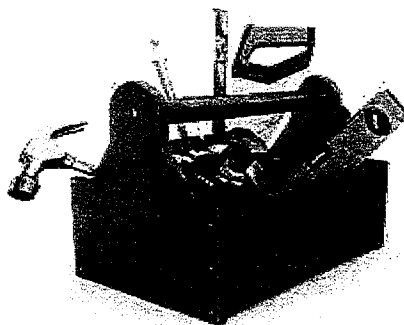
- (1) Converting vacant properties into rental units, and/or
- (2) Converting large single-family homes into duplexes.

CDBG loans for shall be subject to a \$50,000 maximum.

The debt to equity ratio cannot exceed 120% of the value of the property.

If there is a request to subordinate loans, each request will be subject to the following criteria as agreed upon by the Central Housing Region Committee.

- No additional debt can be incurred to the property.
- There would be a savings due to a lower interest rate being offered to the borrower.
- There would be better terms offered by the bank refinancing the debt.



### FOR AN APPLICATION OR ADDITIONAL INFORMATION CONTACT: CENTRAL HOUSING REGION CDBG PROGRAM ADMINISTRATORS JUNEAU COUNTY HOUSING AUTHORITY

717 E. State Street, Mauston, WI 53948

(608) 847-7309

Email: [juncoha@frontier.com](mailto:juncoha@frontier.com)

Get our application online!

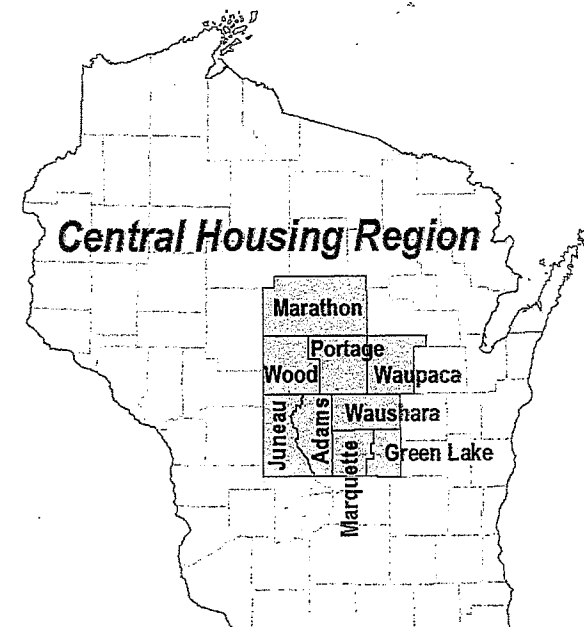
[juneaucountyhousingauthority.com](http://juneaucountyhousingauthority.com)



2017

## COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Homeowner & Rental Rehabilitation



**Central Housing Region Counties**  
Adams, Green Lake, Juneau, Marathon,  
Marquette, Portage, Waupaca, Waushara,  
and Wood

## **ELIGIBILITY REQUIREMENTS:**

- Must be owner-occupied or land contract buyer three months prior to applying. Contract must be written, legally binding, and properly recorded. Contract seller is required to also sign mortgage.
- Must be owners of low-to-moderate income renter-occupied units.
- All occupants directly benefiting from the CDBG housing rehabilitation program must be at or below the appropriate Section 8 income limit for their county.
- Include all sources of gross income from all household members who are at least 18 years of age.
- Mortgage and property taxes must be current.
- All mortgages, judgments, and liens in addition to the rehab cost cannot exceed 120% of the Fair Market Value of the property.
- Property must be insured.

# **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

This is a program for ensuring the community's ability to conserve, rehabilitate and improve residential properties occupied by low-to-moderate (LMI) residents.

## **CENTRAL HOUSING REGION OBJECTIVES:**

- Expansion of affordable housing stock for low and moderate income persons.
- Elimination of neighborhood blight and structural deterioration.
- Elimination of housing conditions that are detrimental to public health, safety, and welfare.
- Elimination of unnecessary energy waste through modern rehabilitation energy saving improvements.
- Conservation of existing housing stock.



## **ELIGIBLE REHAB ACTIVITIES INCLUDE:**

Repairs that bring the unit to decent, safe, and sanitary condition using HQS Inspection/Evaluation of property.

Examples include but are not limited to: Roofs, siding, windows, plumbing, electric, septic, well, etc.

## **INELIGIBLE REHAB ACTIVITIES INCLUDE:**

- Properties scheduled for sale, acquisition, or condemned.
- Mobile homes in a mobile home park, must own land to be eligible.
- Reimbursement for work which has been contracted for or completed prior to signing agreement with CHR.
- Appliances, except as required for handicapped accessibility.