

ENVIRONMENT AND LAND USE COMMITTEE
Department of Land Management
MEETING MINUTES
December 16th, 2009 8:30 AM
COUNTY BOARD ROOM

Chair Halderson called the meeting to order at 8:35 AM.

Committee members present: Paul Halderson, Gerry Van Tassel, Michelle Haines, Chuck Zauner, Dick Kiekhoefer, Roland Thompson, Dave Quarne and Rick Geske.

Staff/Advisors present: Kevin Lien, Virginette Gamroth. and Vickie Stalheim. Kimarie Estenson was present for part of the meeting. Personnel Director Jamie Kabus was present for the Closed Session.

Chair Halderson stated that the Open Meeting Law had been complied with through notifications and posting.

Approval of Agenda – Van Tassel made a motion to approve the agenda, Kiekhoefer seconded, motion carried unopposed.

Approval of Minutes – Van Tassel made a motion to approve the November 4th, 2009, regular session meeting minutes as presented, Thompson seconded, motion carried unopposed.

APHIS-USDA Wildlife Damage & Claims - DeWayne Snobl was present and provided each Committee member with a Wildlife Damage Program Report. Snobl reported the 2009 WDACP crop prices have been set. These prices are set for crops which Snobl had to appraise.

<u>Crop</u>	<u>Price/Unit</u>
Hay	
Alfalfa	\$135.22/ton
Mixed hay	\$88.97/ton
Grains	
Corn, field	\$3.31/bu.
Corn, field (organic)	\$5.50/bu.
Soybeans	\$8.82/bu.
Livestock	
Holstein Calf – steer (replacement)	\$300.00/ea. (or \$.60/lb.)
Reg. Holstein Calf – heifer (replacement)	\$700.00/ea. (or \$1.40/lb.)
Apples	
Standards	\$20.17/bu.
Honeycrisp/specialty	\$38.57/bu.
Other (feed)	
Haylage	\$60.00/ton

Snobl stated hay prices are determined by auction. Grains prices were monitored from last October until September of this year and prices are determined from those calculations. Livestock prices needed to be determined because Snobl had an incident of a bear killing calves in the North Creek area. Snobl worked with the Ag Extension agent to determine prices. Apple prices are also monitored as well as growers being contacted to determine prices. Van Tassel inquired about the high price placed on the apples? Snobl responded it was a wholesale price, but is the average retail price. Kiekhoefer made a motion to approve the 2009 WDACP crop prices as presented, Van Tassel seconded, motion carried unopposed.

Zauner made a motion to set the 90% Harvest Cut-off Date for Wildlife Damage Claims at December 31, 2009, Thompson seconded, motion carried with no opposition. Snobl stated his office will take care of placing an ad in the local papers announcing the cut-off date.

Snobl reported the following numbers for Deer Donation 2009-update as of 12/8/09 (Dec. 3, 2008)

Buffalo – 237 (642)
 Clark - 12 (19)
 Jackson – 78 (187)
 LaCrosse – 82(100)
 Trempealeau – 154(413)
 Statewide – unavailable

Snobl stated the deer donation was down significantly due to season structure changes but still pretty decent. Snobl added that 21 people have applied for deer damage reimbursement.

TRM/LWRM Cost Share Payments/Requests- Stalheim presented the Committee with a report of Land & Water Resource Management (LWRM) and Target Runoff Management (TRM) pay requests and contracts.

LAND & WATER RESOURCE MANAGEMENT

<u>Name</u>	<u>Type</u>	<u>Amount</u>	<u>NEW CSA Total</u>	<u>Reason for change</u>
Oakridge Dairies	Contract	\$14,500.00	\$14,500.00	1 manure storage system & 2 critical area's
Oakridge Dairies	Pay Request	\$14,500.00	\$14,500.00	1 manure storage system & 2 critical area's

TARGET RUNOFF MANAGEMENT (TRM)

<u>Name</u>	<u>Type</u>	<u>Amount</u>	<u>NEW CSA Total</u>	<u>Reason for change</u>
Thomas Segerstrom	Pay Request	\$45,719.21		Certify final payment on one manure storage system.
Daniel Helgeson	Contract	\$22,050.00	\$22,050.00	1 Barnyard, 100 ft access road, .10 acre Heavy use area, 1 sediment basin, .25 acres wastewater treatment. Certify all practices as final.
Daniel Helgeson	Pay Request	\$21,000.00		Certify all practices as final
Oakridge Dairies	Pay Request	\$81,123.92		Certify 200 ft access road, 1 barnyard, 100 ft diversion, 600 ft Livestock fencing, 1 waste transfer system, .5 ac waterway, 600 ft. stream fencing (Final Payment)

Edward Anderson	Contract	\$62,107.50	\$62,107.50	400 ft access road, 1 barnyard, .25 critical area, 1 grade stab., .25 ac heavy use area, 400 ft fencing, 2 livestock watering, 1 sediment basin, .25 wastewater treatment, .75 ac. waterway, 600 ft. stream fencing
Edward Anderson	Pay Request	\$35,863.59		Certify 400 ft access road, 1 barnyard, .25 acre critical area, .25 ac heavy use area, 1 sediment basin, .25 ac. wastewater treatment strip.
Roger Ketchum	Contract	\$67,267.20	\$67,267.20	200 ft access road, 1 barnyard, .25 ac critical area, .1 ac heavy use area, 500 ft. fencing, 1 livestock watering, 1 relocating, 1 roof, 1 sediment basin, .1 wastewater treatment, 500 ft stream stream fencing
Roger Ketchum	Pay Request	\$52,426.53		Certify .10 ac treatment strip, 678 ft fencing, .10 ac heavy use area, 1 barnyard, 150 ft access road
John Frase	Contract	\$53,764.90	\$53,764.00	200 ft access road, 200 ft animal trail, 1 barnyard, .25 ac critical area, 200 diversion, 400 ft livestock fencing, .25 ac wastewater treatment strips
John Frase	Pay Request	\$47,462.81		Certify 1 barnyard, 168 ft fencing, .25 ac wastewater strip,

This report was presented for information only, no action was needed. Stalheim stated we exceeded our expectations on engineering revenue this year.

Equipment Purchase – Lien stated, in reviewing office needs, there are a few computers that are outdated. Lien added the AutoCAD station needs to be updated and staff had mentioned it would be nice to have a laptop that can be taken to training. Sveen currently has a laptop, so plans are to replace Sveen’s laptop with a regular desk computer. Stalheims’ and Estensons’ computer’s will also be replaced. Lien informed the Committee he has been working with Cindy from the Information Systems Department on purchasing these items. Lien stated through the new computer policy anything that is under \$5,000 needs to be approved by Committee, anything else, with the exception of computers, would need to go to Exec./Finance. Lien requested approval to purchase a thermal imaging camera to use for building inspection. Lien stated the office has received two bids for the camera, one through an out-of-county source, and the other from an in-county source. Lien added both bids were the same and when possible preferred to buy within the County. Van Tassel questioned whether this had actually been budgeted last year? Discussion followed. Halderson questioned what the thermal imaging camera would be used for specifically? Lien responded that each year the DLM sponsors a Contractor Workshop and last year we started Continuing Education credentials for those contractors who attended the workshop. The thermal imaging camera would be used as a learning tool for the workshop and also as an inspection tool. As an example of inspection use, Lien stated that if a light switch isn’t grounded properly or has a “hot spot” during a final inspection, this camera will detect it. Lien added the camera will detect any change in temperature. Quarne inquired if the camera’s in both bids were exactly the same? Lien responded that they were. Discussion followed. Van Tassel made a motion to approve the purchase of three computers and also a thermal imaging camera, Zauner seconded, motion carried unopposed.

Planning Update – Lien informed the Committee that a meeting scheduled for December 14th in the Town of Dodge for the adoption of the 2000 Revised Comprehensive Zoning Ordinance and Land Use Plan, was postponed due to inclement weather. Lien asked the Committee to provide him with a time and date so the meeting can be re-scheduled. After discussion, the meeting for the adoption of the Revised Comprehensive Zoning Ordinance and Land Use Plan for the Town of Dodge was re-scheduled for Tuesday, January 12th at 6:00 PM in the Dodge Town Hall. Zauner requested that DLM staff send a map along with the meeting notice which identifies the location of the town hall.

Surveying Update – Joe Nelsen provided each Committee member with two Survey reports. Joe stated the report for T20, R7 shows that GPS has been located on 108 of 120 corners. The remaining corners are probably the worst terrain. The report for T21, R8, fortunately the corn has been harvested in those areas needed to get the last five corners finished, so the work has been completed and data compiled. Nelsen also provided a final report for T21, R8. Nelsen pointed out that in the report it specifies certain items that need to be completed before the end of the year in order for the Committee to pass a resolution to enact the Subdivision Ordinance to require Certified Survey Maps (CSM) in that town. Nelsen added that as townships are completed the Subdivision Ordinance is enacted which requires CSM's and now T21, 8 is completed to that level. Nelsen explained one of the exhibits that are done as a final report for a project is a complete township map. The map contains all the data for each corner and the bearings and distances between each corner and gets filed in the DLM office for all surveyors to use. Nelsen stated this data is also provided to the Land Records Department as they use the data to make the countywide parcel map more accurate. Nelsen displayed a Section Data sheet for the Committee to view and stated that a data sheet is filed for each section. Nelsen further explained that surveyors like to come in to the office and get these data sheets to help them subdivide the sections when they are doing boundary surveys or certified survey maps. Nelsen added another part of the final report is a list of coordinate data for each point. Each point on the coordinate map has a northern and eastern value so that a surveyor can know mathematically where each point is in relationship to every other point in the county. Nelsen added that usually this coordinate data is filed electronically so that surveyors, etc. can access it easily. Nelsen stated the only thing that isn't complete in the final report are the Land Record forms, being 120 pages as there is one for each corner, and those are usually completed during this winter months. Lien questioned when the Subdivision Ordinance would go into effect if the Committee approved the final report for T21, R8 today. Nelsen responded probably January 1st, 2010. Van Tassel made a motion to approve payment of two bills to the County Surveyor as presented, Kiekhoefer seconded, motion carried with no opposition.

Quarne made a motion to approve the final report for T21N, R8, Thompson seconded, motion carried with no opposition.

WLWCA Annual Dues – Lien stated Zauner had made a request that Lien find out how much the annual dues to the Wisconsin Land and Water Conservation Association (WLWCA) would be if the Committee decided to join the Association again. Lien responded the annual dues would be \$967.81. Zauner questioned how the annual dues were figured? Lien responded that the dues are based on the equalized assessed value of the county and then a percentage factor is used. Quarne questioned what the Committee would get for the dues paid? Lien responded he felt that, some years ago, the Committee voted not to pay dues because they were not receiving anything of value. Lien stated he felt the original intent of the WLWCA was to be a liaison between the state agencies and the counties and that has failed, so no dues were paid. Quarne's opinion was that there were problems with the WLWCA Director at that time. Zauner questioned how many counties had not paid their dues? Lien responded there were quite a number and passed around a report of statewide WLWCA dues for the Committees' review. No further discussion took place.

Zoning and Sanitary Specialist Job Description – Lien informed the Committee that he had revised the Zoning and Sanitary Specialist job description and thought it would come to Committee for approval first.

However, Lien received a request to post the job description as soon as possible, so that any union members could post for the position and interviews could take place. Lien's understanding after meeting with the County Board Chair and Personnel Director was that there were some COBRA requirements that had to be met by the end of the year in order for anyone being laid off or bumped to continue to receive COBRA benefits. Lien called Chair Halderson and went over the job description and received his approval to go ahead and post the position. Lien stated the position was posted and three people signed the posting. After interviewing all three people, the position was offered to Emery Palmer and effective January 1st, 2010, Palmer will be moving from the Health Dept. to the Dept. of Land Management. Lien explained that when it was announced initially that the POWTS and Well Programs would be coming to the DLM, it was stated that two people would be coming with those programs. The County later realized that the Health/Sanitarian position had to be administered under the Health Officer or the County would lose a substantial amount of money. Lien and Jeff McIntyre of Human Services made a presentation to the Exec./Finance Committee, that in the best interest of the County, it would be better to leave that one position in the Health Dept., so that hopefully Trempealeau County Health and Human Services would be able to go from a Level II agent status to a Level III status which would bring in additional money to the County. With that said, Lien had stated to Exec./Finance that the duties coming from the Health Dept. to DLM were to be divided up among existing staff and the two new people, now only one person is coming. Lien continued that these new extra duties will be divided up among existing staff, so Lien and staff has discussed the possibility of funding the reclasses that were denied earlier in the year because with these new programs will come additional revenue. The new position will be paid less than what the County Planner was because he has not maximized the union grade so there will be additional funds available there also. Lien stated there is money to fund the reclasses, so employees could either wait until July to re-apply unless the Committee is willing to take some type of action now. Lien added the duties in the job description of the Zoning and Sanitary Specialist are more than one person can possibly do so additional duties will have to be divided among other staff. Lien informed the Committee about the Transient Well Program that will be transferred to DLM as of January 1st, 2010. Lien stated that two people, Carla Doelle and Emery Palmer passed the Well Water test required to administer the Transient Well Program. DNR required Lien to designate someone as the contact for the program. Lien has designated Doelle as the DNR contact. Zauner questioned staff cross training and the working relationship between the DLM and the Human Services Department. Lien responded he didn't feel there would be any problems covering the workload between DLM and Human Services because within DLM staff there are three people with wells certification, two with POWTS licensing, and two with soil testing certification. Lien stated the only void he could see was in the public facility inspections as no one but Hunger has that certification. Discussion followed regarding the licensure and the timeframes involved in getting licenses as well as current staff workloads. The Committee decided to continue further discussion in the upcoming Closed Session. The Committee decided to table approving the Zoning & Sanitary Specialist job description until the next meeting to give Committee members a chance to review it.

Van Tassel had to leave the meeting at this time.

Service Specialist Position – Lien stated Joe Nelsen, County Surveyor has statutory power to deputize. He has appointed Gamroth as a deputy, but the union is indecisive as to whether they want to recognize the deputization because there are currently set positions in the union contract which are recognized as being deputized. Lien stated this should be an issue of discussion when the union contract is re-opened for negotiations. In his discussion with the Union president, Lien mentioned that the Union contract also states that they recognize “a” position in the County Clerk's office, “a” position in the Register of Deeds office and “a” position in the Clerk of Court's office but everyone in those offices are currently deputized. Lien requested that the Committee take some type of action approving or disapproving the deputization and also whether the position should stay at two 20 hour positions or one 40 hour position. Discussion followed on deputization and the “bumping” process. Quarne made a motion that the Committee recognizes the Service Specialist position as being deputized and the position stay at two 20 hour positions, Thompson seconded, motion carried with Zauner voting in opposition. Zauner stated he felt he would be voting against the Union

contract. Haines questioned what would happen if the Union decided not to recognize the position as being deputized? Lien responded the reality is that Gamroth is already deputized and it is on file in the County Clerk's office, but the Union had asked if the Committee was aware of it. The Committee was aware of it, however there was nothing in Open session minutes reflecting that fact.

Director's Report- Lien informed the Committee that recently a building permit had come in for a 900 square foot deck that was already built in the Town of Caledonia. Lien explained that when a building permit is applied for after a structure is already built, the procedure is to double the fee. The Town of Caledonia landowner was upset because her permit fee was \$642.00. She sent in \$100 with her application and wanted to make payments on the balance over a period of six months. Lien explained that the Zoning Ordinance states all permit fees must be paid in full at the time of application. Lien added he didn't feel that the County or the Committee wanted to get into taking payments or loaning money, therefore, he wrote the landowner back informing her that she needed to obtain a bank loan, credit card advance, etc. and that she had until December 18th to pay in full or citations would be issued at that time. Lien added he just wanted the Committee to be aware of the situation in the event they would receive any calls about the matter. Discussion followed on payment procedures and possible recourse when a permit applicant doesn't pay.

Lien stated to the Committee they had approved a \$50.00 Kwik Trip petty cash card at a previous meeting and the card is in need of being refilled. Zauner made a motion to refill the Kwik Trip petty cash card with \$50.00, Kiekhoefer seconded, motion carried unopposed.

At 9:45 AM, Zauner made a motion to go into Closed Session per WI Stat. 19.85(1)(c) to consider employment and performance evaluation data.

At 10:54 AM, Thompson made a motion to reconvene into Open Session, Quarne seconded, motion carried.

Motion was made by Quarne and seconded by Kiekhoefer to transfer any unspent funds to a non-lapsing account for the computer program purchase being discussed jointly with Land Records.

Next Regular Meeting Date was set for Wednesday, January 6th, 2010 at 9:00 AM in the County Board Room.

At 11:05 AM, a motion was made by Quarne to adjourn the meeting, Geske seconded, motion carried.

Respectfully submitted,
Virginette Gamroth, Recording Secretary

Michelle Haines
Secretary