

Agenda - Revised
Jefferson County Land & Water Conservation Committee (LWCC)
"Working Together To Protect & Enhance the Environment"
Jefferson County Courthouse
320 S Main St - Room 202
Jefferson, WI 53549
Wednesday, September 18, 2013
8:30 A.M.

Committee Members: Sarah Bregant, Walt Christensen, Matthew Foelker, Carlton Zentner, Scott Zimmerman

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Review and Approval of the August 21, 2013 Meeting Minutes
6. Communications
7. Citizen Comments
8. Jefferson County Emerald Ash Borer (EAB) Quarantine by the Department of Agriculture, Trade & Consumer Protection (DATCP) - **Christopher Deegan**
9. Natural Resources Conservation Service Report (NRCS) - Dennis Vollmer
10. Federal Farm Bill & Possible Resolution Development - Walt Christensen
11. 2014 Land & Water Conservation Department (LWCD) Budget - Mark Watkins
12. Notice of Noncompliance - Farmland Preservation Program (FPP)
13. Cancellation of Noncompliance - Farmland Preservation Program (FPP)
14. Status of Cropland at Old Countryside Home Farm
15. Monthly Financial Report
16. Set Next Meeting and Possible Agenda Items
17. Adjournment

Note: If committee members are not able to attend please notify the LWCD

The committee may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

**Land & Water Conservation Committee
Minutes
September 18, 2013**

1. Call to Order:

The monthly meeting was called to order by Walt Christensen at 8:30 a.m. Committee members Sarah Bregant, Walt Christensen, Matthew Foelker, Carlton Zentner, and Scott Zimmerman (@ 8:34) were present. Also in attendance were Mark Watkins, Director, Land & Water Conservation Department (LWCD); Kim Liakopoulos, LWCD; and Christopher Deegan, Department of Agriculture, Trade & Consumer Protection (DATCP).

2. Roll Call (Establish a Quorum):

A quorum was established.

3. Certification of Compliance with the Open Meetings Law:

It was determined that the committee was in compliance with the Open Meetings Law.

4. Review of the September Agenda:

The September agenda was reviewed by the committee members.

5. Review and Approval of the August Meeting Minutes

Sarah Bregant made a motion to approve the August meeting minutes as written, Matt Foelker seconded. Motion carried 4/0.

6. Communications

There were no communications at this time.

7. Citizen Comments:

Beth Gehred, Town & Country Resource Conservation & Development, Inc., talked to the committee in regard to programs being offered by Town & Country. Waterstar webinars have resumed. September 24, 2013 North Central Technical College in Wausau, WI will host a workshop, Income Opportunities in Agriculture, geared toward women, minority and urban farmers. Town & Country's Vision Team's final meeting for this year will be October 10, 2013.

8. Jefferson County Emerald Ash Borer (EAB) Quarantine by DATCP - Christopher Deegan

The EAB was first identified in 2002 in Michigan. UW-Whitewater was the first to identify it our region which prompted a search of the campus area. The search showed signs of EAB just inside Jefferson County. Continued checks then showed it in Watertown (@ Riverside Park) and Oconomowoc which lead to Jefferson County's quarantine. EAB only affects Ash Trees. All Ash products are to stay in the quarantined area. Hardwood firewood, regardless of species, is also to stay in the quarantined zone. An EAB infestation is very hard to identify without peeling the bark of the tree, which would also kill the tree. It may take 4-5 years to know that the tree is infected and only takes 5-6 years for EAB to kill the tree. DATCP and the Department of Natural Resources are working on many types of treatments such as hybridization with the Asian Ash which tolerates the borer and bio-control (using other bugs to fight EAB).

9. Natural Resources Conservation Service (NRCS) Report:

See attached. Dennis Vollmer was absent. The report will be revisited during the October meeting.

10. Federal Farm Bill & Possible Resolution Development - Walt Christensen

This item will be added to next month's agenda for further review. Part of the bill has been delayed due to the house having trouble agreeing on certain programs, i.e. SNAP and food stamps. Walt requested that this committee put together a resolution of support for County Board approval, supporting the bill. We, as a committee, should support this bill. It's important to our farmers and our county as a whole.

11. 2014 Land & Water Conservation Department (LWCD) Budget - Mark Watkins

We are under the target and levy limit for 2014. See attached.

12. Notice of Noncompliance with Soil & Water Conservation Requirements - Farmland Preservation Program (FPP):

None at this time

13. Cancellation of Noncompliance - Farmland Preservation Program:

None at this time

14. Status of Cropland at Old Countryside Home Farm - Mark Watkins

Status remains the same. Demo of the old building will start soon. After this is complete we'll have a better picture of the site. As of now, we think there will be approximately 22 acres of cropable land. It's not known how long it would take to get this land back into production. It may take years. Scott Zimmerman made a motion to draft a letter to Ben Wehmeier, County Administrator and John Molinaro, County Board Chairman/Supervisor, in regard to having the highway shop site construction manager keep track of the topsoil on site. None of the topsoil should leave the grounds and it should be placed for cropland. Matt Foelker seconded. Motion carried 5/0.

15. Monthly Land & Water Conservation Department (LWCD) Financial Report - Mark Watkins

Due to county-wide 2014 budget meetings, we haven't received an updated financial report for this month. A verbal report was given by Mark Watkins stating the department's budget remains healthy.

16. Set next meeting and possible agenda items:

It was decided by the members that the next regularly scheduled meeting of the Land & Water Conservation Committee will be held on October 16, 2013 at 8:30 in Room 112. Possible agenda items include: Items #9 - #15.

17. Adjournment

Motion to adjourn was made by Scott Zimmerman and seconded by Matt Foelker at 9:37 a.m. Motion carried 5/0.

**Land & Water Conservation Committee
Minutes
August 21, 2013**

1. Call to Order:

The monthly meeting was called to order by Walt Christensen at 8:30 a.m. Committee members Walt Christensen, Matthew Foelker, Carlton Zentner, and Scott Zimmerman (@ 8:32) were present. Also in attendance were Mark Watkins, Director, Land & Water Conservation Department (LWCD); Kim Liakopoulos, LWCD; Gerry Kokkonen, LWCD; Ben Wehmeier, County Administrator; John Molinaro, County Board Chairman/Supervisor; and Dennis Vollmer, NRCS. Committee member Sarah Bregant was absent.

2. Roll Call (Establish a Quorum):

A quorum was established.

3. Certification of Compliance with the Open Meetings Law:

It was determined that the committee was in compliance with the Open Meetings Law.

4. Review of the August Agenda:

The August agenda was reviewed by the committee members. Walt Christensen requested that item # 13 be moved up in the agenda because of a visiting speaker. Item # 13 has been moved to # 8.

5. Review and Approval of the June Meeting Minutes:

Matt Foelker made a motion to approve the July meeting minutes as written, Carlton Zentner seconded. Motion carried 4/0.

6. Communications:

There were no communications at this time.

7. Citizen Comments:

There were no citizen comments.

8. Town & Country Discussion - Erlene Ronk, Vice Chair of Town & Country

See attached.

9. BR Amon Non-Metallic Mining Reclamation Update - Gerry Kokkonen (LWCD)

60 day notice sent to Lake Mills Blacktop c/o Hometown Bank in Fond du Lac. See attached paperwork for additional information on the BR Amon Reclamation status.

10. Natural Resources Conservation Service (NRCS) Report:

Dennis Vollmer discussed the Natural Resources Conservation Service (NRCS) report. See attached. Due to budget short falls, Jody's (NRCS assistant) hours will be reduced. She will be in Jefferson County 2 days a week and the other 3 will be in Rock County. Dennis mentioned that Brian Risky would be leaving Jefferson County NRCS September 20, 2013 for a position in Altoona.

11. Notice of Noncompliance with Soil and Water Conservation Requirements - Farmland Preservation Program (FPP):

Timothy Marsden, Dale & Nancy Zastrow. Carlton Zentner made a motion to accept the notices, Matt Foelker seconded. Motion carried, 4/0.

12. Cancellation of Noncompliance - Farmland Preservation Program (FPP):

Bernard Partoll, Curtis & Mary Pernat, Robert & Laurel Selberg. Matt Foelker made a motion to accept the cancellations, Scott Zimmerman seconded. Motion carried, 4/0.

13. Transitional Planning for Retiring Employees:

Ben Wehmeier, County Administrator, informed the committee after the 2014 budget season has completed, he will meet with the department heads to discuss a plan of action. The department heads, the administration department and Ben Wehmeier will work together to make this happen.

14. 2013/2014 Tree Sale - Mark Watkins (LWCD)

See attached form. Our cost from the nursery has increased slightly and in turn our sale price has increased. Carlton Zentner showed some concern as to whether or not this was a cost effective program. Mark Watkins indicated that even with the increases, it is cost effective and the sale is well-received within the members of the County.

15. Monthly Land & Water Conservation Department (LWCD) Financial Report: Mark Watkins

See attached. One item not listed on this report is the staffing grant money we recently received. We are on track with our current budget and see no indication that it will change.

16. Set next meeting and possible agenda items:

Revisit items 10, 11, 15. The County Farm lease will expire in September. Carlton Zentner would like the status of the farmland on the new Highway Shop site to be reintroduced to the agenda as a reoccurring item. John Molinaro would like to discuss grant opportunities for the wetland on that site also. Scott Zimmerman indicated that we should discuss using the "four corners" of the highway site as a "best display" of our county mission so we can show the taxpayers and other counties what we do.

17. Adjournment:

Motion to adjourn was made by Scott Zimmerman and seconded by Matt Foelker at 9:26 a.m. Motion carried 4/0.

Jefferson County Board Report
9/18/2013

EQIP practices in progress

- Brendon has been working on over a dozen construction sites
 - There are 2 spring blowout projects to repair (Fall 2013/Spring 2014)
- Several grassed waterways/WASCOB's/diversions have been installed
 - Currently working on Farmstead structural practices (Pits/manure systems)
- The goal is to work on construction thru September and then certify/pay practices by mid-October
- Several other agronomic (cover crops/grazing) practices have been paid on over the past month
- Completed PRS (Performance reporting)
- 2014 EQIP signup
 - Application deadline is likely to be around Thanksgiving (Earlier than normal)
 - This is good as it will allow more time for field work prior to snow
 - New changes may be coming to the ranking process

Conservation Stewardship Program (CStP)

- Working on modification for Ken Thomas

Conservation Reserve Program (CRP)

- General CRP sign up occurred from May 20th thru June 14
 - This includes Highly Erodible Land
 - 13 contracts were accepted and contracted for Jefferson County
 - Walt signed all contracts on 9/11 (Thanks for stopping in)
- Continuous CRP
 - Field eligibility reviews are complete
 - 10 applications were contracted
 - Walt signed all contracts on 9/11 (Thanks for stopping in)

General

- Wetland/HEL Determination requests to complete:
 - ~10-12 have yet to be looked or are being reviewed, but not yet completed
 - 0 are waiting to be digitized
 - 1 is waiting to be approved/signed
- The past month consisted of: designing practices for 2013 fall construction, summer construction, practice certification and payments, wetland reviews, compliance review follow up, PRS reporting and CRP signups
 - The next month should consist of: completing fall construction practices, certification and payment of completed practices, existing contract management (Cleanup), working on 2014 EQIP media releases and application taking, compliance review follow up and performance plan reviews for employees
- Local Working Group meeting was held on 9/12 @ 9:30 in Jefferson NRCS meeting room
- NRCS attended the Sheep and Wool festival 9/6-9-8

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Work Sheet Summary LAND CONSERVATION

Description	2012	2013	2013	2013	2013	2014	(+/-)	(+/-)	2014
	ACTUAL	ADOPTED	AMENDED	ACTUAL 6 MTH	ESTIMATED	REQUESTED	ADOPTED	ADM VS ADOPT	ADMIN
00100 070 LAND CONSERVATION									
R REVENUE									
421001 STATE AID	-141,450	-176,000	-176,000	-4,389	-176,000	-185,428	-9,428	-9,428	-185,428
421001.001 STATE AID - GPR	0	-20,000	-20,000	-15,232	-20,000	-20,000	0	0	-20,000
421001.002 STATE AID - BONDED	-3,700	-3,500	-3,500	-662	-3,500	-28,000	-24,500	-24,500	-28,000
421058 STATE AID - PRIOR YEAR	0	0	0	0	0	0	0	0	0
432004 RECLAMATION PLAN REVIEW FEE	-900	-3,000	-3,000	0	-3,000	-3,000	0	0	-3,000
432005 NON-METALLIC ANNUAL FEE	-8,945	-11,170	-11,170	0	-11,170	-11,170	0	0	-11,170
432099 OTHER PERMITS	-100	-500	-500	-200	-500	-500	0	0	-500
451010 SALE OF MAPS & MISC	-236	-500	-500	-59	-500	-500	0	0	-500
451421 CREP CANCELLATION FEE	0	-50	-50	-27	-50	-50	0	0	-50
457023 OTHER PUBLIC CHARGES	0	0	0	0	0	0	0	0	0
457028 REGISTRATION CHARGES	-1,543	0	0	0	0	0	0	0	0
458001 TREE SALES LCC	-7,750	-11,000	-11,000	-1,450	-11,000	-11,160	-160	-160	-11,160
458004 POTW NUTRIENT TRADING AID	0	0	0	0	0	0	0	0	0
458005 AG & HORTIC SUPPLY REVENUE	-125	-500	-500	-88	-500	-500	0	0	-500
458009 LIVESTOCK SITING APP REVIT	-2,250	-1,000	-1,000	0	-1,000	-1,000	0	0	-1,000
458012 PUBLIC LAND CONSV FEES	0	0	0	0	0	0	0	0	0
458013 FARMLAND CERT FEE	-5,920	-22,500	-22,500	-17,850	-22,500	-22,500	0	0	-22,500
474175 HIGHWAY BILLED	-2,035	-1,800	-1,800	0	-1,800	-1,800	0	0	-1,800
474200 COPYING & PRINTING INTERD	-13	0	0	0	0	0	0	0	0
482003 COUNTY PARM LAND RENT	-92,202	-92,710	-92,710	-46,101	-92,202	-92,710	0	0	-92,710
485200 DONATIONS RESTRICTED	0	0	0	0	0	0	0	0	0
485203 WMCA ASSISTANCE	0	0	0	0	0	0	0	0	0
R REVENUE	-267,169	-344,230	-344,230	-86,058	-343,722	-378,318	-34,088	-34,088	-378,318
O OTHER FINANCING SOURCE									
699700 RESV APPLIED OPERATING	0	0	0	0	0	0	0	0	0
699993 A/C BAL FWD 2008	0	0	0	0	0	0	0	0	0
699997 A/C BAL FWD 2009	0	0	0	0	0	0	0	0	0
R OTHER FINANCING SOURCE	0	0	0	0	0	0	0	0	0
E EXPENDITURES									

Work Sheet Summary LAND CONSERVATION

Description	2012			2013			2013			2014			(+/-)		2014	
	ACTUAL	ADOPTED	AMENDED	ACTUAL 6 MTH	ESTIMATED	REQUESTED	ADOPTED	ADM VS ADOPT	ADMINTN							
511100 WAGES ALLOCATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
511110 SALARY-PERMANENT REGULAR	72,010	88,941	88,941	38,703	88,941	92,537	3,596	3,596	92,537							
511210 WAGES-REGULAR	238,703	265,269	269,725	116,035	269,725	270,973	5,704	5,704	270,973							
511220 WAGES-OVERTIME	0	0	0	0	0	0	0	0	0							
511240 WAGES-TEMPORARY	0	0	0	0	0	0	0	0	0							
511290 WAGES-OTHER WAGES	0	0	0	0	0	0	0	0	0							
511310 WAGES-STICK LEAVE	8,309	0	0	3,453	0	0	0	0	0							
511320 WAGES-VACATION PAY	22,939	0	0	12,822	0	0	0	0	0							
511330 WAGES-LONGEVITY PAY	1,024	1,286	1,286	47	1,286	1,149	-137	-137	1,149							
511340 WAGES-HOLIDAY PAY	13,546	0	0	4,689	0	0	0	0	0							
511350 WAGES-MISCELLANEOUS (COMP)	3,340	0	0	52	0	0	0	0	0							
511380 WAGES-BEREAVEMENT	1,034	0	0	580	0	0	0	0	0							
512140 PRINGES ALLOCATION	0	0	0	0	0	0	0	0	0							
512141 SOCIAL SECURITY	27,277	26,904	27,245	13,314	27,245	27,598	694	694	27,598							
512142 RETIREMENT (EMPLOYER)	21,384	23,552	23,848	11,531	23,848	25,526	1,974	1,974	25,526							
512143 RETIREMENT (EMPLOYEE)	0	0	0	9	0	0	0	0	0							
512144 HEALTH INSURANCE	36,944	39,711	39,711	25,994	39,711	63,228	23,517	23,517	63,228							
512145 LIFE INSURANCE	91	91	91	46	91	100	9	9	100							
512146 WORKERS COMPENSATION	0	0	0	0	0	0	0	0	0							
512148 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	0	0							
512173 DENTAL INSURANCE	3,623	3,758	3,758	1,946	3,758	4,752	994	994	4,752							
521219 OTHER PROFESSIONAL SERV	0	1,500	1,500	0	1,500	0	-1,500	-1,500	0							
529170 GROUNDS KEEPING CHARGES	752	1,108	1,108	315	750	1,028	-80	-80	1,028							
529299 PURCHASE CARE & SERVICES	7,110	21,000	21,000	2,652	21,000	20,000	-1,000	-1,000	20,000							
531003 NOTARY PUBLIC RELATED	40	0	0	0	0	0	0	0	0							
531298 UNITED PARCEL SERVICE UPS	0	0	0	0	0	0	0	0	0							
531301 OFFICE EQUIPMENT	0	750	750	0	750	750	0	0	750							
531303 COMPUTER EQUIPMT & SOFTWARE	514	67	67	431	431	1,400	1,333	1,333	1,400							
531307 MICROSOFT OFFICE UPGRADE	0	0	0	0	0	0	0	0	0							
531311 POSTAGE & BOX RENT	2,377	2,250	2,250	772	2,250	2,250	0	0	2,250							
531312 OFFICE SUPPLIES	1,031	1,250	1,250	462	1,250	1,250	0	0	1,250							
531313 PRINTING & DUPLICATING	596	1,250	1,250	8	1,250	1,000	-250	-250	1,250							
531314 SMALL ITEMS OF EQUIP	700	750	750	367	750	750	0	0	750							

Work Sheet Summary LAND CONSERVATION

Description	2012		2013		2013		2013		2014		(+/-)		(+/-)		2014	
	ACTUAL	ADOPTED	AMENDED	ACTUAL 6 MTH	ESTIMATED	REQUESTED	ADOPTED	ADM VS ADOPT	ADOPTED	ADM VS ADOPT	ADMIN					
531321 PUBLICATION OF LEGAL NOTICE	0	50	50	21	50	50	0	0	0	0	50					
531324 MEMBERSHIP DUES	1,808	1,750	1,750	1,656	1,750	1,750	0	0	0	0	1,750					
531326 ADVERTISING	0	0	0	106	0	0	0	0	0	0	0					
531341 AGRICULTURAL & HORTIC SUPPL	4,995	6,000	6,000	227	6,000	6,000	0	0	0	0	6,000					
531348 EDUCATIONAL SUPPLIES	0	775	775	0	775	525	-250	-250	0	525						
531349 OTHER OPERATING EXPENSES	2,470	0	0	0	0	0	0	0	0	0						
531351 GAS/DIESEL	1,831	1,700	1,700	683	1,700	1,800	100	100	0	1,800						
533325 REGISTRATION	1,870	2,150	2,150	125	2,100	2,050	-100	-100	0	2,050						
533332 MILEAGE	20	350	350	0	350	350	0	0	0	350						
533335 MEALS	410	400	400	55	400	400	0	0	0	400						
533336 LODGING	582	1,550	1,550	115	1,500	1,500	-50	-50	0	1,500						
533339 OTHER TRAVEL & TOLLS	36	0	0	0	0	0	0	0	0	0						
533225 TELEPHONE & FAX	739	900	900	362	900	900	0	0	0	900						
533228 INTERNET	0	0	0	0	0	0	0	0	0	0						
533236 WIRELESS INTERNET	0	0	0	0	0	0	0	0	0	0						
535242 MAINTAIN MACHINERY & EQUIPM	1,089	900	900	492	900	900	0	0	0	900						
535249 SUNDRY REPAIR	0	1,250	1,250	0	1,250	1,000	-250	-250	0	1,000						
535250 CEMETERY MAINTENANCE	0	1,500	1,500	0	1,500	0	-1,500	-1,500	0	0						
535259 TREE PLANTER SERVICE	0	100	100	0	100	100	0	0	0	100						
535349 OTHER SUPPLIES	0	250	250	0	250	0	-250	-250	0	0						
536533 EQUIPMENT RENT & LEASE	230	0	0	0	0	0	0	0	0	0						
571002 MIS ALLOCATION	0	0	0	0	0	0	0	0	0	0						
571004 IP TELEPHONY ALLOCATION	705	844	844	417	844	1,209	365	365	0	1,209						
571005 DUPLICATING ALLOCATION	227	1,887	1,887	411	1,887	272	-1,615	-1,615	0	272						
571009 MIS PC GROUP ALLOCATION	17,380	16,493	16,493	8,407	16,493	15,713	-780	-780	0	15,713						
571010 MIS SYSTEMS GRP ALLOC(SIS)	3,532	4,512	4,512	2,211	4,512	4,511	-1	-1	0	4,511						
591519 OTHER INSURANCE	2,380	2,346	2,346	1,350	2,346	2,785	439	439	0	2,785						
593701 COST SHARE PAYMENT	7,760	23,500	27,973	23,879	27,973	48,000	24,500	24,500	0	48,000						
593703 COST SHARE PAYMENTS	0	0	0	0	0	0	0	0	0	0						
594811 CAP AUTO	0	0	0	0	0	0	0	0	0	0						
594813 CAP OFC EQUIP	0	0	0	0	0	0	0	0	0	0						
594950 OPERATING RESERVE	0	0	0	0	0	0	0	0	0	0						
599999 OVERDRAFT TRANSFERS	0	0	0	0	0	0	0	0	0	0						

**Work Sheet Summary
LAND CONSERVATION**

Description	2012	2013	2013	2013	2013	2014	(+/-)	(+/-)	2014
	ACTUAL	ADOPTED	AMENDED	ACTUAL 6 MTH	ESTIMATED	REQUESTED	ADOPTED	ADM VS ADOPT	ADMIN
E EXPENDITURES	511,408	548,644	558,210	274,745	558,116	604,106	55,462	55,462	604,106
070 LAND CONSERVATION	244,239	204,414	213,980	188,687	214,394	225,788	21,374	21,374	225,788