

***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, August 21, 2019 @ 8:30 am

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

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the August Agenda
5. Approval of the July 17, 2019 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) August 2019 Report
 - Preferred Method of Contact to Committee Members from Land & Water Conservation Department (LWCD)
8. Discussion on Natural Resources Conservation Service (NRCS) Report
9. Discussion on Departmental Updates
10. Discussion on County Farm Tile System Repairs
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 (June)
14. Discussion on 2020 LWCD Budget
15. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation
16. Discussion and Possible Action on American Farmland Trust Meeting Regarding PACE - Margaret Burlingham
17. Discussion on Items for the Next Agenda
18. Next Scheduled Meeting:
 - September 18, 2019 @ 8:30 am in Room 202
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

July 17, 2019

1. Call to Order:

The monthly meeting was called to order by Matt Foelker at 8:30 am. Committee members Matt Foelker (Chairperson), Walt Christensen (Vice-Chairperson), Dan Herbst (UWEX), Mike Kelly (UWEX), Frank Anfang (FSA Rep), and Margaret Burlingham (Member) were present. Also in attendance were Patricia Cicero, Interim Director, Land & Water Conservation Department (LWCD); Kim Liakopoulos, LWCD; Gerry Kokkonen, LWCD; and Joe Strupp, LWCD. Ed Morse (Secretary) was excused.

- Others in Attendance: Ronni Monroe, Anita Martin, Frankie Fuller

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 July Agenda:

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

5. Approval of the June 19, 2019 Meeting Minutes:

Anfang made a motion to approve the June 19, 2019 meeting minutes as written, Herbst seconded. Motion passed 6/0.

6. Public Comment:

Martin commented on the Executive Committee discussing the possibility of the UW Extension Committee combining with the Land & Water Conservation Committee at their most recent meeting.

7. Communications:

- Department of Agriculture, Trade & Consumer Protection July 2019 Report.
- Jefferson County Diary Breakfast Thank You Letter.

8. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation:

Kokkonen is waiting to hear from NRCS in regard to an application that was sent to their legal department. Purchased easement monitoring is complete, donated easements will be done in conjunction with Non-Metallic Mining monitoring. Burlingham mentioned a meeting being held on Wednesday July 24, and coordinated by Allison Volk of American Farmland Trust to discuss reinstating state easement funding. Burlingham will report outcomes at next month's meeting.

9. Natural Resources Conservation Service (NRCS) Report:

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

10. Discussion on Departmental Updates:

Cicero updated the committee on departmental operations: transect survey is complete, spot check field work is complete, an endangered fish (slender madtom) was documented in Rock Lake and staff took part in an educational tour of Rock Lake.

11. Discussion and Possible Action on County Farm Tile System:

An estimate has been submitted and accepted to fix some of the aging tile system at the County Farm. Work will begin early next week and should take about 3 days.

12. Discussion and Possible Action on Land and Water Conservation Department Fees:

Cicero outlined the possible changes to department fees. Christensen made a motion to accept the fees as proposed, Herbst seconded. Motion passed 6/0.

13. Discussion on 2020 Budget:

Cicero discussed the preliminary 2020 Budget, including an increase to the Staffing & Operations Grant from the State.

14. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP): Verdal Anderson, Jeffery & Laurie Koellen, Beatrice Peyer, David Raether, David & Kathryn Stelse, Joseph Hillebrand (Voluntary)

Anfang made a motion to accept the notices, Herbst seconded. Motion passed 6/0.

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

There were no cancellations.

16. Review of the Monthly Financial Report (May):

The most recent statement of revenues and expenditures was distributed.

17. Discussion on Items for the Next Agenda:

Possible agenda items include: No new agenda items were proposed.

18. Next Scheduled Meeting:

- August 21, 2019 @ 8:30 am in Room 112

19. Drone Demonstration - Kokkonen:

Kokkonen gave a drone demonstration.

20. Adjournment:

Christensen made a motion to adjourn at 10:00 am, Burlingham seconded. Motion passed 4/0.

*Kim Liakopoulos
Administrative Specialist I ~ LWCD*



DATCP REPORT
Bureau of Land and Water Resources
August 2019

Soil and Water Resources Management Grants

- The 2020 joint preliminary allocation plan will be presented at the August 6th meeting of the Land and Water Conservation Board. DATCP proposes to allocate \$9,439,100 for county staffing grants, \$5,776,732 for bond and nutrient management cost-share grants which includes \$300,000 for the bond reserve, and \$1,238,268 in cooperator grants. Send comments on the proposed allocations to datcpswrm@wisconsin.gov by Sept. 4, 2019.

Land and Water Conservation Board and LWRM Plans

- At the August 6, 2019 LWCB meeting Ashland, Oneida, Barron, and Vernon counties will present their LWRM plan revisions for approval.

Livestock Facility Siting

- DATCP has scheduled six dates in August and September to hold public hearings on the proposed revisions to the livestock facility siting rule, ATCP 51. Hearings will take place on August 15th in Oshkosh, August 19th in Eau Claire, August 20th in Wausau, August 22nd in Madison, September 4th in Onalaska, and September 5th in Spooner. There will be two sessions at each location from 1-4 pm and 5-8 pm. Written comments will be accepted through September 13th. See our [website](#)¹ for all information regarding the draft rule and public hearings.

Conservation Reserve Enhancement Program (CREP)

- The deadline to submit signed offers for signup 52 for both new enrollment and re-enrollment is August 23, 2019. Please pass the word to landowners interested in installing CREP conservation practices to get started now, especially landowners who have experienced crop damage or nutrient loss from flooding.
- Please download the updated CREP 15-year Agreement (LWR-283) form from the CREP [website](#). The form was updated on 7/25/2019 to reflect Jennifer Heaton-Amrhein, new Land Management Section Chief, as the signing authority on CREP agreements for DATCP.

Producer-led Watershed Grant Program

- DATCP will soon be recruiting for a project position to provide technical support to the producer-led watershed groups. The position is possible through a cooperative agreement between DATCP and NRCS through the Conservation Collaboration funding opportunity. This three-year position will develop reports designed to track estimated water quality benefits and soil health improvement possible through the implementation of conservation practices across all producer-led groups. The position will also work to increase knowledge about conservation practice benefits and their impact on water quality and soil health, assist with the establishment of demonstration plots according to protocols, and promote available technical and financial assistance to support conservation.

Conservation Engineering

- The DATCP Conservation Engineering Practitioner Certification form (Certification) has been revised so the practices are listed in alphabetical order and will print all the available practices. Practices you don't have levels for will print with blanks ("---") similar to how the forms used to be when they were in Excel. Previously, the form printed in numerical order by practice number and only printed the practices that

¹ https://datcp.wi.gov/Pages/Programs_Services/LSRuleRevision.aspx

practitioners had levels for. If you would like an updated Certification form, please contact your DATCP Area Engineer.

Farmland Preservation Program

- The AEA Petition Evaluation Committee met on July 18th to review 3 petitions submitted during the 2019 cycle.
- The Town of Glenmore, Brown County Farmland Preservation Zoning Ordinance was approved.

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2019 01 TO 2019 06

| ACCOUNTS FOR: | ORIGINAL | TRANFRS/ | REVISED | ACTUALS | ENCUMBRANCES | AVAILABLE | PCT |
|--|----------|----------|----------|-------------|--------------|-------------|--------|
| 100 General Fund | APPROP | ADJSTMTS | BUDGET | | | BUDGET | USED |
| <hr/> | | | | | | | |
| 12401 Land Conservation | | | | | | | |
| 12401 411100 General Property Taxes | -366,038 | 0 | -366,038 | -183,019.02 | .00 | -183,018.98 | 50.0% |
| 12401 421001 State Aid | -183,500 | 0 | -183,500 | -85,000.00 | .00 | -98,500.00 | 46.3% |
| 12401 432099 Other Permits | -250 | 0 | -250 | .00 | .00 | -250.00 | .0% |
| 12401 451010 Sale Of Maps & Plat Books | -250 | 0 | -250 | -45.00 | .00 | -205.00 | 18.0% |
| 12401 451020 Other Fees | -100 | 0 | -100 | -12.50 | .00 | -87.50 | 12.5% |
| 12401 451421 Crep Cancellation Fee | -100 | 0 | -100 | -101.71 | .00 | 1.71 | 101.7% |
| 12401 458001 Tree Sales | -10,000 | 0 | -10,000 | -2,520.00 | .00 | -7,480.00 | 25.2% |
| 12401 458005 Ag & Horti Supply Revenue | -250 | 0 | -250 | -60.00 | .00 | -190.00 | 24.0% |
| 12401 458009 Livestock Siting App Review F | -1,500 | 0 | -1,500 | -1,000.00 | .00 | -500.00 | 66.7% |
| 12401 458013 Farmland Cert Fee | -22,500 | 0 | -22,500 | -16,130.00 | .00 | -6,370.00 | 71.7% |
| 12401 511110 Salary-Permanent Regular | 99,040 | 0 | 99,040 | 74,446.25 | .00 | 24,593.75 | 75.2% |
| 12401 511210 Wages-Regular | 310,512 | 0 | 310,512 | 137,585.32 | .00 | 172,926.68 | 44.3% |
| 12401 511220 Wages-Overtime | 0 | 0 | 0 | 12.47 | .00 | -12.47 | .0% |
| 12401 511330 Wages-Longevity Pay | 1,234 | 0 | 1,234 | 156.38 | .00 | 1,077.62 | 12.7% |
| 12401 512141 Social Security | 31,425 | 0 | 31,425 | 15,812.33 | .00 | 15,612.67 | 50.3% |
| 12401 512142 Retirement (Employer) | 26,906 | 0 | 26,906 | 11,789.70 | .00 | 15,116.30 | 43.8% |
| 12401 512144 Health Insurance | 53,816 | 0 | 53,816 | 24,362.01 | .00 | 29,453.99 | 45.3% |
| 12401 512145 Life Insurance | 132 | 0 | 132 | 33.85 | .00 | 98.15 | 25.6% |
| 12401 512150 FSA Contribution | 9,000 | 0 | 9,000 | .00 | .00 | 9,000.00 | .0% |
| 12401 512151 HSA Contribution | 0 | 0 | 0 | 8,000.00 | .00 | -8,000.00 | .0% |
| 12401 512173 Dental Insurance | 5,904 | 0 | 5,904 | 2,310.63 | .00 | 3,593.37 | 39.1% |
| 12401 531301 Office Equipment | 750 | 0 | 750 | .00 | .00 | 750.00 | .0% |
| 12401 531303 Computer Equipmt & Software | 0 | 0 | 0 | 9.87 | .00 | -9.87 | .0% |
| 12401 531311 Postage & Box Rent | 1,500 | 0 | 1,500 | 419.12 | .00 | 1,080.88 | 27.9% |
| 12401 531312 Office Supplies | 1,200 | 0 | 1,200 | 21.96 | .00 | 1,178.04 | 1.8% |
| 12401 531313 Printing & Duplicating | 750 | 0 | 750 | 56.54 | .00 | 693.46 | 7.5% |
| 12401 531314 Small Items Of Equipment | 1,750 | 0 | 1,750 | .00 | .00 | 1,750.00 | .0% |
| 12401 531321 Publication Of Legal Notice | 50 | 0 | 50 | .00 | .00 | 50.00 | .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 | 223.66 | .00 | 5,776.34 | 3.7% |
| 12401 531348 Educational Supplies | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 12401 531351 Gas/Diesel | 1,200 | 0 | 1,200 | 671.00 | .00 | 529.00 | 55.9% |
| 12401 532325 Registration | 1,000 | 0 | 1,000 | 696.00 | .00 | 304.00 | 69.6% |
| 12401 532332 Mileage | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 12401 532335 Meals | 200 | 0 | 200 | 115.48 | .00 | 84.52 | 57.7% |
| 12401 532336 Lodging | 600 | 0 | 600 | 387.98 | .00 | 212.02 | 64.7% |
| 12401 533225 Telephone & Fax | 500 | 0 | 500 | 63.79 | .00 | 436.21 | 12.8% |
| 12401 533236 Wireless Internet | 1,850 | 0 | 1,850 | 518.85 | .00 | 1,331.15 | 28.0% |

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 06

| ACCOUNTS FOR: | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | ACTUALS | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|-----------------|-------------------|----------------|-----------|--------------|------------------|----------|
| 100 General Fund | | | | | | | |
| 12401 535242 Maintain Machinery & Equip | 1,000 | 0 | 1,000 | 349.88 | .00 | 650.12 | 35.0% |
| 12401 535259 Tree Planter Service | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 12401 571004 IP Telephony Allocation | 661 | 0 | 661 | 330.48 | .00 | 330.52 | 50.0% |
| 12401 571005 Duplicating Allocation | 221 | 0 | 221 | 110.52 | .00 | 110.48 | 50.0% |
| 12401 571009 MIS PC Group Allocation | 17,042 | 0 | 17,042 | 8,521.02 | .00 | 8,520.98 | 50.0% |
| 12401 571010 MIS Systems Grp Alloc(ISIS) | 4,519 | 0 | 4,519 | 2,259.48 | .00 | 2,259.52 | 50.0% |
| 12401 591519 Other Insurance | 3,276 | 0 | 3,276 | 1,638.00 | .00 | 1,638.00 | 50.0% |
| <hr/> | | | | | | | |
| 12402 Wildlife Crop Damage | | | | | | | |
| 12402 421001 State Aid | -20,000 | 0 | -20,000 | -4,220.14 | .00 | -15,779.86 | 21.1% |
| 12402 529299 Purchase Care & Services | 20,000 | 0 | 20,000 | 4,220.14 | .00 | 15,779.86 | 21.1% |
| <hr/> | | | | | | | |
| 12403 Nutrient Management | | | | | | | |
| 12403 458012 Public Land Consv Fees | -250 | 0 | -250 | -40.00 | .00 | -210.00 | 16.0% |
| 12403 535349 Other Supplies | 250 | 0 | 250 | 20.52 | .00 | 229.48 | 8.2% |
| <hr/> | | | | | | | |
| 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 | .00 | .00 | 3,000.00 | .0% |
| 12404 529299 Puchase Care & Services | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| <hr/> | | | | | | | |
| 12405 DATCP Cost Share | | | | | | | |
| 12405 421003 State Aid GPR | -14,000 | 0 | -14,000 | .00 | .00 | -14,000.00 | .0% |
| 12405 421004 State Aid Bonded | -35,000 | 0 | -35,000 | .00 | .00 | -35,000.00 | .0% |
| 12405 593701 Cost Share Payment | 49,000 | 0 | 49,000 | 332.50 | 17,918.60 | 30,748.90 | 37.2% |
| <hr/> | | | | | | | |
| 12406 Non-Metallic Mining | | | | | | | |
| 12406 411100 General Property Taxes | 10,995 | 0 | 10,995 | 5,497.50 | .00 | 5,497.50 | 50.0% |
| 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 | 27.48 | .00 | 32.52 | 45.8% |
| 12406 531312 Office Supplies | 50 | 0 | 50 | .00 | .00 | 50.00 | .0% |

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 06

| ACCOUNTS FOR: | ORIGINAL APPROP | TRANFRS/ADJSTMTS | REVISED BUDGET | ACTUALS | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|-----------------|------------------|----------------|-----------|--------------|------------------|----------|
| 100 General Fund | | | | | | | |
| 12406 531348 Educational Supplies | 25 | 0 | 25 | .00 | .00 | 25.00 | .0% |
| 12406 532325 Registration | 150 | 0 | 150 | .00 | .00 | 150.00 | .0% |
| 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 | 164.00 | .00 | -64.00 | 164.0% |
| 12407 Farmland Easement | | | | | | | |
| 12407 481001 Interest & Dividends | -400 | 0 | -400 | -2,149.54 | .00 | 1,749.54 | 537.4% |
| 12407 531311 Postage & Box Rent | 15 | 0 | 15 | 4.13 | .00 | 10.87 | 27.5% |
| 12407 531312 Office Supplies | 300 | 0 | 300 | 125.00 | .00 | 175.00 | 41.7% |
| 12407 531313 Printing & Duplicating | 18 | 0 | 18 | .00 | .00 | 18.00 | .0% |
| 12407 594960 Capital Reserve | 125,201 | 32,329 | 157,530 | .00 | .00 | 157,530.20 | .0% |
| 12407 699800 Resv Applied Capital | -125,134 | -32,329 | -157,463 | .00 | .00 | -157,463.20 | .0% |
| 12408 County Farm | | | | | | | |
| 12408 411100 General Property Taxes | 104,188 | 0 | 104,188 | 52,093.98 | .00 | 52,094.02 | 50.0% |
| 12408 482003 County Farm Land Rent | -105,688 | 0 | -105,688 | .00 | .00 | -105,688.00 | .0% |
| 12408 529170 Grounds Keeping Charges | 785 | 0 | 785 | 538.22 | .00 | 246.78 | 68.6% |
| 12408 535249 Sundry Repair | 715 | 1,000 | 1,715 | 1,400.00 | .00 | 315.00 | 81.6% |
| 12408 699999 Budgetary Fund Balance | 0 | -1,000 | -1,000 | .00 | .00 | -1,000.00 | .0% |

07/26/2019
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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 06

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | ACTUALS | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------|--------------------|----------------------|-------------------|-----------|--------------|---------------------|-------------|
| GRAND TOTAL | 0 | 0 | 0 | 62,824.13 | 17,918.60 | -80,742.73 | .0% |