

## FOREST COUNTY LAND CONSERVATION/LAND INFORMATION COMMITTEE MEETING MINUTES

COMMITTEE: JOINT MEETING OF THE FOREST COUNTY LAND CONSERVATION COMMITTEE AND LAND INFORMATION COMMITTEES  
DATE: MONDAY, SEPTEMBER 17, 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.

### ROLL CALL:

**Land Conservation Committee-** Tom Tallier, Karl Tauer, Dan Huettl, Kris Houle, Dave Bula, Lance Laabs, Larry Sommers

**Land Information Committee-** Kris Houle, Dan Huettl, Christy Conley

**OTHERS PRESENT:** Jill Kettlewell, Dorothy Kegly, Mike Monte, Al Murray, Sandy Beauchaine, Pam Schroeder

### APPROVE AGENDA:

Motion by Sommer to approve the agenda, second by Tauer . All present (both LCC and LI) voting AYE. Motion carried.

### APPROVAL OF LAST MINUTES from the August 2, 2018, Land Conservation Meeting

Motion by Sommers to approve the minutes from the August 2, 2018, LCC Meeting, second by Tauer. All present voting AYE. Motion carried.

### APPROVAL OF LAST MINUTES from the August 20, 2018, Land Information Meeting

Motion by Houle to approve the minutes from the August 20, 2018, LIC Meeting, second by Huettl. All present voting AYE. Motion carried.

### DISCUSSION AND APPROVAL OF LUMBERJACK RC&D GRANT APPLICATION – (LCC AND LIC)

There was a discussion on the Lumberjack grant application that is due by October 1<sup>st</sup> and must be reviewed and approved by LLC. Grant awards are not approved until December. Proposed to submit application for \$10,000 called the Forest County GIS/GPS Improvement Project which will include \$10,000 towards purchase (approximately \$12,500 total) cost of sub-meter GPS that will be utilized by Land Conservation, Land Information, and Zoning. Grant requires 50% cost share in which will include wages for staff and purchase of iPad and Software. Motion by Tauer to approve completion of the Lumberjack RC&D Grant Application for the recommended purpose, seconded by Sommer. All present (both LCC and LI) voting AYE. Motion carried.

**DISCUSSION AND APPROVAL OF DNR AQUATIC INVASIVE SPECIES GRANT APPLICATION – TRI COUNTY AIS COORDINATOR POSITION WITH LINCOLN AND LANGLADE COUNTIES AND LUMBERJACK RC&D**

There was a discussion about the grant application and that it was a grant and arrangement which provided the shared position in the past. Pam Shroeder from the Forest County Association of Lakes spoke in support of the grant application and explained the benefits of the past grant and position that it created. Kettlewell suggested a gentleman who is currently residing in Forest County that will be retiring soon, and believes he would be definitely qualified and possibly interested in the position. Murray wanted to clarify with the committees that the grant is controlled by the Lumberjack RC&D and that the hiring would need to follow processes as identified in the grant.

Motion by Tauer to approve DNR Aquatic Invasive Species Grant Application, approve the letter of support, seconded by Bula. (LCC) All present voting AYE. Motion carried. Motion by Sommer to send the draft Resolution to full County Board for approval, second by Tauer. All present (LCC and LIC) voting AYE. Motion carried. Motion by Houle, to approve of the Land Information Committee providing a letter of support for the AIS Grant, second by Huettl, all present voting AYE, Motion Carried.

**DISCUSSION AND APPROVAL ON SPLIT OF LAND CONSERVATION FROM ZONING- (LCC)  
DISCUSSION ON APPROVAL OF COMBINATION OF LAND CONSERVATION AND LAND INFORMATION AS ONE DEPARTMENT WITH NEW COMMITTEE ORGANIZATION – (LCC & LIC)**

Murray presented that Organizational Chart to LCC & LIC. Members approved of organizational chart but would like to send it to the Personnel Committee for approval before it is sent to the full County Board for approval.

There was a discussion pertaining to the actions taken by the Land Conservation Committee, the Land & Water(zoning)Committee and the Land Information Committee regarding splitting the Land Conservation Department from the Zoning Department and combining the Land Conservation Department with the Land Information Department. Discussion also went through the fact that the split and combination must be approved by the full County Board because they were combined by the full County Board. Motion by Tauer to forward the draft resolution for the split of Land Conservation and Zoning and combination of the Land Conservation Department with the Land Information Department by recommendations of the Land Conservation Committee, the Land&Water (Zoning) Committee to the full County Board for approval, second by Houle, all present (LCC and LIC) voting AYE. Motion carried.

**DISCUSSION AND ACTION ON CREATION OF NEW JOB DESCRIPTION OF CONSERVATIONIST-LAND INFORMATION/GIS DIRECTOR FOR CURRENT LAND CONSERVATION TECHNICIAN – (LCC & LIC)**

Murray presented the draft job description of Conservationist-Land Information/GIS Director to the committee members and explained that while the LCC committee and Personnel had approved of wage increase commensurate with the duties performed, his job description had never been changed to reflect the duties. Murray also explained that the job description as presented also included the duties of the Land Information officer which would be added if the splits and combinations of departments and committees were approved by the full County board.

Motion by Sommers to establish the County Conservationist/Land Information-GIS Director with the presented job description to send the description to the Personnel Committee, second by Huettl. All present (both LCC and LI) voting AYE. Motion carried.

#### **DISCUSSION AND ACTION ON CREATION OF NEW SHARED TECHNICIAN POSITIONS**

There was a discussion on the need for additional staffing to work on projects including the monumentation project. Murray explained that the need for additional staffing related mostly to obtaining funding for the submeter GPS and that an additional position would not be needed unless the Lumberjack Grant allowed for purchase of the equipment. There was consensus among all committee members present to table the discussion on additional staffing until a later date pending equipment purchases through grants to complete projects. No action taken

#### **DISCUSSION ON ACTION ON REVIEW OF LAND AND WATER PLAN BY WISCONSIN LAND AND WATER CONSERVATION BOARD (LWCB) – (LCC)**

There was a discussion pertaining to the decreased time between the LWCB reviewing Forest County's Land & Water Plan as compared to the normal 5 year review. Laabs explained that this increased scrutiny was from DATCP staff comments and that he understood that the plan would require reviews every 2 years. Murray explained that the LWCB scheduled presentation and updates for the October 2<sup>nd</sup> board meeting and that normally a LCC member attends also. Laabs explained that extra support is helpful because the questioning is very intense. Murray stated that he was ready and that the projects we are working on will stand for themselves. Sommers said he could attend conference. Motion by Tauer to approve the attendance of Murray and Sommers at the October 2, 2018 LWCB meeting for updates, second by Bula. All present (both LCC and LI) voting AYE. Motion carried

#### **OFFICE UPDATE ON SWRM COST SHARE REQUESTS, APPLICATIONS AND STATUS (LCC&LCI)**

Murray explained that the packet included a draft shoreland restoration plan which demonstrates work completed to meet grant and cost share requirements. He also provided an update regarding two application RFP's that are out for bid for fall shoreland restoration projects that utilize plans by the department. Murray provided a update on 13 potential projects that had been reviewed and the status of cost share applications. In 2019 Forest County received the lowest amount of cost share money with a little over \$11,500. By the end of 2018 the program will have plans for all of 2018 and 2019 to be obligated. Goals for the program are to have a pile of projects with applications and plan to allow for requesting additional cost share money in 2020 and beyond with hopes to request additional excess funds from other counties. Murray also provided a "Thank You" to the Lake Association for their efforts in getting landowners to contact the office for potential projects..

#### **OFFICE UPDATE ON WEBSITE TABS**

Information was given by Murray on the Land Conservation Tab for Farmers and Agricultural, Forest and Woodland Owners Support, Riparian Owners, Drive the Forest of Wisconsin Tab, and the Paddle the Forest of Wisconsin tab, which was previously known as Quiet Waters. Information given on a new LCC tab that was also created on website for previous newspaper articles from LCC. Sommers thanked AI for all his hard work and accomplishments on projects that he has completed in his short time of his employment

at Forest County. Support and encouragement followed by all LCC & LIC members, and others in attendance.

**PUBLIC COMMENT**

No public in attendance

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

Al Murray updated LCC & LCI members about adding the draft “Working” Forest Protection Program for review and recommended that this be a discussion and potential action point in future meetings. There was also a short discussion that the key to the program is “Working” and that this program has potential for improving forest lands in the County.

**ADJOURN**

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

Meeting adjourned at 5:50 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.