AGENDA CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, January 8, 2025,

TIME: 9:00 a.m.

LOCATION: Wood County Courthouse – Room 114

- 1. Call meeting to order
- 2. Declaration of Quorum
- 3. Public Comments (brief comments/statement regarding committee business)
- 4. Review Correspondence.
- 5. Consent Agenda.
 - a. Approve minutes of previous meetings
 - b. Approve bills
 - c. Receive staff activity reports
 - d. Receive committee reports
- 6. Review items, if any, pulled from Consent Agenda.
- 7. Risk and Injury Report
- 8. Extension
 - a. Discuss Clean Sweep Dates
- 9. Land & Water Conservation Department
 - a. Golden Sands RC&D 2025 Membership Dues (budgeted 75% of the \$1,900.00 membership dues (\$1,425.00) in 2025 LWCD budget)
 - b. NRCS Operational Agreements (Memorandum of Agreement & Unfunded Cooperative Agreement) to replace old/expired agreement and re-affirm the positive local working partnership and collaboration between LWCD & NRCS (voluntary/optional agreements)
 - c. WI Land + Water 72nd Annual Conference, March 5-7, 2025 in Green Bay, WI
 - d. Update on ongoing violations (nonmetallic mines and manure violations)
- 10. Private Sewage
- 11. Land Records
- 12. County Surveyor
- 13. Planning & Zoning
 - a. Consider resolution approving a zoning amendment in the Town of Cameron.
- 14. Economic Development
 - a. Consider release of \$2500 of REDI implementation funds for Broadband, Equity, Access and Deployment (BEAD) grant writing assistance.
 - b. Thank you from North Wood County Historical Society (Application in packet):
- 15. Consider Extension of CEED's prevue to include Sustainability
- 16. Committee requests for per diem for meeting attendance
- 17. Schedule next regular committee meeting
- 18. Agenda items for next meeting
- 19. Schedule any additional meetings if necessary
- 20. Adjourn

Join by phone

+1-408-418-9388 United States Toll Meeting number (access code): 2499 434 6473

Join by WebEx App or Web

https://woodcountywi.webex.com/woodcounty wi/j.php?MTID=m6e7fcf1c6b08c38a2b28b386ac 17d38d

Meeting number (access code): 2499 434 6473 Meeting password: 010825

MINUTES CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, December 4, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Leichtnam, Tom Buttke, Tim Hovendick, Wayne Schulz, Russ Perlock

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

- 1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present. It was noted that Mr. Behlen has resigned from the committee. A new producer member will be sought out.
- 2. There was no public comment.
- 3. The minutes of November 4 & 6, 2024, were presented. Motion by Buttke/Hovendick to approve the minutes as presented. Motion carried unanimously.
- 4. Motion by Schulz/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
- 5. Planning & Zoning Director Grueneberg and CEDAR Corp Planner Josh Miller presented a proposal to fund a Preliminary Housing Needs Assessment for the Historic Weinbrenner Shoe Company Property Redevelopment project in Marshfield. By conducting this study now, it will hopefully help target specific development for the property. Motion by Buttke/Hovendick to release \$6,500 of REDI funding to fund the Preliminary Housing Needs Assessment noted above. Motion carried unanimously.
- 6. Last month the committee approved the appropriation of \$5,000 for the marketing of the Yellowstone Industrial Park in Marshfield. MACCI Executive Director Karen Olson and City of Marshfield Communications Director Tom Loucks, along with Grueneberg highlighted the status of the video being produced by Marshfield Communications. Of the \$5,000 allocated, only \$2,500 will be needed. The project should be completed by the end of the year.
- 7. South Wood County Airport Manager Jeremy Sickler gave the committee a report on the 2024 activities of the airport and requested the release of budgeted Economic Development funds in the amount of \$15,000. Motion by Buttke/Schulz to release the funds as requested. Motion carried unanimously.
- 8. Extension Area Director Solin reviewed the position description for the now-vacant Human Development & Relationship Educator. The posting will be going out in January and will hopefully be filled by the end of March.
- 9. County Conservationist Wucherpfennig reported on the Land and Water Conservation Board hearing held in Madison the previous day and that they approved the 2025 Land & Water Resource Management Plan as presented. The next step is county board approval, via resolution that was presented for action. Motion by Hovendick/Perlock to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

- 10. Wucherpfennig presented a resolution amending the 2024 Land Conservation MDV budget to account for additional revenue, and subsequent expenditures. Motion by Buttke/Schulz to approve the resolution and forward onto the county board for their consideration.
- 11. The fall newsletter for the Land & Water Conservation Dept. was reviewed by the committee. The annual tree and shrub order form is included in the document.
- 12. Wucherpfennig updated the committee on the ongoing violations for the non-metallic mining (waiting on the DNR for wetlands determination) and the manure runoff violation (court date coming up in January).
- 13. Wucherpfennig report on recent allocations of ARPA dollars made by the ARPA Adhoc Committee, which included funding for LWCD. More information on the use of those dollars will be forthcoming for committee action.
- 14. County Surveyor Kevin Boyer presented the 2024 activities report for projects completed this calendar year. He noted an issue with one surveyor who does not follow proper procedures in reporting his surveys. Grueneberg concurred with this observation stating the issue has gotten worse over the year. Boyer will be taking this issue to their respective professional board for adjudication and decision, which the committee stated they were in full support of.
- 15. Grueneberg presented a two-year contract extension for Boyer to continue as County Surveyor with an increase in the contracted amount that was approved during the budget process. Motion by Buttke/Hovendick to approve the 2-year contract with Boyer in the amount of \$13,520/year. Motion carried unanimously.
- 16. Grueneberg provided an update on the hosting of the Wisconsin Connecting Entrepreneurial Committees Conference being held in Wisconsin Rapids in June of 2025. This two day conference will attract over 250 attendees. Wisconsin Rapids beat out 8 other communities vying to host this conference.
- 17. Leichtnam requested a per diem for attending the Land & Water Resource Board meeting in Madison the previous day. Motion by Buttke/Schulz to approve the per diem as requested. Motion carried unanimously.
- 18. Due to the holiday, the next regular meeting will be held on Wednesday, January 8, 2025, at 9:00 AM.
- 19. Motion by Schulz/Hovendick to go into closed session pursuant to Wis. Stats 19.85 (1)(c) to conduct performance evaluations on department heads the committee oversees. Motion carried unanimously.
- 20. Motion by Schulz/Hovendick to return to open session. Motion carried unanimously.
- 21. Chairman Leichtnam declared the meeting adjourned at 12:07 PM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

NAME REPRESENTING EnKover W215#11 CFF Clend enning WSHIS 1311 P+Z ason Groeneberg POLACI DENNIS WCB-14 PEr 455 WCB-4 WCRT anne c Der ACC M 41 ~0/ Marsh Field Mill of pr osl overdice H WERAS MCGrath HR Extension Solir eremu Whicherpfennig LUCA Wood Gunty = Jeremy Sickle Supart Wilson 61 nance F Ters HL Chain Oie

Conservation, Education, & Economic Development Committee December 4, 2024

Committee Report

County of Wood

Report of claims for: Extension Wood County For the period of: December 2024

For the range of vouchers: 30240177 - 30240192

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------|--------------------------------|-------------------------------|------------|--------------|------|
| 30240177 | AMAZON CAPITAL SERVICES | Office & Kitchen Supplies | 12/03/2024 | \$98.33 | Р |
| 30240178 | EL MEZCAL - Mfld | Expanding Access Event Meal | 12/03/2024 | \$400.00 | Р |
| 30240179 | US BANK | December Credit Card Bill | 12/17/2024 | \$688.92 | |
| 30240180 | AMAZON CAPITAL SERVICES | Educational Materials | 12/17/2024 | \$35.99 | Р |
| 30240181 | AMAZON CAPITAL SERVICES | Office Supplies | 12/17/2024 | \$173.44 | Р |
| 30240182 | UW MADISON ACCOUNTING SERVICES | Educator Contracts July-Dec | 12/17/2024 | \$147,376.37 | Р |
| 30240183 | UW MADISON ACCOUNTING SERVICES | 4H Online Annual Subscription | 12/17/2024 | \$500.00 | Р |
| 30240184 | WACAA | Ag Educator Dues | 12/17/2024 | \$150.00 | Р |
| 30240185 | JONJAK ALLISON | September Expenses | 12/17/2024 | \$168.87 | Р |
| 30240186 | JONJAK ALLISON | October-November Expenses | 12/17/2024 | \$273.72 | Р |
| 30240187 | MEZA OLGA | December Expenses | 12/17/2024 | \$154.10 | Р |
| 30240188 | ROMBALSKI KAYLA-ROSE | November-December Expenses | 12/17/2024 | \$109.21 | Р |
| 30240189 | HUBER LAURA | Discover WI & Dec. Expenses | 12/20/2024 | \$860.97 | |
| 30240190 | LEU-TIMMERMANN BOBBETTE | StrongBodies Reimbursement | 12/20/2024 | \$41.92 | |
| 30240191 | LUERSSEN HOLLY | Discover WI Reimbursement | 12/20/2024 | \$300.00 | |
| 30240192 | SCOTT HANNAH | StrongBodies Reimbursement | 12/20/2024 | \$50.00 | |
| | | Grand Total: | | \$151,381.84 | |

Signatures

| Committee Chair: | |
|-------------------|-------------------|
| Committee Member: | Committee Member: |

Committee Report

County of Wood

Report of claims for: Land & Water Conservation

For the period of: December 2024

For the range of vouchers: 18240132 - 18240172

| 18240132ERICKSON GUNTACost share well closure11/12/2024\$300.0018240133RICHARDSON BARRY & GAYLECost share cover crops11/28/2024\$3,199.0018240134RICHARDSON BARRY & GAYLECost share cover crops11/28/2024\$490.0018240135AMAZON CAPITAL SERVICESOffice supplies11/28/2024\$262.2918240136POMP'S TIRE SERVICE INC - WIS RAPIDSTires for 2019 Ford Truck12/02/2024\$1,002.1618240137STAPLES ADVANTAGEOffice supplies12/06/2024\$51.6618240138AMAZON CAPITAL SERVICESOffice supplies12/10/2024\$58.6018240139ALBERT DUSTINCost share cover crops12/10/2024\$550.0018240140ALBERT DUSTINCost share cover crops12/10/2024\$2,272.5018240141ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240142ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.0018240144ALBERT DUSTINCost share cover crops12/10/2024\$1,340.0018240144ALBERT DUSTINCost share cover crops12/10/2024\$1,340.0018240144ALBERT DUSTINCost share cover crops12/10/2024\$497.50 | Paid |
|---|------|
| 18240134RICHARDSON BARRY & GAYLECost share cover crops11/28/2024\$490.0018240135AMAZON CAPITAL SERVICESOffice supplies11/28/2024\$262.2918240136POMP'S TIRE SERVICE INC - WIS RAPIDSTires for 2019 Ford Truck12/02/2024\$1,002.1618240137STAPLES ADVANTAGEOffice supplies12/06/2024\$51.6618240138AMAZON CAPITAL SERVICESOffice supplies12/10/2024\$58.6018240139ALBERT DUSTINCost share cover crops12/10/2024\$550.0018240140ALBERT DUSTINCost share cover crops12/10/2024\$2,272.5018240141ALBERT DUSTINCost share cover crops12/10/2024\$797.5018240142ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.00 | Р |
| 18240135AMAZON CAPITAL SERVICESOffice supplies11/28/2024\$262.2918240136POMP'S TIRE SERVICE INC - WIS RAPIDSTires for 2019 Ford Truck12/02/2024\$1,002.1618240137STAPLES ADVANTAGEOffice supplies12/06/2024\$51.6618240138AMAZON CAPITAL SERVICESOffice supplies12/10/2024\$58.6018240139ALBERT DUSTINCost share cover crops12/10/2024\$550.0018240140ALBERT DUSTINCost share cover crops12/10/2024\$2,272.5018240141ALBERT DUSTINCost share cover crops12/10/2024\$797.5018240142ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.00 | Р |
| 18240136POMP'S TIRE SERVICE INC - WIS RAPIDSTires for 2019 Ford Truck12/02/2024\$1,002.1618240137STAPLES ADVANTAGEOffice supplies12/06/2024\$51.6618240138AMAZON CAPITAL SERVICESOffice supplies12/10/2024\$58.6018240139ALBERT DUSTINCost share cover crops12/10/2024\$550.0018240140ALBERT DUSTINCost share cover crops12/10/2024\$2,272.5018240141ALBERT DUSTINCost share cover crops12/10/2024\$797.5018240142ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.00 | Р |
| 18240137 STAPLES ADVANTAGE Office supplies 12/06/2024 \$51.66 18240138 AMAZON CAPITAL SERVICES Office supplies 12/10/2024 \$58.60 18240139 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$550.00 18240140 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$2,272.50 18240141 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$797.50 18240142 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| 18240138 AMAZON CAPITAL SERVICES Office supplies 12/10/2024 \$58.60 18240139 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$550.00 18240140 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$2,272.50 18240141 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$797.50 18240142 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| 18240139 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$550.00 18240140 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$2,272.50 18240141 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$797.50 18240142 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| 18240140ALBERT DUSTINCost share cover crops12/10/2024\$2,272.5018240141ALBERT DUSTINCost share cover crops12/10/2024\$797.5018240142ALBERT DUSTINCost share cover crops12/10/2024\$990.0018240143ALBERT DUSTINCost share cover crops12/10/2024\$1,340.00 | Р |
| 18240141 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$797.50 18240142 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| 18240142 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$990.00 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| 18240143 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,340.00 | Р |
| | Р |
| 18240144 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$497.50 | Р |
| | Р |
| 18240145 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$1,210.00 | Р |
| 18240146 ALBERT DUSTIN Cost share cover crops 12/10/2024 \$607.50 | Р |
| 18240147 BALTUS DAIRY FARM INC Cost share cover crops 12/05/2024 \$7,308.00 | Р |
| 18240148 BALTUS DAIRY FARM INC Cost share cover crops 12/12/2024 \$161.00 | Р |
| 18240149 BAUER STEVEN & REBECCA CS manure storage system 12/17/2024 \$15,463.90 | Р |
| 18240150BULGRIN TYLERCost share residue management12/10/2024\$1,208.05 | Р |
| 18240151 EASTLING KURT Cost share cover crops 12/08/2024 \$1,212.50 | Р |
| 18240152 GRASSL ALLEN Cost share cover crops 11/13/2024 \$75.00 | Р |
| 18240153 GRASSL ALLEN Cost share cover crops 11/13/2024 \$181.00 | Р |
| 18240154 GRASSL ALLEN Cost share cover crops 11/13/2024 \$1,995.70 | Р |
| 18240155 GRASSL ALLEN Cost share cover crops 11/13/2024 \$1,400.00 | Р |
| 18240156 GRASSL ALLEN Cost share cover crops 11/13/2024 \$2,021.60 | Р |
| 18240157 HEEG KEVIN CS cover crops & residue mgmt 11/12/2024 \$3,005.25 | Р |
| 18240158 HEEG KEVIN Cost share cover crops 12/16/2024 \$132.50 | Р |
| 18240159 HEEG KEVIN Cost share cover crops 12/16/2024 \$135.00 | Р |
| 18240160 HEEG KEVIN Cost share cover crops 12/16/2024 \$1,250.00 | Р |
| 18240161 HEEG KEVIN Cost share cover crops 12/16/2024 \$600.00 | Р |
| 18240162 HEEG KEVIN CS cover crop & residue mgmt 11/12/2024 \$4,871.75 | Р |
| 18240163 HEEG KEVIN Cost share cover crops 12/16/2024 \$65.00 | Р |
| 18240164PHEASANTS FOREVERPollinator seed bear (6 pack)12/11/2024\$108.00 | Р |
| 18240165 MENARDS-MARSHFIELD Field supplies 08/01/2024 \$92.95 | Р |

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Committee Report - County of Wood

Land & Water Conservation - December 2024

18240132 - 18240172

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------|-------------------------|------------------------------|------------|-------------|------|
| 18240166 | MENARDS-MARSHFIELD | Field supplies - CREP | 09/23/2024 | \$146.99 | Р |
| 18240167 | STAPLES ADVANTAGE | Field supplies | 12/11/2024 | \$18.11 | Р |
| 18240168 | AMAZON CAPITAL SERVICES | Office supplies | 12/17/2024 | \$91.19 | Р |
| 18240169 | AMAZON CAPITAL SERVICES | Refund damaged office supply | 12/17/2024 | (\$11.04) | Р |
| 18240170 | US BANK | Office & field supplies | 12/17/2024 | \$660.65 | Р |
| 18240171 | PHEASANTS FOREVER | Pollinator seed bears-6 pk | 12/18/2024 | \$108.00 | Р |
| 18240172 | AMAZON CAPITAL SERVICES | Office supplies | 12/20/2024 | \$18.99 | Р |
| | | Grand T | otal: | \$55,948.80 | |

<u>Signatures</u>

| Committee Chair: | | |
|-------------------|-----------------------|--|
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |

Committee Report

County of Wood

Report of claims for: Planning & Zoning

For the period of: December 2024

For the range of vouchers: 22240082 - 22240104 38240023 - 38240029

| Voucher | Vendor Name | Nature of Claim | Doc Date | Amount | Paid |
|----------------------|---|------------------------------|--------------|-------------|------|
| 22240082 | INDUSTRY SERVICES DIVISION | PS-Santiary Permits | 12/01/2024 | \$1,600.00 | Р |
| 22240083 | WOOD COUNTY REGISTER OF DEEDS | SU-R/M Serv Other | 12/09/2024 | \$200.00 | Р |
| 22240084 | WOOD COUNTY PLANNING & ZONING DEPT | PS-Office Supplies | 12/11/2024 | \$6.00 | Р |
| 22240085 | RAPIDS SIGN INC | PS-Office Supplies | 10/21/2024 | \$85.00 | Р |
| 22240086 | RAPIDS SIGN INC | PS-Office Supplies | 10/10/2024 | \$70.00 | Р |
| 22240087 | AMAZON CAPITAL SERVICES | PS-Office Supplies | 11/19/2024 | \$24.92 | Р |
| 22240088 | CLOUDPOINT GEOSPATIAL INC | LR-ARPA Funding | 11/30/2024 | \$33,941.25 | Р |
| 22240089 | BIGNALL JERRY & KATHRYN | WI Fund State Grant | 11/19/2024 | \$7,000.00 | Р |
| 22240090 | BRUNNER DENNIS | WI Fund-State Grant | 11/19/2024 | \$3,963.00 | Р |
| 22240091 | CEGIELSKI CAROL | WI Fund State Grant | 11/19/2024 | \$7,000.00 | Р |
| 22240092 | GILHAUSEN DELORES E | WI Fund-State Grant | 11/19/2024 | \$4,450.00 | Р |
| 22240093 | GRASSL DAVID L | WI Fund-State Grant | 11/19/2024 | \$7,000.00 | Р |
| 22240094 | LESMEISTER DORIS & GERALD | WI Fund-State Grant | 11/19/2024 | \$5,706.00 | Р |
| 22240095 | SCHUTZ ARNOLD | WI Fund-State Grant | 11/19/2024 | \$7,000.00 | Р |
| 22240096 | OPPORTUNITY DEVELOPMENT CENTER | PS-Prof Serv-Other/Postage | 12/12/2024 | \$501.13 | Р |
| 22240097 | AMAZON CAPITAL SERVICES | PS-Office Supplies | 12/12/2024 | \$57.73 | Р |
| 22240098 | CREATIVE DESIGNS | PS-Office Supplies | 12/12/2024 | \$122.00 | Р |
| 22240099 | NORTH CENTRAL WI REGIONAL PLANNING COMMISSION | PL-Prof Serv-Other | 06/30/2024 | \$5,600.00 | Р |
| 22240100 | QUEST CIVIL ENGINEERS LLC | SU-R/M Serv-Other | 12/12/2024 | \$25,900.00 | Р |
| 22240101 | AMAZON CAPITAL SERVICES | PS-Office Supplies | 12/17/2024 | \$156.33 | Р |
| 22240102 | US BANK | LR/ED/PL-Credit Card Charges | 12/17/2024 | \$194.30 | Р |
| 22240103 | BADGER-LAND SURVEYING INC | SU-R/M Serv Other | 12/17/2024 | \$3,800.00 | |
| 22240104 | BERNTSEN INTERNATIONAL INC | SUOR/M Serv-Other | 12/17/2024 | \$2,570.78 | |
| 38240023 | ARC CENTRAL INC | ED-Thrive Rural | 11/25/2024 | \$15,875.00 | Р |
| 38240024 | CITY OF MARSHFIELD | ED-REDI Funds | 12/17/2024 | \$6,500.00 | Р |
| 38240025 | CITY OF MARSHFIELD | ED-REDI Funds | 12/17/2024 | \$2,500.00 | Р |
| 38240026 | CITY OF MARSHFIELD | ED-Grant Funds | 12/17/2024 | \$5,000.00 | Р |
| 38240027 | CITY OF WISCONSIN RAPIDS | ED-Grant Funds | 12/19/2024 | \$25,000.00 | |
| 38240028 | STEMPA SHERRI L | ED-Idle Sites Grant | 12/23/2024 | \$955.41 | |
| 38240029 | DISCOVER MEDIAWORKS INC | ED-REDI Funds | 12/19/2024 | \$10,000.00 | |
| Grand Total: \$182,7 | | | \$182,778.85 | | |

Report Run: 1/2/2025 9:12:15 AM

8

<u>Signatures</u>

| Committee Chair: | | |
|-------------------|-----------------------|--|
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |
| Committee Member: | Committee Member: | |



Extension Wood County staff led, delivered, planned or collaborated on all of the following activities:

4-H POSITIVE YOUTH DEVELOPMENT

Laura Huber, 4-H Program Educator Olga Meza, 4-H Bilingual Associate Educator

- A hands-on educational series in which students in an alternative high school setting learn how to economically shop for and prepare beef as part of a healthy diet.
- An educational experience for teen 4-H members where they traveled to National 4-H Congress in Atlanta, GA to engage in service learning, social networking, STEM activities, team building, and leadership exercises. Participants learned new ideas and developed skills to help improve the 4-H experience in Wisconsin and build their level of engagement with the 4-H program.
 - o Total Reach: 34 youth
- An in-person session where participants discovered how to extend all the 4-H Camp fun beyond just a few days. Whether they were a Camp Rookie or Camp Pro, they learned different ways you can be a camp leader all year long in a variety of traditional 4-H spaces like club or project meetings.

AGRICULTURE

Matt Lippert, Agriculture Educator

- A factsheet for dairy producers and nutritionists is being developed to provide guidance about the emerging use of roasted high oleic soybeans in dairy cattle diets. The goal is to provide research based information to be used on farms to improve dairy cattle profitability and sustainability.
- An article, for dairy and livestock farmers, nutritionists, and crop consultants was utilized in three newsletters documents a problem of low soil potassium fertility and its impacts on dairy and livestock production systems. The article identifies a statewide situation where increasing potassium inputs will likely improve profitability and sustainability on the majority of dairy and livestock farms.

COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- Steering Committee meetings to plan the 2025 Connecting Entrepreneurial Communities Conference to showcase rural entrepreneurship in Wisconsin Total Reach: Our steering committee is comprised of five organizations as well as partners from Wood County. We are aiming to recruit 200-250 people at the conference.
- Planning for a series of four regional rural housing summits for local officials, developers, and residents in collaboration with state and local housing advocates. The goal is to build a broader shared understanding of diverse housing issues in rural communities, to compile and share success stories and common challenges, and identify innovative solutions to the rural housing shortage, so that rural communities are empowered to take the lead in addressing their unique housing challenges with support from a statewide cohort of partners.



- **Total Reach:** Estimated attendance of 400 total, plus agency and development partners. Resources will be posted for broader access after each summit.
- A series of meetings with a local steering committee to plan for the 2025 Connecting Entrepreneurial Communities Conference, which will be held June 19-20 in Wisconsin Rapids. The purpose of this conference is to showcase the scope and impact of entrepreneurial programs across the state, supporting a thriving entrepreneurial ecosystem for all rural Wisconsin communities.
- Planning and execution of a pilot program called Community Economic Analysis for Rural Wisconsin Communities in collaboration with Wisconsin Economic Development Corporation's Office of Rural Prosperity, the Lac du Flambeau Band of Lake Superior Chippewa, Ashland County, Green County, Taylor County, and Wood County including the City of Brodhead, Pittsville School District, Gilman School District and Morse-Mellen School District. The goal was to apply county and community-specific data as part of efforts for participating communities to plan for economic vitality while building capacity of local leaders to create a strong local economy.
 - **Total Reach:** 60 people

CRANBERRIES

Allison Jonjak, Cranberry Outreach Specialist

- Based on direct Wisconsin grower feedback, a Virtual Brown Bag was held in the format of a grower panel. Because Washington, New Jersey, and Massachusetts cranberry growers face low ice accumulation in winters and have learned about sanding without ice through trial and error, Wisconsin growers wanted to hear the lessons learned from these other regions based on 2023's low ice accumulation in Wisconsin. One grower from each of the mentioned regions shared their experiences, successes, and failures, before opening for questions and answers.
 - o Total Reach: 49
 - **Participant Testimonial:** "I really appreciate the pictures of these different sanding machines. Thank you so much! Thank you Allison for organizing these Brown Bag sessions! Very interesting as always."
- The agenda for a two-track conference held across two days, with 41 presenters, was arranged and session descriptions were prepared. This will enable growers to prioritize attendance of Cranberry School to further their production goals.
 - o Total Reach: 519

FOODWISE

Hannah Wendels-Scott, FoodWIse Nutrition Educator Mallory McGivern, FoodWIse Administrator Michelle Van Krey, Healthy Communities Coordinator

- A hands-on educational series in which students in an alternative high school setting learn how to economically shop for and prepare beef as part of a healthy diet.
- An 11-week series of strength training sessions (StrongBodies) for older adults/adults in the community, where participants engage in regular, progressive strength training and health education to improve their



physical and mental health, and enhance social connectedness. This series is led by two Extension StrongBodies volunteers.

- A series of lessons (Healthy Living/Life Management) for students at River Cities High School, where we engage them in lessons around topics such as budgeting, renting, cooking, nutrition, and mental health to prepare them for life after high school and help support their overall health and well-being for when they are on their own.
- A partnership with United Way/Hunger Coalition, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
 - o Total Reach: 80 senior households monthly

HEALTH AND WELL-BEING

Ka Zoua Thao, Bilingual (Hmong) Community Health Worker

- A presentation was done at the Heart of Wisconsin Leadership program's Diversity Day to share about the Hmong history and culture and the unspoken topics within the Hmong community. Members of the Leadership program also learned about health disparities in the Hmong community of Wood County. Through this effort, diverse leaders within the community will increase their cultural competence.
 - Total Reach: 16 members of the Heart of Wisconsin Leadership Program
- Ongoing one-on-one meetings with Hmong clients, where resources and referrals are made. Through these efforts, individual clients are able to receive support navigating through the healthcare and legal systems, and get connected with community resources.
 - o Total Reach: 42 Hmong residents in Wood County resulting in 7 direct clients.
- The Hmong Women's Social Space serves as a monthly gathering for Hmong women to engage in discussions about often overlooked topics within their community. This initiative aims to foster relationships among participants and empower them to advocate for the recognition of their voices.



- Total Reach: 5 Hmong females
- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.



- A series of strength training sessions (StrongBodies) for adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness.
 - o Total Reach: 23 registered participants and 10 consistently attending
- A monthly youth group for Hmong youth at Lincoln High Schools where participants discuss active living and behavioral health topics. Through this effort, Hmong youth will have a better understanding of these topics and advocate for change within the Hmong community.
 - Total Reach: 7 youth group participants
- Monthly meetings for Hmong youth, at Wisconsin Rapids Area Middle School, where participants engage in healthy eating, active living, and behavioral health topics affecting their communities. This effort is designed to build a better understanding of these topics and promote advocacy for change in the Hmong community.
 - Total Reach: 26 youth group participants

HORTICULTURE

Janell Wehr, Horticulture Educator

- A newspaper article for residents of the Pittsville area, where readers learned about how to select and care for their Christmas trees. The goal of this effort was to increase awareness and knowledge about UW-Madison resources.
- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.
- "Can you dig it?" newsletter for the general public, where subscribers can read timely articles specifically related to horticulture issues facing central Wisconsin. The goal of this effort is designed to increase awareness and knowledge of resources to decrease environmental contamination.

NATURAL RESOURCES

Anna Mitchell, Natural Resources Educator Jen McNelly, Natural Resources Educator

- A facilitated meeting with Farmers of the Roche-A-Cri, a producer-led watershed protection group, where group members discussed and planned upcoming events focused on agriculture and water quality. Through this discussion, group members identified relevant topics for events and discussed their goals for hosting each event. The group also identified target audiences and speakers that will be invited to present at each event.
 - o Total Reach: 9 producer-led group members and 3 county Land & Water staff



- A facilitated meeting with producer-led watershed groups in the North Central Region, where producers and collaborators learned about an opportunity for farmer leadership training and planned an in-person regional gathering. Through this meeting, producers and collaborators learned about an opportunity for their group members to participate in a training to help strengthen farmer-to-farmer programs by offering learning opportunities to increase producers' skills in leadership, communication, and relational organization. Producers and collaborators also discussed the value and benefit of participating in an inperson regional gathering to introduce new groups to the area and discuss the future plans and goals of each group.
 - Total Reach: 5 producers and 5 collaborators from Land & Water Conservation departments
- An series of facilitated discussions for members of the Wood County Citizens Water Group, where members worked to identify water quality needs in Wood County, priorities for work, future activities, and how their organization can function to achieve the outlined plans.
 - Total Reach: 10 group members



Activities Report for Barb Peeters - December 2024

- Scheduled, drafted agenda, attended and took minutes at December 4th and 26th staff meetings.
- Attended December 4th CEED committee meeting via WebEx.
- Continued compiling data for 2024 DATCP Staff & Support Grant Reimbursement Request.
- Generated change order for well abandonment cost share contract due to decrease in price to close well. Processed cost share payment to landowner and submitted reimbursement request to DATCP.
- Assisted customers/provided information and water test kits for the free nitrate water testing program.
- Processed payment to landowner for well closure and submitted reimbursement request to DATCP.
- Contacted customers regarding incorrect payments for tree sale orders (i.e. forgot to add sales tax, incorrect total, etc.).
- Processed DATCP reimbursement payments for 4 cost share contracts totaling \$22,432.11 (cover crops & livestock watering).
- Completed extension request for 2024 Innovations grant funds to extend to 2025 and submitted to DATCP prior to December 31st deadline (balance of 2024 Innovations grant funds to be extended is \$203.68).
- Completed November sales tax report and forwarded to Finance.
- Generated cost share contract for residue management utilizing Mill Creek grant funds (\$1,208.05).
- Replied to customer inquiries via phone & email regarding the 2025 tree/shrub/seed sale.
- Attended Wellness Committee meeting on Dec. 10th and shared updates with LWCD staff.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Processed 70 tree/shrub/seed orders totaling \$8,109.89. Assisted customers who stopped in office with orders.
- Processed payments to landowners for 17 cost share contracts for cover crops totaling \$18,580.50 (MDV funds).
- Completed LWCD payroll percentages and forwarded to Finance prior to December 12 & 26 payrolls.
- Reviewed payroll reports and payroll registers.
- Processed payments to landowners for 3 cost-share contracts for cover crops totaling \$5,417.30 (Mill Creek funds).
- Processed cost share payment to landowner for a manure storage facility system totaling \$15,463.90 and submitted reimbursement request to DATCP.
- Processed nonmetallic mine annual permit fees as received.
- Submitted approved/signed Resolution #24-12-12 to DATCP as the final step in the 2025 LWRM Plan approval process.
- Completed Mill Creek TRM reimbursement request form and compiled 25 cost share contracts as documentation for request. Submitted to County Conservationist on 12/19/24 for his signature and submission to DNR.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.
- Ordered department supplies. Verified supply balances for all budgets.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.
- Contacted the DNR Wildlife Switchboard regarding a report of over a dozen dead geese in the Wisconsin River near Biron on 12/26/24. Provided caller (Biron resident) with contact information for DNR and the USDA Animal Inspection Service.
- As a note of interest, in 2024, LWCD staff generated 111 cost share contracts/projects totaling \$277,018.57:
 - DATCP (Bond/Structural) 4 projects carried over from 2023 and completed in 2024 (well decommission, livestock watering, streambank/shoreline & roof runoff) totaling \$24,073.44.
 - DATCP (Bond/Structural) 12 projects cost shared in 2024 totaling \$50,300 (3 of those projects will be extended to 2025) (5 wells decommissioned, 1 livestock watering, 1 manure transfer system, 2 waste facility closures, 1 grazing system fence repair, 1 streambank crossing and 1 grassed waterway)
 - DATCP (SEG) 16 cost share contracts for cover crops totaling \$54,000
 - MDV 42 cost share contracts generated in a 3-month time span (Sept. to Dec.) for cover crops/residue management totaling \$44,489.97
 - Mill Creek 32 cost share contracts generated in a 2-month time span (Nov. to Dec.) for cover crops totaling \$78,450.26
 - \circ ARPA 3 cost share contracts for cover crops totaling \$1,798.65.
 - Innovations Grant (DATCP) 2 cost share contracts for cover crops totaling \$23,906.25

Activities Report for Emily Salvinski

-December 2024-

- **Thursday, December 5.** Checked each Wood Co address in Portage's mailing list for upcoming Friends of Mill Creek meeting mailing, as requested by Portage co land conservation.
- Friday, December 6. Attended Badger Crops & Soils Update meeting held most of the day online, received CCA credits.
- **Thursday, December 12.** Prepared for a meeting to update a farmer's NMP by updating snapplus as much as I could and preparing print-outs.
- Friday, December 13. Added contracts to maps, worked on phosphorus reductions.
- **Tuesday, December 17.** Met with farmer to update their nutrient management plan so they could complete the cost-share process.
- Wednesday, December 18. Finished up reductions and adding them to GIS.
- **Thursday, December 19.** Received soil samples by email and added them to NMP. Scanned in notes and checklist.
- **Thursday, December 26.** Added missing data to all cost-share shapefiles (dates, x y coordinates, ...). Cross checked money spent totals to spreadsheets.
- Friday, December 27. Worked on well database for upcoming 2024 results.
- Monday, December 30. Finished up nutrient management farmer education class brochure mailing, sent it out.

Activities Report for Kyle Andreae – December, 2024

- December 2 Krohn Design
- December 3 Krohn Design
- December 4 Staff meeting, Krohn Design and cost estimate
- December 5 FMLA
- December 6 FMLA
- December 9 FMLA
- December 10 FMLA
- December 11 email correspondence, Schiferl CAFO information review
- December 12 Wisconsin Land and Water Conservation Technical Committee Meeting, Bauer correspondence
- December 13 Bauer As-built/ payment, Keuffer trouble shooting
- December 16 Bauer payment, Mentorship Meeting
- December 17 Bauer payment
- December 18 FMLA
- December 19 FMLA
- December 20 FMLA
- December 23 FMLA
- December 24 Holiday
- December 25 Holiday
- December 26 Lewis Design
- December 27 Lewis Design
- December 30 FMLA
- December 31 Holiday



Activities Report for Kendra Wilhelm – December 2024

- Had discussions with multiple landowners regarding cover crop, residue management, and nutrient management cost-sharing as well as verified cover crops.
 - Created multiple field maps, documented information for cost-share contracts, and assisted landowners with questions as needed.
 - As of writing this, 3,327.4 acres of cover crops and 202.3 acres of residue management have been cost-shared this year.
 - Completed follow-up on any outstanding cost-share contracts.
- Attended the December Lakes & Rivers Partnership meeting.
 - December's focus was on aquatic invasive species and aquatic plant management.
- Participated in the December 4th staff meeting.
- Picked up posters from a 5th grade classroom for the annual Wood County/North Central Area poster contest.
- Attended the December 5th HIRC meeting to listen to comments on the consideration of a county-wide wake boat/ballast tank ban.
- Attended the annual biocontrol summit hosted by NAISMA.
- Attended a webinar focused on biological control for invasive European frog-bit.
- Attended the annual UW-Update for agriculture.
 - Topics discussed included soil and water, forage and grain, economics, and pest management.
- Attended the Farmers of the Mill Creek Watershed Council Cover Crop Field Day.
 - The morning consisted of presentations from attending high school students, PACRS, UW Nutrient and Pest Management, and members of the Farmers of the Mill Creek Watershed Council.
 - The afternoon consisted of stops at various fields with cover crops established as well as the trial plots at the Auburndale School Forest.
- Attended a Winter Water Talk focused on the role of parasites in aquatic ecosystems.
 - This webinar was hosted by the Water Action Volunteers and the Citizen Lake Monitoring Network.
- Worked various days on the Lake Monitoring and Protection Network reporting and reimbursement requirements for the 2024 year.
 - Finalized the annual project report with all supporting documentation as well as all reimbursement paperwork.
 - All paperwork was submitted to the DNR as well as uploaded to the SWIMS database.
- Assisted members of the Nepco Lake District with grant technical assistance.
- Received the official grant award for the Lake Monitoring and Protection Network Surface Water Grant for the 2025 season.
 - All grant tracking documents have been created.
- Began demoing the new SnapPlus Version 3 nutrient management software.

Activities Report for Rod Mayer – December 2024

- DNR Earth MR2 wetland email review correspondence with DNR.
- Financial assurance reviews review, update file, software, and spreadsheets
 - o Earth Hansen Sand, MR1, Cepress
 - Tork 2 sites Tork and Fanning Cranberry
 - o Schneider
 - o lggy
 - o Haas
- Nikolai Day Road expansion plan review sent review for corrections to Vreeland and Associates.
- Completed annual safety training.
- Correspondence with Corp. Counsel & Nikolai Const. for justification of hold harmless signature on expansion plan.
- Correspondence to DNR for wetland issues found on B&R Fruin site, Tork site, and Weichelt Hwy T site.
- Sent DNR deer donation report (7 donated to 3 processors as of Dec. 6th).
- Corresp. to Vreeland & Associates for edits needed on expansion plan.
- Post pond exemption from NMM reclamation permitting review issued approval letter, file update, spreadsheet update.
- Processed wildlife damage claims on DNR database. New database found errors in calculations sent issues to DNR. Once resolved reentered all data for checks.
- Additional Correspondence to Vreeland & Associates detailing needed edits to finalize expansion plan on Day Rd site.
- Correspondence for marsh ditch project on County Lands approved by Forestry dept.
- DNR meeting review of issues: Weichelt T, Tork, MR2, Visoin, Fruin B&R, Mid WI.
- Received confirmation from DNR for approval of wetland restoration on Earth MR2 site. Reviewed restoration plan, sent variance letter to allow work to be completed per the restoration plan.
- Corp. Counsel correspondence for naming witness for MR2 violation hearing.
- Phone meeting with Weichelt to discuss wetland boundary issues on site.
- Set up multifactor ID account for DNR mining system.
- Review DNR correspondence for CH 30 permitting on milestone site County involvement for permitting upland areas, etc. Contact to DNR to set up meeting to justify our involvement.



LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Shane Wucherpfennig – December 2024

- December 2 ARPA Meeting, CSGCC Tech. Committee Discussion
- December 3 Land & Water Resource Management Plan Presentation @ LWCB Meeting in Madison
- December 4 Staff Meeting, CEED Meeting, Landowner Field Visit
- December 5 Roth Golden Acres Contracts, Field Visits
- December 6 Phone & email correspondence, PACRS Meeting
- December 9 Bulgrin & Heeg Field Checks, Field Visits
- December 10 FMCWC field Day, PowerPoint Presentation on Mill Creek
- December 11 MDV Plans, BITS updates, Emails
- December 12 Mike Krohn Site Waterway contract, Phone Correspondence
- December 13- Virtual meetings, BITS Updates, WAMS update
- December 16 Roth Cover Crop Contracts, Virtual Meeting, Kevin Heeg Cover Crop Contracts
- December 17 County Board, BITS updates
- December 18 NE Winter Technicians Meeting Oshkosh
- December 19 Staff Meeting, Database Updates, Email Correspondence
- December 20 CWFPE Planning Meeting, Time Reports, Emails, BITS
- December 23 Meeting Agendas, Correspondence, BITS Updates
- December 24-25 Christmas Holiday
- December 26 Database Management, BITS Reports, Correspondence
- December 27 Intern Correspondence, BITS Reports, Database Management
- December 30 Email Correspondence, CWFPE Event Planning
- December 31 New Years Holiday







OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director Emily Arndt, County Planner Paul Bernard, Land Records Coordinator Brad Cook, Code Administrator Kayla Rautio, Code Technician Victoria Wilson, Program Assistant Julie Mancl, Program Assistant

RE: Staff Report for January 8, 2025

1. Economic Development (Jason Grueneberg)

Central Wisconsin Economic Development (CWED) Fund Loan Committee – In December the CWED Loan Committee reviewed and approved a loan for an existing Wisconsin Rapids HVAC/plumbing business. The loan provided needed gap financing so that the business could purchase an existing commercial building in Wisconsin Rapids to expand their business. The structure was associated with the Wisconsin Rapids Mill and was vacant for some time. It will be great to see this building be remodeled and improved, and occupied by a growing local business.

Connecting Entrepreneurial Communities (CEC) – I continue to participate CEC planning meetings for the conference that is scheduled for June 19th and 20th,2024 in Wisconsin Rapids. I serve on the Statewide Steering Committee as well as the Visioning and Programming Committee.

Vesper Elementary School Housing Project – In December I requested and distributed the final Vesper Elementary School Housing Project grant check to the developer. This closes out the \$200,000 Wisconsin Economic Development Corporation Idle Sites Grant. Next steps will include auditing the project and taking care of grant closeout procedures.

Broadband – In December the North Central Wisconsin Regional Plan Commission shared a draft Community Area Network (CAN) Plan for County review. This will guide efforts to create a CAN in Wood County based off of Bug Tussel mid-mile fiber that the County is able to use. Wood County has endorsed Frontier Communications by resolution to apply for a Broadband Equity Access and Deployment (BEAD) grant in the Marshfield area. We will continue to work with Frontier Communications on getting local letters of support and preparing a competitive grant request. Their grant request could impact as many as 434 residences and businesses. Wisconsin Rapids Downtown Planning – Progress continues to be made on the Wisconsin Rapids downtown plan. I serve on the planning steering committee and have been reviewing drafts of the plan that include a variety of proposed options for sites in the downtown. Communication continues with Wisconsin Rapids staff regarding the Triangle Development area in front of the Courthouse. Currently the City and County have full site control, and are discussing opportunities that will include development, Courthouse parking, and possible street realignment for better/safer vehicular traffic and pedestrian travel. There is some urgency to this project given the fact that Market Street is due for a complete rebuild, and East Jackson St. is slated for redesign and rebuild in 2026. The City has been an outstanding partner to work with, and we feel that together we can activate the Triangle with mixed-use development, improve transportation flow, and accommodate convenient parking for the Courthouse.

Wisconsin Economic Development Corporation – On December 12th I met with WEDC staff and the Central Wisconsin Economic Development Fund Administrator to learn more about the State Small Business Credit Initiative Technical Assistance Center (SSBCI). This is a new resource offered by the UW Office of Business and Entrepreneurship. Through the SSBCI disadvantaged individuals will learn of ways to access capital, and be offered accounting, legal and financial services at no cost for starting or growing their business with 10 employees or less. This will be a great free resource for eligible individuals in the County that need resources to start, maintain, or grow their small business.

2. Planning & Zoning (Emily Arndt)

- 1. Organize and attended planning meetings at the Town of Rock to work on updating their comprehensive plan.
- 2. Working through a line by line review of the Rock draft Ordinance
- 3. Began updating GIS with recent zoning amendments.
- 4. Continued work with the Town of Cameron to update their comprehensive plan.
- 5. Assisted multiple towns with zoning ordinance update questions.
- 6. Working through review and approval of CSMs and Condo Plats
- 7. Continued planning the organization of future Comprehensive Plans
- 8. Continued working with staff to ensure that questions are answered in a proficient manner

3. Land Records (Paul Bernard)

- Emergency Services Atlas Production
- Address Mapping
- Parcel Mapping
- GPS-ing CERA Park
- Department of Administration annual admin

4. Code Administrator (Brad Cook)

12-2-2024- (1) soils onsite insp TN: 08, answer phone calls and inquires with POWTS, SL, FL,(2) Reviewed soils, plan review, issued permit for rep con and new HT TN: 02, 07 (3) well permits reviewed and issued TN: 07 (1) HS letter and order letter written and sent TN: 18.

12-3-2024- (1)mound plow, abs cell, and tanks insp TN: 08, (2) conv inspections TN: 07.

12-4-2024- (1)mound plow, abs cell, and tanks insp TN: 19, (1) soils onsite insp TN: 18, answer phone calls and inquires with POWTS, SL, FL.

12-5-2024- (1) Reviewed soils, plan review, issued permit for new conv TN:07, (1) mound plow, abs cell, and tanks insp TN: 19, answer phone calls and inquires with POWTS, SL, FL.

12-6-2024- (1) Reviewed soils, plan review, issued permit for new conv TN:18, (1) well permit reviewed and issued TN: 18, , answer phone calls and inquires with POWTS, SL, FL.

12-7-2024- - (1) POWTS onsite TN: 07 (1) Reviewed soils, plan review, issued permit for rep conv TN: 18, (2) well permits reviewed and issued TN: 02, 07, (1) conv insp TN: 30

12-9-2024- (1) mound plow, abs cell, and tanks insp TN: 18, (1) HT insp TN:11, (1) soils onsite TN: 01

12-10-2024- - (1) mound plow, abs cell, and tanks insp TN: 19, (1) conv insp TN: 18, (1) HT insp TN: 20

12-11-2024- (1) mound plow, abs cell, and tanks insp TN: 17, (1) well permit reviewed and issued TN: 22, answer phone calls and inquires with POWTS, SL, FL, citizen in-person acquiries.

12-12-2024- (1) Reviewed soils, plan review, issued permit for new conv TN 27, FP permit/ CERA Park Project

12-13-2024-(1) SL permit reviewed and issued TN: 21, (2) conv permits reviewed and issued TN: 07, 18, answer phone calls and inquires with POWTS, SL, FL.

12-16-2024-(1) Reviewed soils, plan review, issued permit for mound TN: 01 (1) answer phone calls and inquires with POWTS, SL, FL

12-17-2024- (1)conv insp TN: 18, (1) HT insp TN: 11 answer phone calls and inquires with POWTS, SL, FL

12-18-2024 -(1) Reviewed soils, plan review, issued permit for mound TN: 04, (1) well permit reviewed and issued TN: 19, answer phone calls and inquires with POWTS, SL, FL.

12-19-2024- (1) Reviewed soils, plan review, issued permit for rep conv TN: 18, (1) HT insp TN: 17, answer phone calls and inquires with POWTS, SL, FL.

12-20-2024- (1) well permit reviewed and issued TN: 18, (4) insp reports, answer phone calls and inquires with POWTS, SL, FL

12-23-2024-(1) Reviewed soils, plan review, issued permit for rep conv TN: 18

12-24-2024- Holiday

12-25-24- Holiday

12-26-26- Vacation

12-27-24- Vacation

12-30-24- Vacation

12-31-24- Holiday

5. Code Technician (Kayla Rautio)

- A. Continued reviewing shoreland zoning information
- B. Reviewed POWTS permits
- **C.** Worked on inspection reports
- **D.** Inspections/Investigations:
 - 12-2-24: Mound site visit TN: 08
 - 12-3-24: Mound plow inspection TN:08; Conventional inspection TN: 07; Mound reinspection TN: 08; System-in-fill inspection TN: 07
 - 12-4-24: Mound plow inspection TN: 19; Soils on site inspection TN: 18; Mound reinspection TN: 19
 - 12-10-24: Mound plow inspection TN: 19; Mound reinspection TN: 19; Conventional inspection TN: 18; Holding tank inspection TN: 20
 - 12-11-24: Mound core plow inspection TN: 17; Mound reinspection TN: 17
 - 12-17-24: Conventional inspection TN: 13

6. Office Activity (Victoria Wilson & Julie Mancl)

- a. <u>Monthly Sanitary, Shoreland, Floodplain and Well Permit Activity</u> There were 12 sanitary permits, 0 shoreland permits and 6 well permits issued in December 2024.
- b. <u>Budget Review</u> Victoria and Jason reviewed the budget to ensure all revenues/expenses are within budget parameters.
- c. <u>GIS mapping projects</u> Julie continues to assist Paul with various GIS mapping projects. Julie has also scanned a large number of historical shoreland/floodplain zoning permits into Laserfiche.
- d. <u>Wisconsin Fund</u> We received the Wisconsin Fund grant from the state of Wisconsin for seven property owners that replaced their failing septic systems in 2023 & 2024. Seven property owners received a total of \$42,119 in total. The checks ranged from \$3,950 to \$7,000 each. Word from the state is they are unsure if the Wisconsin Fund will be refunded in 2025 and they don't anticipate knowing until mid-way through the year.
- <u>Septic System Triennial Program Fee</u> As of 12-30-2024, 206 triennial program fees remain unpaid. A letter from Corporation Counsel will be mailed out on January 13, 2025.
- f. Attended the following meetings/trainings & activities:
 - i. December 4th CEED meeting (VW)
 - ii. December 11th Land Information Council (VW)

MEMORANDUM OF AGREEMENT BETWEEN THE

United States Department of Agriculture, Natural Resources Conservation Service

AND

Wood County Land & Water Conservation Department

I. PURPOSE

This Memorandum of Agreement (MOA) is entered into between the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) and the Wood County Land & Water Conservation Department (Wood County LWCD). The collective name of both entities is hereafter referred to as the "Parties".

The Parties have common objectives of delivering technical and financial assistance to farmers, forest stewards, and other entities to voluntarily protect, restore, and enhance the productivity of American agricultural lands. The Parties recognize the importance of natural resources, the wise use and management of these natural resources, and, as appropriate, the protection and/or development of these natural resources. This agreement is made and entered into with the objectives of:

- Continuing to support the delivery of excellent and innovative customer service;
- Recognizing conservation planning as foundational to our work, and working together to meet the conservation planning assistance needs of our cooperators/customers;
- Strengthening and modernizing conservation delivery to optimize efficiency and effectiveness;
- Broadening our outreach to existing and new customers and partners;
- Supporting science-based decision making as close to the resource issue/opportunity as possible;
- Encouraging a voluntary approach as the primary means of accomplishing conservation goals; and
- Using sound approaches to strengthen each Party and its role in the delivery of soil, water, and related natural resource conservation across the nation.

II. BACKGROUND

The Parties share a history of collaborating to deliver comprehensive technical and financial assistance to farmers, forest stewards, and other entities to voluntarily protect, restore, and enhance natural resources.

The Soil Conservation Service was established in 1935 (renamed NRCS in 1994 to reflect its broader conservation mission). NRCS is committed to "helping people help the land." It provides assistance and resources for conservation practices that improve water and air quality, prevent erosion, restore wetlands, and enhance wildlife. NRCS's approach to mission delivery and customer service is deeply rooted in the notion that locally-led, voluntary efforts yield the most effective and productive outcomes. Locally-led conservation is the principle that farmers, ranchers, and forest stewards know their lands better than anyone else based on their personal knowledge and experience with those lands. As such, they are best positioned to make optimal decisions for the benefit of their operations, its natural resource conditions, and their communities.

Wood County LWCD is responsible for planning, setting priorities and implementing land and water conservation programs as authorized under Chapter 92, Wisconsin Statutes.

III. STATEMENT OF MUTUAL BENEFIT

The Parties recognize the importance of working together to broaden strategic assessment and planning authority under the Soil and Water Resources Conservation Act of 1977 for the conservation, protection, and enhancement of soil, water, and related natural resources. The Parties further recognize that natural resources are finite and under increasing pressure from a variety of impacts. Soil, water, air, plants, animals, and energy are all addressed under the programs, initiatives, and partnership efforts of the Parties.

In order to deliver the necessary technical and financial assistance to enable locally-led, voluntary conservation, the Parties agree to adhere to the principles, roles, and responsibilities outlined in this section of the MOA. This MOA does not affect or modify existing regulations or agency responsibilities and authorities. Moreover, this MOA does not commit either part to activities beyond the scope of its respective mission and statutory authorities.

IV. RESPONSIBILITIES

- A. NRCS will:
 - 1. Designate the NRCS Assistant State Conservationist for Field Operations as the liaison to Wood County LWCD for this Agreement. Implementation of the MOA at the local level will be coordinated by the NRCS District Conservationist.
 - 2. Collaborate with Wood County LWCD to develop and implement work strategies designed to meet the soil and water conservation goals and objectives of the County Land and Water

Resource Management Plan, as well as NRCS's Local Work Group, State Technical Committee, and Agency Priorities.

- 3. Acknowledge the County Land and Water Resource Management Plan when convening the Local Work Group for developing and updating County conservation priorities.
- 4. Provide consultation and guidance to the County Land Conservation Committee and County Conservation staff on NRCS policy and technical issues when requested.
- 5. Assist in providing technical training to County employees in the art and science of soil conservation and water quality technology, to the extent that NRCS personnel can be made available.
- 6. Acknowledge State and County standards and specifications related to conservation work and help inform prospective participants of such requirements. NRCS has no authority to assume joint responsibility when the County adopts standards and specifications that differ from NRCS standards and specifications. NRCS has no authority to help the County apply practices for State or County programs using standards and specifications that are not contained in the Field Office Technical Guide (FOTG).
- B. Wood County LWCD will:
 - 1. Designate the County Conservationist, or equivalent, as the liaison for this Agreement.
 - 2. Collaborate with the NRCS to develop and implement work strategies designed to meet the soil and water conservation goals and objectives of the County Land and Water Resource Management Plan, as well as NRCS Local Work Group, State Technical Committee, and Agency Priorities.
 - 3. Include County resource concerns and priorities as set by the Local Work Group when developing and updating the County Land and Water Resource Management Plan.
 - 4. Acknowledge NRCS standards and specifications contained in the NRCS FOTG related to federal conservation work and help inform prospective participants of such requirements.
 - 5. Assist in promoting NRCS programs to the extent as determined by the County.
 - 6. Assist in providing training to NRCS employees on State and/or County laws and ordinances related to conservation program implementation, to the extent that County personnel can be made available.

V. DATA AND INFORMATION SHARING

- 1. Any information furnished to NRCS under this agreement is subject to the Freedom of Information Act (5 U.S.C. 552).
- Activities performed under this agreement may involve access to confidential and potentially sensitive information about governmental and landowner issues. The term "confidential information" means proprietary information or data of a personal nature about an individual, or information or data submitted by or pertaining to an organization. This information must not be disclosed without the prior written consent of NRCS.
- 3. Wood County LWCD personnel will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, 5 U.S.C. Section 552a, and implementing regulations and policies with respect to systems of records determined to be subject to the Privacy Act. Wood County LWCD personnel must also comply with privacy of personal information relating to natural resources conservation programs in accordance with 7 USC 8791 (Section 1619 of PL 110-234, the Food, Conservation, and Energy Act of 2008).
- 4. See Appendix A, "ACKNOWLEDGMENT OF REQUIREMENTS FOR PROTECTION OF PRIVACY OF PERSONAL AND GEOSPATIAL INFORMATION RELATING TO NATURAL RESOURCES CONSERVATION SERVICE PROGRAMS." The signatory agrees to abide by these requirements as a condition of receiving access to such information.

VI. GENERAL PROVISIONS

- A. Period of Performance
 - 1. This MOA takes effect upon the signature of the Parties and shall remain in effect until mutually modified or terminated.
- B. Amendments
 - 1. This MOA may be amended upon written request of either Party and the subsequent written concurrence of the other. Either of the Parties may terminate this MOA with a 60-day written notice to the other.
- C. Transfer of Funding or Non-Monetary Resources
 - This MOA is established to document the collaborative relationship between the Parties. Nothing in this MOA shall require either Party to obligate or transfer funding, or anything of value. This may include, but is not limited to:
 - a. Office spaces and equipment/supplies
 - b. Vehicles and associated expenses (e.g., fuel, maintenance)
 - c. Computers, software, and technical equipment

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- 2. Specific work projects or activities that involve the transfer of funds, services, or property will require execution of separate agreements and be contingent upon the availability of appropriated funds. Such activities must be independently authorized by appropriate statutory authority. This MOA does not provide such authority. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations. The appropriate instruments include:
 - a. Cooperative Agreement (2 CFR 200.24), which allows federal agencies to transfer a thing of value to the State, local or Tribal government, or other recipient to carry out a public purpose of support or stimulation authorized by law of the United States.
 - b. Contribution Agreement (7 CFR 6962a), which is a unique statutory authority allowing NRCS to enter into an agreement with a non-federal entity that shares a mutual purpose in carrying out NRCS programs. All parties must contribute resources to the accomplishment of these objectives.
 - c. Reimbursable Agreement (31 USC 6505; PL 90-577), which allows federal agencies to provide specialized or technical services to State and local governments.

D. Other

- 1. This MOA is not intended to, and does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by any party against the United States, its agencies, its officers, or any person.
- 2. The Parties and their respective agencies and offices will handle their own activities and utilize their own resources, including the expenditure of their own funds, in pursuing these objectives. Each Party will carry out its separate activities in a coordinated and mutually beneficial manner.
- 3. All activities and programs conducted under this MOA shall be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; Civil Rights Restoration Act of 1987 (Public Law 100-250); and other nondiscrimination statutes; namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendment of 1972, and the Age Discrimination Act of 1975. Also, they will be in accordance with regulations of the Secretary of Agriculture (7 CFR Part 15, subpart A), which provide that no person in the United State shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of an applicant or recipient receiving federal financial assistance from the Department of Agriculture or any Agency thereof.
- 4. All activities conducted under this MOA shall be in compliance with the Drug-Free Workplace Act of 1988 (Public Law 100-690, Title V, Subtitle D).

VII. SIGNATURES

In witness whereof, the Parties to this MOA through their duly authorized representatives have executed this MOA on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOA as set forth herein.

WOOD COUNTY LAND & WATER CONSERVATION DEPARTMENT

SHANE WUCHERPFENNIG County Conservationist Date

USDA NATURAL RESOURCES CONSERVATION SERVICE

NATHAN FIKKERT State Conservationist Date

APPENDIX A

I. ACKNOWLEDGMENT OF REQUIREMENTS FOR PROTECTION OF PRIVACY OF PERSONAL AND GEOSPATIAL INFORMATION RELATING TO NATURAL RESOURCES CONSERVATION SERVICE PROGRAMS

A. Purpose and Background

The purpose of this Acknowledgment of Section 1619 compliance (hereinafter, "Acknowledgment") is to require acknowledgment by the Wood County Land & Water Conservation Department (hereinafter, the "Conservation Cooperator") of the requirements of 7 USC 8791 (Section 1619 of the Food, Conservation, and Energy Act of 2008 (the 2008 Farm Bill)), which prohibits disclosure of certain information by the Department of Agriculture (USDA) and its cooperators. The Conservation Cooperator assists USDA in the delivery of conservation-related services (for example, services that sustain agricultural productivity, improve environmental quality, reduce soil erosion, enhance water supplies, improve water quality, increase wildlife habitat, and reduce damages caused by floods and other natural disasters) or with monitoring, assessing, or evaluating of conservation benefits from USDA conservation programs under a Federal agreement. Those individuals or organizations (governmental) that assist USDA with providing conservation-related services are known as Conservation Cooperators.

B. NRCS Conservation Cooperator

As a Conservation Cooperator, the Conservation Cooperator is authorized access to otherwiseprotected agricultural information. Such protected information must be strictly limited to only that information necessary for the Conservation Cooperator to provide conservation related services or to perform monitoring, assessing, or evaluating of conservation benefits (as specified in the agreement between NRCS and the Conservation Cooperator). Disclosure to the Conservation Cooperator can include receiving the protected information either 1) directly from USDA; 2) directly from the producer or owner as part of the process required to enable a producer or owner to participate in a USDA program; or 3) in another manner with the producer's permission.

C. Section 1619 of the 2008 Farm Bill

Section 1619 of the Food, Conservation, and Energy Act of 2008 hereinafter, "section 1619" provides that USDA, or any "contractor or cooperator" of USDA, "shall not disclose—(A) information provided by an agricultural producer or owner of agricultural land concerning the agricultural operation, farming or conservation practices, or the land itself, in order to participate in the programs of the Department; or (B) geospatial information otherwise maintained by the Secretary about agricultural land or operations for which information described in subparagraph (A) is provided." USDA may disclose protected information to a USDA cooperator when such cooperator is "providing technical or financial assistance with respect to the agricultural operation, agricultural land, or farming or conservation practices" if USDA determines that the protected information will not be subsequently disclosed, except in accordance with the exceptions contained in Section 1619. The Conservation Cooperator is a "contractor or cooperator" of USDA within the meaning of Section 1619. Accordingly, the Conservation Cooperator may not subsequently disclose any information

protected by section 1619. By entering the agreement that references this Acknowledgement, the Conservation Cooperator is certifying future compliance with the statutory obligations under Section 1619.

- D. Responsibilities
 - 1. The Conservation Cooperator certifies that:
 - a. It acknowledges and understands that the Conservation Cooperator is legally bound by Federal statute to comply with the provisions of Section 1619 and that the Conservation Cooperator will not subsequently disclose information protected by section 1619 to any individual or organization that is not directly covered by this Acknowledgment. Any such subsequent disclosure of the protected information (except as permitted under Section 1619) will be considered a violation of Section 1619. The Conservation Cooperator will be held responsible should disclosure of the protected information occur.
 - b. Acceptance of the agreement referencing this Acknowledgment legally binds every owner, manager, supervisor, employee, contractor, agent, and representative of the Conservation Cooperator to comply with the provisions in Section 1619. The Conservation Cooperator must consult with USDA prior to providing protected information to an entity or individual outside of the Conservation Cooperator and as necessary to implement the program to ensure that such release is permissible.
 - c. The Conservation Cooperator will use the protected information only to perform work that is directly connected to conservation related services or perform monitoring, assessing, or evaluating conservation benefits, as specified in the agreement between NRCS and the Conservation Cooperator (hereinafter, "the Work"). Use of the protected information to perform work that is not directly connected to the Work is expressly prohibited.
 - d. The Conservation Cooperator must internally restrict access to the protected information to only those individuals who have a demonstrated need to know the protected information in order to perform the Work.
 - e. The provisions in Section 1619 are continuing obligations. Even when the Conservation Cooperator is no longer a Conservation Cooperator, or when individuals currently affiliated with the Conservation Cooperator become no longer so affiliated, every person having been provided access to the protected information will continue to be legally bound to comply with the provisions of this Acknowledgment.
 - f. The Conservation Cooperator must notify all managers, supervisors, employees, contractors, agents, and representatives about this Acknowledgment and the requirements of Section 1619. For the duration of this Acknowledgment, notifications about the existence of this Acknowledgment must be made to those individuals who are new to the organization and periodic notifications must be sent throughout the organization (as well as to all contractors and agents) to remind all about the ongoing and continuing requirements.
 - g. When the Conservation Cooperator is unsure whether particular information is covered or protected by Section 1619, the Conservation Cooperator must consult with USDA to determine whether the information must be withheld.
 - h. This Acknowledgment is nontransferable and may not be bought, sold, traded, assigned,

extended to, or given free of charge to any other individual or organization not directly covered by this Acknowledgment.

- i. Use of the protected information for any purpose is expressly prohibited when an individual or organization is no longer a Conservation Cooperator. When the Conservation Cooperator is no longer a Conservation Cooperator, any protected information provided under this Acknowledgment must be immediately destroyed or returned to USDA. The Conservation Cooperator must provide to USDA written certification that the protected information (paper copy, electronic copy, or both) has been properly destroyed, removed from any electronic storage media, or both.
- j. The State's "sunshine law," "open records act" or other version of the Freedom of Information Act is superseded by section 1619 under the Supremacy Clause of the U.S. Constitution. Accordingly, information protected from disclosure by section 1619 must not be released under such State laws.
- E. Protected Information
 - 1. An example of the type of information prohibited by disclosure under Section 1619 includes, but is not limited to, the following:
 - i. State identification and county number (where reported and where located).
 - ii. Producer or landowner name, business full address, phone number, Social Security Number, and similar personal identifying information.
 - iii. Farm, tract, field, and contract numbers.
 - iv. Production shares and share of acres for each Farm Serial Number (FSN) field.
 - v. Acreage information, including crop codes.
 - vi. All attributes for Common Land Units (CLUs) in USDA's Geospatial Information System
 - vii. Any photographic, map, or geospatial data that, when combined with other maps, can be used to identify a landowner.
 - viii. Location of conservation practices.
 - 2. Section 1619 allows disclosure of "payment information (including payment information and the names and addresses of recipients of payments) under any Department program *that is otherwise authorized by law"* (emphasis added). The names and payment information of producers generally may be provided to the public; however, the Conservation Cooperator shall consult with USDA if there is any uncertainty as to the provision of such information.
 - 3. Section 1619 also allows disclosure of otherwise protected information if "the information has been transformed into a statistical or aggregate form without naming any—(i) individual owner, operator, or producer; or (ii) specific data gathering cite." The Conservation Cooperator must consult with USDA as to whether specific information falls within this exception prior to relying on this exception.

F. Violations

The Conservation Cooperator will be held responsible for violations of this Acknowledgment and Section 1619. A violation of this Acknowledgment by the Conservation Cooperator may result in action by USDA, including termination of the underlying Federal agreement.

G. Effective Period

This Acknowledgment will be in effect on the date of the final signature of the underlying agreement and continues until USDA notifies the Conservation Cooperator that the Acknowledgment is no longer required based on changes in applicable Federal law.

II. PROTECTED DATA AND THE PRIVACY ACT

A. Any protected data NRCS has given the Conservation District access to is subject to the Privacy Act of 1974, as amended, 5 U.S.C. section 552a (Privacy Act).

The Privacy Act is a federal law that establishes a code of information practices that governs the collection, maintenance, use, and dissemination of information about individuals that is maintained in an agency's system of records. Disclosure of records about an individual from a system of records is prohibited, absent the written consent of the individual, unless disclosure is pursuant to one of twelve exceptions. A routine use, as prescribed in an agency's system of records.

For purposes of this MOA and pursuant to the Privacy Act, the following definitions apply:

- Breach: The loss of control, compromise, unauthorized disclosure, unauthorized acquisition, or any similar occurrence where (1) a person other than an authorized user accesses or potentially accesses personally identifiable information or (2) an authorized user accesses personally identifiable information for an other than authorized purposed.
- Incident: An occurrence that (1) actually or imminently jeopardizes, without lawful authority, the integrity, confidentiality, or availability of information or an information system; or (2) constitutes a violation or imminent threat of violation of law, security policies, security procedures, or acceptable use policies.
- Personally Identifiable Information (PII): The term PII refers to the information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual. It is important to recognize that information that is not PII can become PII whenever additional information becomes available – in any medium or from any source – that would make it possible to identify an individual.

- B. Data provided in support of this MOA is protected from unauthorized use and unauthorized disclosure pursuant to the administrative and/or civil remedies/criminal penalties as identified in applicable Federal statutes, including the Privacy Act and the Freedom of Information Act (FOIA), 5 U.S.C. § 552. Further, the State's "sunshine law," "open records act," and/or version of the FOIA does not have a competing legal obligation that could potentially be used to compel disclosure of Section 1619 protected data identified in this MOA. Accordingly, all records disclosed under this MOA that are protected from disclosure by Section 1619 are also protected from disclosure under the State's sunshine laws, open records act, or FOIA.
- C. The protected data types approved for disclosure are limited to a Geographical Information System (GIS) shapefile of irrigated and non-irrigated farm tracts that contains land owners and operators contact information that includes first and last name, Farm Serial Number (FSN), address, home telephone number and cell telephone number, or any other information about the agricultural and conservation activities conducted on those tracts.

Protected data approved for disclosure under this MOA shall be strictly limited to only that data necessary for the Conservation District to provide technical and financial assistance to farmers, ranchers, forest stewards, and other entities to voluntarily protect, restore, and enhance the productivity of American agricultural lands.

D. Disclosure

- The Conservation District is authorized access to the protected agricultural data as identified herein. Access to the protected agricultural data as identified herein is to be restricted to those demonstrating a need; the Conservation District determines which staff have a demonstrated need. For purposes of this MOA, disclosure of information to the Conservation District can include receiving the protected data directly from NRCS.
- 2. The Conservation District and NRCS will not have live information technology (IT) interconnections. In the process of disclosing the data, NRCS and the Conservation District may use any mutually agreed upon non-live information technology (IT) interconnection data transfer media and method, provided that the data transfer can be made in full compliance with applicable security and privacy statutes and regulations.
- 3. Every person having been provided access to the protected data shall continue to be legally bound to comply with the provisions in Section 1619. This includes former USDA Cooperators, or when individuals currently affiliated Conservation District should leave the organization, every person having been provided access to the protected data shall continue to be legally bound to comply with the provisions in Section 1619.
- E. The Conservation District must provide information to NRCS indicating how the protected data shall be used. The Conservation District serves as the link between federal and state agency resources with the local farmers, ranchers, and forest stewards. The Conservation

District will use the data to promote USDA programs, facilitate local working groups (as outlined in NRCS policy), develop a conservation needs assessment, evaluate/measure the technical and community impacts of local conservation efforts, and carry out its responsibilities under this MOA.

F. If the Conservation District or one of its employee/agents willfully discloses any PII or other information covered by this MOA to a third party not authorized to receive it, the Conservation District may be found liable to the loss and subject civil remedies, as prescribed in 5 U.S.C. 552a(g)(1) and USDA may revoke the Conservation District's access to the data under this Agreement.

G. NRCS shall:

- 1. Inform NRCS personnel about the protected data contents of this MOA.
- 2. Provide the Conservation District only the protected data referenced in this MOA.
- 3. Review, and if appropriate, issue approval for the Conservation District to release the NRCS provided information that has been transformed into an acceptable statistical or aggregate form to individuals outside of this MOA.
- H. The Conservation District shall:
 - Immediately notify USDA should there be data released that does not abide by this MOA; be responsible for damages to persons or property caused by the negligent acts or omissions of Conservation District employees acting within the scope of their employment in accordance with the Federal Tort Claims Act, codified at 28 USC 2671 et seq.
 - 2. Immediately destroy any protected data when the Conservation District is no longer a party to this MOA. In such cases, Conservation District shall provide to NRCS written certification that the protected data (paper and/or electronic copy) has been properly destroyed and/or removed from any electronic storage media.
 - 3. Immediately notify USDA, if the Conservation District, or its contractors, suspect, discover or are notified of a suspected or confirmed Privacy Incident relating to PII provided under this Agreement, the Conservation District shall immediately, but in no event later than two (2) hours from suspicion, discovery, or notification of the suspected or confirmed Privacy Incident. Notification to USDA includes communicating in writing with the Program Office that disclosed the data to you and/or emailing the USDA FPAC Privacy Officer at sm.fpac.privacy.office@usda.gov.
 - Investigate any Privacy Incident emanating from this agreement involving USDA PII. At minimum, the investigation shall include: (1) Date of Incident, State of Occurrence (if applicable), (2) type of PII involved, (3) number of individuals whose information was exposed, (4) breach/incident method (mail, email, etc.), and (5) mitigation efforts to
manage the incident. The Conservation District is responsible for carrying out all necessary measures to remedy the effects of the Privacy Incident.

- 5. Notify all members of the organization that will be provided access to the protected data about the existence of this MOA. Also, for the duration of this MOA (1) notification about this MOA shall be made to any individual new to the organization if that individual will be provided access to the protected data (notification shall be made prior to the individual being provided access to the protected data) and (2) periodic notification will be sent (at a frequency not to exceed 180 calendar days) to remind all with access to the protected data about the ongoing/continuing requirement to comply with this MOA.
- 6. Notify NRCS immediately when the Conservation District is no longer, or within 30 calendar days of the date on which the Conservation District will no longer be working in cooperation with the Secretary of Agriculture to fulfill the objectives of this MOA, whichever is sooner.
- 7. Provide NRCS any requests for the information from anyone outside of this MOA to NRCS for action.
- 8. Safeguard the protected data limiting access to those individuals working with the Conservation District to fulfill the objectives of this MOA.
- 9. Track staff who are provided access to data and ensure those staff's compliance with this MOA.
- 10. Use the protected data in accordance with this MOA.

III. ANTI-HARASSMENT

- A. USDA will not tolerate harassment or assault within the agency or at partner organizations, field sites, or anywhere USDA programs are conducted. Individuals can notify USDA of concerns about harassment affecting USDA funded projects. The person who reports the concern will receive an automated response acknowledging receipt. Notification may be done anonymously.
- B. If threatened or assaulted, individuals need to immediately try to remove themselves from the assault/threat and contact 911 once you are able to. Once the situation is safe, notify the USDA-Farm Production and Conservation (FPAC) Homeland Security Division at FPAC-PhysicalSecurity@usda.gov and either your supervisor (USDA employees) or the appropriate USDA program contact (contractors and partners).

C. The USDA established the Anti-Harassment Program to prevent workplace harassment, any form of unwelcome, persistent, and unsolicited verbal, non-verbal, written, or physical conduct that is offensive and could alter the affected individual's terms and conditions of employment and mitigate harm to any employee subjected to conduct that is or could develop into harassment or bullying. FPAC employees, contractors, volunteers, and those under formal partnership agreements performing work on behalf of USDA with FPAC, may report harassment matters to <u>sm.fpac.anti-harassmentcomplaints@usda.gov</u>."

Unfunded Cooperative Agreement Face Sheet

| Agreement Number Amendment No. Period of F | | Performance | DUNS: | | | |
|--|------------------|-----------------------------|-------------|---|-----------|------------------------|
| | | | | EIN: | | |
| Natural Resources Cons | ervation Service | (NRCS) (Name and Addro | ess) | Partner Organization (Name and Address) | | |
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| NRCS Program Contact | FP | PAC - BC Administrative Con | tact: | Partner Program Contact: | Partner A | dministrative Contact: |
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| CFDA Number | Authority | | | Type of Action | Instrume | ent type |
| 10.902 | 1611 | .S.C. 590 a | _f | | Un | funded Cooperative |
| 10.302 | 10.0 | .5.0. 550 8 | 1-1 | | | Agreement |
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| A complete agreem | ent includes | this Face Sheet Cor | ntinuation | n Face Sheet(s)(if applicable), the | - Statem | ent of Work and the |
| | | | | Il Usage Report, attached hereto | | |
| This agreement is su | biect to appli | cable USDA NRCS st | atutory pi | rovisions and regulations. In acc | epting th | nis agreement or |
| amendment, the un | dersigned rep | presents that he or s | she is duly | authorized to act on behalf of th | | - |
| agrees to comply wi | th agreement | terms and conditio | ns, includi | ing all attachments. | | |
| Name and Title of Authorized Agency Representative Signature | | | | | Date | |
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| Name and Title of Authorized Partner Representative Signatur | | Signature | | | Date | |
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NONDISCRIMINATION STATEMENT - The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer, and lender.

PRIVACY ACT STATEMENT - The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 552a).



Statement of Work

I. Purpose

The purpose of this agreement is to accelerate delivery of Farm Bill programs and enhance conservation delivery through a partnership with the Wood County Land & Water Conservation Department. The Natural Resources Conservation Service (NRCS) and Wood County Land & Water Conservation Department (Partner) (together, Parties) have a mutual interest in delivering timely and effective assistance to customers participating in USDA programs and addressing natural resource concerns.

This agreement supplements the Memorandum of Agreement N5524MOU0012726 between the Parties and documents areas of common interest and clarifies the roles of federal, state, and local partners in providing conservation leadership and technical and financial assistance to customers in order to help them conserve and enhance natural resources through a voluntary cooperative approach. The agreement will specify the transfer of resources between NRCS and the Partner to accomplish delivery of NRCS programs and mutual conservation priorities.

II. Objectives

The Parties will jointly address opportunities, concerns, and problems related to the use of natural resources that help keep land healthy. Benefits of these activities include sustained and improved agricultural productivity; cleaner, safer, and more dependable water supplies; clean air; abundant wildlife; enhanced recreational opportunities; tranquil and scenic landscapes; reduced damages caused by flood, fires, and other natural disasters; and an enhanced natural resource base to support continued economic development and strengthen quality of life.

III. Budget Narrative

The Parties intend to share resources as identified in the "Resources Required" section of this agreement. Because the level of support offered by each party may vary from year to year, at the beginning of each fiscal year the Parties must cooperate to plan and document the specific resources allocated for that year's performance using the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report.

IV. Responsibilities of the Parties

- A. NRCS will:
- 1. In accordance with Section VI below, provide access to NRCS vehicles, equipment, technology, and technical tools to the extent available (intermittent, non-exclusive basis) to facilitate mission delivery and enable mutually beneficial program outcomes.
- 2. In accordance with Section VI below, provide access to shared office spaces to the extent available, where parties can better collaborate to achieve mutually beneficial outcomes and provide improved access and services to customers within the local community.

- 3. Employees of NRCS shall participate in efforts under this agreement solely as representatives of the United States. To this end, they shall not participate as directors, officers, employees, or otherwise serve or hold themselves out as representatives of Partner or any member of Partner. They also shall not assist the Partner or any member of the Partner with efforts to lobby Congress, or to raise money through fundraising efforts. Further, NRCS employees shall report to their immediate supervisor any negotiations with Partner, or any member of Partner, concerning future employment and shall refrain from participation in work regarding the Partner until approved by the Agency.
- B. Partner will:
- 1. In accordance with Section VI below, provide access to shared office spaces on an intermittent, non-exclusive basis, where the parties can better collaborate to achieve mutually beneficial outcomes and provide improved access and services to customers within the local community.
- 2. Utilize and report vehicle usage in accordance with Section VI, below.
- 3. Provide an annual report of activities and accomplishments to NRCS District Conservationist and Assistant State Conservationist Partnerships by the end of each fiscal year.
- 4. By entering into this agreement, the undersigned attests that the Partner:
 - a. Has not been convicted of a felony criminal violation under Federal or State law in the past 24 months preceding the date of signature, nor has any officer or agent of the Partner been convicted of a felony criminal violation under Federal or State law in the 24 months preceding the date of signature.
 - b. Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 5. Ensure that the program or activities provided for under this agreement will be conducted in compliance with all applicable Federal civil rights laws, rules, regulations, and policies. In addition, Partner agrees to comply with FPAC and NRCS requirements related to access to Government owned or controlled information systems as may be amended from time to time and communicated to the Partner.

V. Expected Accomplishments and Deliverables

See the Memorandum of Agreement (MOA), which documents the mutually agreed-to responsibilities of the parties and is incorporated herein.

VI. Resources Required

NRCS and the Partner may potentially share resources such as office space, vehicles, equipment, and supplies to carry out program activities to the extent available by each Party. For details see the Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report. All resources provided by

NRCS are subject to availability of funds. In the event of a lapse in appropriations and Government shutdown, the Partner will not be permitted to use NRCS resources.

A. Vehicles

NRCS vehicles may be utilized for official business only as it relates to the work specified in this agreement and attachments, if available and needed.

- Partner may request use of a government vehicle (GOV) in order to facilitate delivery of conservation technical assistance to landowners in support of the NRCS mission. Use of the vehicle will significantly increase the efficiency of the delivery of conservation programs. Approval from local NRCS Field Office shall be required for each and every vehicle use request.
- 2. Vehicle operators may only use GOVs for NRCS official business specified under this agreement. Use of vehicle by Partner must directly be related to a NRCS related conservation project or activity. Operators must avoid, when possible, any situation that may covey an impression to the public that the vehicle operator is using the assigned vehicle for an unofficial purpose.
- 3. Vehicle operators must immediately report any safety or mechanical deficiencies to local NRCS representative and must not operate the vehicle with known mechanical problems or safety deficiencies. NRCS is responsible for correcting deficiencies.
- 4. The NRCS will share a GOV with the Partner for official NRCS business. GOVs shall not be used to support any revenue-generating activity for the Partner.
- 5. The Partner will obtain prior written approval from NRCS for using vehicles at irregular hours or under circumstances in which using motor vehicles may create an unfavorable public reaction (for example, during Federal holiday or after business hours).
- 6. NRCS will bear the cost of maintenance of vehicles used by the Partner. Except in the case of an accident caused by a Partner driver (see vehicle accident provisions below), the NRCS will make repairs as necessary for safety and as needed to keep vehicle in safe operating condition.
- 7. NRCS will ensure placement of Federal Motor Vehicle Registration System (FMVRS) registration card in every GOV, which serves as the registration and proof of insurance documentation to be provided to law enforcement.
- 8. The NRCS technical contact for the agreement will work closely with the Partner in fulfilling the terms and conditions of this attachment at the local level.
- 9. Home-to-work transportation by Partner employees is prohibited.
- 10. The Partner will ensure that each vehicle operator has a valid state driver's license and instruct operators to carry a valid state driver's license while operating a GOV.

- 11. The Partner will ensure vehicle operators use all safety devices and follow appropriate motor vehicle manufacturer safety guidelines when operating GOVs. Seat belts must be used when operating or riding in a GOVs.
- 12. The Partner will ban all vehicle operators from text messaging and using tobacco (smoke and smokeless) while using GOVs.
- 13. The Partner will utilize the NRCS-provided fleet card to pay for all fuel and repairs, with the exception of accident repairs for which the Partner is paying an auto repair facility directly (see accident provisions below). The Partner must comply with all NRCS fleet card policies, to include but not limited to the use of unique driver PINs, receipt retention requirements, fleet card training requirements, and prohibitions against using the card for unofficial purposes. Partner drivers must safeguard the fleet card at all times to prevent it from potential unauthorized use.
- 14. The Partner will immediately report all vehicle accidents and traffic violations to NRCS and complete all required documents to report accidents. The Partner will reimburse NRCS or pay an auto repair Company directly for any and all repairs to the GOV as a result of an accident caused by the Partner operator and pay all traffic violation citations.
- 15. The Partner will assume responsibility for claims arising from accidents caused by Partner Drivers. The Partner will be responsible for receiving, processing, and paying tort claims that are submitted due to an accident caused by a Partner driver.
- 16. The Partner will notify the NRCS immediately of any loss, theft, or damage to a GOV, GOV license plates, or fleet cards.
- 17. It is prohibited for individuals other than federal employees or Partner employees performing official NRCS business under this agreement to ride as passengers in GOVs. Any other passengers must be approved through the passenger approval process described in NRCS vehicle policy.
- 18. The technical contact for the Partner will work with NRCS with fulfilling the terms and conditions of this attachment at the local level.
- 19. The use of GOVs may be suspended or revoked by NRCS, if it determines that corrective action is needed to meet the provisions of this attachment.
- 20. The furnishing of vehicles is contingent upon the availability of vehicles and appropriations.
- 21. The vehicle use policies outlined in this agreement do not contain all Federal, Departmental, and NRCS policies regarding the use of motor vehicles. This document is not intended to provide complete details, and the NRCS and the Partner must abide by all other appropriate policies governing GOV use.
- 22. The Partner employee will be required to obtain LincPass, or equivalent security credentials, if applicable.
- B. Office Space

- 1. Shared work and office spaces are needed to more effectively carry out program activities and provide quality service to our mutual customers.
- 2. The Partner may have reserved work spaces in NRCS offices or spaces on an as needed basis, as well as access to common spaces such as conference rooms, kitchens, etc.
- C. Equipment and Technology
 - 1. NRCS may provide the Partner access to USDA computers, software, and the technical information needed to perform the work outlined in this agreement.
 - 2. NRCS may provide access to technologies and applications to ensure consistent technical standards and documentation.

VII. Milestones

Refer to existing MOA.

On a yearly basis the Parties shall jointly complete the Unfunded Cooperative Agreement Annual Usage Report.

VIII. Special Provisions

- A. This agreement may be extended or amended upon written request of either NRCS or the Partner and the subsequent written concurrence of the other. Either the NRCS or the Partner may terminate this agreement with a 60-day written notice to the other.
- B. The Partner assures and certifies that it will comply with the minimum-wage and maximumhour provisions of the Federal Fair Labor Standards Act.
- C. Employees of the Partner shall remain its employees while carrying out their duties under this agreement and will not be considered Federal employees or agents of the United States for any purposes under this agreement.
- D. Employees of NRCS will participate in efforts under this agreement solely as representatives of the United States. They may not participate as directors, officers, employees, or otherwise serve or hold themselves out as representatives of the recipient. They also may not assist the recipient with efforts to lobby Congress or to raise money through fundraising efforts. Further, FPAC employees must report to their immediate supervisor any negotiations with the recipient concerning future employment and must refrain from participation in projects or agreements with such recipients.
- E. Each party assumes responsibility for the actions of its own officials and employees acting within the scope of their employment to the extent provided by Federal, tribal, state, or local laws, including liability for injury to persons or damage to property resulting from the conduct of its own operations. The Government's liability shall be governed by the provisions of the Federal Tort Claims Act (28 U.S.C. 2671-80).
- F. Privacy Act and Prohibition Against Certain Internal Confidentiality Agreements

- Activities performed under this agreement may involve access to confidential and potentially sensitive information about governmental and landowner issues. The term "confidential information" means proprietary information or data of a personal nature about an individual, or information or data submitted by or pertaining to an organization. This information must not be disclosed without the prior written consent of NRCS.
- The Partner's personnel will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, 5 U.S.C. Section 552a, and implementing regulations and policies with respect to systems of records determined to be subject to the Privacy Act. The Partner's personnel must also comply with privacy of personal information relating to natural resources conservation programs in accordance with 7 USC 8791 (Section 1619 of PL 110-234, the Food, Conservation, and Energy Act of 2008).
- 3. The Partner agrees to comply with the "Prohibition Against Certain Internal Confidentiality Agreements:"
 - a. You may not require your employees or contractors seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
 - b. You must notify your employees or contractors that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this agreement provision are no longer in effect.
 - c. The prohibition in paragraph (1) of this agreement provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 - d. If NRCS determines that you are not in compliance with this agreement provision, NRCS:
 - Will prohibit your use of funds under this agreement, in accordance with sections 743 and 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law;
 - ii. May pursue other remedies available for your material failure to comply with agreement terms and conditions.
- G. Acknowledgment of Section 1619 Compliance

The Partner agrees to comply with NRCS guidelines and requirements regarding the disclosure of information protected under Section 1619 of the Food, Conservation, and Energy Act of 2008 (PL 110-246), 7 U.S.C. 8791 as described below.

- 1. Responsibilities.
 - a. Signature on this agreement indicates acknowledgment and understanding that the Partner is legally bound by Federal statute to comply with the provisions of Section 1619 and that the Partner will not subsequently disclose information protected by section 1619 to any individual or organization that is not directly covered by this agreement. Any such subsequent disclosure of the protected information (except as

permitted under Section 1619) will be considered a violation of Section 1619. The Partner will be held responsible should disclosure of the protected information occur.

- b. Acceptance of this agreement legally binds every owner, manager, supervisor, employee, contractor, agent, and representative of the Partner to comply with the provisions in Section 1619. The Partner must consult with NRCS prior to providing protected information to an entity or individual outside of the Partner and as necessary to implement the program to ensure that such release is permissible.
- c. The Partner will use the protected information only to perform work that is directly connected to this agreement. Use of the protected information to perform work that is not directly connected to this agreement is expressly prohibited.
- d. The Partner must internally restrict access to the protected information to only those individuals who have a demonstrated need to know the protected information to perform work under this agreement.
- e. The provisions in Section 1619 are continuing obligations. Even when the Partner is no longer a Partner, or when individuals currently affiliated with the Partner become no longer so affiliated, every person having been provided access to the protected information will continue to be legally bound to comply with these provisions.
- f. The Partner must notify all managers, supervisors, employees, contractors, agents, and representatives about this provision and the requirements of Section 1619. Notifications about the existence of this provision must be made to those individuals who are new to the organization and periodic notifications must be sent throughout the organization (as well as to all contractors and agents) to remind all about the ongoing and continuing requirements.
- g. When the Partner is unsure whether particular information is covered or protected by Section 1619, the Partner must consult with NRCS to determine whether the information must be withheld.
- h. Use of the protected information for any purpose is expressly prohibited after the period of performance end date of this agreement. Upon the agreement end date, any protected information provided under this agreement must be immediately destroyed or returned to NRCS. The Partner must provide to NRCS written certification that the protected information (paper copy, electronic copy, or both) has been properly destroyed, removed from any electronic storage media, or both.
- Any State's "sunshine law," "open records act" or other version of the Freedom of Information Act is superseded by section 1619 under the Supremacy Clause of the U.S. Constitution. Accordingly, information protected from disclosure by section 1619 must not be released under such State laws.
- 2. Protected Information.
 - a. Examples of the types of information prohibited by disclosure under Section 1619 include, but are not limited to, the following:

- i. State identification and county number (where reported and where located).
- ii. Producer or landowner name, business full address, phone number, Social Security Number, and similar personal identifying information.
- iii. Farm, tract, field, and contract numbers.
- iv. Production shares and share of acres for each Farm Serial Number (FSN) field.
- v. Acreage information, including crop codes.
- vi. All attributes for Common Land Units (CLUs) in USDA's Geospatial Information System
- vii. Any photographic, map, or geospatial data that, when combined with other maps, can be used to identify a landowner.
- viii. Location of conservation practices.
- b. Section 1619 allows disclosure of "payment information (including payment information and the names and addresses of Partners of payments) under any Department program *that is otherwise authorized by law*" (emphasis added). The names and payment information of producers generally may be provided to the public; however, the Partner shall consult with NRCS if there is any uncertainty as to the provision of such information.
- c. Section 1619 also allows disclosure of otherwise protected information if "the information has been transformed into a statistical or aggregate form without naming any—(i) individual owner, operator, or producer; or (ii) specific data gathering cite." The Partner must consult with NRCS as to whether specific information falls within this exception prior to relying on this exception.
- 3. Violations. The Partner will be held responsible for violations of this provision and Section 1619. A violation of this provision by the Partner may result in action by NRCS, including termination of the underlying Federal agreement.
- 4. Effective Period. The requirements of this provision is effective on the date of the final signature and will continue until NRCS notifies the Partner that it is no longer required based on changes in applicable Federal law.
- H. Records
 - Comply with state and federal legal requirements and limitations for access and use of relevant records. Confidential and personal information is for official use only and under no circumstances will it be used for personal gain. Adequate safeguards will be in place to protect confidential and personal information and appropriate training will be conducted to ensure all staff members and Board supervisors are advised of record policies and procedures and that NRCS records and District records are to be maintained in separate file cabinets at all times.
 - 2. The Partner Records are subject to Wisconsin Open Records Law.
 - 3. Any Partner personnel with access to USDA facilities and computer systems shall be subject to the security background checks as required by USDA. Any cost associated with NRCS required background checks of Partner personnel will be paid by the NRCS.

- 4. In the event of a lapse in appropriations and government shutdown, the Partner will not be permitted access to any NRCS records.
- I. Technical Standards

Partner personnel must use the NRCS Field Office Technical Guide (FOTG) and/or other sciencebased technical standards if assisting with NRCS programs or activities.

- J. Training
 - 1. The Parties may provide appropriate leadership in administrative and technical training as determined by program needs and required by USDA, NRCS and Partner policy.
 - 2. Training may also include the orientation of employees in organizational philosophies, programs, authorities, roles and responsibilities of the parties.
 - 3. As applicable and as resources allow, training sponsored by either Party can be made available to each Party's personnel without cost to the other party, including timely notice to the other of any impending training opportunities.
- K. Civil Rights

All activities and programs conducted under this Agreement shall be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; Civil Rights Restoration Act of 1987 (Public Law 100-250); and other nondiscrimination statutes; namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendment of 1972, and the Age Discrimination Act of 1975. Also, they will be in accordance with regulations of the Secretary of Agriculture (7 CFR Part 15, subpart A), which provide that no person in the United State shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of an applicant or recipient receiving Federal financial assistance from the Department of Agriculture or any Agency thereof.

Unfunded Cooperative Agreement Initial Estimate and Annual Usage Report

Agreement Number

Partner Name

Period of report

Date

| Service | Quantity | Provid | ed by |
|--------------------|-----------------------------------|--------|---------|
| | Square Footage | NRCS | Partner |
| Space Provided | | | |
| | Mileage | | |
| Vehicle Usage | | | |
| | Details | | |
| Equipment usage | | | |
| | Hours provided and position title | | |
| Personnel | | | |



Conference website: <u>https://wisconsinlandwater.org/conservation/annual-conference</u> The website has all the information below and more, including descriptions of the 40 break-out sessions.

NEW! LCC Member Scholarships

In an effort to increase LCC member attendance at the annual conference, WI Land+Water is offering an LCC member in each Area Association (eight total) a scholarship for \$185 off conference registration costs, which can be used towards the full conference (\$350) or a day package. This would be awarded to one LCC member in each area who has *never* attended the conference. The county will be responsible for any registration fees over \$185 and travel expenses. In return, WI Land+ Water asks that each scholarship recipient provide WI Land+Water a brief testimonial that can be used in future promotion and perhaps a short recap to their LCC and/or area association to hopefully entice others to attend future conferences.

Mike Hofberger, Calumet County LWCC, stated "What I get out of attending the Land+Water conference is knowing that by attending I can do my job as a County Board Supervisor and LCC member better. I learn what other counties are doing and compare how we do it. Regardless, I am better prepared to help my county after the conference."

Steps to Be Awarded the Scholarship:

- 1) Contact Chris at WI Land+Water (email <u>chris@wisconsinlandwater.org</u> and request the PROMO CODE for conference registration.
- 2) Register for the Conference. Select your "conference package". Enter the PROMO CODE in the designated box (before entering your name, affiliation, etc.).

Keep in mind scholarships are awarded on a first-come, first-serve basis. Deadline: Friday, January 31, 2025. Reach out to Chris with any questions. LCC members from all areas are encouraged to take advantage of this opportunity!

REGISTRATION FEES:

Full Conference (Wed. – Friday) - \$350
Wednesday Only - \$140
Thursday Only - \$185
Friday Only - \$125
Spouse/Guest* - \$145 (*personal guest of attendee, not a colleague or LCC member)
You'll have the choice to receive an invoice or pay via credit card (PayPal). Invoices will be emailed after registration closes in February. Disregard choice of "Operator Payment". Extra fees apply to registrations after Feb. 1, 2025 and for onsite registration. After Feb. 21, 2025 will be refunded minus a \$25 cancellation fee. Cancellations or no-shows after Feb. 21, 2025 will be liable for the entire conference fee. Due to covering pre-paid costs, there are ABSOLUTELY NO EXCEPTIONS to the fee/cancellation schedule.

HOTEL RESERVATIONS:

Hyatt Regency – plan to reserve your room sooner to ensure availability! Provide proper documentation at check-in to secure state rate. Room block cut-off date is February 11, 2025.

Single rooms are \$98 with an additional \$20 per person. There is a 48-hour cancellation policy. If room is reserved using the link, you can cancel using the same link. For additional assistance, contact the Hyatt Regency at 877-803-7534. If the group rate is no longer available, prevailing rates may be offered for some or all of your dates. **Reserve your room using the link on the registration website.**

Overflow lodging if the Hyatt Regency is full: Hampton Inn Green Bay Downtown

WOOD COUNTY LAND INFORMATION COUNCIL MINUTES

Date: Wednesday December 11, 2024

Location: Via Webex Teleconference and in person room 114 Attendees: Bill Leichtnam, District 19 Supervisor; Paul Bernard, Land Information Officer; Tiffany Ringer, Register of Deeds; Nancy Marti, Real Property Lister; Al Breu (via Webex), District 6 Supervisor; Victoria Wilson, Planning & Zoning; Tony Bastien, Dispatch Manager; Bill Clendenning, District 15 Supervisor; Kevin Boyer, County Surveyor

- 1. Chairperson Leichtnam called the meeting to order at 9:01 a.m.
- 2. Introductions were made.
- 3. Chairperson Leichtnam declared a quorum.
- 4. There was no public comment.
- 5. Motion by Breu/Bernard to approve the minutes of the previous meeting. Motion carried unanimously.
- 6. Round Table Discussion on Land Information
 - IT implemented a newer server which has improved GIS performance.
 - Ringer shared that although document recordings have been down statewide, recordings are up in Wood County by 271 documents since last year. She also mentioned the Judicial Privacy Shielding Act that goes into effect on April 1, 2025 and how it will affect many departments including Register of Deeds, Treasurer, Land Records, Dispatch and Surveyor.
- 7. Approval of Wood County 2025-2027 Land Information Plan
 - Bernard gave an overview of the Land Information Plan. Ringer provided two corrections. Motion by Boyer/Breu to approve the plan with the corrections provided by Ringer. Motion carried unanimously.
- 8. Budget Update
 - Bernard spoke on a new funding proposal for WLIP.
 - Bernard expressed how fortunate Land Records is to be able to pursue three separate projects through Department of Military Affairs and American Rescue Plan Act funds.
 - Additional LiDAR Deliverables
 - Improved Hydrology Breaklines
 - Closed Depressions
 - Flow Accumulation Lines
 - Catchment Basins
 - Impervious Surfaces
 - **\$232,706.25**
 - o 2025 3" Air Photos
 - \$145,440.00
 - Road Network Improvements, Cell Tower/Sector mapping

\$63,580.00

o TOTAL \$441,726.25 (\$382,656.40 OR 86% COVERED BY DMA/ARPA)

- Additional 2025 projects
 - Highway Right of Way Surveying \$10,000
 - Smarty Address & US Property Information \$10,000
- 9. Agenda Items for Next Meeting
 - Next meeting will tentatively be a Wednesday early in July of 2025
- 10. Chairman Leichtnam adjourned the meeting at 9:37 AM.

Minutes taken by Victoria Wilson, Planning and Zoning, and are in draft form until approved at the next meeting.

WOOD COUNTY

RESOLUTION#

ITEM# <u>4-</u>

January 21, 2025

EA

Effective Date January 21, 2025

Introduced by Page 1 of 1 Conservation, Education, & Economic Development

DATE

| Motion: | Adopted: |
|---------------------------|----------------|
| 1 st | Lost: |
| 2 nd | Tabled: |
| No: Yes: | Absent: |
| Number of votes required: | |
| X Majority | Two-thirds |
| Reviewed by: | , Corp Counsel |
| Reviewed by: | , Finance Dir. |

| | | NO | YES | Α |
|----|----------------|----|-----|---|
| 1 | Schulz, W. | | | |
| 2 | Rozar, D | | | |
| 3 | Buttke, T | | | |
| 4 | Perlock, R. | | | |
| 5 | Hovendick, T. | | | |
| 6 | Breu, A | | | |
| 7 | Voight, W | | | |
| 8 | Hahn, J | | | |
| 9 | Brehm, S. | | | |
| 10 | Thao, L | | | |
| 11 | Penzkover, J | | | |
| 12 | Valenstein, L | | | |
| 13 | Hokamp, J | | | |
| 14 | Polach, D | | | |
| 15 | Clendenning, B | | | |
| 16 | Pliml, L | | | |
| 17 | Zurfluh, J | | | |
| 18 | Hamilton, B | | | |
| 19 | Leichtnam, B | | | |

INTENT & SYNOPSIS: Approve an amendment to the Town of Cameron Official Zoning Ordinance.

FISCAL NOTE: NONE

WHEREAS, the Town of Cameron adopted and administers a zoning ordinance to promote the health, safety, aesthetics, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on December 4th the Town of Cameron submitted an ordinance amendment to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Cameron and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on January 8th the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3) (a) Wis. Stats., hereby approves the following amendments to the Town of Cameron Official Zoning Ordinance:

(1) Rezoning of parcel #03-00152B located at 8835 Mill Creek Drive from Residential District to Commercial District.

| | Bill Leichtnam, Chair | |
|--|--------------------------|-----|
| | Timothy Hovendick | |
| | Russell Perlock | |
| | Wayne Schulz | |
| | Tom Buttke, Vice Chair | |
| Adopted by the County Board of Wood County, this | day of 20 | |
| County Clark | County Doord Chai | |
| County Clerk | County Board Chair 53 | man |
| | | |



Wood County Land Information Office

Author: Wood County Land Information Office Date Printed: 12/19/2024 9:09 AM DISCLAIMER: This map is not a survey. No information on this website is intended to serve as legal evidence of size, shape, location or ownership of real estate or environmental features. Wood County as the serve as no liability related to the use of this map.

SAVE THE DATE

WISCONSIN'S 2ND CONNECTING ENTREPRENEURIAL COMMUNITIES 025

June 19-20, 2025 Wisconsin Rapids, WI

About the Event

The CEC Conference is back, this time in Wisconsin Rapids, **the conference "about small towns, for small towns,"** for economic developers, local government leaders, and community champions. Not your typical conference, CEC features programming about entrepreneurship in smaller communities, featuring the **local leaders**, **local businesses, and local cultures of a Wisconsin town.**

Rivers of opportunities are flowing from Wisconsin Rapids, and economic development professionals will take home new ideas about planning and infrastructure projects, **entrepreneurial ecosystem development**, agritourism, placemaking, and community partnerships.

Featured Community

Discover the spirit of Wisconsin Rapids, a city redefining its future. Once known as "The Paper City," this community is now a hub of entrepreneurial energy, **revitalizing its downtown** along the scenic Wisconsin River.

Join us for engaging workshops led by local innovators along historic Grand Avenue, take a stroll across the river's picturesque bridges, and while you're here, immerse yourself in the **Cranberry Blossom Festival** with its live music and local flavors that celebrate the region's cranberry heritage. Experience how this underdog community is forging a new chapter of growth and creativity in Central WI.





Extension UNIVERSITY OF WISCONSIN-MADISON COMMUNITY ECONOMIC DEVELOPMENT



Institute for Business
 & Entrepreneurship
 UNIVERSITIES WISCONSIN



Hello Victoria,

I apologize for the lateness of this response. I had been wanting to get the acknowledgement to you sooner but the Secretary wasn't able to get the Board notes out from the November Board meeting until the latest meeting.

Please find below the section of those minutes for the acknowledgement.

Thank you again to the Wood County Planning & Zoning Committee for awarding the NWCHS this grant! It allowed the Society to replace old, hazardous sidewalks with beautiful, safe ones! Without community support we could not be able to continue our mission to preserve and share the history of Marshfield and Northern Wood County!

NORTH WOOD COUNTY HISTORICAL SOCIETY Board of Directors Meeting Minutes <u>11/18/2024</u> @ Governor W. H. Upham House 6:30 PM

Present: Tom Witzel, President; Melissa Sinha; Treasurer, Chris Porter, Secretary;

Brad Allen; Past President, Laura Ptak, Shelby Weister, Amy Varsho, Mike Meyers,

Kim Krueger, Don Schnitzler, Kris Coleman; Vice President

• CEED Grant Money

We did receive \$25,000 in Grant money from CEED Committee.

Mike M formally accepts the grant money, and the North Wood County Historical Society sends its sincerest appreciation to CEED Committee! Second by Brad A. So moved!

I hope you all have a wonderful Holiday Season! Kim



Wood County Planning & Zoning Office Courthouse - 400 Market Street P.O. Box 8095 Wisconsin Rapids, WI 54495-8095 Phone: 715-421-8466

2024 Wood County Economic Development Funding Request

Questions regarding eligible funding or this application should be directed to: Jason R. Grueneberg, Director at 715-421-8478 or <u>jason.grueneberg@woodcountywi.gov</u>

All applications are due by 4:30pm on July 7th, 2023. Completed Applications should be emailed to Victoria Wilson at victoria.wilson@woodcountywi.gov

Applicant Organization: North Wood County Historical Society Mailing Address: 212 W 3rd St, Marshfield WI 54449 Click here to enter text. Street Address (if different): Click here to enter text. Web Site: Click here to enter text. Organization Telephone: 715-387-3322 Contact Person/Title: Andrea Jackan Contact Person Telephone: 715-252-7987. Email: andrea.jackan@gmail.com **Request Overview** - Provide a summary overview of your program or project and explain how it is

consistent with and supports the Wood County Wisconsin Rural Economic Development Plan. The Plan can be found at

https://wood.extension.wisc.edu/files/2021/04/Wood-County-REDI-Plan-FINAL-April-2021-1.pdf (If you require additional space, attach separate sheet.)

Please reference *County Grant 2024 Doc.* All information is summarized in the overview provided about our project within this attached document.

Thank you

Return on Investment - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

Please reference the County Grant 2024 Document, 2nd page under the heading Return on Investment.

Furthermore,

County funding will allow us to employ staff from 3 local businesses in construction, masonry, and landscaping to complete this project.

Please find more extensive information about how our project will impact the community within the document referenced above.

Funding Request Summary – Program/Project

(If you require additional space, attach separate sheet.)

| | Requested Funding | Total Organization Budget | Other Funding – e.g. grants, volunteers, donations | |
|----------------------------|-------------------|------------------------------|---|------|
| Wages & Benefits | | | | |
| | | | Our total annual | |
| Office Supplies & Expenses | | | is 15,000 provided from our memb and donations- this is to keep | bers |
| Professional Services | \$107,755.71 | \$00.00 | our doors open and we have no en funds for maintenance at his poin | |
| Misc. or Other | \$5,500.00 | \$00.00 | outdoors tables and chairs for events | |
| Total | \$113,255.71 | \$00.00 | \$00.00 | |

Project Reporting Requirement - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2024. Funding will not be released to the applicant prior to the reporting requirement being met. A new project requirement this year will be a one page project completion report along with a picture of the project if applicable.

This reporting requirement can be coordinated by contacting *Victoria Wilson, Program Assistant at* 715-421-8467 or <u>victoria.wilson@woodcountywi.gov</u>

Dear Grant Committee,

I am writing to express our appreciation for the opportunity to apply for the grant in support of our project to enhance the North Wood County Historical Society (NWCHS) Upham House Museum's outdoor grounds (please see Project Plan document). We are excited about this project and would like to share how it aligns with the Wood County Wisconsin Rural Economic Development Plan.

The Wood County Economic Development Plan recognizes that the county's economic future is linked to enhancing the quality of life for its residents. Our project supports this goal by promoting the area's cultural heritage, which is a vital aspect of the quality of life in Wood County. By enhancing the NWCHS museum's outdoor grounds, we will be creating an inclusive space for people of the community and those traveling to Marshfield to gather with elegance and comfort. This will further allow us to provide educational opportunities for local elementary school students and attract tourists to the area, which will have a positive economic impact on the county.

The NWCHS has a long history of supporting the local community through various events and projects. We host monthly spoken history lectures, annual cemetery tours, the third grade elementarily school tours, have hosted community events like business after five. We provide consistent news articles to local newspapers promoting interesting stories about Marshfield's past and maintain a rigorous following through social media. Our annual events, including the Pie and Ice Cream Social, Horse-Powered Carriages, Members Annual Picnic, and Christmas Tours. We also maintain hours of service to the public where people are welcome to walk in off the street or schedule house tours. The grounds at the Upham House serve as photo opportunities for newlyweds, families, prom high school students, and many others. We consistently book weddings and other events where the outside grounds are the primary location for

people to gathering and celebrate. The Upham House attracts, interacts, and is involved with over 20,000 people annually and provides opportunities for local businesses to showcase their products, services, and history.

With the grant funds, we will replace outdated concrete walkways, extend the front porch to include a connected patio, implement landscaping to reroute house runoff water, repair and replace structural gutters, and restore the historic heirloom rose garden. This will enhance the museum's appearance and attract more visitors, which will boost the local economy. Our projects will contribute to the integration of our organization with the surrounding area, fostering collaboration with prominent venues such as Wenzel Plaza, located diagonally across the street, and the Chestnut Center of The Arts, directly across the street. Throughout the years, we have collaborated and formed partnerships with these esteemed establishments to collectively enhance the downtown area, creating an elegant and culturally vibrant space. Our shared goal is to provide an inviting environment where individuals are inspired to revisit regularly, eager to explore the ever-evolving array of enriching experiences on offer.

The NWCHS project in Wood County offers numerous advantages in terms of return on investment. Firstly, it will contribute to the local economy by creating employment opportunities through the restoration process. Skilled workers from the community will be involved in updating the outdoor grounds, thereby stimulating economic growth and benefiting residents by providing jobs. Additionally, the project will enable the hosting of a wide range of events, from community gatherings, weddings, reunions, celebrations of life and educational expos attracting visitors from across Wisconsin. With improved facilities and an appealing atmosphere, the project aims to expand its reach and reputation, ultimately enhancing the county's cultural heritage and benefiting the community.

Furthermore, the project's impact extends beyond job creation and visitor attraction. It is expected to have a positive effect on the local economy as a whole. Through an effective marketing campaign and increased visibility, the project aims to draw more tourists to the area. These visitors, who are typically interested in heritage tourism, are known to stay longer, spend more money, and make return trips or extend their stays. As a result, local businesses, including hotels, restaurants, and shops, will benefit from the increased economic activity. This growth and prosperity will be felt throughout the entire community.

It is worth noting that heritage tourism is one of the fastest growing industries nationwide. Historic and cultural sites attract more tourists than recreational assets, making them valuable economic contributors. In Wisconsin specifically, historic properties draw a substantial number of visitors, generating a significant portion of the state's tourism revenue. Sight-seeing is a popular activity for tourists in Wisconsin, and their destination choices are often influenced by the availability of historic and scenic attractions.

According to the Wisconsin Department of Tourism, in 2017 tourism had a substantial impact on the state economy, with heritage tourism alone generating \$1.5 billion in state and local revenues and sustaining 195,255 jobs. Rehabilitation and revitalization projects, such as the NWCHS project, have the potential to create thousands of construction jobs annually. Additionally, historic preservation typically creates more jobs than new construction. Studies have shown that investing \$1 million in rehabilitation instead of new construction results in 20% more jobs, \$120,000 more in the local economy, \$107,000 more in household income, and \$34,000 more in retail sales.

Apart from the economic benefits, historic preservation also has environmental advantages. It promotes sustainable design and conserves resources, making it an environmentally friendly approach to community revitalization. Furthermore, historic structures often have a more pedestrian-friendly design compared to modern structures, which enhances the walkability and vibrancy of the community.

As you review our estimates for the essential repairs needed at the North Wood County Historical Society's Upham House Museum, it becomes apparent that the cost of these projects exceeds our organization's annual income. The outdoor pathways and gathering spaces surrounding the museum are in urgent need of repair, as the city has informed us that the sidewalks must be replaced due to safety concerns. It is now more crucial than ever for our organization to secure funding.

In 2022, we received notice from the city that our public funding would be terminated. Despite our board's diligent efforts to negotiate a reduction in the necessary funds, we were informed that the city no longer has the available resources to assist us. To sustain our operations, we have been actively engaging with the community through fundraising, marketing, events, and membership drives. Thanks to the generous support of our community, we have been able to meet payroll, cover utilities, and maintain our financial standing.

However, what we are currently unable to afford is the improvement of our existing facilities in order to generate increased income by offering enhanced services. We understand that investing in these improvements is vital to attract more visitors and generate greater revenue, but without additional financial assistance, it remains challenging for us to make these necessary enhancements.

In summary, the NWCHS project promises several significant benefits for Wood County. It will create local jobs, attract more visitors, generate revenue for local businesses, and promote the cultural heritage of the region. We are confident that our project will provide a substantial return on investment, not only in economic terms but also in terms of community pride and enrichment. We believe these concepts align well with the Wood County Wisconsin Rural Economic Development Plan and hope we can work together to further these initiatives.

Thank you for considering our grant application. We appreciate your time and consideration.

Sincerely,

Andrea Jackan Treasurer North Wood County Historical Society

Project Plan

North Wood County Historical Society Grant application document

The objective of this project is to enhance the accessibility and functionality of Governor William H. Upham's home and museum, managed by the North Wood County Historical Society, for the community and visitors. We are seeking funding for the replacement of our existing concrete sidewalks, bringing them up to ADA code for handicapped parking accessibility and ensuring visitor and staff safety. The new walkways will encircle the museum building, allowing everyone to enjoy the beautiful yard, gardens, and landscape. The front patio, designed to resemble historic brick, will serve as a versatile space for various events such as weddings, picnics, family reunions, conventions, and organizational meetings.

Redirecting water drainage is crucial to maintain a safe environment and comply with city and state regulations. The current non-functional sump pump poses a hazard, particularly during the spring season. Additionally, installing gutters on a section of the structure is necessary to prevent water damage to surrounding windows and the building itself. The inclusion of gutters is essential for the project.

Lastly, we are requesting funds for yard beautification, which involves replacing aged trees that have already been removed due to their deteriorated condition. Additionally, we aim to install lattice and wood structures to conceal air conditioning units, improving the visual appeal of the surroundings. Furthermore, we require new tables for fundraising activities, gatherings, and future museum programming to ensure comfortable and functional spaces for all.

Overall, this project aims to create a more accessible, safe, and visually appealing environment for Governor William H. Upham's home and museum, benefiting the community and visitors alike.



C) 715-897-3508C) 715-897-2775

221584 FAIRFIELD DR. EDGAR, WI 54426

Upham Mansion 212 W 3rd St Marshfield, W1 54449

Estimate

| Date | Estimate # | |
|----------|------------|--|
| 7/6/2023 | 296 | |

| | | | Project |
|--|-------------|-------------------------------------|--------------------------------------|
| Description | Qty | Rate | Total |
| Northern Red Oak 15 gal pot Princeton Elm 15 gal pot Whitespire Birch 15 gal pot Planting of Trees - includes soil amendments, tree stakes and tie material as well as labor | 1 1 3 | 189.99 186.99 186.99 50.00 | 189.99 186.99 186.99 150.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| hank You for letting me quote this project for you. | s | ubtotal | \$713.9 |
| | S | ales Tax (5.5%) | \$0.00 |
| | Т | otal | \$713.97 |

Estimate for gutters and lattice

Below are the estimates we received for this project.

| | N CONSTRUCTIO | | |
|--|--|-------------------------|--|
| PROPOS | SAL FOR SERVICE | S | |
| N6360 Nig | | | State Licenses: DCQ110700202 DCO30200001 Liability Insurance - West bend Mutual Workman's Comp – Society Insurance Fond Du Iac, WI |
| HISTORICAL SO | OCIETY PROPOSAL DATE 05/12 | 2/2023 | Serving customers for 35 Years |
| | ackan h Cherry Avenue ld, WI 54449 | | |
| Gutters and | d Downspouts, | | |
| Downspouts Gutters = 75 Elbows = 8 p | Ft ieces needed | up and Dispose of all [| Debris. |
| | the above = \$3,900.00 Nood to Hide the AC units: | | |
| Wood lattice Labor and M | 9 Sanded Marine Grade Plyv e, 2 Sheets = \$60.00 letal parts to install = \$190. the above = \$400.00 | | |
| Balance due If Accepted, I | r both Projects = \$4,300.00 upon completion Please sign and return one razin Construction for you e | copy with the deposit | . Thank you for |
| Don Bura | vzin | | |
| Sign | | Da | ıte |
| | | | |
| | | | |







Estimate

| Date | Estimate # |
|----------|------------|
| 7/5/2023 | 926 |

Name / Address

Brad Allen/Upham Mansion

| | | | Project |
|---|-------|-------|----------|
| Description | Qty | Cost | Total |
| **Excavation for sidewalk replacements on Private grounds | 758 | 5.25 | 3,979.50 |
| removal of existing hard surface removal of poor base materials addition of new base materials as needed (max 8", amount totaled accordingly) fine grade of materials | | | |
| Flatwork Broomed surface for sidewalk replacement on Private Grounds | 758 | 11.50 | 8,717.00 |
| **Concrete work | | | |
| 5" concrete thickness #3 bar 2' on center through slab broom finish sawed joints sealed with acrylic sealer foam expansion between new concrete and existing | | | |
| **Excavation for sidewalk on Public surface areas removal of existing hard surface addition of new base as needed fine grade of materials | 1,050 | 2.25 | 2,362.50 |
| | | | |
| | | Total | |

^{Page 1}

Customer Signature

Phone #

Estimate

| Date | Estimate # |
|----------|------------|
| 7/5/2023 | 926 |

Name / Address

Brad Allen/Upham Mansion

| | | | Project |
|---|-------|-------|----------|
| Description | Qty | Cost | Total |
| Flatwork Broomed surface for sidewalk on public surface areas | 1,050 | 9.25 | 9,712.50 |
| **Concrete work | | | |
| 5" concrete thickness Fibers in concrete broom finish sawed joints sealed with acrylic sealer foam expansion between new concrete and existing | | | |
| Overlay of Elevator slab to match new replacements fix broken corner | 50 | 22.00 | 1,100.00 |
| **Excavation for brand new sidewalk surface on east side of Home | 625 | 4.00 | 2,500.00 |
| removal of existing hard surface removal of poor base materials addition of new base materials as needed (max 8", amount totaled accordingly) fine grade of materials | | | |
| | | Total | I |

Customer Signature

Phone #

age 2

Estimate

| Date | Estimate # | |
|----------|------------|--|
| 7/5/2023 | 926 | |

Name / Address

Brad Allen/Upham Mansion

| | | | Project |
|---|-------|-------|----------|
| Description | Qty | Cost | Total |
| Flatwork Broomed surface for new sidewalk surface on east side of home | 625 | 11.50 | 7,187.50 |
| **Concrete work | | | |
| 5" concrete thickness #3 bar 2' on center through slab broom finish sawed joints sealed with acrylic sealer foam expansion between new concrete and existing | | | |
| **Excavation for stamped patio area | 1,008 | 3.50 | 3,528.00 |
| removal of existing hard surface removal of poor base materials addition of new base materials as needed (max 8", amount totaled accordingly) fine grade of materials | | | |
| | | Total | <u> </u> |

Customer Signature

Phone #

 72^{2}

Estimate

| Date | Estimate # | |
|----------|------------|--|
| 7/5/2023 | 926 | |

Name / Address

Brad Allen/Upham Mansion

| | | | Project |
|--|-------|-------|-------------|
| Description | Qty | Cost | Total |
| Flatwork Stamped Surface for patio area | 1,008 | 24.00 | 24,192.00 |
| **Concrete work | | | |
| 5" concrete thickness #3 bar 2' on center through slab stamped concrete antiqued concrete accents in concrete sawed joints sealed with acrylic sealer foam expansion between new concrete and existing | | | |
| Landscape outside of concrete edge additional T/M ***noted will be approximate cost to fill in outside of forms and | 3,441 | 2.75 | 9,462.75 |
| seed Dirt Labor Machine Time | | | |
| This estimate contains only work above. Anything added or extra will be charged accordingly with time and materials or square footage rates. There will be additional surcharges for use of Pump truck if needed, cold weather materials for concrete, lights if lights are preferred in concrete etc. | | 0.00 | 0.00 |
| | | Total | \$72,741.75 |

Customer Signature

Phone #

73⁻⁴