

## FOREST COUNTY LAND CONSERVATION/UW EXTENSION COMMITTEE MEETING MINUTES

COMMITTEE: FOREST COUNTY LAND CONSERVATION, AGRICULTURE AND UW EXTENSION  
COMMITTEE  
DATE: THURSDAY, AUGUST 2, 2018  
TIME: 5:00 P.M.  
PLACE: COUNTY BOARD ROOM

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### CALL TO ORDER

Chairman Tallier called the meeting to order at 5:00 p.m. and read the agenda.

### ROLL CALL:

Tom Tallier, Karl Tauer, Dan Huettl, Dave Bula, and Larry Sommers

Absent: Lance Laabs

**OTHERS PRESENT:** Steve Nelson, Michelle Gobert, Sara Ritchie, Karly Johnson, Mark Ferris, Al Murray, Sandy Beauchaine

### APPROVE AGENDA:

Motion by Tauer to approve the agenda, seconded by Sommer. All present voting AYE. Motion carried.

### APPROVAL OF LAST MINUTES from the June 13, 2018, Land Conservation Meeting

Motion by Tauer to approve the minutes from the June 13, 2018, LCC Meeting, second by Huettl. All present voting AYE. Motion carried.

### UW EXTENSION

Discussion on 2018 Budget (Handout given to Board Members by Extension Staff)

There was a discussion on the 2018 year Budget of \$80,000.00 a year. Nelson informed LCC that the contract is the same as last year, with part of the yearly budget including the cost of \$63,500.00 for 3 staff members. Tallier asked if Forest County could have input and consultation from Gobert on other types of projects, such as research, that can be incorporated into her work duties. Nelson explained that there is a work plan, but that approximately 30% of the work time has flexibility that could be used on other County projects.

### Discussion on 2019 Budget

There was a discussion on the Advertisement and Economic Development. UW expressed that they do not want to take care of this in the Budget for 2019 due to not having staff here in the Forest County Courthouse, and that maybe Nora Matuszewski can take care of this since she has already been handling the Advisement. Gobert (UW Extension) will get informational sheets over to Matuszewski. Tallier stated that the LCC will have to talk to Matuszewski about this.

**Discussion on Educator Reports** (Handout given to Board Members by Extension Staff)

UW Extension staff introduced themselves and the roles they have with UW Extension, Forest County, and several other agencies throughout Forest County. (Handout given to Board Members by Extension Staff)

**Discussion on County Signage**

There was a discussion on the signage located in Carter. DOT needs to approve signage still, but the permit will be issued and the sign can now be completed by K2Pro. Tallier questioned about the maintenance on the signage area and if it will be an expense to Forest County. Nelson informed Committee that there will be no expense to the County do to a roll over from the extension budget, which currently has \$8,000 in the account, per his last conversation with Matuszewski. Nelson also stated that because the signage will be run by solar energy that the cost to WPS will go away, which currently is \$50.00 a month. Mark Ferris suggested to the LCC that a similar signage should be put up in Mole Lake, Laona and other areas.

**PUBLIC COMMENT**

There was a Public comment from Gobert (UW Extension) about a Trail Cam Photo contest that will be at the County Fair, and she asked the LCC if they would judge the photos. Volunteering to be Judges from the committee were Sommers and Tallier. Gobert informed committee that the Fair books are being published at this time and asked if Murray would place one in the Conservation Corner weekly article. Murray answered with a Yes. Nelson discussed with LCC that UW Extension would like quarterly meetings with LCC. All LCC present voting AYE. Motion carried.

**LAND CONSERVATION:**

**DISCUSSION ON THE "QUITE WATERS" PROJECT**

Presentation was given by Murray. Support and encouragement was given by Tallier and Huettl on the project. Tallier asked that this project get added to the 15 year County Comprehensive plan which the Land Conservation Staff has been given for review and update. Murray stated he is currently working on a similar project for scenic drives throughout Forest County. Additional support and encouragement followed by all LCC members.

**DISCUSSION ON FARMER AND AGRICULTURAL PRODUCERS BROCHURE** - A brochure was given out by Al Murray. Information only – no action required. Murray informed LCC member that there are over 400 farmers in Forest County and that he will be sending out the brochure in 2019 and also a questionnaire to farmers to see what they are producing.

**UPDATE ON LAONA SCHOOL FOREST** – Update on Demonstration Project was given by Al Murray. Murray and Gobert (UW Extension) met with Mr. Bradley and discussed several projects that needed to be fixed. Contact was made by LCD staff with multiple cost share providers and organizations. Next step will be to arrange meeting with the School Forest committee to propose plan and get approval.

**UPDATE ON THE STATEWIDE COUNTY CONSERVATIONIST MEETING** was given by Murray. Wisconsin Land & Water was excited to have Forest County active in the organization. Forest County makes the 71<sup>st</sup> of the 72 counties in Wisconsin to be members. Murray explained that Wisconsin Land & Water is the

organization that works with the State to maintain LCC funding and that interactions with the group provide contacts and resources for the program. Wisconsin Land & Water dues are around \$1200 per year. Discussion among LCC members about the importance of being part of organizations with general concurrence of being part of Wisconsin Land & Water.

**UPDATE ON THE NEW LCC MEMBER TRAINING** was given by Sommer. Sommer attended the training that was sponsored by Wisconsin Land & Water and said it was a good training. Handbooks from the training were brought back and given to the LCC members for their review and information. General discussion pertaining to the LCC handbook.

### **DISCUSSION AND POSSIBLE APPROVAL ON SPLITTING OF LAND CONSERVATION DEPARTMENT AND ZONING DEPARTMENT**

A discussion on separating Land Conservation Department from the Zoning Department. The Zoning Department did take action at their meeting held on July 10, 2018 at 5 p.m. to separate the two.

Tallier stated a there had been discussion on combining Land Information with Land Conservation at the Personnel Committee and that he had concerns. Tallier asked Al Murray if he would accept the Land Information duties, which Murray agreed with the stipulation that there would be the need to add an additional combined technician to be shared with Zoning and LCC if the combination happened. Murray explained that there would not be enough time to do the field inspections for Zoning and also do the Land Information duties also. Huettl started a discussion regarding the monumentation project from Land Information which Murray gave some background and information. All Committee members in attendance agreed that addition of Land Information to LCC would be beneficial and be a good fit. The also had a general consensus that Murray would be the director for the Land Conservation/Land Information Department once joined as one. Murray responded respectively confirming that he would assume the duties if the departments were joined. Discussion also included the potential of combining the Land Conservation and Land Information Committees into one committee. Potential naming of the departments and committees following splits and combinations could be as follows:

Eliminate Land and Water(Zoning) Department and Committee and rename to **Zoning and Recycling Department** and **Zoning-Recycling Committee** to provide clarification for the public.

Combine Land Conservation and Land Information Departments and rename to **Land Conservation-Land Information/GIS Department**. Combine Land Information and Land Conservation committees to be **Land Information, Conservation and UW Extension Committee**.

Motion by Bula, Second by Tallier to recommend splitting of Land Conservation Department from Zoning Department and also recommend combining the Land Conservation Department with the Land Information Department to the Personnel Committee and Full County Board with consideration of future staffing, job description and salary adjustments as necessary, all present voting AYE. Motion carried.

Tallier asked Huettl to call a meeting with Land Information Committee to get approval of that Committee for the combination of Land Conservation with Land Information.

Tallier started a discussion on how Forest County as a whole needs to have an Organizational Chart and that he will be addressing this at the next Full Board Meeting. Tallier asked Murray if he could work on one for the LCD and Zoning Department. Murray responded respectively with a yes. The timing of the official split of Zoning from LCC and the combination of LCC and Land Information will be dependent upon committee approvals and review of the organizational chart as developed.

#### **DISCUSSION AND POSSIBLE APPROVAL OF UPDATE TO JOB DESCRIPTION FOR DIRECTOR OF LAND CONSERVATION**

Discussion regarding updated County Conservationist description with respect to holding off the changes until the official split and combinations can be completed to insure that the job description includes

Tallier recommended that this new job description be held over until the County can finish its “re-organization” Sommers verbally supported no changes to the job description until a later date Motion by Sommers to table the changes in the job description until next LCC meeting, seconded by Tauer. All present voting AYE. Motion carried.

#### **PUBLIC COMMENT**

No public in attendance

#### **DISCUSSION ON THE OTHER ISSUES AS IDENTIFIED BY COMMITTEE MEMBERS**

Al Murray presented LCC members with a draft of the Forest County “Working” Forest Protection Program for review and recommended that this be a discussion and potential action point in future meetings.

#### **ADJOURN**

There being no further business, motion by Bula to adjourn, second by Tallier. All present voting AYE. Motion carried.

Meeting adjourned at 6:40 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Land Conservation Committee meeting.