

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

Jefferson County Courthouse ~ 311 S Center Ave, Rm 202 ~ Jefferson, WI 53549-1701

Wednesday, June 15, 2022 @ 8:30 am

Join Zoom Meeting ~ <https://us06web.zoom.us/j/81594414745>
Meeting ID: 815 9441 4745# ~ Dial by your location: +1 312 626 6799

Committee Members: Matt Foelker (Chair) (UW), Walt Christensen (Vice-Chair), Dan Herbst (UW), Cassie Richardson, Meg Turville-Heitz, Kirsten Jurcek (FSA), and Margaret Burlingham (PACE)

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the June Agenda
5. Approval of the May 18, 2022 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) June 2022 Report
8. Discussion on Natural Resources Conservation Service (NRCS) Report
9. Discussion on Departmental Updates
10. Discussion on New Position in the Department
11. Discussion on Aquatic Invasive Species Projects
12. Discussion on Producer-Led Groups: Jefferson County Soil Builders & Rock River Regenerative Grazers
13. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
14. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP
15. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation
16. Discussion and Possible Action on Authorizing the LWCD Director to Sign Agricultural Conservation Easement Applications and Contract Documents
17. Review of the Monthly Financial Report (April)
18. Discussion on Items for the Next Agenda
 - Next Scheduled Meeting July 20, 2022 @ 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

May 18, 2022

1. Call to Order:

The monthly meeting was called to order by Patricia Cicero, Director, Land & Water Conservation Department (LWCD) at 8:30 am. Committee Members Margaret Burlingham (PACE), Walt Christensen, Matt Foelker (UW) (@ 9:00), Dan Herbst (UW), Kirsten Jurcek (FSA), Cassie Richardson, and Meg Turville-Heitz were present. Also in attendance: Kim Liakopoulos, LWCD; and Gerry Kokkonen (@ 9:00), Land Information.

- Others in Attendance: Anita Martin, Dean Weichmann (Jefferson County Soil Builders)

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. Election of Officers:

Chairperson: Herbst made a motion to elect Christensen Chairperson, Jurcek seconded, Christensen declined the nomination. Motion failed.

Chairperson: Jurcek made a motion to elect Foelker Chairperson, Herbst seconded. Motion passed 6/0.

Vice-Chairperson: Turville-Heitz made a motion to elect Christensen Vice-Chairperson, Jurcek seconded. Motion passed 6/0.

5. Set Future Meeting Schedule:

Postponed per Vice-Chair Christensen until Chairperson Foelker arrival.

6. Review of the May Agenda:

The May agenda was reviewed by the committee members. Vice-Chair Christensen postponed agenda item #5 until Chairperson Foelker was in attendance.

7. Approval of the March 16, 2022 Meeting Minutes:

Herbst made a motion to approve the March 16, 2022 meeting minutes as written, Jurcek seconded. Motion passed 6/0.

8. Public Comment:

Burlingham notified the committee that Farmland Easement brochures will be available to the public at the Jefferson County Dairy Breakfast. Christensen spoke about his attendance at the 4th Grade Farm Tour.

9. Communications:

- Department of Agriculture, Trade & Consumer Protection April & May 2022 Reports.

10. Natural Resources Conservation Service (NRCS) Report:

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

11. Discussion on Land & Water Conservation Committee and Department Overview:

Cicero gave an overview of the department. Cicero also discussed committee authority, duties and personal, then answered committee questions.

12. Discussion on Departmental Updates:

Gerry Kokkonen, formerly with LWCD, is now a GIS Specialist with the Land Information Department. Cicero is working on a job description for a new position within the LWCD office. LWCD staff met with two new Jefferson County UW Extension educators. Joe Strupp & Josh Butteris are working with the DNR and a

landowner who will be issued a Notice of Discharge. Strupp & Butteris are preparing for this year's Farmland Preservation spot check. Strupp & Butteris are working on the Multi-Discharger Variance cover crops and pasture establishment cost share program. The 2021/2022 tree sale is complete. Marisa Ulman is in the field training lake and stream monitors

(5.) Set Future Meeting Schedule:

The Land & Water Committee meetings will remain on the third Wednesday of the month at 8:30 am.

13. Discussion and Possible Action on Wisconsin Land+Water Conservation Association and Southern Area Association: Cicero outlined the objectives of WI Land+Water Association and Southern Area Association, then gave an overview of both organizations.

14. Discussion and Possible Action on Nominating John Kannard for the Blue Spring Lake Management District and the Lower Spring Lake Protection and Rehabilitation District: Christensen made a motion to nominate John Kannard to the Blue Spring Lake Management District and the Lower Spring Lake Protection and Rehabilitation District, Burlingham seconded. Motion passed 7/0.

15. Discussion on Producer-Led Groups: Jefferson County Soil Builders & Rock River Regenerative Grazers: Weichmann discussed the 06.02.2022 Soil Builders Shop Talk. Rock River Regenerative Grazers has several upcoming events. This information will be shared with the committee during upcoming meetings.

16. Discussion and Possible Action on Resolution Amending the 2022 Land & Water Conservation Department Budget: Cicero reviewed a resolution with the committee amending the 2022 LWCD budget. Jurcek made a motion to accept the resolution, Herbst seconded. Motion passed 7/0.

17. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP):

Voluntary - Robert & Lorraine Knaack, Jason & Jennifer Schroedl

Christensen made a motion to accept the notices, Turville-Heitz seconded. Motion passed 7/0.

18. Discussion and Possible Action on Cancellation of Notice of Noncompliance - FPP:

William & Patricia Hying

Richardson made a motion to accept the notice, Turville-Heitz seconded. Motion passed 7/0.

19. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation: Kokkonen informed the committee that the current PACE application will be on the June meeting agenda. Another landowner has submitted an easement interest form and their application will be submitted for the American Farmland Trust Regional Conservation Partnership Program funding.

~Turville-Heitz exited the meeting @ 10:10 am~

20. Review of the Monthly Financial Report (March):

The most recent statement of revenues and expenditures was distributed.

21. Discussion on Items for the Next Agenda:

Possible agenda items include: Jefferson County Fair Booth

- **Next Scheduled Meeting:** June 15, 2022 @ 8:30 in Room 202

22. Adjournment:

Christensen made a motion to adjourn at 10:15 am, Herbst seconded. Motion passed 6/0.

Committee member Kirsten Jurcek has been appointed to serve on this committee due to her status as the designated Farm Service Agency committee member. All her opinions and votes are as a member of the public and as a producer/farmer, not as a representative of the Farm Service Agency, United States Department of Agriculture, or Federal Government.

Kim Liakopoulos

Administrative Specialist I ~ LWCD



DATCP REPORT Bureau of Land and Water Resources

June 2022

Soil and Water Resources Management Grants

- Reminder: Up to 50% of your SEG grant award may be used for cropping practices without prior approval from DATCP.

Emergency Rule Development

- [2021 Act 223](#) created two new programs within our Bureau – a Nitrogen Optimization Pilot Program Grant and Cover Crop Insurance Rebate program. The Department has an approved scope statement for each program – [Nitrogen optimization pilot program](#) and [cover crop insurance rebate program](#), and the Department has until Friday, July 8th to promulgate the emergency rule for the nitrogen optimization program. Staff are currently drafting the new rules for these programs, and input can be emailed to DATCPLandwater@wisconsin.gov by June 8.

ATCP 50 Rule Revision

- Presentation slides and meeting materials for past meetings are available on the [website](#). Questions, comments, and suggestions for changes can be sent to DATCPLandwater@wisconsin.gov. Sign up on the [website](#) to receive GovDelivery notices of upcoming meeting dates and other rule related information.

Nutrient Management News

- Outreach magnets are available upon request to help advertise the Runoff Risk Advisory Forecasting Tool. If you are interested, please email cody.calkins@wisconsin.gov requesting how many magnets you would like. Please make sure to include an address in your request so we can mail them to you!
- If you would like to participate or have participated in Nutrient Management Quality Assurance Reviews with DATCP in the past, please fill out the following survey: <https://forms.office.com/g/szEjSC2zTP> by **July 1st, 2022**. We would like to set up some meetings this summer to discuss what the Quality Assurance Team did in the past and how we can reboot this process for 2023.
- The 2021 Annual NM report is in its final stages and will be released soon. Along with the report, requests for 2022 Annual NM data will also go out. However, we will not be requesting or accepting the typical spreadsheet(s). Instead, a Microsoft Forms survey accompanied by a supplemental (optional) spreadsheet, which will help in tabulating this data, and guidance document will be sent out. The survey will ask for the same data we always have – number of plans and who wrote them, summary of plan purpose acres for various programs (ie DATC, DNR, NRCS) etc. The timeline for submitting these data will be extended to allow for trial and error, feedback, and training. This will make the tracking and reporting of this data smoother for everyone.

Land and Water Conservation Board-LWRM Plans

- The June 7th meeting of the LWCB will convene on Microsoft Teams. Adams, Forest and Lincoln County will present LWRM Plan reviews. Follow the link in the meeting agenda available on the [board's website](#) to join the meeting over Microsoft Teams or by phone.
- For updates on LWCB meetings and meeting links please subscribe to LWCB [govdelivery notices](#).

Farmland Preservation Program and Agricultural Enterprise Areas

- The 2022 Agricultural Enterprise Area Petition is OPEN! Communities who are interested in petitioning for a new AEA or increasing the size of an existing AEA can view the [petition materials on the website](#). Petitions will be accepted until July 29, 2022. Interested petitioners who would like additional information about the program or to schedule an informational meeting with FP staff can contact DATCPworkinglands@wisconsin.gov.

Conservation Reserve Enhancement Program (CREP)

- Payton Lolwing, CREP Program Intern, will be reaching out to county LCD's to assist counties with CREP easement monitoring site visits this summer. These visits are essential for benchmarking the status of the conservation practice and identifying and communicating to landowners issues on the site prior to them becoming severe. Feel free to reach out to Payton at (608) 444-3209 or by email payton.lolwing@wisconsin.gov.
- The CREP Program is reaching out to county LCD's to learn about their CREP easement monitoring plans and coordinate logistical support from DATCP. The CREP Program is also offering virtual CREP easement monitoring refresher sessions to help LCD staff prepare for easement monitoring. Contact Zach Zopp zach.zopp@wisconsin.gov for questions regarding CREP easement monitoring or to request a refresher training.

Agricultural Impact Statement (AIS) Program

- The AIS program published AIS #4452 for the proposed construction of an electrical substation in the Town of Sharon in Walworth County, WI by the Wisconsin Power and Light Company. Access [AIS #4452](#) and [AIS #4452 Appendices](#) at the provided links or visit agimpact.wi.gov for more information.
- Contact zach.zopp@wisconsin.gov for questions regarding any active AIS statement or the AIS program.

DATCP Staff Updates

- Rachel Rushmann has moved on to a new position with UW-Extension as an Ag and Water Quality Specialist; we are currently working to fill the Producer-Led Program Manager position through an internal transfer opportunity.
- The first-round interviews for the Land and Water Resources Bureau Director recruitment were recently held, with a second round to follow soon.

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Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2022 01 TO 2022 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12401 Land Conservation							
12401 411100 General Property Taxes	-370,797	0	-370,797	-123,598.84	.00	-247,197.71	33.3%
12401 421001 State Aid	-196,197	0	-196,197	-11,703.02	.00	-184,493.98	6.0%
12401 432099 Other Permits	-150	0	-150	.00	.00	-150.00	.0%
12401 451010 Sale Of Maps & Plat Books	-50	0	-50	.00	.00	-50.00	.0%
12401 451020 Other Fees	-310	0	-310	-120.00	.00	-190.00	38.7%
12401 451421 Crep Cancellation Fee	-250	0	-250	-334.87	.00	84.87	133.9%
12401 458001 Tree Sales	-8,400	0	-8,400	-2,655.00	.00	-5,745.00	31.6%
12401 458005 Ag & Hortic Supply Revenue	-50	0	-50	.00	.00	-50.00	.0%
12401 458009 Livestock Siting App Review F	-1,500	0	-1,500	-250.00	.00	-1,250.00	16.7%
12401 458013 Farmland cert Fee	-16,500	0	-16,500	-13,650.00	.00	-2,850.00	82.7%
12401 511110 Salary-Permanent Regular	87,050	0	87,050	28,641.30	.00	58,408.73	32.9%
12401 511210 Wages-Regular	328,238	0	328,238	94,982.00	.00	233,256.43	28.9%
12401 511330 Wages-Longevity Pay	949	0	949	.00	.00	948.75	.0%
12401 512141 Social Security	30,961	0	30,961	8,976.60	.00	21,984.50	29.0%
12401 512142 Retirement (Employer)	27,055	0	27,055	8,035.55	.00	19,019.88	29.7%
12401 512144 Health Insurance	59,767	0	59,767	20,666.42	.00	39,100.66	34.6%
12401 512145 Life Insurance	100	0	100	13.43	.00	86.89	13.4%
12401 512151 HSA Contribution	5,000	0	5,000	2,500.00	.00	2,500.00	50.0%
12401 512173 Dental Insurance	4,860	0	4,860	1,758.00	.00	3,102.00	36.2%
12401 531100 Permits Purchased	31	0	31	30.75	.00	.25	99.2%
12401 531301 Office Equipment	100	0	100	.00	.00	100.00	.0%
12401 531303 Computer Equipmt & Software	1,300	0	1,300	.00	.00	1,300.00	.0%
12401 531311 Postage & Box Rent	1,250	0	1,250	87.65	.00	1,162.35	7.0%
12401 531312 Office Supplies	600	0	600	44.30	.00	555.70	7.4%
12401 531313 Printing & Duplicating	400	0	400	175.71	.00	224.29	43.9%
12401 531314 Small Items Of Equipment	1,100	0	1,100	872.49	.00	227.51	79.3%
12401 531324 Membership Dues	1,845	0	1,845	1,845.00	.00	.00	100.0%
12401 531341 Agricultural & Hortic Suppli	5,100	0	5,100	15.00	.00	5,085.00	.3%
12401 531348 Educational Supplies	50	0	50	.00	.00	50.00	.0%
12401 531351 Gas/Diesel	1,300	0	1,300	106.37	.00	1,193.63	8.2%
12401 532325 Registration	1,600	0	1,600	636.00	.00	964.00	39.8%
12401 532332 Mileage	20	0	20	.00	.00	20.00	.0%
12401 532335 Meals	150	0	150	14.99	.00	135.01	10.0%
12401 532336 Lodging	800	0	800	.00	.00	800.00	.0%
12401 533225 Telephone & Fax	300	0	300	49.00	.00	251.00	16.3%
12401 533236 Wireless Internet	1,100	0	1,100	331.56	.00	768.44	30.1%
12401 535242 Maintain Machinery & Equip	1,800	0	1,800	101.98	.00	1,698.02	5.7%
12401 535259 Tree Planter Service	50	0	50	.00	.00	50.00	.0%

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FROM 2022 01 TO 2022 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12401 535349 Other Supplies	80	0	80	52.94	.00	27.06	66.2%
12401 571004 IP Telephony Allocation	824	0	824	274.68	.00	549.32	33.3%
12401 571005 Duplicating Allocation	165	0	165	55.00	.00	110.00	33.3%
12401 571009 MIS PC Group Allocation	20,000	0	20,000	6,666.68	.00	13,333.32	33.3%
12401 571010 MIS Systems Grp Alloc(ISIS)	4,448	0	4,448	1,482.68	.00	2,965.32	33.3%
12401 571020 Fleet Allocation	952	0	952	.00	.00	952.00	.0%
12401 591519 Other Insurance	4,857	0	4,857	1,622.12	.00	3,235.29	33.4%
12402 Wildlife Crop Damage							
12402 421001 State Aid	-20,000	0	-20,000	-3,808.42	.00	-16,191.58	19.0%
12402 529299 Purchase Care & Services	20,000	0	20,000	3,808.42	.00	16,191.58	19.0%
12404 Local Cost Share Program							
12404 421001 24403 State Aid	-11,000	0	-11,000	.00	.00	-11,000.00	.0%
12404 472337 24404 Municipal Grant Revenue	-39,500	0	-39,500	-67,359.79	.00	27,859.79	170.5%
12404 529299 24403 Purchase Care & Service	11,000	0	11,000	.00	.00	11,000.00	.0%
12404 529299 24404 Purchase Care & Service	39,500	24,154	63,654	.00	.00	63,653.72	.0%
12404 699700 24404 Resv Applied Operating	0	-24,154	-24,154	.00	.00	-24,153.72	.0%
12405 DATCP Cost Share							
12405 421001 24405 State Aid	0	-18,522	-18,522	.00	.00	-18,522.00	.0%
12405 421003 State Aid GPR	-12,000	0	-12,000	.00	.00	-12,000.00	.0%
12405 421004 State Aid Bonded	-35,000	0	-35,000	.00	.00	-35,000.00	.0%
12405 485200 24405 Donations Restricted	0	-3,000	-3,000	-3,000.00	.00	.00	100.0%
12405 529299 24405 Purchase Care & Service	0	21,522	21,522	.00	.00	21,522.00	.0%
12405 531319 24405 Other Operating Supplie	0	0	0	583.45	.00	-583.45	.0%
12405 531348 24405 Educational Supplies	0	0	0	100.00	.00	-100.00	.0%
12405 593701 Cost Share Payment	47,000	0	47,000	.00	.00	47,000.00	.0%
12406 Non-Metallic Mining							
12406 411100 General Property Taxes	12,800	0	12,800	4,266.68	.00	8,533.32	33.3%
12406 432004 Non-Metallic Permit Fee	-900	0	-900	.00	.00	-900.00	.0%
12406 432005 Non-Metallic Annual Fee	-10,500	0	-10,500	.00	.00	-10,500.00	.0%
12406 474175 Highway Billed	-2,000	0	-2,000	.00	.00	-2,000.00	.0%

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FROM 2022 01 TO 2022 04

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
12406 531311 Postage & Box Rent	50	0	50	20.02	.00	29.98	40.0%
12406 531312 Office Supplies	50	0	50	.00	.00	50.00	.0%
12406 531348 Educational Supplies	25	0	25	.00	.00	25.00	.0%
12406 531351 Gas/Diesel	50	0	50	.00	.00	50.00	.0%
12406 532325 Registration	100	0	100	.00	.00	100.00	.0%
12406 532335 Meals	25	0	25	.00	.00	25.00	.0%
12406 532336 Lodging	300	0	300	.00	.00	300.00	.0%
12407 Farmland Easement							
12407 424001 Federal Grants	-80,000	0	-80,000	.00	.00	-80,000.00	.0%
12407 481001 Interest & Dividends	-3,000	0	-3,000	-91.10	.00	-2,908.90	3.0%
12407 531311 Postage & Box Rent	25	0	25	.00	.00	25.00	.0%
12407 531312 Office Supplies	25	0	25	.00	.00	25.00	.0%
12407 531313 Printing & Duplicating	20	0	20	.00	.00	20.00	.0%
12407 594816 Capital Conserve Easement	120,000	0	120,000	.00	.00	120,000.00	.0%
12407 594960 Capital Reserve	98,687	-4,989	93,697	.00	.00	93,697.49	.0%
12407 699800 Resv Applied Capital	-135,757	4,989	-130,767	.00	.00	-130,767.49	.0%
12408 County Farm							
12408 411100 General Property Taxes	95,740	0	95,740	31,913.28	.00	63,826.60	33.3%
12408 482003 County Farm Land Rent	-100,427	0	-100,427	-50,213.25	.00	-50,213.75	50.0%
12408 529170 Grounds Keeping Charges	2,687	0	2,687	22.70	.00	2,664.42	.8%
12408 535249 Sundry Repair	2,000	0	2,000	.00	.00	2,000.00	.0%
12409 Farm Drainage Board							
12409 411100 General Property Taxes	-10,000	0	-10,000	-3,333.32	.00	-6,666.68	33.3%
12409 514151 Per Diem	4,000	0	4,000	605.00	.00	3,395.00	15.1%
12409 521212 Legal	3,000	0	3,000	.00	.00	3,000.00	.0%
12409 531312 Office Supplies	250	0	250	.00	.00	250.00	.0%
12409 531313 Printing & Duplicating	130	0	130	.00	.00	130.00	.0%
12409 531324 Membership Dues	100	0	100	.00	.00	100.00	.0%
12409 531349 Other Operating Expenses	250	0	250	.00	.00	250.00	.0%
12409 532325 Registration	900	0	900	20.00	.00	880.00	2.2%
12409 532332 Mileage	100	0	100	129.04	.00	-29.04	129.0%
12409 591513 Drainage Board Insurance	1,270	0	1,270	1,385.00	.00	-115.00	109.1%

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Jefferson County
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FROM 2022 01 TO 2022 04

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	-57,225.82	.00	57,225.82	.0%