

CONSERVATION, EDUCATION AND ECONOMIC  
DEVELOPMENT COMMITTEE  
AGENDA

DATE: October 2, 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. Open bids and approve low bid for Pankratz Farms LLC Waste Storage Facility.
  - b. Update on countywide well testing.
  - c. Discuss Portage County Siting resolution.
  - d. Committee reports
    - i. Citizens Groundwater Group meeting.
    - ii. Health Committee report.
8. Private Sewage
9. Land Records
  - a. Introduction of Paul Bernard, Land Records Coordinator/GIS Specialist
10. County Surveyor
11. Economic Development
  - a. Regional Economic Development Initiative update.
  - b. Review 2020 economic development grant requests in budgets.
12. Planning
  - a. Discussion/Action on Request for Zoning Map Amendment Approval – Town of Grand Rapids
13. UW Extension
  - a. Presentation by Kevin Masarik
  - b. Educational Presentation – Jackie Carattini
14. Schedule next regular committee meeting.
15. Agenda items for next meeting
16. Schedule any additional meetings if necessary
17. Adjourn

#4

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 Leichtnam. 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 Wucherpennig 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>

## Committee Report

County of Wood

Report of claims for: LAND AND WATER CONSERVATION DEPT

For the period of: SEPTEMBER 2019

For the range of vouchers: 18190131 - 18190142

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18190131	AGSOURCE COOPERATIVE SERVICES	LWC - DISCHARGE WATER TEST	09/05/2019	\$30.00	P
18190132	TRACTOR SUPPLY CREDIT PLAN	WLD - ENERGIZERS & WIRE-TRITZ	08/01/2019	\$402.93	P
18190133	PEASLEE ROBERT & BEVERLY	SWRM - CS RESIDUE MANAGEMENT	09/11/2019	\$2,043.70	P
18190134	AMAZON CAPITAL SERVICES	LWC - FIELD EQUIPMENT - LASER	09/15/2019	\$572.90	P
18190135	CLARK COUNTY LAND CONSERVATION DEPT	SWRM - NMFE GRANT REIMBURSEMEN	09/17/2019	\$800.00	P
18190136	LINCOLN COUNTY LAND SERVICES	SWRM - NMFE GRANT REIMBURSEMEN	09/17/2019	\$800.00	P
18190137	MARATHON COUNTY CONSERVATION DEPT	SWRM - NMFE GRANT REIMBURSEMEN	09/17/2019	\$800.00	P
18190138	TAYLOR COUNTY LAND CONSERVATION DEPT	SWRM - NMFE GRANT REIMBURSEMEN	09/17/2019	\$800.00	P
18190139	UW - STEVENS POINT	LWC - STUDENT INTERSHIP-FINAL	09/05/2019	\$1,478.98	P
18190140	REAL FENCE LLC	WLD - FENCE REPAIRS HIGHLANDER	09/14/2019	\$453.25	P
18190141	HAMM GARY C	SWRM - CS WELL ABANDONMENT	09/10/2019	\$903.00	
18190142	PEPLINSKI GLEN A	LWRM - CS NUTIRENT MGT & CC	09/10/2019	\$25,967.00	
<b>Grand Total:</b>				<b>\$35,051.76</b>	

### Signatures

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## Committee Report

County of Wood

Report of claims for: Planning & Zoning Department

For the period of: September 2019

For the range of vouchers: 22190077 - 22190085

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22190077	WOOD TRUST BANK	Credit Card Charges	08/20/2019	\$22.92	P
22190078	INDUSTRY SERVICES DIVISION	PS-State Sanitary Permit (Aug)	08/31/2019	\$2,400.00	P
22190079	BOYER KEVIN	SU-Services Per Contract(Sept)	09/10/2019	\$833.00	P
22190080	CARMODY SOFTWARE INC	PS-Upgrades/Services (Sept)	09/01/2019	\$299.00	P
22190081	[REDACTED]	PS-Wisconsin Fund Grant Award	09/16/2019	\$7,000.00	P
22190082	[REDACTED]	PS-Wisconsin Fund Grant Award	09/16/2019	\$2,760.00	P
22190083	[REDACTED]	PS-Wisconsin Fund Grant Award	09/16/2019	\$4,450.00	P
22190084	POSTMASTER - WISCONSIN RAPIDS	PS-Postage Septic Mtce 2nd Rem	09/16/2019	\$143.43	P
22190085	WCCA (COUNTY CODE ADMINISTRATORS)	PS-WCCA Fall Conference	09/19/2019	\$300.00	P
Grand Total:				\$18,208.35	

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## Committee Report

County of Wood

Report of claims for: EXTENSION WOOD COUNTY

For the period of: SEPTEMBER

For the range of vouchers: 30190141 - 30190156

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30190141	NATIONAL CURRICULUM & TRAINING INSTITUTE	Real Colors Personality Books	09/03/2019	\$847.52	P
30190142	CENTRAL WI STATE JUNIOR FAIR BOARD	4-H CWSF Transportation	09/11/2019	\$700.00	P
30190143	EO JOHNSON COMPANY INC	Contract Base Rate Sept-Dec	09/11/2019	\$652.00	P
30190144	NATIONAL CURRICULUM & TRAINING INSTITUTE	Real Colors Training Materials	09/11/2019	\$203.40	P
30190145	QUALITY PLUS PRINTING INC	4-H Youth Connections Sept/Oct	09/11/2019	\$302.00	P
30190146	HUBER LAURA	Real Colors Certification	09/11/2019	\$849.00	P
30190147	TOMSYCK KARLI	Staff In-Service	09/11/2019	\$258.08	P
30190148	EO JOHNSON CO INC	Copier Lease	09/18/2019	\$229.49	P
30190149	OPPORTUNITY DEVELOPMENT CENTER	4-H Newsletter Mailing	09/18/2019	\$223.92	P
30190150	WEHR JANELL	Garden Day Material Reimburse	09/18/2019	\$79.79	P
30190151	CARATTINI JACKIE	CARATTINI SEPTEMBER EXPENSES	09/24/2019	\$281.88	
30190152	HUBER LAURA	HUBER SEPTEMBER EXPENSES	09/24/2019	\$173.30	
30190153	LIPPERT MATTHEW	LIPPERT SEPTEMBER EXPENSES	09/24/2019	\$254.32	
30190154	TOMSYCK KARLI	TOMSYCK SEPTEMBER EXPENSES	09/24/2019	\$44.08	
30190155	TURYK NANCY	TURYK SEPTEMBER EXPENSES	09/24/2019	\$169.59	
30190156	YOUNG WENDY	YOUNG SEPTEMBER EXPENSES	09/24/2019	\$38.04	
<b>Grand Total:</b>				<b>\$5,306.41</b>	

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*Activities Report for Shane Wucherpennig - September, 2019*

- **September 2** – Worked on 2019 fencing design.
- **September 3** – Worked on 2019 projects.
- **September 4** – Met with landowners at the office.
- **September 5** – Worked on GIS projects.
- **September 6** – Entered wells in GIS.
- **September 9** – Reviewed Plan sets for Tri-Star Dairy feed Leachate proposal.
- **September 10**– Worked on Tri-Star Dairy AWO permit paperwork and issuance.
- **September 11**– Farmers of Mill Creek contracts.
- **September 12** – Non-Metallic Mining & Wildlife Damage programs With Rodney Mayer. Central Sands Groundwater County Collaborative meeting in Adams County.
- **September 13** – Vacation.
- **September 16** – Staff Meeting. Met with HR.
- **September 17** –County Board. Attended CEED Meeting.
- **September 18** – Worked on John Dorshorst for no-till and cover crops proposal.
- **September 19** – Attended RC & D meeting in St. Point.
- **September 20** – Worked on GIS Projects. Worked with Rodney on Non-metallic and wildlife damage projects.
- **September 23**– Met with staff on projects. Worked on GIS fencing project for Luke Kueffer. Field visits.
- **September 24-26** – Projects for 2019.
- **September 27** – Landowner appointments with landowners in the office.
- **September 30** – GIS and Database updates.



## Activities Report for Adam Groshek – September 2019

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

- ~No-till drill cover crop demonstration plots with Ken Schroeder on some of John Eron's land.
- ~Other No-till drill landowner discussions/maintenance/scheduling/transfer of unit with work truck.
- ~CREP landowner data entry, contract signature meetings, and FSA/NRCS discussions over paperwork over the phone. New contracts include Hilgart, Zager, Warnecke, and Weiler.
- ~Continuing to try to find the source of sediment discharges into the WI River at Jackson St. with Verso Paper, the City of WI Rapids, and the DNR. Most major discharge of the past 2 years of discharges occurred 8-29-2019 = approx 2 hours of oily/orange sediment laden water.
- ~Todd Bores Grassed waterway discussion and weather-related construction starting issues.
- ~October CEED tour planning and correspondence.
- ~Wood County Wildlife Committee discussion and future presentation planning on how to provide better wildlife habitat for the Sandhill Recreation Area.
- ~Reber manure storage pit abandonment plan and how it will line up with October 2019 pit pump-out.
- ~Coenen grassed waterway weather-related construction starting issues.
- ~Dealing with and following IT directions to fix multiple computer/network/internet and email problems.
- ~Wilson streambank restoration plan design, paperwork, and discussions with landowner.
- ~Construction discussion on the Duckett stacked manure storage/milkhouse wastewater project.
- ~Pankratz Farms, LLC manure storage design finalizing, bid prep, cost estimate, and sending out bid packets to 8 contractors for bidding on a clay-lined manure storage pit expansion. Bid/site showing meetings set up with contractors.
- ~Completion of the well abandonment asbuilts and paperwork for Gary Hamm's dug/drilled well abandonment.
- ~Jagodzinski test hole pit information discussion and sharing with private engineering firm for her future manure storage lagoon.
- ~Required 30 minute IT security training.
- ~Discussion with Bill Thiel on emergency transfer system design/permit/site investigation soon.

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

***September 2019***

- Completed alfalfa appraisal for Marti Farms – 337 acres.
- Repaired No-Till drill – new hitch, seed gaskets, and clutch.
- Delivered No-Till to Eron Equipment – corresponded with renters.
- Correspondence for Vitort Pond Exemption – sent letter setting final deadline for inspection.
- Worked through issues with Twin Lakes Cranberry with the owner and DNR (additional gate & break away section). Received fence proposal approval from DNR. Updated maps for changes – put Pre-Bid Agreement together and obtained notarized signatures. Put bidding packet together and mailed to ten contractors. Sent media advertisement out. Final construction date set for April 1<sup>st</sup> 2020.
- Set up Wood County 2019 Deer Donation Program. Met with and signed up three processors (Strictly Wild in Wisconsin Rapids, Pittsville Meats in Pittsville, and J&S Processing in Marshfield). Signed up six pantries throughout the county and assigned two to each processor. Completed and submitted all paperwork to DNR. Submitted a 2019 Deer Donation news release to local paper.
- Created updated maps and sent an “Info Needed” packet to Pankratz Trucking for revisions needed for the Brand Reclamation Plan.
- Assisted with picking up well testing samples from the Marshfield location – delivered to Health Dept.
- Inspected storm related fence repairs (Nekoosa-West gate replacement and Highlander fencing replacement). Sent out inspection letters.
- Sent out fence contract expiration letters for Lynn Hill and Tony Jaromin Cranberry abatement fences.
- Attended tree sale database meeting.
- Completed Act 82 shooting permits for Wayerski, Kremer, Dupree, and Hannum. Including field inspections of all fields, database update, paperwork signatures, and submitting to DNR. Worked with DNR to create archery only tags on a field that appeared unsafe for firearm discharge.
- Attended Basic Ag for Conservationists Field Training in Arlington, WI. Including: components and resource concerns of livestock systems, livestock safety, tillage equipment and impact on soil health, and shooting slopes.

## Activities Report for Emily Salvinski September 2019

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- **Monday, September 2.** Holiday.
- **Tuesday, September 3.** Mapped 2017 Saratoga well test results to our database.
- **Wednesday, September 4.** Added new test results to 2 other shapefiles. Attended CEED Tour meeting.
- **Thursday, September 5.** FMLA.
- **Friday, September 6.** Attended Nutrient Management Farmer Education meeting at the Spencer NTC to plan for the upcoming round of classes.
- **Monday, September 9.** Assisted with water testing program. Helped staff with arcmap issues. Worked on cost-share contract.
- **Tuesday, September 10.** Checked off what contracts were mapped on the office's new cost-share tracking spreadsheet.
- **Wednesday, September 11.** Started adding new well testers to database (without results).
- **Thursday, September 12.** Updated no NMP shapefile.
- **Friday, September 13.** Updated some brochures with new Coordinator's name. Found all brochures in the files and put them in one place.
- **Monday, September 16.** Took surface water samples at 5 Mill Creek Watershed sites.
- **Tuesday, September 17.** Entered in new well water sample results into arcmap. Went over entire list to make sure none were missed.
- **Wednesday, September 18.** Transported no-till drill from Auburndale to site with demo plots. Worked on nitrate map by municipality.
- **Thursday, September 19.** Attended Golden Sands RC&D Meeting.
- **Friday, September 20.** Put together and sent along water testing info to be put on the main webpage. Took pollinator garden pictures and sent to monarch encouragement so they would have something from us for their facebook page.
- **Monday, September 23.** Went to appointment to get contract signed. Checked on whether or not cover crops (annual rye) came up. Adjusted records on the cover crops.

### ***Activities Report for Lori Ruess – September 2019***

- Answered telephone and front desk questions.
- Mail pickup/delivery - Courthouse.
- Deposit of incoming checks on Fridays.
- Reviewed general ledger.
- Meeting with Dan Brandl IT and Rod Mayer to discuss/review progress of new tree & shrub database.
- Compiled 2019-estimated carryover and 2020 estimated ending carryover and submitted to Finance.
- Completed CREP contracts for Catherine Warneck, Gerald & Maggie Hilgart, Gloria Zager and John Ericson and Saul Weiler
- Completed SWRM reimbursement requests for Gary Hamm, Glen Peplinski and Robert Peaslee and submitted to DATCP.
- Reviewed 2020 tree and shrub pricing.
- Attended September 16<sup>th</sup> staff meeting.
- Attended September 24<sup>th</sup> staff meeting to discuss projects, cost-share and carryover.
- Reviewed payroll reports and payroll registers.
- Working on conversion to electronic files for SWRM, AWO & CREP.
- Organized CEED packet and County Board packet and took to County Clerk's office.
- Vacation – September 3<sup>rd</sup>
- Vacation – September 25 – 30.

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for October 2, 2019

**1. Planning (Adam DeKleyn)**

- a. Land Subdivision - Plat Review – (2) CSMs were submitted for review/approval. (4) CSMs were approved/recorded. (2) CSMs are pending approval. (1) Condo Plat submitted for review/approval. (1) Condo Plat approved/recorded.
- b. WI Rapids Water Quality Management (WQM)/Sewer Service Area (SSA) Plan – Preliminary conversations occurring in regards to the regionalization of wastewater treatment/collection in the greater Wisconsin Rapids area.
- c. Town of Lincoln Comprehensive Plan – Plan Commission met to finalize overall future vision and the plan's goals, objectives and policies. A draft of the Town of Lincoln Comprehensive Plan has been completed. The Plan Commission will review the completed plan and take action on a resolution recommending adoption by the Town Board at next meeting.
- d. Request for Zoning Amendment Approval – Town of Grand Rapids – Received a request for approval of a town zoning map amendment/rezone. Request was reviewed and a staff memorandum is included in this packet for CEED and CB review/action.
- e. Town Planning and Zoning Assistance – Provided planning and zoning assistance for several town officials.
- f. GIS Assistance – Provided GIS assistance while Land Records Coordinator position is vacant.
- g. DPZ Website Updates – Land Subdivision Application updated and published. DRAFT Town of Lincoln Comprehensive Plan published.

**2. Code Administrator's (Jeff Brewbaker and Stevana Hamus)**

JB was on vacation from 9/3 to 9/10.

8/28 - Reviewed mound soil test TN 27, conventional Inspection TN 07, mound plow & tank inspection TN 07, return mound inspection TN 07, checked Tri-County well

8/29 - 2-Mound state approved reviews, HT inspection TN 01, 1 mound renewal review, soil report review, 1 mound re-inspect, 1 conventional inspection, mound plow inspection TN 15, pressurized sewer plan review and sanitary permit Village 27

8/30 - 2-Mound state approved review, 1 holding tank review, 2 soil report review, 1 hydrograph review, soils review TN 19, soils, pressure plan review and sanitary permit TN 17

9/2 - Labor Day holiday

9/3 - 5 inspection reports

9/4 - 2-Mound Plows TN 17, re-inspect mounds TN 17, HT inspection TN 04, soil moisture checks TN 10

9/5 - Mound Plow TN 10, conventional inspection TN 07, Mound Plow TN 10, conventional self-inspection TN 07, Soils moisture check TN 10, Mound tank inspection TN 15

9/6 - Mound Plow TN 11

9/9 - Meeting in office with customer about shoreland zoning, Mound Plow TN 10, re-inspect TN 10

9/10 - Mound tanks inspection TN 17, re-inspect TN 10

9/11 - HT permit reviewed and issued, soils, pressure plan, and mound permit TN 21, Meeting with Cranberry Company regarding farm certification TN 14

9/12 - Stevana sick day used, meeting with Amish regarding shoreland and privy permit TN 15

9/13 - Conventional inspection TN 07, 2 Mound state approvals reviewed, 3-soil reports reviewed, holding tank double permit fee reviewed and approved, 1 conventional permit reviewed and approved, 1 hydro graph reviewed and approved, pressure plan review and sanitary permit TN 15, soils, pressure plan review, and sanitary permit TN 17

9/16 - Conventional inspection TN 30, 2 compliance reports completed, soils, pressurized mound plan, and permit TN 17, shoreland permit for new house on NEPCO Lake TN 07

9/17 - Mound plow TN 17, re-inspect TN 17, reconnection inspection TN 10, worked on numerous emails from being gone on vacation

9/18 - Mound Plow TN 15, re-inspect TN 15, mound plow insp TN 21, privy permit TN 04, return inspection mound TN21

9/19 - 10 compliance reports completed, soils review, pressurized mound review, and sanitary permit TN12, inspection report TN 15

9/20 - (2) Conventional inspections TN 07, privy permit TN 01,

9/23 - CEED Tour site prep with JB TN 11, conventional permit review and approval, 1 soil report reviewed, 1 hydrograph reviewed, worked on septic interface with IT, reviewed camp ground floodway removal TN 17

9/24 - Holding tank inspection TN 10, 2 soil report reviewed, 1 hydrograph reviewed, 1 conventional permit reviewed and approved, mound plow inspection TN 19, soils, pressurized mound plan review, and sanitary permit TN 18, mound re-inspect TN 19

9/25 - Shoreland/floodplain/dam shadow meeting/discussion with customer TN 07 permit below Wazeecha dam, soils, pressurized plan review, and sanitary permit TN 19, mound tanks inspection TN 17, worked on wellness program 3<sup>rd</sup> quarter finale

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

- a. Monthly Sanitary Permit Activity – There were 25 sanitary permits issued in August 2019 (7 New, 17 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$7,450. There were 22 sanitary permits issued in July 2018 (7 New, 9 Replacements, 2 Reconnects and 1 Non-Plumbing) with revenues totaling \$10,100.

There were 117 sanitary permits issued through August 2019. For comparison purposes, the following are through the same period for the previous five years: 2018 – 106, 2017 – 126, 2016 – 109, 2015 – 117 and 2014 – 116.

- b. 2019 Tax Refund Intercept Program (TRIP) – As of September 25<sup>th</sup>, Wood County received an additional \$0.00 for a total of \$6,257.90 on nine 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 22<sup>nd</sup> with a due date of Friday, August 9<sup>th</sup>. There were 2,858 mailed between the four notices. Septic maintenance 2<sup>nd</sup> reminders were mailed on Monday, September 23<sup>rd</sup>. There was 551 2<sup>nd</sup> reminder postcards mailed.
- d. 2019 Program Fee Notices – The approximately 4,612 program fee notices are tentatively scheduled to be mailed late October with a due date of Monday, November 25<sup>th</sup>. The \$20 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. The \$20 program fee can also be paid by cash or check.
- e. Enforcement Activities Update (Small Claims) – None Scheduled
- f. 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. The new budget did not extend the Wisconsin Fund Grant program past its original sunset

date, so the next application deadline of January 31, 2020 will be the last year to apply.

- 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. (2) Wisconsin Fund Applications FY2021 – The deadline to apply is January 31, 2020.
- g. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. 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.
- h. Kim attended the following meetings/trainings:
  - i. Citizens Groundwater Group meeting on September 16<sup>th</sup>
  - ii. Wellness Committee meeting on September 17<sup>th</sup>
- i. Victoria attended the following meetings/trainings:
  - i. CEED Committee meeting (Econ Dev part) on September 4<sup>th</sup>
  - ii. CEED Tour meeting on September 4<sup>th</sup>
  - iii. CEED Committee meeting (Econ Dev) on September 17<sup>th</sup>



## CEED Committee Report

### September 2019

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#### LAURA HUBER

*Extension Wood County, 4-H Program Coordinator*

- Attended the Staff Retreat (6 September)
- Attended the Youth Success Coalition meeting (9 September)
- Met with 4-H Platbook Committee to plan upcoming program (9 September)
- Worked with 4-H volunteer leader to create 4-H promotional display board (completed 12 September)
- Participated in statewide 4-H Zoom meeting (12 September)
- Attended 4-H Zoom meeting regarding new VIP training program (12 September)
- Attended Question\*Persuade\*Refer (QPR) Suicide Prevention Training (16 September)
- Appeared on WDLB Radio to talk about the new 4-H year (17 September)
- Attended the Junior Fair Board meeting (18 September)
- Participated in 4-H Regional Meeting in Eau Claire (19 September)
- Planned for and participated in Awards Committee and Wood County 4-H Leaders Association meetings (23 September)
- Mid-Year annual review (24 September)
- Participated in the WI 4-H Volunteer Development Team Zoom meeting (24 September)
- Met with Jodi Friday of United Way to plan 4-H promotional program (25 September)
- Attended the Winter Camp Planning Zoom (26 September)
- Participated in Real Colors Facilitator Certification Workshop (30 September -2 October) in St. Paul
- Led Platbook Kick Off Meeting via Zoom (30 September)
- Promoted 4-H re-enrollment program throughout the month
- Scheduled trainings for volunteers
- Began work on Creative Arts Day and Project Discovery Day

#### Ongoing Responsibilities:

- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 817 followers.
  - Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 303 followers
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
- Ongoing assistance for new leaders and the volunteer background checks

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#### MATT LIPPERT

*Extension Wood County, Agriculture Agent*

- I attended a planning committee meeting for Management Assessment Center (MAC) in Alma Wisconsin. We planned new modules of the assessment program and considered new partners for sponsorship of the program.
- I travelled with Marshfield Chamber of Commerce and Industry (MACCI) to the Manitowoc area we visited LaClare Family Creamery, a goat dairy and processing facility in the Chilton area.



They have pioneered a successful approach to produce award winning and marketable goat cheese on a large scale. We also visited the Farm Wisconsin Discovery Center which has now been in operation for a year and features many interactive displays for people of all ages and backgrounds to learn more about Wisconsin's diverse agriculture. The visit also included a tour to Grotegut Dairy which is a 3,000-cow dairy with methane digestion, cross ventilation in the barn and many modern sustainable innovations. We ended the day visiting Trout Springs Winery which raises farmed fish and has their own vineyard and winery. I assisted in the development of this educational program.

- I visited with the Clark County Extension office to discuss and explore opportunities to do programming in dairy production within the two counties.
- During the second half of the month I took vacation. This vacation will be of value for me as an educator as I travelled with the Professional Dairy Producers of Wisconsin (PDPW) to Germany and the Netherlands. We visited a number of European dairy operations, the Claas factory which makes some of the most popular forage harvesting equipment available in the US, a floating dairy farm in Rotterdam harbor, the flower auction as well as a number of other tourist destinations not specific to agriculture and dairying.
- I submitted an article for the CWAS newsletter.

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## NANCY TURYK

*Extension Wood County, Community Resource Development Educator*

### **Economic Development**

- Co-hosted Small Communities Forum in Nekoosa. Met on several occasions with Nekoosa Mayor and Public Works Director to discuss logistics for the forum and prepare their presentation. Coordinated with Forum organizers and catering. Forum was attended by 60 participants.
- Toured Wisconsin Rapids and Marshfield downtowns with UW Madison Extension specialist Bill Ryan. Bill and I discussed possible Downtown Retail Market Analysis for Marshfield with Josh Miller (City of Marshfield), Karen Olson (MACCI), and Kaelie Gomez (Main Street Marshfield).
- Identified potential Wood County team for USDA REDI program with Jason Grueneberg, Supervisor Curry, and Chair Machon.
- Attended and contributed to CEED ED meeting.
- Attended Towns and Village workshop in Stevens Point.

### **Strategic Planning**

- Met with Vice Chair Rozar to affirm plans to work with Dept. Heads in the coming months.
- Discussed development of strategic plan with Marshfield Economic Development Board.

### **Organizational Development**

- Assisted the CSGCC with meeting facilitation and their technical work group with the development of their initiatives. Discussed options with technical advisers Dr. Ken Bradbury, WGNHS, Dr. Mark Borquardt, USDA ARS, and Kevin Masarik, UWSP CWSE. Prepared CSGCC initiative document and disseminated to CSGCC members for their comment/approval. Responded to questions about the process.

### **Renewable Energy / SolSmart**

- Attended Renewable and Sustainable Committee Meeting.

- Worked with Sue Kunferman and Nick Kasza and on energy goals and planning for SolSmart and Renewable and Sustainable Committee.
- Discussed possible collaboration with MREA on an energy team through Dept. Energy.

**UW-Madison Division of Extension**

- Participated in Wood Co. Extension staff retreat.
- Worked with the Extension Climate Leadership team to develop a plan of work.
- Mid-year performance review.

**Other**

- WFHR - Guest Melissa Meschke, Director of the Small Business Development Corporation talked about their offerings in and near Wood Co. We also discussed the Small Communities Forum.
- WDLB - Discussed Small Communities Forum and Clean Sweep
- WFHR - Updates on Small Communities Forum and Clean Sweep, Climate Forum II
- Clean Sweep - coordinated with Veolia, Town of Saratoga, Groundwater Guardians, and Clean Green Action regarding logistics and volunteers. Event had 280 vehicles drop off over 11,000 of hazardous waste.
- Attended Wood County Groundwater Group meeting.

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**JACKIE CARATTINI**

*Extension Wood County, Family Living Educator*

- Taught a individual Food Preservation session at SWEPS food pantry.
- Met with ADRC of Central WI. partners about future programming needs.
- Presented on WFHR radio about identity theft.
- Individual financial counseling
- Attended a staff retreat
- Attended two Extension Administrative Committee zoom meetings
- Attended the HCE Fall Kickoff in Nekoosa
- Taught Rent Smart at SWEPS
- Attended a national PILD planning meeting on zoom
- Taught a Civil Rights section on a New Colleague zoom.
- Attended the Community Food Center Community Forum
- Taught Food Preservation programs, one in Merrill and one in Rome.
- Attended the Financial Stability Coalition Meeting.
- Met with United Way to plan Boys and Girls club programming.

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**JANELL WEHR**

*Extension Wood County, Horticulture Coordinator*

- Appear on WFHR
- Participate in the State Master Gardener Monthly Web Meeting
- Attend Master Gardener membership meeting



- Respond to many horticultural inquiries from the community (majority of time focused on these this month)
- Observed WI Horticulture Update (weekly meeting updating horticulture issues throughout the state.)
- Continued working with Tracy Moua from The Family Center to organize Hmong Garden Day Event
- Lets Garden! Growing a Strong Community- Hmong Garden Event Sept 21
- Outreach to Wood County Master Gardeners- facilitate uploading volunteer hours into ORS (Online Reporting System); meet individually with Wood County Master Gardeners who need additional assistance continued
- Continue planning for Master Gardener Level 1 training- scheduled for Jan-April 2020 at the Town of Wood Community Hall
- Cohort 5- Extension Professional Training/Onboarding Process – 2 Day Meeting
- Cohort 5 – Civil Rights training
- Attend Wood County Master Gardener Board Meeting
- Attend Wood County Master Gardener Community Ed Meeting
- Present to the Portage County Master Gardeners: Fall Lawn Care
- Update Membership Dues form with WCMG Board to reflect changes in program
- Develop Exit Survey for WCMGV who decide to end membership; Learning opportunity to increase retention in the WCMG

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## KELLY HAMMOND

*Extension Wood & Portage Counties, FoodWise Nutrition Coordinator*

- New Educator Position is closed for applications, starting screening process. Anticipated start date of November 1
- Led grocery store tour at Wisconsin Rapids Wal-Mart (9/12)
- SWEPS Food Pantry lesson on healthy snacks (9/17)
- Attended Hunger Relief Summit held by the Hunger Relief Federation on (9/10) Actions taken after conference include working with state to provide additional training for FoodWise teams to support school breakfast program participation.
- Represent FoodWise at Community Food Center Conversation, led by the Wood County Health Department. (9/18)
- Working with partners to develop programming for Fiscal Year 2020, including new cooking classes at the YMCA, Grocery Store Tours at Wisconsin Rapids Wal-Mart and elementary schools lessons.



# Wood County WISCONSIN

## OFFICE OF PLANNING AND ZONING

**DATE:** September 25, 2019

**TO:** Conservation, Education & Economic Development Committee  
County Board of Supervisors

**FROM:** Adam DeKleyn, County Planner *AD*

**RE:** Request for Zoning Map Amendment Approval – Town of Grand Rapids

### STAFF MEMORANDUM

#### Introduction:

On August 20, 2019 the Wood County Department of Planning and Zoning (DPZ) received a request to approve a zoning map amendment to rezone a parcel of land located in the Town of Grand Rapids (S19, T22N, R6E). The Town of Grand Rapids adopted and administers their own town zoning ordinance.

#### Background:

Wood County adopted the *Wood County Zoning Ordinance #700* many years ago. This ordinance is still in effect in all (22) towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors *Wis. Stat. §60.62(3)(a)*. This rule also applies to town zoning map amendments, also known as a rezone.

#### Analysis:

Existing zoning on Lot 1 and 2 of newly created CSM: 10588, is Agricultural (Attachment 1). The request is to rezone Lot 1, a 1.00 acre parcel, from Agricultural to Residential. Lot 2, a 6.72 acre parcel, will remain Agricultural (Attachment 2). The purpose of the amendment is to allow for the construction of a residential dwelling on Lot 1. Additionally, the town's current zoning ordinance does not allow parcels under 5 acres in size to be zoned Agricultural. There is no floodplain or shoreland zoning on the parcels in discussion.

The Town of Grand Rapids Plan Commission unanimously recommended approval of the rezone on August 12, 2019. Subsequently, the Town Board held a public hearing and unanimously approved the rezone on August 13, 2019. The final step in the process is approval or disapproval by County Board.

#### Conclusions & Recommendations:

County review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to the DPZ, the Town of Grand Rapids adhered to the process for zoning amendments as outlined in the *Wis. Stats*. Additionally, I find no conflict with any county planning and zoning programs or ordinances.

**DPZ staff have reviewed the request and recommend forwarding the attached resolution (Attachment 3) to the County Board of Supervisors approving the zoning amendment to the Town of Grand Rapids Zoning Map with a favorable recommendation.**

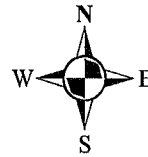
#### Attachments:

1. Existing Zoning Map
2. Proposed Zoning Map
3. Resolution

(ZA-2019-005)

# Attachment 1: Existing Zoning

Town of Grand Rapids, Wood County, WI  
(ZA-2019-005)

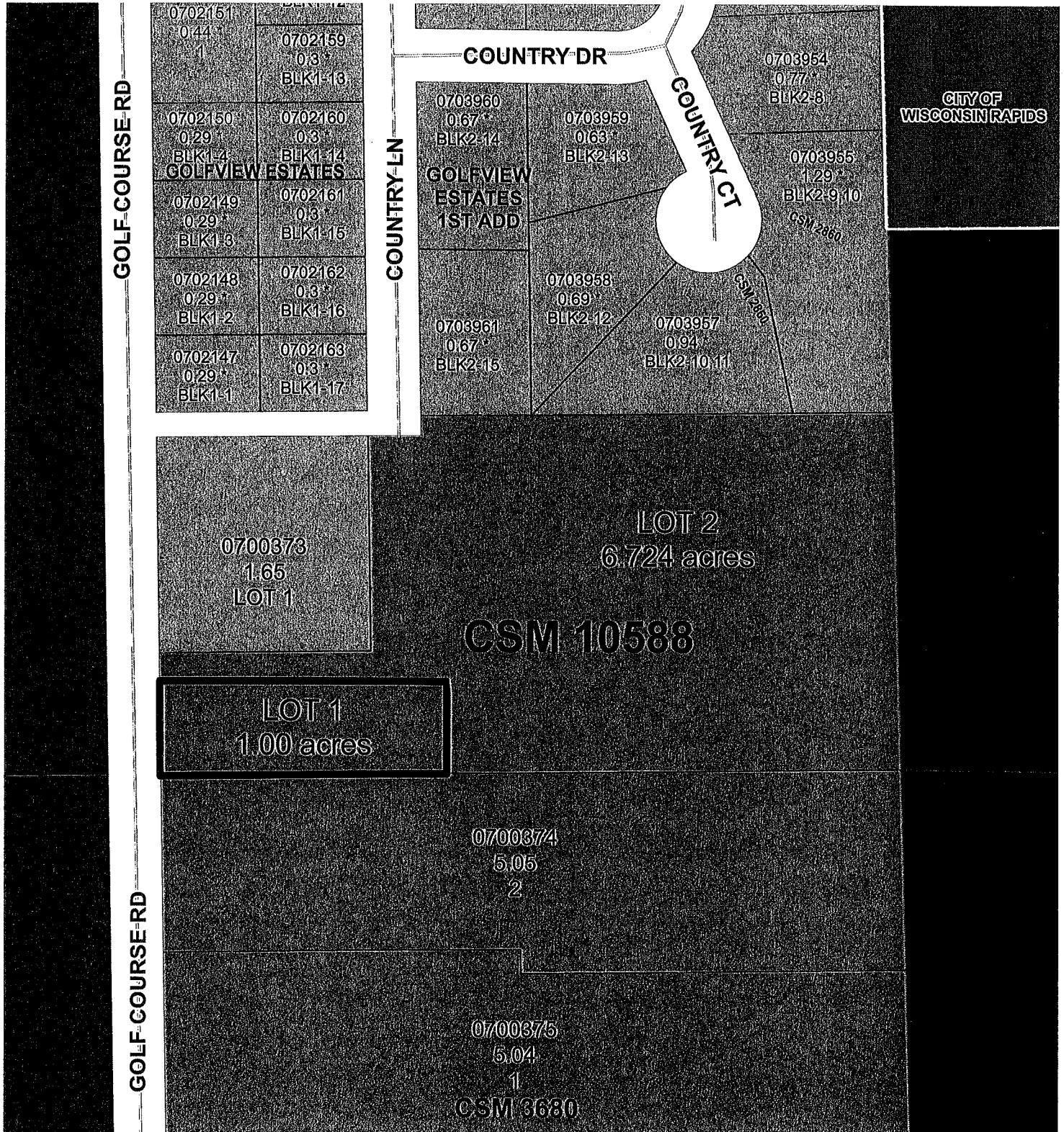


## Legend

- Agricultural (A)
- Recreational (P-1)
- Residential (R-2)
- Special Purpose (SP)

0 125 250 500 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2019)





# Attachment 2: Proposed Zoning

Town of Grand Rapids, Wood County, WI  
(ZA-2019-005)

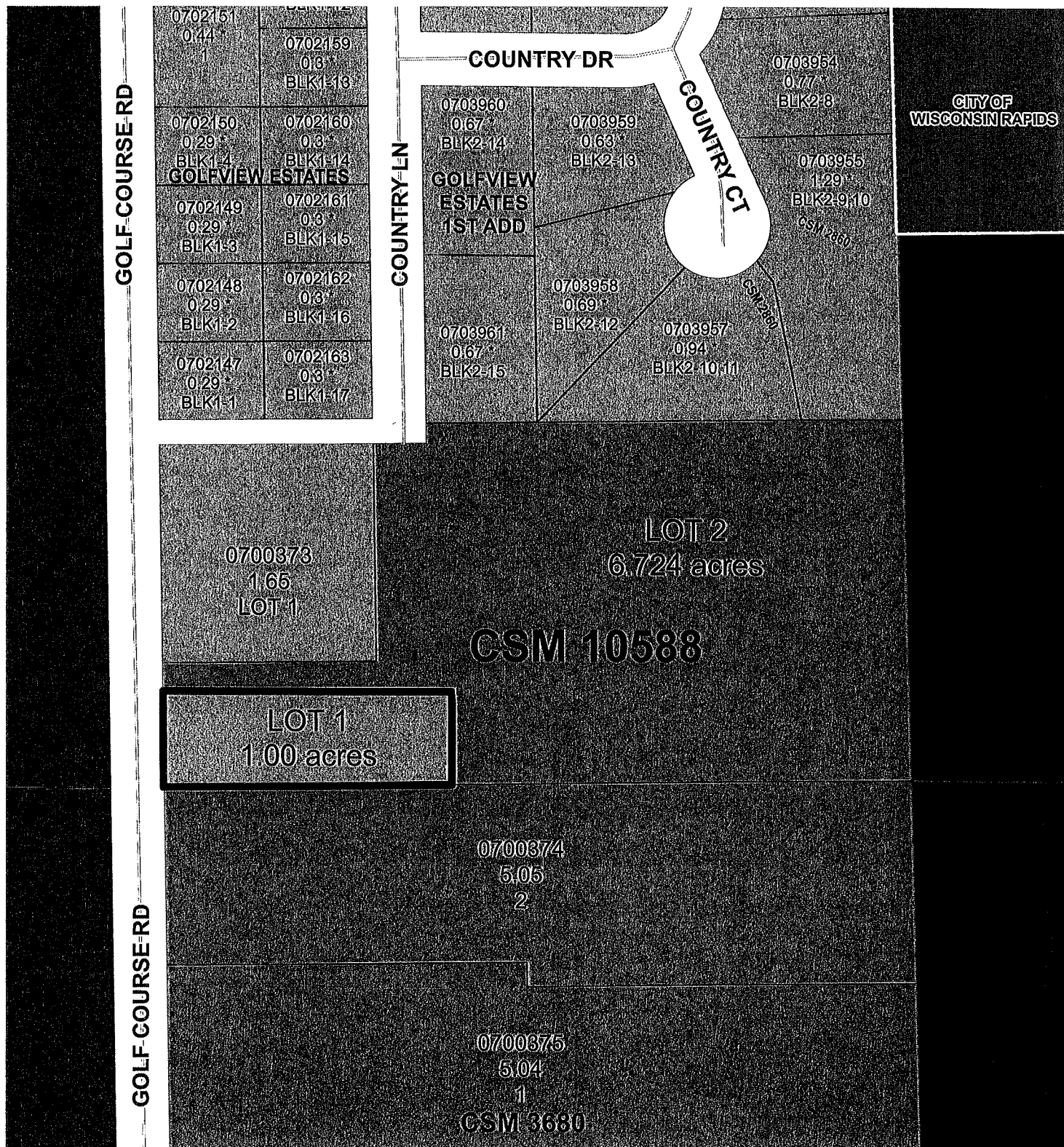


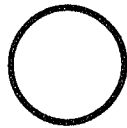
## Legend

- |  |                   |  |                      |
|--|-------------------|--|----------------------|
|  | Agricultural (A)  |  | Recreational (P-1)   |
|  | Residential (R-2) |  | Special Purpose (SP) |

0 125 250 500 Feet

Map produced by the Wood County Department of Planning and Zoning for reference purposes only (AD-2019)



**RESOLUTION#** \_\_\_\_\_
 Introduced by CEED Committee  
 Page 1 of 1

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

ARD

**INTENT & SYNOPSIS:** Approve a zoning amendment to the Town of Grand Rapids Zoning Map.

**FISCAL NOTE:** No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated with administering their town zoning ordinance.

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

**WHEREAS**, the Town of Grand Rapids adopted and administers a zoning ordinance to promote the health, safety, aesthetics, comfort, prosperity, and general welfare of the town; and

**WHEREAS**, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

**WHEREAS**, on August 20, 2019 the Town of Grand Rapids submitted a zoning map amendment to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

**WHEREAS**, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

**WHEREAS**, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Grand Rapids and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

**WHEREAS**, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

**WHEREAS**, on October 2, 2019 the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

**THEREFORE BE IT RESOLVED**, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following Town of Grand Rapids zoning map amendment:

(1) Lot 1 of CSM: 10588 (S19, T22N, R6E) from Agricultural (A) to Residential (R-2)

**BE IT FURTHER RESOLVED**, that the Wood County Department of Planning and Zoning forward a certified copy of this resolution to the Clerk of the Town of Grand Rapids for inclusion in their records.