

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, December 19, 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 December Agenda
5. Approval of the November 21, 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) December 2018 Report
8. Discussion on Natural Resources Conservation Service (NRCS) Report
9. Discussion and Possible Action on Conservation Reserve Enhancement Program (CREP) Conservation Plan Revision Approval - Nancy Lannert
10. Discussion and Possible Action on Healthy Lakes Grant and Resolution - Patricia Cicero
11. Discussion and Possible Action on Development of the County Farm
12. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
13. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP
14. Review of the Monthly Financial Report (October)
15. Discussion and Possible Action on Purchase of Agriculture Conservation Easements (PACE) Applications
16. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
17. Discussion on Items for the Next Agenda
18. Next Scheduled Meeting:
 - February 20, 2018 @ 8:00 am in Room 112
19. 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 November 21, 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); and Kim Liakopoulos, LWCD.

- Members of the Public in Attendance: 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 November Agenda:

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

5. Approval of the October 17, 2018 Meeting Minutes:

Anfang made a motion to approve the October 17, 2018 meeting minutes as written, Herbst seconded. Motion passed 7/0.

6. Public Comment:

There were no comments.

7. Communications:

- Department of Agriculture, Trade & Consumer Protection (DATCP) November 2018 Report.
- Land + Water sent a handbook for the LWCC Supervisors.

8. Natural Resources Conservation Service (NRCS) Report:

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

9. Discussion on Potter's Field:

Watkins informed the committee that the Request to Disturb has been received by State Historic Preservation Office and they will provide a response to the request within 30 days of the date the request was received.

10. Discussion on Land & Water Conservation Booth at 2019 Farm Progress Days:

The LWCC is interested in exploring the options of a regional information booth at Farm Technology Days. This agenda item will be discussed further during the December meeting.

11. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP): Dinah Wallace Trust

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

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

There were no cancellations.

13. Review of the Monthly Financial Report (September):

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

14. Discussion and Possible Action on Purchase of Agriculture Conservation Easements (PACE)

Applications: Burlingham informed the committee that the Farm Bill still hasn't been passed therefore NRCS is not accepting any application material at this time.

15. Discussion on Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements:

Baseline Documentation has been completed for the year. Watkins spoke to the committee about using drone technology in the near future to assist in monitoring easements.

16. Discussion on Items for the Next Agenda:

Possible agenda items include: Development of the County Farm, Solar Farms in Jefferson County, Farm Technology Days booth.

17. Next Scheduled Meeting:

- December 19, 2018 @ 8:00 in Room 112

18. Adjournment:

Anfang made a motion to adjourn at 8:45 am, Burlingham seconded. Motion passed 7/0.



DATCP REPORT
Bureau of Land and Water Resources
December 2018

Webinars for LCC training now available

- A webinar providing a short overview on the [Soil and Water Resource Management grants](#)¹ and allocation process and on the [Land and Water Resource Management plans](#)² are now posted. The webinars are short (about six-minutes) and are designed to help orient new members and provide a refresher to others. The webinars can be viewed independently or included on meeting agendas. If your county uses the webinars, please let us know how it went and if you have thoughts for improvement. If this format works, webinars on other topics can be recorded. Contact Coreen.Fallat@wisconsin.gov or Penny@wisconsinlandwater.org.

Soil and Water Resource Management Grants

- Counties interested in CREP equivalent cost-sharing should be aware that DATCP has new forms and guidance documents in the SWRM manual. If you are considering reenrolling land by providing a second 15 years of CREP equivalent payments, contact Richard.Castelnuovo@wi.gov for the requirements.
- Any 2018 cost-share projects that won't be completed this year must be extended into 2019 if you want to use your 2018 funds. Extension requests (form 200), along with the signed cost-share contracts, are due to DATCP by December 31, 2018.

Annual Reporting

- It is almost annual report time again! The annual report questions for the counties will be in the same format as the last couple of years. We plan to send the link out to everyone before December 31. The deadline for completing the reporting questions will again be mid-March. This gives us the chance to get the report finished by June. Contact Coreen.Fallat@wisconsin.gov if you have any questions.

Nutrient Management

- The annual update featuring progress in NM plan implementation and highlights from the 2018 review by the Quality Assurance Team is complete and posted [here](#).³
- For the next few months, nutrient management staff will be providing extensive training support for SnapPlus. If you are interested in holding a training, review the [calendar of trainings](#)⁴ and contact Sue Porter, Mark Jenks or Stephanie Schneider to schedule a training in your area..

Farmland Preservation Program

- A Farmland Preservation Plan Map Amendment was approved for Barron, Dodge, Green Lake and Marquette Counties.
- Farmland Preservation Zoning Ordinances were approved for the Village of Soldiers Grove in Crawford County and the City of Middleton-Town of Westport ETZ area in Dane County.
- A Farmland Preservation Zoning Ordinance Map Amendment was approved for Marquette County to extend certification to the Town of Montello.

Livestock Facility Siting

- The final decision from the Livestock Facility Siting Review Board in the case of *Ledgeview Farms v. Town of Ledgeview* (Brown County) is available on the board's [webpage](#)⁵. Counties interested in imposing more stringent standards need to review this decision for guidance.

¹ <https://www.youtube.com/watch?v=62SPkBgnySM&feature=youtu.be>

² <https://www.youtube.com/watch?v=GbTerL4NgY&feature=youtu.be>

³ https://datcp.wi.gov/Pages/Programs_Services/NMupdates.aspx

⁴ <https://snapplus.wisc.edu/news-help/calendar/>

Conservation Reserve Enhancement Program (CREP)

- Counties should 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 to statewide CREP requirements.
- Congress allowed the Farm Bill (Food Security Act of 1985) to expire on October 1, 2018 and with it authorization for FSA to enroll or reenroll any CRP/CREP agreements for FFY2019. While it is unclear when a new Farm Bill will be passed, we expect CREP to be included in any new version. County CREP partners should continue to assist landowners interested in enrolling new CREP acres in the program under contracts that will eventually start in FFY2019. LCD offices can also continue to assist landowners by getting the State CREP application process started and continuing to promote CREP to landowners, particularly in areas with flooded crop and pasture land.

Land and Water Conservation Board and LWRM Plans

- The board will hold its next meeting on December 4th. Board agenda items include recommending approval of LWRM plan revisions for Dane and Taylor Counties.
- A reminder to the counties scheduled for 2019 LWRM plan revisions or reviews, check your timelines. Final plan revision and board materials need to be submitted 3-4 weeks prior to the LWCB meeting. If you have any questions or need help with the planning process please contact Lisa.Trumble@wisconsin.gov

Agricultural Impact Statements

- November 2018 is an anniversary for the Agriculture Impact Statement (AIS) program. Forty years ago, the very first AIS was published. Wisconsin is still the only state to draft these documents, which not only clearly identify potential eminent domain impacts to farmers, but also recommend methods to mitigate impacts. See [press release](#).⁶

Conservation Engineering

- Engineering Field Handbook, Chapter 4, Exhibit A (EFH-4, Exhibit A) – *Preliminary Geologic Investigations* for completing soils investigations to the latest NRCS CPS 313 Waste Storage Facility (313 standard) recently had some minor updates. The document can be found [here](#).
- New Soil Test Pit Boring Logs that match EFH-4, Exhibit A criteria have been posted on the [NRCS FOTG webpage](#) → Select Wisconsin from drop down → Section III → Planning Tools → Engineering → Soil Boring Logs and Testing.
- Huffcutt precast concrete manure transfer channels drawings and calculations have been updated to comply with criteria in the latest 313 standard. Information on the “pre-approved” structures can be found on the Agricultural Waste Management Field Handbook (AWMFH) page found [here](#).
- REMINDER: December 31st, 2018 marks the end of the current 3-year cycle for obtaining the 30 Professional Development Hours (PDHs) that are required for maintaining your DATCP Engineering Certification and NRCS Engineering Job Approval Authority.
- Cody Overgard will be joining our staff in Altoona to provide engineering support in the northwestern part of the state. Cody’s position is a result of a 3-year collaboration grant with NRCS, so while his focus will be assisting NRCS, he will also work on county/state funded projects as time allows. Cody previously worked as a technician with Clark County and most recently worked in the private sector on a range of projects including manure storage, dams, waterways, water and sediment control basins.

⁵ https://datcp.wi.gov/Pages/About_Us/LivestockSitingReviewBoard.aspx

⁶ <https://datcp.wi.gov/Documents/AISAnniversary.pdf>

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2018 01 TO 2018 10

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
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12401 Land Conservation							
12401 411100 General Property Taxes	-364,433	0	-364,433	-303,694.20	.00	-60,738.80	83.3%
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	-5,221.80	.00	-4,778.20	52.2%
12401 458005 Ag & Hortic Supply Revenue	-250	0	-250	-25.00	.00	-225.00	10.0%
12401 458009 Livestock Siting App Review F	-2,500	0	-2,500	-1,950.00	.00	-550.00	78.0%
12401 458013 Farmland Cert Fee	-22,500	0	-22,500	-17,675.00	.00	-4,825.00	78.6%
12401 511110 Salary-Permanent Regular	95,918	0	95,918	66,133.07	.00	29,784.93	68.9%
12401 511210 Wages-Regular	299,787	0	299,787	222,761.16	.00	77,025.84	74.3%
12401 511310 Wages-Sick Leave	0	0	0	11,577.37	.00	-11,577.37	.0%
12401 511320 Wages-Vacation Pay	0	0	0	22,807.75	.00	-22,807.75	.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	656.55	.00	-656.55	.0%
12401 511380 Wages-Bereavement	0	0	0	779.04	.00	-779.04	.0%
12401 512141 Social Security	30,020	0	30,020	24,882.39	.00	5,137.61	82.9%
12401 512142 Retirement (Employer)	26,592	0	26,592	22,346.26	.00	4,245.74	84.0%
12401 512144 Health Insurance	77,333	0	77,333	60,506.19	.00	16,826.81	78.2%
12401 512145 Life Insurance	130	0	130	109.34	.00	20.66	84.1%
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	4,356.26	.00	1,547.74	73.8%
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	785.29	.00	764.71	50.7%
12401 531312 Office Supplies	1,200	0	1,200	359.84	.00	840.16	30.0%
12401 531313 Printing & Duplicating	750	0	750	187.47	.00	562.53	25.0%
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 & Hortic 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	856.64	.00	643.36	57.1%
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 10

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	1,746.85	.00	103.15	94.4%
12401 535242 Maintain Machinery & Equip	1,200	0	1,200	632.65	.00	567.35	52.7%
12401 535259 Tree Planter Service	100	0	100	.00	.00	100.00	.0%
12401 571004 IP Telephony Allocaticn	760	0	760	633.30	.00	126.70	83.3%
12401 571005 Duplicating Allocation	144	0	144	120.00	.00	24.00	83.3%
12401 571009 MIS PC Group Allocaticn	14,968	0	14,968	12,473.30	.00	2,494.70	83.3%
12401 571010 MIS Systems Grp Alloc(ISIS)	4,969	0	4,969	4,140.80	.00	828.20	83.3%
12401 591519 Other Insurance	2,389	0	2,389	2,522.01	.00	-133.01	105.6%
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12402 Wildlife Crop Damage							
12402 421001 State Aid	-20,000	0	-20,000	-11,628.38	.00	-8,371.62	58.1%
12402 529299 Purchase Care & Services	20,000	0	20,000	15,928.72	.00	4,071.28	79.6%
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12403 Nutrient Management							
12403 458012 Public Land Consv Fees	-250	0	-250	-130.00	.00	-120.00	52.0%
12403 535349 Other Supplies	250	0	250	43.89	.00	206.11	17.6%
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12404 Local Cost Share Program							
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 Puchase Care & Services	300	0	300	.00	.00	300.00	.0%
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12405 DATCP Cost Share							
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	-32,101.03	.00	-2,898.97	91.7%
12405 593701 Cost Share Payment	49,000	0	49,000	26,587.50	.00	22,412.50	54.3%
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12406 Non-Metallic Mining							
12406 411100 General Property Taxes	10,995	0	10,995	9,162.50	.00	1,832.50	83.3%

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2018 01 TO 2018 10

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
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	31.62	.00	28.38	52.7%
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	-2,586.60	.00	2,586.60	.0%
12407 531311 Postage & Box Rent	0	0	0	20.73	.00	-20.73	.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	63.30	.00	12.70	83.3%
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	86,406.70	.00	17,281.30	83.3%
12408 482003 County Farm Land Rent	-105,688	0	-105,688	-90,383.85	.00	-15,304.15	85.5%
12408 529170 Grounds Keeping Charges	1,000	0	1,000	1,290.69	.00	-290.69	129.1%
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 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-19,127.90	.00	19,127.90	.0%