

**Jefferson County Land & Water Conservation Committee Agenda
"Working Together to Protect & Enhance the Environment"**

**Jefferson County Courthouse
311 S Center Ave, Rm 112
Jefferson, WI 53549-1701**

Wednesday, November 21, 2018 @ 8:00 am

Committee Members: Matthew Foelker (Chair), Walt Christensen (Vice-Chair), Ed Morse (Secretary), Dan Herbst (UWEX Member), Mike Kelly (UWEX Member), Frank Anfang (FSA Rep), and Margaret Burlingham (Public Member)

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the November Agenda
5. Approval of the October 17, 2018 Meeting Minutes
6. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Communications
 - Department of Agriculture, Trade & Consumer Protection (DATCP) November 2018 Report
8. Discussion on Natural Resources Conservation Service (NRCS) Report
9. Discussion on Potter's Field
10. Discussion on Land & Water Conservation Booth at 2019 Farm Progress Days
11. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
12. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP
13. Review of the Monthly Financial Report (September)
14. Discussion and Possible Action on Purchase of Agriculture Conservation Easements (PACE) Applications
15. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
16. Discussion on Items for the Next Agenda
17. Next Scheduled Meeting:
 - December 19, 2018 @ 8:00 am in Room 112
18. Adjournment

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at (920) 674-7101 so appropriate arrangements can be made.

Land & Water Conservation Committee Minutes October 17, 2018

1. Call to Order:

The monthly meeting was called to order by Matt Foelker at 8:00 am. Committee members Matthew Foelker (Chairperson), Walt Christensen (Vice-Chairperson), Ed Morse (Secretary), Dan Herbst (UWEX Member), Mike Kelly (UWEX Member), Frank Anfang (FSA Rep), and Margaret Burlingham (Public Member) were present. Also in attendance were Mark Watkins, Director, Land & Water Conservation Department (LWCD); Kim Liakopoulos, LWCD; Patricia Cicero, LWCD; Gerry Kokkonen, LWCD; Dave Terrall, USDA Wildlife Services.

- Members of the Public in Attendance: Alyson Schmeisser, Sally Williams, Craig Ficenecc, Anita J Martin

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 October Agenda:

The October agenda was reviewed by the committee members. No changes were proposed.

5. Approval of the September 19, 2018 Meeting Minutes:

Anfang made a motion to approve the September 19, 2018 meeting minutes as written, Burlingham seconded. Motion passed 7/0.

6. Public Comment:

Public comment was received on Item #12 asking for a clarification.

7. Communications:

- Department of Agriculture, Trade & Consumer Protection (DATCP) October 2018 Report.

8. Discussion and Possible Action on USDA, APHIS, Animal Damage - Dave Terrall:

- Terrall discussed the Cooperative Service Agreement. Anfang made a motion to accept the agreement as written, Christensen seconded. Motion passed 7/0.
- Terrall discussed the 2018 Crop Price Proposal. Christensen made a motion to accept the crop prices as listed and amend the 90% harvested crops to no later than December 31, 2018, Anfang seconded. Motion passed 7/0.
- Terrall discussed the County Budget/Financial Plan. Kelly made a motion to approve the budget, Anfang seconded. Motion passed 7/0.

9. Natural Resources Conservation Service (NRCS) Report:

NRCS didn't attend the meeting therefore a report was unavailable.

10. Discussion on Water Resources in Jefferson County - Patricia Cicero:

Cicero gave an overview of Water Resources in Jefferson County and the responsibilities and tasks the position entails.

11. Discussion and Possible Action on Climate Change Resolution - Walt Christensen:

Christensen submitted a draft resolution in regard to climate change. Christensen made a motion to revisit this agenda item at the November meeting so the committee has a chance to review the draft, Herbst seconded. Motion passed 7/0.

12. Discussion on LWCD October 2018 Director's Report:

Watkins discussed the October 2018 Director's Report. Watkins informed the committee that LWCD now has two State Certified drone pilots within the department.

13. Discussion on Potter's Field:

Watkins informed the committee that the Request to Disturb Potter's Field was approved by the Historical Society. Morse informed the committee that the Historical Society will pay for the archeology study to insure no remains are disrupted.

14. Discussion on Solar Farms:

Watkins informed the committee that a formal presentation will be given to the County Board at the October 23, 2018 meeting. There was no further discussion.

15. Discussion on LWCD Annual Tree Sale:

Watkins discussed the Annual Tree Sale. A sale brochure was distributed.

16. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP): There were no notices at this time.

17. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP:

Weenonah Brattset Trust

Christensen made a motion to accept the notice of cancellation, Herbst seconded. Motion passed 7/0.

18. Review of the Monthly Financial Report (August):

The most recent statement of revenues and expenditures (August) was distributed.

19. Discussion and Possible Action on Purchase of Agriculture Conservation Easements (PACE) Applications: There are no applications at this time.

20. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements: Kokkonen submitted a baseline documentation synopsis and program overview.

21. Discussion on Items for the Next Agenda:

Possible agenda items include: Item #11, #13, #14

22. Next Scheduled Meeting:

- November 21, 2018 @ 8:00 in Room 112

23. Adjournment:

Kelly made a motion to adjourn at 8:00 am, Christensen seconded. Motion passed 7/0.

Kim Liakopoulos
Administrative Assistant I ~ LWCD



DATCP REPORT
Bureau of Land and Water Resources
November 2018

Soil and Water Resource Management Grants

- The deadline to transfer SWRM bond and SEG funds between counties is December 1, 2018.
- Effective October 16, 2018, DATCP and DNR signed the 2019 joint final allocation plan, a copy of which can be found [here](#)¹.
- DATCP and DNR continue to develop a tracking system with the capacity to geo-locate conservation practices implemented through state grant programs. The DATCP part of the tracking system will allow grant information to be summarized geographically by watershed, create an online system for requesting reimbursements, and enable more robust reporting. Please contact Coreen Fallat with questions: coreen.fallat@wisconsin.gov.

Nutrient Management

- By mid-November, staff will publish the annual update featuring progress in NM plan implementation and highlights from the 2018 review by the Quality Assurance Team. Annual updates may be found [here](#).²

Farmland Preservation Program

- A Farmland Preservation Plan Map Amendment was approved for Dane County and Waukesha County.
- Farmland Preservation Zoning Ordinances were approved for: the City of Barron Extraterritorial Zoning Area in Barron County, the Towns of Scott and Wrightstown and the Village of Suamico in Brown County, the Town of Mayville in Clark County, the Towns of Berry, Blue Mounds, Springfield, Sun Prairie and Westport in Dane County, the Town of Harmony in Rock County, and the Prairie du Sac and Sauk City Extraterritorial Zoning Areas in Sauk County.
- DATCP continues to meet with counties regarding their conservation compliance monitoring of FPP participants. Upcoming meetings include counties in Northwest Wisconsin.

Conservation Reserve Enhancement Program (CREP)

- State agreement submittal deadline for payments in 2018: Complete CREP agreements submitted to DATCP prior to Friday, November 9, 2018 should make it through processing for State payments before the end of the calendar year. Agreements submitted to DATCP after that date may be processed and paid after January 1, 2019. If a landowner wants to claim their State incentive payment on their 2018 taxes it will need to be paid prior to December 31, 2018.
- Counties are asked to provide DATCP with their "County CREP Annual Report" with costs from 10/1/2017 to 9/30/2018. County contributions to administer CREP count toward Wisconsin's overall match requirements for federal CREP funds. Although not reimbursable, these costs are an important contribution towards the statewide CREP program requirements.

Livestock Facility Siting

- The Livestock Facility Siting Review Board upheld the Town of Ledgeview's denial of permit for an expanding dairy farm. The Board determined that the town could take into consideration the applicant's past compliance related to permitted activities as part of an assessment of the credibility of the information in the permit application. However, the board struck down the town's more stringent manure setback standard based on a failure to provide adequate findings of fact. The Board will meet at end of the month to approve the written decision.

¹ <https://datcp.wi.gov/Documents/JointAllocationPlan2019.pdf>

² https://datcp.wi.gov/Pages/Programs_Services/NMupdates.aspx

Agricultural Impact Statements

- DATCP has completed Agricultural Impact Statements (AIS) for two WisDOT projects. They include an AIS for the proposed resurfacing of USH 12 in Jefferson County³ and an expansion of CTH KR in Kenosha and Racine Counties⁴.
- At the end of September, the North Appleton to Morgan 345 kilovolt electric line was energized. Restoration of the construction right-of-way is ongoing.
- The review of the application for the Cardinal-Hickory Creek electric project between Dubuque County Iowa and the town of Middleton in Dane County has started. DATCP mailed questionnaires to agricultural property owners who may have 3 or more acres required for this project. Information/concerns from the questionnaire will be included in the Agricultural Impact Statement. DATCP staff will also participate and be available for questions from landowners at 3 scoping meetings planned by Public Service Commission to be held in November in Dodgeville, Middleton, and Lancaster⁵. For more information contact Marilyn Weiss at 608-224-4650 or marilyn.weiss@wisconsin.gov.

Conservation Engineering

- By the end of the month, DATCP anticipates hiring a three year project position. The position will work with NRCS to provide engineering support in the Northwest part of the state.
- NRCS Ecological Sciences Job Approval (ESJAA) is now required to plan, design and install conservation practices that are completed through an NRCS program. Specific information on requirements and the process to obtain this ESJAA are attached to this report.

Other

- Please join us in welcoming Lacey Cochart as the new Director of the Land and Water Resources Bureau. Lacey was most recently an Assistant Legal Counsel at the Wisconsin Department of Agriculture, Trade and Consumer Protection, working with the Division of Agricultural Resource Management, Agricultural Development, and Management Services. Prior to joining DATCP in 2016, Lacey was an attorney at the Wisconsin Department of Natural Resources. She received her Juris Doctor and Master of Environmental Law and Policy from Vermont Law School and a Bachelor of Science in Environmental Policy and Planning and Public Administration from the University of Wisconsin, Green Bay.

³ <https://datcp.wi.gov/Documents/AISUSH12FtAtkinsonWhitewater.pdf>

⁴ <https://datcp.wi.gov/Documents/AISCounyKRKenRac.pdf>

⁵ http://apps.psc.wi.gov/vs2015/ERF_view/viewdoc.aspx?docid=352128

Reminders from NRCS about NRCS Ecological Sciences Job Approval (ESJAA)

As we have communicated over the past months NRCS Ecological Sciences Job Approval (ESJAA) is now required to plan, design and install conservation practices that are completed through an NRCS program. To maximize efficiency, we encourage partner planners that work with NRCS programs to obtain ESJAA for the practices they commonly work on.

Like engineering job approval (EJA), each practice's ESJAA is divided in to job classes by controlling factors. ESJAA is assigned based off the planner's knowledge, skills, and abilities per practice for each of the three different implementation phases.

To obtain planning job approval the planner must -

- have the ability to properly inventory and evaluate a planning area,
- identify and document resource concerns related to the practice, and
- select practices to will work together in an alternative system that will treat those resource concerns.

To obtain design job approval the planner must -

- understand how to design a planned practice in accordance with the criteria of that practice's standard and
- communicate the implementation requirements with the client.

To obtain construction/certification job approval the planner must

- be able to oversee the installation of the practice and
- know how and where to document the installation specifications.

To obtain ESJAA, a request from the planner's direct supervisor needs to be submitted to NRCS. For local or area level planners this request should be sent to the assistant state conservationist for field operations (ASTC-FO), and for planners that work across area boundaries the request should be sent to the state resource conservationist (SRC). The ASTC-FO or SRC will relay the request to the area resource conservationist (ARC) or designee who will work with the planner to set job approval levels and obtain necessary signatures.

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2018 01 TO 2018 09

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET	ACTUALS	ENCUMBRANCES	BUDGET	USED
12401 Land Conservation							
12401 411100 General Property Taxes	-364,433	0	-364,433	-273,324.78	.00	-91,108.22	75.0%
12401 421001 State Aid	-183,500	0	-183,500	-173,606.00	.00	-9,894.00	94.6%
12401 432099 Other Permits	-250	0	-250	.00	.00	-250.00	.0%
12401 451010 Sale Of Maps & Plat Books	-250	0	-250	-52.30	.00	-197.70	20.9%
12401 451020 Other Fees	0	0	0	-75.40	.00	75.40	.0%
12401 451421 Crep Cancellation Fee	-250	0	-250	.00	.00	-250.00	.0%
12401 458001 Tree Sales	-10,000	0	-10,000	-3,601.80	.00	-6,398.20	36.0%
12401 458005 Ag & Horti Supply Revenue	-250	0	-250	-25.00	.00	-225.00	10.0%
12401 458009 Livestock Siting App Review F	-2,500	0	-2,500	-1,200.00	.00	-1,300.00	48.0%
12401 458013 Farmland Cert Fee	-22,500	0	-22,500	-17,485.00	.00	-5,015.00	77.7%
12401 511110 Salary-Permanent Regular	95,918	0	95,918	57,979.28	.00	37,938.72	60.4%
12401 511210 Wages-Regular	299,787	0	299,787	197,721.88	.00	102,065.12	66.0%
12401 511310 Wages-Sick Leave	0	0	0	10,821.74	.00	-10,821.74	.0%
12401 511320 Wages-Vacation Pay	0	0	0	21,312.05	.00	-21,312.05	.0%
12401 511330 Wages-Longevity Pay	1,189	0	1,189	.00	.00	1,189.00	.0%
12401 511340 Wages-Holiday Pay	0	0	0	8,793.89	.00	-8,793.89	.0%
12401 511350 Wages-Miscellaneous (Comp)	0	0	0	648.43	.00	-648.43	.0%
12401 511380 Wages-Bereavement	0	0	0	779.04	.00	-779.04	.0%
12401 512141 Social Security	30,020	0	30,020	22,236.97	.00	7,783.03	74.1%
12401 512142 Retirement (Employer)	26,592	0	26,592	19,970.92	.00	6,621.08	75.1%
12401 512144 Health Insurance	77,333	0	77,333	54,111.06	.00	23,221.94	70.0%
12401 512145 Life Insurance	130	0	130	98.33	.00	31.67	75.6%
12401 512150 FSA Contribution	1,250	0	1,250	1,125.00	.00	125.00	90.0%
12401 512173 Dental Insurance	5,904	0	5,904	3,774.01	.00	2,129.99	63.9%
12401 531003 Notary Public Related	80	0	80	.00	.00	80.00	.0%
12401 531298 United Parcel Service	50	0	50	.00	.00	50.00	.0%
12401 531301 Office Equipment	750	0	750	143.95	.00	606.05	19.2%
12401 531303 Computer Equipmt & Software	1,000	0	1,000	.00	.00	1,000.00	.0%
12401 531311 Postage & Box Rent	1,550	0	1,550	576.25	.00	973.75	37.2%
12401 531312 Office Supplies	1,200	0	1,200	327.69	.00	872.31	27.3%
12401 531313 Printing & Duplicating	750	0	750	167.47	.00	582.53	22.3%
12401 531314 Small Items Of Equipment	1,750	0	1,750	63.62	.00	1,686.38	3.6%
12401 531321 Publication Of Legal Notice	100	0	100	.00	.00	100.00	.0%
12401 531324 Membership Dues	2,000	0	2,000	1,796.00	.00	204.00	89.8%
12401 531341 Agricultural & Horti Suppli	6,000	0	6,000	4,548.88	.00	1,451.12	75.8%
12401 531348 Educational Supplies	200	0	200	.00	.00	200.00	.0%
12401 531351 Gas/Diesel	1,500	0	1,500	819.35	.00	680.65	54.6%
12401 532325 Registration	1,000	0	1,000	530.00	.00	470.00	53.0%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 09

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12401 532332 Mileage	200	0	200	.00	.00	200.00	.0%
12401 532335 Meals	200	0	200	36.67	.00	163.33	18.3%
12401 532336 Lodging	600	0	600	538.08	.00	61.92	89.7%
12401 533225 Telephone & Fax	500	0	500	91.39	.00	408.61	18.3%
12401 533236 Wireless Internet	1,850	0	1,850	1,572.69	.00	277.31	85.0%
12401 535242 Maintain Machinery & Equip	1,200	0	1,200	570.96	.00	629.04	47.6%
12401 535259 Tree Planter Service	100	0	100	.00	.00	100.00	.0%
12401 571004 IP Telephony Allocation	760	0	760	569.97	.00	190.03	75.0%
12401 571005 Duplicating Allocation	144	0	144	108.00	.00	36.00	75.0%
12401 571009 MIS PC Group Allocation	14,968	0	14,968	11,225.97	.00	3,742.03	75.0%
12401 571010 MIS Systems Grp Alloc (ISIS)	4,969	0	4,969	3,726.72	.00	1,242.28	75.0%
12401 591519 Other Insurance	2,389	0	2,389	2,269.81	.00	119.19	95.0%
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12402 Wildlife Crop Damage							
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12402 421001 State Aid	-20,000	0	-20,000	-6,998.11	.00	-13,001.89	35.0%
12402 529299 Purchase Care & Services	20,000	0	20,000	11,628.38	.00	8,371.62	58.1%
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12403 Nutrient Management							
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12403 458012 Public Land Consv Fees	-250	0	-250	-80.00	.00	-170.00	32.0%
12403 535349 Other Supplies	250	0	250	43.89	.00	206.11	17.6%
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12404 Local Cost Share Program							
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12404 421001 State Aid	-3,300	0	-3,300	.00	.00	-3,300.00	.0%
12404 521219 Other Professional Serv	3,000	0	3,000	2,000.00	.00	1,000.00	66.7%
12404 529299 Purchase Care & Services	300	0	300	.00	.00	300.00	.0%
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12405 DATCP Cost Share							
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12405 421003 State Aid GPR	-14,000	0	-14,000	-770.00	.00	-13,230.00	5.5%
12405 421004 State Aid Bonded	-35,000	0	-35,000	-17,571.03	.00	-17,428.97	50.2%
12405 593701 Cost Share Payment	49,000	0	49,000	26,557.50	.00	22,442.50	54.2%
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12406 Non-Metallic Mining							
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12406 411100 General Property Taxes	10,995	0	10,995	8,246.25	.00	2,748.75	75.0%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 09

ACCOUNTS FOR:	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12406 432005 Non-Metallic Annual Fee	-9,445	0	-9,445	.00	.00	-9,445.00	.0%
12406 474175 Highway Billed	-2,035	0	-2,035	.00	.00	-2,035.00	.0%
12406 531311 Postage & Box Rent	60	0	60	25.63	.00	34.37	42.7%
12406 531312 Office Supplies	50	0	50	.00	.00	50.00	.0%
12406 531348 Educational Supplies	25	0	25	24.00	.00	1.00	96.0%
12406 532325 Registration	150	0	150	35.00	.00	115.00	23.3%
12406 532332 Mileage	50	0	50	.00	.00	50.00	.0%
12406 532335 Meals	50	0	50	.00	.00	50.00	.0%
12406 532336 Lodging	100	0	100	.00	.00	100.00	.0%
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12407 Farmland Easement							
12407 481001 Interest & Dividends	0	0	0	-2,261.84	.00	2,261.84	.0%
12407 531311 Postage & Box Rent	0	0	0	14.33	.00	-14.33	.0%
12407 531312 Office Supplies	0	0	0	125.00	.00	-125.00	.0%
12407 531313 Printing & Duplicating	0	0	0	11.00	.00	-11.00	.0%
12407 571005 Duplicating Allocation	76	0	76	56.97	.00	19.03	75.0%
12407 594950 Operating Reserve	0	32,253	32,253	.00	.00	32,253.20	.0%
12407 594960 Capital Reserve	92,805	0	92,805	.00	.00	92,805.00	.0%
12407 699800 Resv Applied Capital	-92,881	-32,253	-125,134	.00	.00	-125,134.20	.0%
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12408 County Farm							
12408 411100 General Property Taxes	103,688	0	103,688	77,766.03	.00	25,921.97	75.0%
12408 482003 County Farm Land Rent	-105,688	0	-105,688	-40,170.60	.00	-65,517.40	38.0%
12408 529170 Grounds Keeping Charges	1,000	0	1,000	1,161.81	.00	-161.81	116.2%
12408 535249 Sundry Repair	1,000	0	1,000	.00	.00	1,000.00	.0%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	19,530.00	.00	-19,530.00	.0%

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 Jefferson County
 FLEXIBLE PERIOD REPORT

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REPORT OPTIONS

Sequence	Field #	Total	Page Break	
Sequence 1	1	N	Y	From Yr/Per: 2018/ 1
Sequence 2	9	N	N	To Yr/Per: 2018/ 9
Sequence 3	0	N	N	Budget Year: 2018
Sequence 4	0	N	N	Print totals only: N

Report title: FLEXIBLE PERIOD REPORT
 Includes accounts exceeding 0% of budget.
 Print Full or Short description: F
 Print full GL account: N
 Sort by full GL account: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N

Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Amounts/totals exceed 999 million dollars: N
 Roll projects to object: N
 Print journal detail: N
 From Yr/Per: 2018/ 1
 To Yr/Per: 2018/ 9
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Multiyear view: D