

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

**UW Extension**  
**864 Collins Rd, Room 12**  
**Jefferson, WI 53549**

**Wednesday, July 17, 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 (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 July Agenda
5. Approval of the June 19, 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) July 2019 Report
8. Discussion and Possible Action on Purchase of Agriculture Conservation Easement (PACE) Applications & Baseline Documentation
9. Discussion on Natural Resources Conservation Service (NRCS) Report
10. Discussion on Departmental Updates
11. Discussion and Possible Action on County Farm Tile System
12. Discussion and Possible Action on Land and Water Conservation Department Fees
13. Discussion on 2020 Budget
14. Discussion and Possible Action on Notices of Noncompliance - Farmland Preservation Program (FPP)
15. Discussion and Possible Action on Cancellation of Notices of Noncompliance - FPP
16. Review of the Monthly Financial Report (May)
17. Discussion on Items for the Next Agenda
18. Next Scheduled Meeting:
  - August 21, 2019 @ 8:30 am in Room 112
19. Drone Demonstration - Kokkonen (*weather permitting*)
20. 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

## June 19, 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; Nancy Lannert, LWCD; and LaVern Georgson, UWEX. Ed Morse (Secretary) was excused.

- Others in Attendance: Anita 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 June Agenda:

The June agenda was reviewed by the committee members. Cicero requested moving Items #15 & 16 after item #7.

### 5. Approval of the May 15, 2019 Meeting Minutes:

Herbst made a motion to approve the May 15, 2019 meeting minutes as written, Anfang seconded. Motion passed 6/0.

### 6. Public Comment:

Anita Martin made public comment regarding a Livestock Siting Review Board Meeting on a case from Brown County.

### 7. Communications:

- Department of Agriculture, Trade & Consumer Protection June 2019 Report.

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

Aaron L Johnson, Aaron R & Lois Johnson, Brent Johnson, Jennifer Johnson, Adrienne Rouse, Darren Schroeder, David & Diana Schroeder. Lannert gave background on Operator Schroeder and the amount of work LWCD has done to try and help Schroeder achieve compliance with State Statutes.

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

### 9. (#16) Discussion and Possible Action on Cancellation of Notice of Noncompliance - FPP:

Robert Schultz

Kelly made a motion to accept the notice, Herbst seconded. Motion passed 6/0.

**10. Natural Resources Conservation Service (NRCS) Report:**

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

**11. Discussion on Departmental Updates:**

Cicero discussed the current operations of the LWCD. Both FPP Spot Check and Transect Survey are underway. New stream monitors have been trained and are being placed at stream sites.

**12. Discussion on Tree Sale Report:**

Liakopoulos gave a report on the Annual Tree Program.

**13. Discussion and Possible Action on County Farm Tile System and Waterway Design:**

This item will be discussed at the July meeting when more information is available.

**14. Discussion on Farm Technology Days:**

Georgson gave the committee an update on Farm Technology Days.

**15. Discussion on Jefferson County Fair:**

LWCD will provide program brochures for the County information table at the Fair.

**16. Discussion and Possible Action on Speaker's Task Force on Water Quality:**

Kelly attended the task force meeting and spoke in favor of LWCD funding.

**17. Review of the Monthly Financial Report (April):**

The most recent statement of revenues and expenditures was distributed.

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

Kokkonen will begin baseline monitoring this week. A current application has been forwarded to NRCS legal. Kokkonen is working with an interested party in regard to a potential sale of a current easement property.

**19. Discussion on Items for the Next Agenda:**

Possible agenda items include: County Farm tile system, 2020 Budget, drone demonstration.

**20. Next Scheduled Meeting:**

- July 17, 2019 @ 8:30 am in Room 112

**21. Adjournment:**

Herbst made a motion to adjourn at 9:45 am, Burlingham seconded. Motion passed 5/0. (Anfang exited the meeting at 9:25 am.)

*Kim Liakopoulos  
Administrative Specialist I ~ LWCD*

## Fee Schedule for Land & Water Conservation Department

	2019 Rate	2020 Rate
ATCP 51 Livestock Siting Fee		
Review of Full Livestock Siting Application	750.00	750.00
Review of Separate Worksheets in the Case of Amendments		
Worksheet 1-Animal Units	50.00	50.00
Worksheet 2-Odor Management	200.00	200.00
Worksheet 3-Waste and Nutrient Management	150.00	150.00
Worksheet 4-Waste Storage Facilities	300.00	300.00
Worksheet 5-Runoff Management	200.00	200.00
Animal Waste Storage Ordinance		
Closure	-	-
Gallons of Storage 1 - 1,000,000	150.00	150.00
Gallons of Storage 1,000,001 - 3,000,000	200.00	200.00
Gallons of Storage 3,000,001 and Greater	300.00	300.00
Non-Metallic Mining		
Review Fee - One Time		
Mine Site Size - 1 to 25 Acres	900.00	900.00
Mine Site Size - 26 to 50 Acres	1,200.00	1,200.00
Mine Site Size - 51 or More Acres	1,500.00	1,500.00
Annual Fee Table		
Inactive (County - \$15, DNR - \$15)	30.00	30.00
1 to 5 Acres (County - \$175, DNR - \$35)	210.00	210.00
6 to 10 Acres (County - \$350, DNR - \$70)	420.00	420.00
11 to 15 Acres (County - \$525, DNR - \$105)	630.00	630.00
16 to 25 Acres (County - \$700, DNR - \$140)	840.00	840.00
26 to 50 Acres (County - \$810, DNR - \$160)	970.00	970.00
51 Acres or Larger (County - \$870, DNR - \$175)	1,045.00	1,045.00
Farmland Preservation Annual Certification by May 1	25.00	25.00
Farmland Preservation Annual Certification after May 1	***	50.00
Cancellation of Notice of Non-Compliance	50.00	75.00
Certificate of Compliance	20.00	25.00
Nutrient Management Full Class	30.00	50.00
Nutrient Management Update Class	10.00	20.00
Purchase of Agricultural Easement Application & Processing Fee	750.00	750.00
Tree Planter Rental, tax is additional	30 min	50.00
Tree Sprayer Rental, tax is additional	35.00	50.00
Tree Spade Rental (refundable deposit when spade is returned)	25.00	40.00
Soil Probe Rental (refundable deposit when probe is returned)	25.00	50.00

\*\*\* See Additional Handout

# Proposed Farmland Preservation Fee Schedule Changes

## Annual Certification

Current Annual Certification Fees:

<b>Date Certification Received by LWCD:</b>	<b>Amount Due:</b>
January 1 <sup>st</sup> through April 15 <sup>th</sup>	\$25
April 16 <sup>th</sup> through May 15 <sup>th</sup>	\$45
May 16 <sup>th</sup> through June 15 <sup>th</sup>	\$55
June 16 <sup>th</sup> through July 15 <sup>th</sup>	\$65
July 16 <sup>th</sup> through October 31 <sup>st</sup>	\$75

Proposed Annual Certification Fees:

<b>Date Certification Received by LWCD:</b>	<b>Amount Due:</b>
January 1 <sup>st</sup> through May 1 <sup>st</sup>	\$25
After May 1 <sup>st</sup>	\$50

Annual Certification must be post-marked by May 1<sup>st</sup> or if May 1<sup>st</sup> falls on weekend, late fee waived if participant comes in the next business day after May 1<sup>st</sup>.

## Certificate of Compliance

Current = \$20

Proposed = \$25

## Cancellation of Notice of Non-Compliance

Current = \$50

Proposed = \$75

## Nutrient Management Full Class

Current = \$30

Proposed = \$50

## Nutrient Management Update Class

Current = \$10

Proposed = \$20



**DATCP REPORT**  
**Bureau of Land and Water Resources**  
**July 2019**

---

**Soil and Water Resources Management Grants**

- The Governor signed the budget! Grants staff is preparing the 2020 preliminary allocation plan as usual. Counties that need assistance in preparing their annual budgets should contact DATCP for staffing allocations.

**Livestock Facility Siting**

- DATCP will request approval from the ATCP Board at their July 10<sup>th</sup> meeting in Bowler to take the draft ATCP 51 out to public hearings. Public hearings would take place in August.
- On June 28, 2019, the Livestock Facility Siting Review Board heard a second appeal filed by Ledgeview Farms based on the Town of Ledgeview's denial of a permit to expand its dairy operation to 3,483 Animal Units. The LFSRB upheld the Town's decision. The LFSRB will finalize its written decision on July 12<sup>th</sup>.

**Farmland Preservation Program**

- A farmland preservation plan amendment was approved for Kewaunee County.
- A farmland preservation zoning ordinance was approved for the Town of Carlton, Kewaunee County.
- The 2019 AEA petition period closed June 21, 2019.

**Conservation Reserve Enhancement Program (CREP)**

- CREP reopened for enrollment on June 3, 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. The deadline to submit signed offers for signup 52 for both new enrollment and re-enrollment is August 23, 2019. Soil rental rates remain the same as those in effect September 2018. The cropping history for new enrollment is now 4 of 6 years from 2012 to 2017. Federal Signing Incentive Payments (PIP) and Practice Incentive Payments (PIP) remain available to landowners. Federal cost-share is available for practice installation, however, there is no cost-sharing for CREP management activities for signup 52 contracts.
- An updated CREP brochure is available [on the DATCP website](#). DATCP is also publishing a press release on June 25<sup>th</sup> about CREP enrollment reopening.

**Agricultural Impact Statement (AIS) Program**

- DATCP has written an AIS for the high-voltage electric project, Cardinal-Hickory Creek, between Cassville in Grant County to Middleton in Dane County. The AIS is available from the DATCP web site.<sup>1</sup> The Public Service Commission (PSC) held public meetings and received comments on the project in June. The PSC will make a decision and choose a route in August/September. If you have any questions about this project, please contact [Marilyn Weiss](#) at (608) 224-4650.
- DATCP will have written an AIS for a new natural gas line project, Lakeshore Lateral, proposed by We Energies in the counties of Walworth, Kenosha, and Racine. The published AIS will be available from the DATCP web site<sup>2</sup>. The PSC will hold public meetings in the project area in July and decide the merits of the project in February 2020. If you have any questions about this project, please contact [Alice Halpin](#) at (608) 224-4646.

---

<sup>1</sup> [https://datcp.wi.gov/Pages/Programs\\_Services/AISCardinalHickoryCrkProject.aspx](https://datcp.wi.gov/Pages/Programs_Services/AISCardinalHickoryCrkProject.aspx)

<sup>2</sup> [https://datcp.wi.gov/Pages/Programs\\_Services/AISPipelineProjects.aspx](https://datcp.wi.gov/Pages/Programs_Services/AISPipelineProjects.aspx)

## Staff Updates

- Departures:
  - Natalie Cotter, AEA Program Manager, will be leaving our Bureau for a position in Ozaukee County's planning and parks department. Her last day with DATCP is July 3. Good luck, Natalie!
  - Richard Castelnuovo will retire on July 11, 2019 after 19 years of service at DATCP. He reports that he will miss the energy, commitment and spirit of the people who work together in this state to support conservation. Enjoy, Richard!
- New Faces:
  - Jenni Heaton will be re-joining our Bureau, this time as the chief of the land management section. Program areas in this section include farmland preservation, livestock facility siting, land and water resource management plans, CREP and SWRM grants. Welcome, Jenni!
  - Katy Smith will be the new supervisor for the newly created Planning and Ordinance Unit, which is part of the Bureau's land management section. This unit includes farmland preservation, land and water resource management plans and livestock facility siting. Congratulations, Katy!
  - Bart Chapman has accepted a position as state drainage engineer and unit leader in the conservation engineering section. Bart comes to us with experience in both the private and public sector. During his time with the private sector, some of his experience included stream and wetland restoration, dam removal, HEC-RAS modeling, and construction oversight. He also worked for DNR as a wastewater and water management engineer, and has supervisory experience as a Section Chief for DNR's Wastewater Section. Please help us in welcoming Bart aboard!

06/24/2019  
09:38:55

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 1  
giflrxprt

FROM 2019 01 TO 2019 05

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	-152,515.85	.00	-213,522.15	41.7%
12401 421001 State Aid	-183,500	0	-183,500	.00	.00	-183,500.00	.0%
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	.00	.00	-100.00	.0%
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	-16,030.00	.00	-6,470.00	71.2%
12401 511110 Salary-Permanent Regular	99,040	0	99,040	68,408.86	.00	30,631.14	69.1%
12401 511210 Wages-Regular	310,512	0	310,512	117,295.37	.00	193,216.63	37.8%
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	13,865.83	.00	17,559.17	44.1%
12401 512142 Retirement (Employer)	26,906	0	26,906	10,065.25	.00	16,840.75	37.4%
12401 512144 Health Insurance	53,816	0	53,816	20,091.82	.00	33,724.18	37.3%
12401 512145 Life Insurance	132	0	132	26.60	.00	105.40	20.2%
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	1,906.21	.00	3,997.79	32.3%
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	181.78	.00	1,318.22	12.1%
12401 531312 Office Supplies	1,200	0	1,200	18.59	.00	1,181.41	1.5%
12401 531313 Printing & Duplicating	750	0	750	15.44	.00	734.56	2.1%
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	538.36	.00	661.64	44.9%
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	76.96	.00	123.04	38.5%
12401 532336 Lodging	600	0	600	605.98	.00	-5.98	101.0%
12401 533225 Telephone & Fax	500	0	500	45.68	.00	454.32	9.1%
12401 533236 Wireless Internet	1,850	0	1,850	483.52	.00	1,366.48	26.1%

06/24/2019  
09:38:55

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 2  
glflxrpt

FROM 2019 01 TO 2019 05

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	275.40	.00	385.60	41.7%
12401 571005 Duplicating Allocation	221	0	221	92.10	.00	128.90	41.7%
12401 571009 MIS PC Group Allocation	17,042	0	17,042	7,100.85	.00	9,941.15	41.7%
12401 571010 MIS Systems Grp Alloc(ISIS)	4,519	0	4,519	1,882.90	.00	2,636.10	41.7%
12401 591519 Other Insurance	3,276	0	3,276	1,365.00	.00	1,911.00	41.7%
<hr/>							
12402 Wildlife Crop Damage							
12402 421001 State Aid	-20,000	0	-20,000	-1,675.57	.00	-18,324.43	8.4%
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 Purchase 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	.00	48,667.50	.7%
<hr/>							
12406 Non-Metallic Mining							
12406 411100 General Property Taxes	10,995	0	10,995	4,581.25	.00	6,413.75	41.7%
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	20.03	.00	39.97	33.4%
12406 531312 Office Supplies	50	0	50	.00	.00	50.00	.0%

06/24/2019  
09:38:55

Jefferson County  
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 05

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	-1,797.06	.00	1,397.06	449.3%
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	43,411.65	.00	60,776.35	41.7%
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	563.03	.00	221.97	71.7%
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%

06/24/2019  
09:38:55

Jefferson County  
FLEXIBLE PERIOD REPORT

FROM 2019 01 TO 2019 05

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	134,643.82	.00	-134,643.82	.0%