

**AMENDED** ADAMS COUNTY BOARD OF SUPERVISORS MEETING  
Adams County Board Room, March 15, 2011 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of February 22, 2011, minutes
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint (6) Supervisors to approve claims Allen, Babcock, England, Gatterman, Griffin, and James.
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** None
13. **Unfinished Business:** None
14. **Reports and Presentations:**
  - Daric Smith, RIDC
  - Register of Deeds 2010 Annual Report
  - Land Information 2010 Annual Report
  - *Financial Report of Highway Operations for 2010*

15. Review Committee Minutes		
Admin & Fin 2/18 Airport 2/21 Board of Adj. 11/17/10 CWAC 12/15/10	County Board 2/22 H&HS&V 11/19/10, 12/10/10, 1/14/11 Hwy 2/10, 2/22 Humane Soc. 2/14	L & W 1/10, 2/2, 2/14, 2/24 P & Z 2/16, 2/2 SCLS 2/14 Surveyor 3/1

16. **Resolutions:**

**Res. #8:** To recognize Robert Challoner's retirement and honor his 14 years of service to Adams County.

**Res. #9:** To authorize an application to the State of Wisconsin for an audit waiver exemption for provider agencies with contracts between \$25,000 and \$75,000.

**Res. #10:** To authorize Sam Wollin of the Sheriff's Department to attend the National Sheriff's Institute in Longmont, CO, from April 10 through April 16, 2011.

**Res. #11:** *To express support for the United State Department of the Interior, Bureau of Indian Affairs (BIA), Indian Reservation Roads (IRR) Program as estavlished under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, (SAFETEA-LU), Public Law 109-59.*

**Res. #12:** *To draw the attention of the citizens of Adams County to the importance of preventing child abuse by declaring April CHILD ABUSE PREVENTION MONTH.*
17. **Ordinance:**

**Ord. #1:** To rezone a portion of in the Town of New Haven owned by Mark and Elaine Luer, located in the NE 1/4, SW ¼, & NW1/4, SW ¼, Section 15, Township 14 North, Range 7 East, at 3870 Cty Trk G, from A-1 Exclusive Agricultural District to A-15 Exclusive Agricultural District.

**Ord. #2:** Adams County Animal Waste Management

**Ord. #3:** *Establishing Term for Adams County Highway Commissioner*

**Ord. #4:** *Adams County Prohibition Against Smoking Ordinance*
18. **Denials:** None
19. **Petition:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date
24. Adjournment



# ADAMS COUNTY REGISTER OF DEEDS

JODI M. HELGESON



PO Box 219  
402 MAIN ST  
FRIENDSHIP WI 53934  
608-339-4206

DEPUTIES:  
KRISTI BRESZEE  
JULIE GOODHUE

## 2010 ANNUAL REPORT

To the Honorable Board of Supervisors of the County of Adams, State of Wisconsin.

I, Jodi M. Helgeson, Register of Deeds for Adams County, Wisconsin, respectfully submit the following report for 2010.

Documents recorded: 6937

### Vital Records Filed:

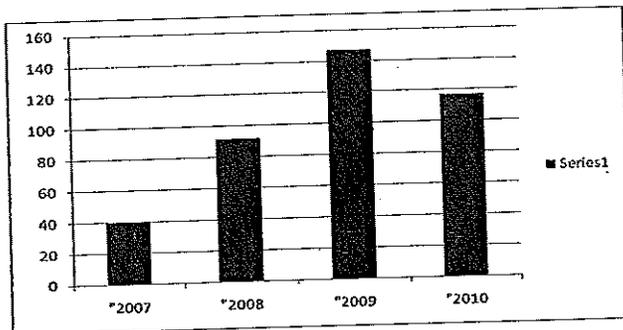
- Birth -117
- Death -265
- Marriage -127
- Domestic Partnerships - 0
- Veterans Discharges -14

Web Sales for 2010  
Total Sales \$11,033.00

Number of Transactions 897

Web sales of documents has increased and benefited the county a great deal in terms of revenue and services provided to our customers. These are customers that generally would not visit the office to purchase a copy but rather businesses throughout the US that have included Adams County in their demographics.

I continue to utilize court ordered community service on projects such as dusting the office and transferring data from card indexes to computer



Sheriff's Deeds are recorded after a property completes the foreclosure process and is sold to the new buyer at sale on the courthouse steps. An estimated 85% of those are due to default on mortgages and are purchased back by the bank.

ADAMS COUNTY REGISTER OF DEEDS REVENUES \*

Total Monies Deposited:	\$526,407.35
Monies send to state agencies <sup>1</sup>	\$274,027.41
Balance for Adams County	\$252,379.94

Monies for Adams County distributed as follows:

Revenue	
#1013.46130 (Register of Deeds)	\$207,268.94

Revenue	
#1013.46131 & 32 (Adams County Land Information)	\$45,111.00

With the change in recording fee to a flat fee (\$30 per document) effective June 25th, revenue increased. After the office has completed the Social Security Redaction Project that is associated with the recording fee, the fee will decrease to \$25 (anticipated to be at the end of 2012 if extension for project is granted by the WI Dept of Administration).

The Register of Deeds office is the source of funding for the Adams County Land Information program through recording fees collected for each document. Monthly reports are provided to the Land Information Officer on monies received for this purpose.

Respectfully submitted this 16th day of March, 2011

Jodi M. Helgeson  
Register of Deeds

\*Pre-audit totals

<sup>1</sup> 80% of Real Estate Transfer Fees to Dept. of Revenue; Birth Certs: \$7.00 of first copy sale to Children's Trust Fund, \$8.00 to automation fund; Death, Marriage and Domestic Partnerships: \$13.00 of first copy sale to automation fund \$2.00 of each recording fee to Wisconsin Land Information Program.



**ADAMS COUNTY LAND INFORMATION**

**PO Box 219**

**Friendship WI 53934**

**Jodi Helgeson-Land Information Officer-Register of Deeds**

In 2001 Resolution #104-2001 (attached) authorized funds to complete the digital parcel mapping project for Adams County at a faster pace in order to finish the project within a reasonable time period. At the time the resolution was passed, using only retained fees from the Land Information program, it was estimated the project would take 15 years to complete. With the loan from the county, the estimated time period was shortened to 5 years. With the cooperation of MSA Professional Services, vendor for the project, and the Land Information Committee this time period was shortened by one year in order to meet the requirements of a Strategic Initiative Grant in the amount of \$100,000 from the state Land Information Program. In exchange for the advanced funds, 50% of the retained fees from the county retained portion of the program is paid back at the end of each year. It is anticipated that we will be able to pay back the balance in approximately 4 years. I will continue to work with departments that have grant projects to determine whether we can obtain additional funds to pay towards this project so that we may pay it back more quickly.

**Report of payments to Adams County for mapping project -  
Resolution # #104-2001 (attached)**

	YEAR TOTAL EXPENSES	PAYMENT TO COUNTY INCLUDING ANY GRANTS	
2002	\$149,418.06	\$21,524.20	
2003	\$100,316.35	\$93,587.00	
2004	\$96,060.44	\$25,279.50	
2005	\$48,030.22	\$62,857.50	
2006	\$0.00	\$26,845.50	
2007	\$0.00	\$23,982.50	
2008	\$0.00	\$18,705.00	
2009	\$0.00	\$19,210.00	
2010	\$0.00	\$22,555.50	
			BALANCE DUE
	\$393,825.07	\$314,546.70	\$79,278.37

Estimated that balance will be paid in 4 years at the average rate of \$20,000 per year.

Several county departments use this information for various projects such as zoning notification, addressing, elections, lake and stormwater management, investigations and emergency services. The county land records website has incorporated parcel maps to provide the public with a 24/7 access to land records.

RESOLUTION 2011 - 8

RESOLUTION RECOGNIZING ROBERT CHALLONER FOR HIS YEARS OF SERVICE TO, AND RETIREMENT FROM, ADAMS COUNTY

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**INTRODUCED BY:** Solid Waste Committee

**INTENT & SYNOPSIS:** To recognize Robert Challoner's retirement and honor his 14 years of service to Adams County.

**FISCAL NOTE:** NONE.

**WHEREAS:** The County of Adams wishes to take this opportunity to express its appreciation to Robert Challoner for 14 years of service and dedication to Adams County; and

**WHEREAS:** Acknowledgement is given to Robert Challoner for his years of conscientious and dedicated service to the citizens of Adams County;

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors that:

- The County Board, on behalf of the residents of Adams County, does hereby commend Robert Challoner for his 14 years of dedicated and conscientious service as an Adams County employee.
- Further, that best wishes are extended to Robert Challoner for a long and enjoyable retirement.

Recommended for adoption by the Solid Waste Committee this 14th day of January, 2011.

*Garry Bales*  
*Patricia Balle*  
*Michael J. Heckman*  
*Dean R. Morgan*  
*Theresa Johnson*

Adopted \_\_\_\_\_ by the Adams County Board of Supervisors this \_\_\_\_\_ day of  
 Defeated \_\_\_\_\_  
 Tabled \_\_\_\_\_ February, 2011.

\_\_\_\_\_  
 County Board Chair  
 \_\_\_\_\_  
 County Clerk

RESOLUTION 2011 - 9

RESOLUTION

Resolution to authorize an Application by the Adams County Health & Human Services Department for an audit Waiver Exemption with the State of Wisconsin.

INTRODUCED BY: Health & Human Services Board

INTENT & SYNOPSIS: To authorize an application to the State of Wisconsin for an audit waiver exemption for provider agencies with contracts between \$25,000 and \$75,000.

FISCAL NOTE: No direct fiscal impact. (Will reduce costs for provider agencies and reduce Health & Human Services costs associated with audit reviews and audit waiver requests. May result in future cost savings on provider service contract rates due to the provider's audit cost decrease.)

WHEREAS: Sec. 66.0143, Wis. Stats., allows municipalities and counties to apply for state mandate waivers for a four-year period; and

WHEREAS: Wisconsin Department of Revenue (WDOR) staff reviewed the waiver request in April, 2007, and determined it does not affect public health or safety as exempted in Sec. 66.0143, Wis. Stats. WDOR forwarded request to the State Department of Health Services; and

WHEREAS: The State Department of Health Services approved the 2007 request and increased the audit threshold to \$75,000; and

WHEREAS: The approved waiver expires in April, 2011, and needs to be re-approved every four (4) years; and

WHEREAS: Federal Circular OMB A-133 requires provider agencies that spend more than \$300,000 in federal funds in a year to have a compliance audit, whereas the State of Wisconsin audit requirement threshold is set at \$25,000; and

WHEREAS: A review of 2011 purchase of service contracts indicated that 30 agencies with contracts between \$25,000 and \$75,000, were required to provide audits (at a cost of as much as \$4,000 per audit); and

WHEREAS: The waiver of the audit requirement could reduce future provider costs and result in savings to the citizens of Adams County; and

WHEREAS: The waiver of the audit requirement will in no way increase the risk to the County or its citizens because the audit process is a monitoring mechanism for the financial and operational review of provider services, and health and safety issues with service providers are monitored on an ongoing basis throughout the year; and



**RESOLUTION NO. 10 - 2011**

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**RESOLUTION TO AUTHORIZE SHERIFF SAM WOLLIN FOR OUT OF STATE TRAVEL TO LONGMONT COLORADO**

**INTRODUCED BY:** Public Safety and Judiciary Committee

**INTENT & SYNOPSIS:** To authorize Sam Wollin of the Sheriff's Department to attend the National Sheriff's Institute in Longmont, CO, from April 10 through April 16, 2011.

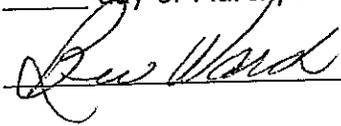
**FISCAL NOTE:** Would not exceed \$100 and is currently in the Sheriff's Department budget.

**WHEREAS:** Mr. Wollin's attendance at this conference will increase his qualifications as the Sheriff and will help improve the overall operations of the Sheriff's Department; and

**WHEREAS:** Mr. Wollin's attendance will enhance his leadership skills and provide him with the essential tools to face the challenges as a public official;

**NOW THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors that it is hereby approved to authorize Sam Wollin, from the Sheriff's Department to attend the National Sheriff's Institute in Longmont, CO, from April 10 through April 16, 2011.

Recommended for adoption by the Public Safety and Judiciary Committee on this \_\_\_\_\_ day of March, 2011.

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ADOPTED/DEFEATED** by the Adams County Board of Supervisors this \_\_\_\_\_ day of March, 2011.

\_\_\_\_\_  
Al Sebastiani  
County Board Chair

\_\_\_\_\_  
Cindy Phillippi  
County Clerk

**AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 21, 2010, which was effective upon publication on January 12, 2011, and which was approved by the town board of the Town of New Haven on February 17, 2011, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 12, 2011, Mark & Elaine Luer, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of land in the Town of New Haven, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on March 2, 2011, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,

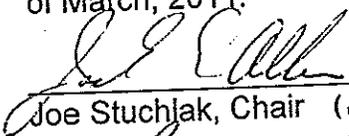
The County Board of Supervisors of the County of Adams does ordain as follows:

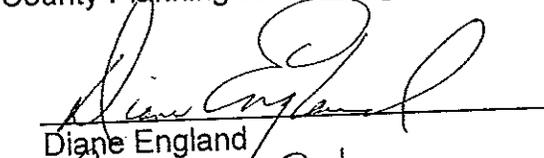
Zoning Change. The Adams County Zoning Ordinance, Ordinance No. 17A-2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from an A-1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District;

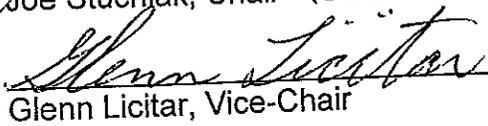
Approximately 25-28 acres located in the NE ¼, SW ¼, & NW ¼, SW ¼, Section 15, Township 14 North, Range 7 East, at 3870 Cty Trk G, Town of New Haven, Adams County, Wisconsin.

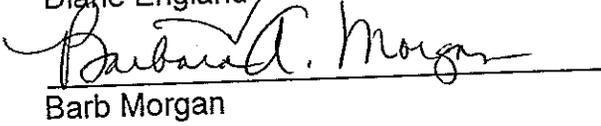
Published in the Times-Reporter, the official newspaper of Adams County, on the \_\_\_\_\_ day of March, 2011

Recommended for enactment by the Adams County Planning and Zoning Committee on this 2nd day of March, 2011.

  
Joe Stuchlak, Chair (Jack Allen)

  
Diane England

  
Glenn Licitar, Vice-Chair

  
Barb Morgan

Terry James, Secretary

Karl Klingforth

  
Randy Theisen

Enacted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors  
Tabled \_\_\_\_\_ this \_\_\_\_\_ day of March, 2011



## PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE  
FRIENDSHIP, WI 53934  
PHONE: 608-339-4222  
[www.co.adams.wi.gov](http://www.co.adams.wi.gov)

ADAMS CO PLANNING & ZONING COMMITTEE  
March 2, 2011 – Room A260 -Courthouse  
Friendship, WI 53934 – 9:00 A.M.

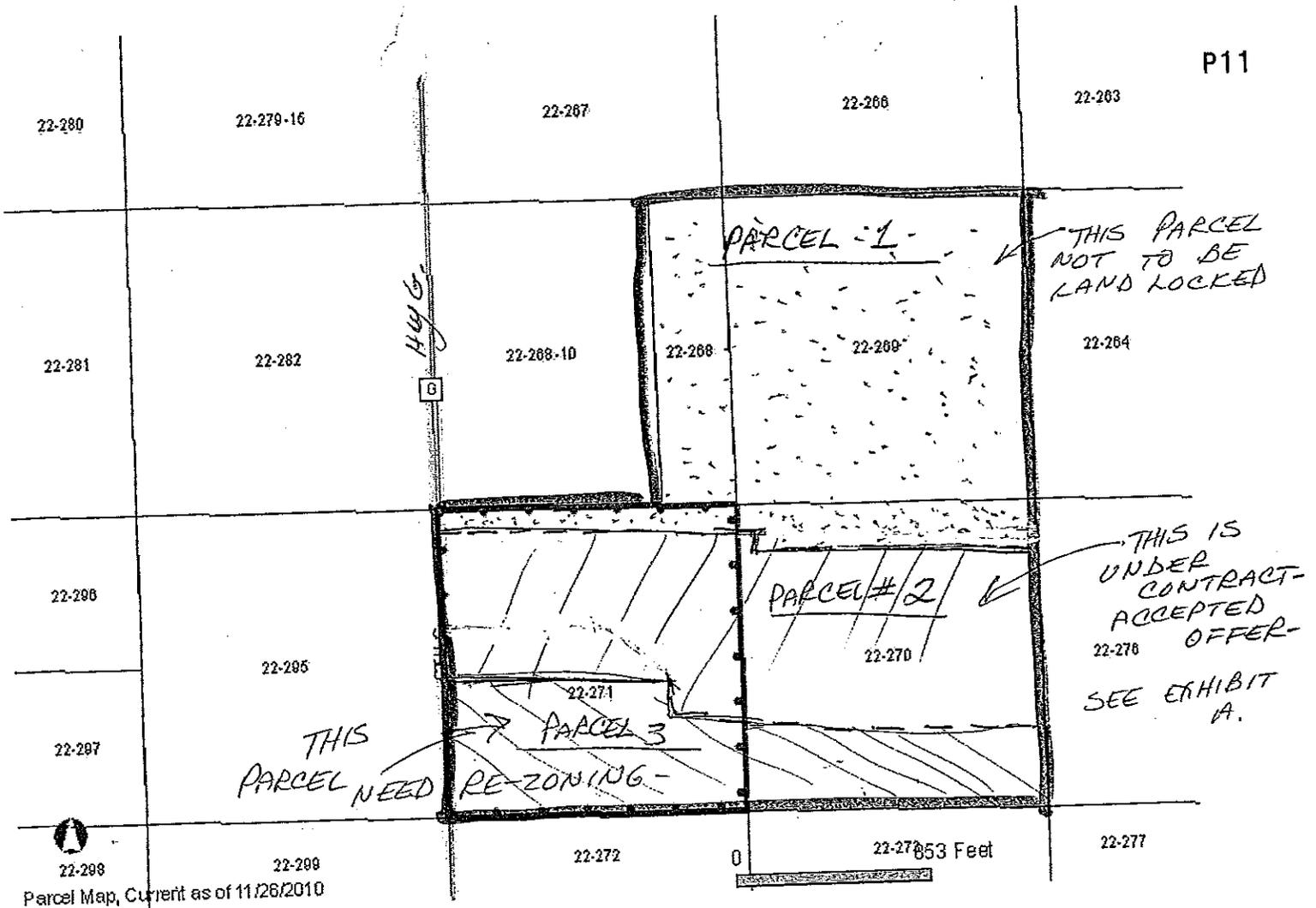
Mark & Elaine Luer – Rezoning request of approximately 25-28 acres from an A1 to an A1-15 Exclusive Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the property to be divided on property located in the NE ¼, SW ¼, & NW ¼, SW ¼, Section 15, Township 14 North, Range 7 East, at 3870 Cty Trk G, Town of New Haven, Adams County, Wisconsin.

Appearing with testimony: .Mark Luer, Owner and Maggie Dochnal, Realtor.

No one appearing against.

Correspondence: Notification from the Town Board of New Haven that they met on February 17, 2011 and had no objections. Notification from Mike Wenholz, DNR to consider NR115 if there is a Shoreland issue. E-mail from Ron Chamberlain with no objections.

Disposition: Diane England made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Randy Theisen seconded the motion. Roll Call Vote: 5 -Yes. Motion carried.



Parcel Map, Current as of 11/26/2010

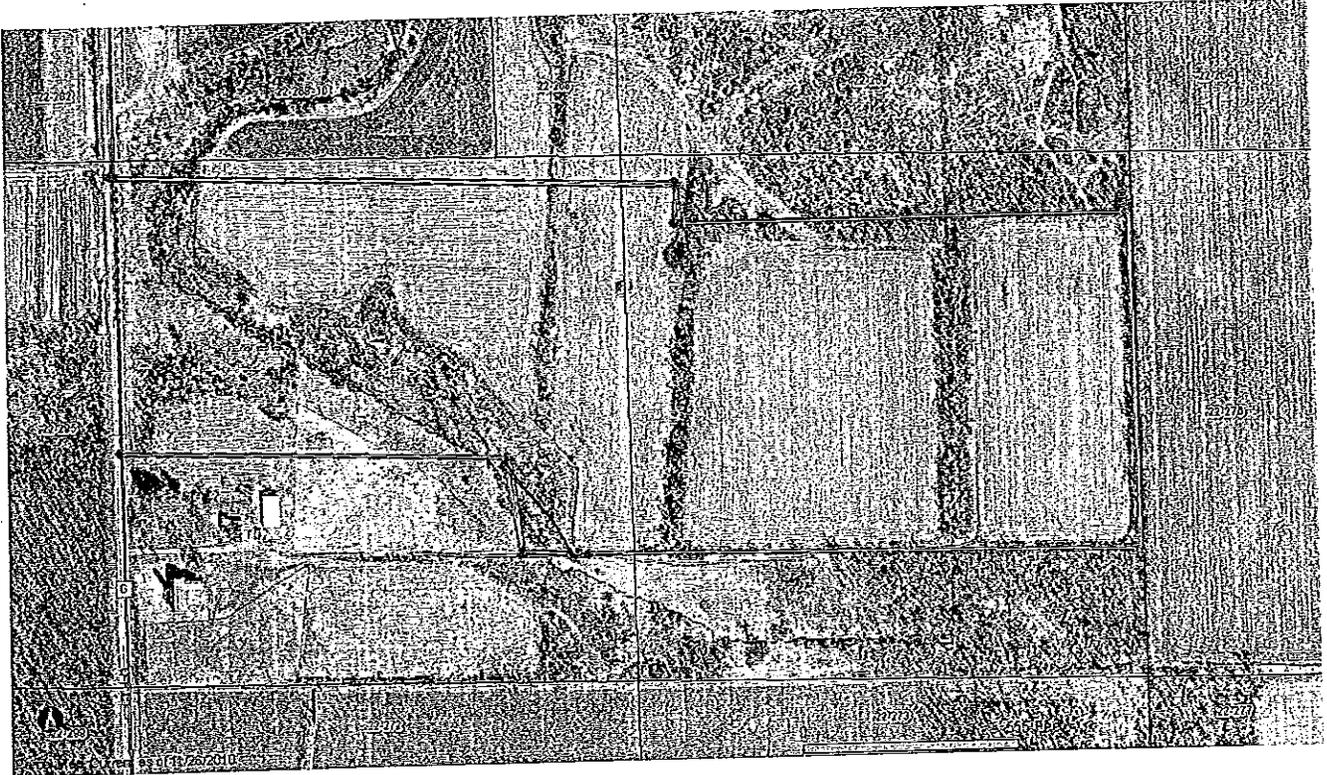
MARK LUER-

OWNERS 22-268  
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 22-270

WILL NEED TO REZONE  
 ONLY PARCEL #3 AS WILL  
 BE LESS THAN 35 ACRES TO  
 A 1-15-

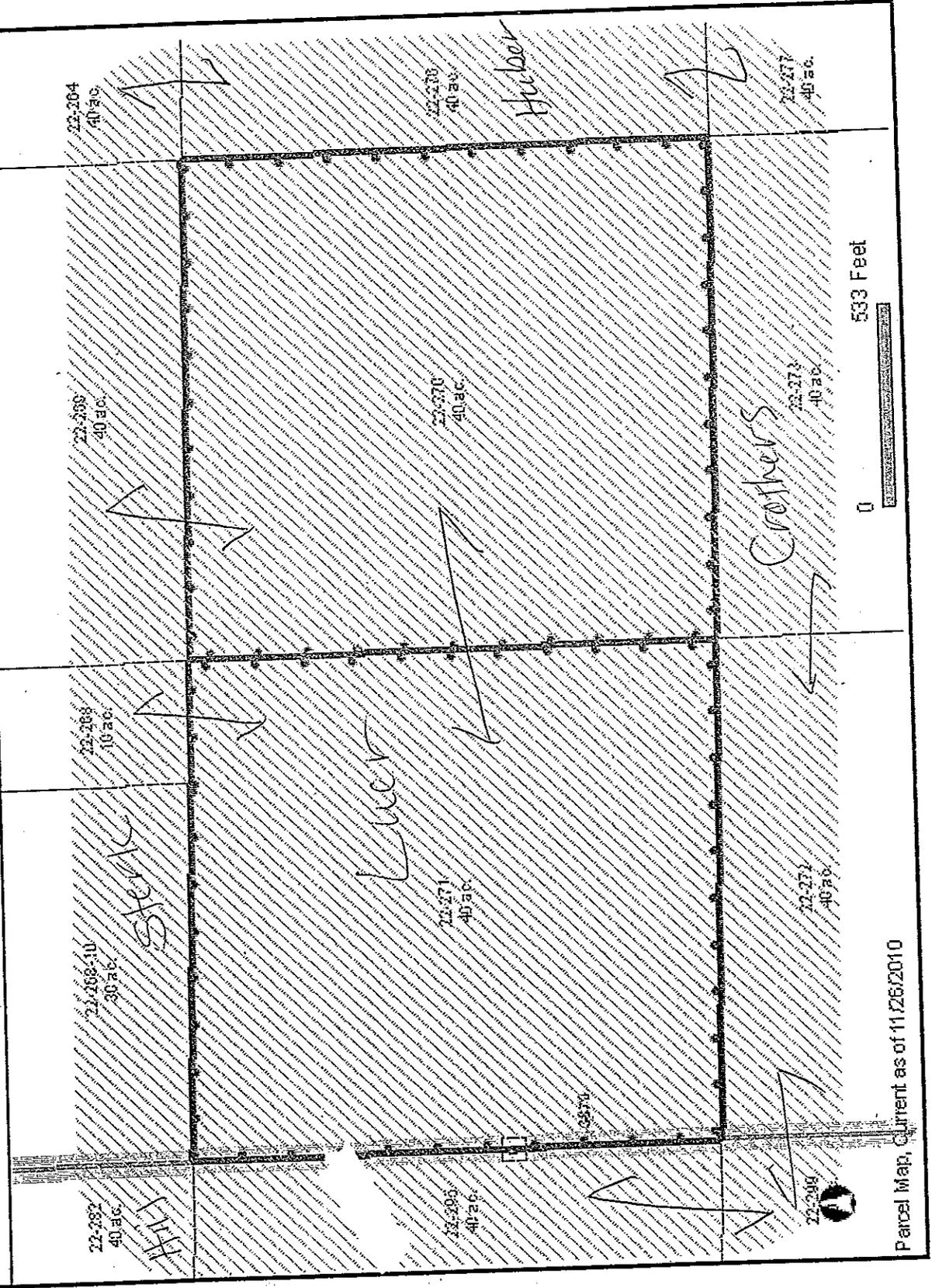
# EXHIBIT B.

P12



TO REPLACE EXHIBIT A - APPROX-48-49 ACRES TO  
BE SURVEYED. FOR POTENTIAL LAND DIVISION.

# LUER NE, SWINW, SW 15-14-7 NEW HAVEN



Parcel Map, Current as of 11/26/2010

PROPOSED ORDINANCE #2011-02

changed to:

CURRENT ORDINANCE

Adams County Animal Waste Management Ordinance

Adams County Animal Manure Storage Management Ordinance

refers to animal waste

refers to animal manure

focuses on animal waste storage and all animal waste mgmt

focuses on animal manure storage & application of stored manure

activities regulated: new, malfunctioning, mismanaged, and existing animal manure storage facilities. Livestock operations and utilization of animal waste

activities regulated: new, malfunctioning, mismanaged, and existing animal manure storage facilities

NOTE: exempts pastures in grazing system.

standards: No animal waste shall exit parcel property boundaries

standards: NRCS 313-Waste Storage Facility,  
NRCS 358-Waste Transfer System  
NRCS 590-Nutrient Management

- : No animal waste applications to saturated soils
- : NRCS 313-Waste Storage Facility,
- : NRCS 360-Closure of Waste Impoundments
- : NRCS 634-Waste Transfer System
- : NRCS 590-Nutrient Management
- : NR151 Ag Performance Standards

- a) no overflow of manure storage facilities;
- b) no unconfined manure piles in water quality mgmt area;
- c) no direct runoff from feedlot-stored manure to waters of state;
- d) no unlimited access by livestock to waters of state in location where animals prevent self-sustaining vegetative cover.

Permit required for new, malfunctioning, mismanaged storage sys. Exemption for storage system maintenance & emergency repairs & livestock operations and utilization of animal waste for nutrients

Permit required for new, malfunctioning, mismanaged storage sys. Exemption for storage system maintenance & emergency repairs

30 working days for permit review; 10 working days notice to LWCD prior to permit activity; 30 working days for LWCC to act on request for permit appeal.

30 calendar days for permit review; 5 working days notice to LWCD prior to permit activity; 15 working days for LWCC to act on request for permit appeal.

Enforcement - cease immediately or brought into compliance within a specified time period.

Enforcement - cease immediately or brought into compliance within 5 calendar days

Penalty - immediate corrective action, if not no less than \$500 fine

Penalty - fine of no less than \$25 and prosecution costs

# ADAMS COUNTY ANIMAL WASTE MANAGEMENT ORDINANCE

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## **Section 1 - Introduction**

### **1.01 Authority**

This ordinance is adopted under authority granted by Sections 59.01, 59.02, 59.03, 59.54(6), 66.0113, 92.07, 92.09, 92.11, 92.15 and 92.16 Wisconsin Statutes.

### **1.02 Title**

This ordinance shall be known as, referred to, and may be cited as the "Adams County Animal Waste Management Ordinance" and is hereinafter known as the Ordinance.

### **1.03 Findings and Declaration of Policy**

- A. The Adams County Board of Supervisors finds that storage of animal waste in storage facilities not meeting technical design and construction standards may cause pollution of the surface and groundwater of Adams County, and may have the potential to result in harm to County residents and transients; to livestock, aquatic life and other animals and plants; and to the property tax base of Adams County.
- B. The Adams County Board of Supervisors finds that improper management of animal waste storage and improper utilization of animal waste to provide nutrients to plants may cause pollution of the ground and surface waters of Adams County.
- C. The Adams County Board of Supervisors finds that the technical standards developed by the United States Department of Agriculture (USDA) Natural Resources Conservation Service provide effective, practical, and environmentally safe methods of storing animal waste and utilizing animal waste to provide nutrients for plants.

### **1.04 Purpose**

The purpose of this ordinance is to regulate the location, design, construction, installation, alteration, closure, and use of animal waste storage facilities; regulate the management of animal waste storage and regulate utilization of animal waste to provide nutrients to plants in order to prevent water pollution and thereby protect the health of Adams County residents and transients; prevent the spread of disease; to further the appropriate use and conservation of land and water resources for its communities; promote the prosperity, aesthetics, safety and general welfare of the citizens of Adams County. It is also intended to provide for the administration and enforcement of this ordinance and to provide corrective actions and/or penalties for its violation.

### 1.05 Applicability

This ordinance applies to the entire geographical area of Adams County, except as otherwise provided by law.

### 1.06 Interpretation

In their interpretation, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of Adams County, and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

### 1.07 Severability Clause

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be rendered ineffective.

### 1.07 Effective Date

This ordinance shall be effective upon adoption by the Adams County Board of Supervisors, and publication.

## Section 2 - Definitions

- A. Agricultural Waste Management Field Handbook (AWMFH). A manual that provides specific guidance for planning, designing, and managing systems where agricultural wastes are involved as published by the USDA Natural Resources Conservation Service.
- B. Animal Waste. Livestock manure and urine, livestock bedding, water, soil, hair, feathers, and other debris that becomes intermingled with livestock excreta in normal livestock manure handling operations.
- C. Animal Waste Storage Facility. An impoundment made by constructing an embankment and/or excavating a pit or dugout, or by fabricating a structure specifically for temporary storage of animal waste. Note: an area excavated for the purpose of storing the animal waste, no matter how small the accumulation may be or how long the animal waste is to be stored there, shall be considered a storage facility.
- D. Applicant. Any person who applies for a permit under this ordinance.

- E. Closed Storage Facility. Animal waste storage facility for which: The Land and Water Conservation Committee (LWCC) does not grant an extension of the "Idle Animal Waste Storage Facility" declaration, or The livestock operation on the property ceases to exist and the owner applies for a closure permit.
- F. County Conservationist. Director of Land and Water Conservation Department.
- G. Department of Agriculture, Trade and Consumer Protection (DATCP). Wisconsin state agency responsible for food safety, animal and plant health, protecting water and soil and monitoring fair and safe business practices.
- H. Engineering Field Handbook (EFH). A manual of engineering technical data published by the USDA Natural Resources Conservation Service.
- I. Agricultural Engineering Practitioner. Any person who has been certified by DATCP or NRCS to design, review, provide construction supervision, and certify construction for various soil and water conservation practices to be constructed under the terms of this ordinance.
- J. Existing Animal Waste Storage Facility. An animal waste storage facility which has been installed and placed in use at a livestock operation in Adams County prior to the adoption of this ordinance.
- K. Feedlot. A lot or building, or combination of contiguous lots and buildings, intended for the confined feeding, breeding, raising or holding of animals and specifically designed as a confinement area in which animal waste may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure.
- L. Field. A group or single nutrient management unit with similar soils, cropping history, similar nutrient requirements and close proximity.
- M. Field Office Technical Guide (FOTG) Section IV. The document provided by the USDA Natural Resources Conservation Service which contains technical data and standards to properly and design and install conservation practices.
- N. Idle Animal Waste Storage Facility. An animal waste storage facility which:
  1. The livestock operation on the property ceases to exist, or
  2. Is no longer being used for its intended purpose and no longer having any additional animal waste placed into it, or
  3. Animal waste has not been added or removed for a period of 24 months , or
  4. Will, by all the evidence available, not again be used to store animal waste by an active livestock operation.

- O. Land and Water Conservation Department (LWCD). The department of Adams County government, which is responsible for enforcing, and providing technical and administrative support for this ordinance and soil and water conservation activities in Adams County.
- P. Land and Water Conservation Committee (LWCC). A committee made up of members of the Adams County Board of Supervisors and others who, by authority from Chap. 92, Wisconsin Statutes, determine policy and give direction for soil and water conservation activities. The LWCC also provides direction for the LWCD. The LWCC shall be the decision making board for purposes of this ordinance.
- Q. Livestock operation. A feedlot or other facility or pasture where animals are fed, confined, maintained and stabled.
- R. Malfunctioning Animal Waste Storage Facility. An animal waste storage facility which is no longer functioning as originally intended, as defined by the FOTG, AWMFH, or the EFH, and poses a potential threat to any person, the groundwater, any stream, lake or river, or any other component of the environment. A malfunctioning storage facility includes, but is not limited to the following:
  1. An animal waste storage facility in which the sidewall(s) or sideslope(s) have been damaged or eroded, which may weaken the structure of the storage facility.
  2. An animal waste storage facility where damage, erosion, or deformities may contribute to environmental or safety hazards.
  3. An animal waste storage facility in which the animal waste is significantly leaking.
  4. An animal storage facility in which any other serious deformity or activity that is not consistent with the design and function of a storage facility as determined by the FOTG, AWMFH, or the EFH.
- S. Manure Transfer System. A mechanism designed to transfer animal waste from a barn or feedlot to the animal waste storage facility and/or the loading location.
- T. Mismanaged Animal Waste Storage Facility. An animal waste storage facility which is not functioning properly due to neglect or carelessness and poses a potential threat to any person or the environment. A mismanaged storage facility includes, but is not limited to the following:
  1. An animal waste storage facility that is overflowing or is being operated improperly and is inconsistent with the recommended operating methods as defined by the FOTG, AWMFH or the EFH.
  2. An animal waste storage facility in which the safety devices are absent or are nonfunctional.
  3. An animal waste storage facility that fails to comply with the operations and maintenance plan.

- U. Natural Resources Conservation Service (NRCS). An agency of the United States Department of Agriculture which provides the Adams County LWCC and LWCD, and landowners with technical and financial assistance for the proper and safe installation or closure of an animal waste storage facility and nutrient management.
- V. NRCS Engineering Job Approval. A complex process of review and certification by qualified NRCS or DATCP engineers to determine the capability and technical competence of subordinate personnel to design, review, provide construction supervision, and certify construction for various soil and water conservation practices to be constructed under the terms of this ordinance and which may be modified from time to time based upon work experience, educational training, employment status, and competence of those subordinates (see USDA-NRCS National Engineering Manual Title 210, Part 500).
- W. Nutrient Management Plan. A plan developed according to NRCS Technical Standard 590 that balances the nutrient needs of a crop with the nutrients available from legume crops, manure, fertilizer, etc. The nutrient management plan ensures suitable acreage is available for land application and crop uptake of nutrients.
- X. Nutrients. Plant nutrients derived from soil reserves, legumes, commercial fertilizers, animal waste, sewage sludge, septage, whey, papermill byproducts or other sources.
- Y. Pasture. An area devoted to the production of forage, introduced or native, and harvested by grazing.
- Z. Permit. The signed, written statement, issued by the County Conservationist under this ordinance authorizing the applicant to construct, install, reconstruct, extend, enlarge, close, or substantially alter an animal waste storage facility, and to use or dispose of waste from the facility.
- AA. Permittee. Any person to whom a permit is issued under this ordinance.
- BB. Person. Any individual, corporation, partnership, joint venture, agency, unincorporated association, municipal corporation, County or State agency within Wisconsin, the federal government or any combination thereof.
- CC. Routine Maintenance. A non-structural replacement or alteration of a portion of an animal waste storage system which does not change the design or operation of the system.

- DD. Safety Design. Safety design shall identify and minimize the hazards to animals and people. At a minimum, safety design shall include:
1. Fences, gates, grates, or covers to restrict access of animals or people, and signs where access is possible.
  2. Ventilation for covered waste-holding structures to prevent the inhalation of poisonous gases, asphyxiation, or explosion.
  3. Safety stops, gates, or both installed at push-off ramps and load-out areas of vertical walled structures to prevent accidental entry of machinery.
  4. Ramp slopes designed to be consistent with the equipment intended to be used; with curbs or safety bars installed on access ramps.
  5. Other like devices deemed necessary by an agricultural or civil engineer registered in the State of Wisconsin, or DATCP or NRCS or LCD agricultural engineering practitioner, the FOTG, AWMFH or EFH.
- EE. Saturated Soil. When all pores within soil are filled with water and the soil no longer has the capacity to retain water. For the purpose of this ordinance, soils shall be considered saturated when a handful of soil is squeezed by hand and water flows freely from the soil.
- FF. Stop Work Order. An order to cease any activity in the operation of, or construction of an activity subject to regulation.
- GG. Substantial Alteration. Any modification to a storage facility that alters the integrity, capacity, or design requirements of the facility.
- HH. Technical Standard 313. The current practice standard within the FOTG. This standard defines the proper location, design, construction, installation, alteration, operation, maintenance, and closure of a manure storage facility.
- II. Technical Standard 360. The current practice standard within the FOTG. This standard defines the proper closure of waste impoundments (treatment lagoons and liquid storage facilities), that are no longer used for their intended purpose, in an environmentally safe manner.
- JJ. Technical Standard 634. The current practice standard within the FOTG. This standard defines design, material types and quality, and installation of components such as conduits, pumps, valves, and other structures or devices to transfer animal waste from buildings and yards to a storage and/or loading area for final disposal and establishes the minimum acceptable requirements for design, construction, and operation of manure transfer system components. It includes mechanical pumping or elevation differential (gravity head) systems.
- KK. Technical Standard 590. The current practice standard within the FOTG. This standard defines managing the amount, form, placement and timing of plant nutrients and establishes the minimum acceptable requirements for the application of plant nutrients.

- LL. Water Pollution. Contaminating or rendering unclean or impure the ground or surface waters of the State, or making the same injurious to public health, harmful for commercial or recreational use or deleterious to fish, bird, animal or plant life.
- MM. Water Quality Management Area. The area within 1000 feet from the ordinary high water mark of a navigable lake, pond or flowage; the area within 300 feet from the ordinary high water mark of a navigable river or stream; a site susceptible to groundwater contamination or that has the potential to be a direct conduit for contamination to reach groundwater.
- NN. Working Day. Any day the Adams LWCD office is routinely and customarily open for business, except Saturdays, Sundays and official county holidays.

### **Section 3 - Activities Subject to Regulation**

#### **3.01 General Requirement.**

Any person and/or persons who are employed by another person that: removes, closes, locates, constructs, installs, moves, reconstructs, extends, enlarges, converts, or substantially alters or changes use of an animal waste storage facility or parts thereof; manages animal waste storage; and utilizes animal waste to provide nutrients to plants.

#### **3.02 Malfunctioning and Mismanaged Animal Waste Storage Facility.**

Any animal waste storage facility found to be malfunctioning and/or mismanaged shall be repaired immediately to a condition meeting the provisions of this ordinance.

#### **3.03 Idle Animal Waste Storage Facility.**

Removal of animal waste and restoration of an idle animal waste storage facility to a safe and sanitary condition, as determined by the LWCD, is required within one (1) year of the time the storage facility becomes idle. The LWCC may extend the Idle Animal Waste Storage Facility declaration for good cause and such extensions shall not exceed one (1) year increments. In order for an idle animal waste storage facility to become operational, an inspection and report has to be made on it by an agricultural or civil engineer registered in the State of Wisconsin, or DATCP or NRCS or LWCD agricultural engineering practitioner, reviewed and approved by the LWCC, and all deficiencies corrected to current standards, before the storage facility can be put back into use.

### 3.04 Existing Animal Waste Storage Facilities.

Any changes to an existing animal waste storage facility such as closing, moving, reconstructing, extending, enlarging, converting, or substantially altering the use of the facility must meet the current requirements of Standard 313, 360, and 634 of the FOTG or be brought up to those requirements.

### 3.05 Safety Devices.

Certain safety devices, as defined in Section 2(E) are required on all storage facilities in Adams County.

### 3.06 Utilization of Animal Wastes for Plant Nutrients.

Activities associated with utilizing animal wastes to provide nutrients for plant production. Gardens and lawns associated with home use shall be excluded.

### 3.07 Livestock Operations.

Any feedlot or other facility or pasture where animals are fed, confined, maintained and stabled.

Note: Pastures that are part of a grazing system where livestock graze for a period of time and then removed, are exempt from this ordinance.

### 3.08 Compliance with Permit Requirements.

A person is in compliance with this ordinance if he or she follows the procedures and other requirements of this ordinance, receives a permit from the Adams County Land and Water Conservation Department before beginning animal waste storage activities subject to regulation under this section, complies with the requirements of the permit and receives a final construction inspection certification by the enforcing agency.

Note: Livestock Operations and Utilization of Animal Wastes for Plant Nutrients do not require a permit, however shall be subject to standards stated in Section 4 of this ordinance.

## Section 4 - Standards

### 4.01 Standards, Specifications and Policies.

The standards of the Field Office Technical Guide (FOTG) Section IV are adopted and by reference made a part of this article as fully set forth therein. Any future amendment, revision or modification of the FOTG incorporated herein is made a part of this article, unless otherwise acted upon by the Land and Water Conservation Committee.

### 4.02 Standard for Animal Waste Storage Facilities.

The following components of the FOTG will be used when an animal waste storage facility is to be designed, constructed, installed, moved, reconstructed, extended, enlarged, removed, closed, converted, or substantially altered: 313 - Waste Storage Facility; 360 - Closure of Waste Impoundments; 634 - Manure Transfer; and 590 - Nutrient Management.

### 4.03 Standard for Utilization of Animal Wastes for Nutrients for Plant Production.

- A. Upon meeting requirements of NR151.09, NR151.095 and ATCP 50.08, all animal waste applied to soils for the purpose of plant production shall follow 590 - Nutrient Management of the FOTG.

Note: NR151.09 and NR151.095 and ATCP 50.08 are included as Appendix F, G and H respectively. These Administrative Codes identify circumstances under which an owner or operator of cropland and/or livestock operation is required to comply with the State performance standards if a bona fide offer of cost sharing is made.

- B. Animal wastes applied to a parcel of land shall not exit the property boundaries of that parcel or enter into state waters due to ponding, surface water runoff or drainage.

Note: Parcel property boundaries shall be defined by documents filed with the Adams County Land Information Department.

- C. Animal waste shall not be applied to saturated soils.

#### 4.04 Standard for Livestock Operations.

- A. Upon meeting requirements of NR151.09, NR151.095 and ATCP 50.08, all livestock operations shall comply with NR151.08 which states a livestock operations shall have:
- a) no overflow of manure storage facilities;
  - b) no unconfined manure piles in a water quality management area;
  - c) no direct runoff from a feedlot or stored manure into the waters of the state;
  - d) may not allow unlimited access by livestock to waters of the state in a location where high concentrations of animals prevent the maintenance of adequate sod or self-sustaining vegetative cover.
- B. Animal wastes shall not exit the parcel property boundaries of a livestock operation or enter into states waters due to ponding, surface water runoff or drainage.

Note: Parcel property boundaries shall be defined by documents filed with the Adams County Land Information Department.

### Section 5 - Application For and Issuance of Permits.

#### 5.01 Fee.

Any person who by this ordinance is required to obtain a permit, shall pay a fee for such permit to help defray the cost of administration, inspection, and processing of permits. The amount of the fee shall be established from time to time by the LWCC.

#### 5.02 Permit Required.

Permits are required for any new storage facilities, existing storage facilities that are closed, substantially altered, malfunctioning or mismanaged and idle storage facilities that desire to be used again. No person may undertake an activity mentioned in the previous sentence without obtaining a permit from the County Conservationist prior to beginning the proposed activity. Requirements of this ordinance shall be in addition to any other rules or provisions regulating animal waste. In case of conflicts, the most stringent provisions shall apply.

### 5.03 Exception to Permit Requirement.

The following constitute exceptions to the requirement under paragraph 5.01 to obtain a permit:

- A. Pre-existing storage facility, except where substantially altered, malfunctioning or mismanaged.
- B. Routine maintenance on a storage facility.
- C. Emergency equipment repairs on a storage facility.
- D. Emergency repairs such as repairing a broken pipe, or equipment, leaking dikes, or the removal of stoppages may be performed without an animal waste storage facility permit. If repairs will significantly alter the original design and construction of the facility, a report shall be made to the LWCD within one (1) working day of the emergency for a determination by the LWCD on whether a permit will be required for any additional alteration or repair to the facility. The LWCD's determination shall be rendered within two (2) working days of the reporting. The LWCD may consult with the LWCC prior to making this determination.
- E. Livestock Operations and Utilization of Animal Wastes for Plant Nutrients do not require a permit but shall be subject to standards stated in Section 4 of this ordinance.

### 5.04 Animal Waste Storage Facility Plan Required.

Each application for a permit under this ordinance shall include an animal waste storage facility plan. The plan shall be in accordance with the current FOTG Standard 313 and shall be certified as meeting the requirements of this ordinance by an agricultural or civil engineer registered in the State of Wisconsin, or DATCP or NRCS or LWCD agricultural engineering practitioner. The following is the minimum list of plan components:

- A. A management assessment is required. As part of this assessment an initial determination will be conducted to demonstrate that suitable land base is available for utilization of waste.
- B. The number and kinds of animals for which waste storage is provided, the duration for which storage is to be provided, or daily gallons and/or cubic feet of waste and manure produced.
- C. A plan view of the facility and its location in relation to waste transfer inlet, all buildings, roads, wells, lot lines, and other features within three hundred (300) feet of the proposed facility. The plan view shall be drawn to scale, with a scale no smaller than 1 inch = 100 feet.

- D. The structural details, including but not limited to dimensions, cross-sections, and concrete thickness, concrete joint design and placement, design loads, design computations, reinforcement schedules, thickness and placement of groundwater protection liners, and all material specifications.
- E. The soil test pit locations and soil descriptions to a depth of at least five feet below the planned bottom of the facility.
- F. The elevation of seasonally high groundwater or bedrock if encountered in the soil profile and date of any such determination.
- G. Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater. If a navigable body of water lies within 500' of the facility, the location and distance to the body of water shall be shown. Any flood plains and/or wetlands shall be located also.
- H. The scale of the drawing and a north arrow.
- I. A time schedule for construction of the facility.
- J. A description and construction plan of the method to be used in transferring animal waste into and from the facility.
- K. A 590 Nutrient Management Plan: the plan shall specify the utilization of the animal waste, including the amount of land available for application of waste, identification of the areas where the waste will be used, crops, crop rotation, application rates, soil types and any limitation on waste application due to soil limitations, type and proximity of bedrock or water table, slope of land, and proximity of surface water. The plan shall be updated annually and presented to the Adams LWCD annually for the life of the animal waste storage facility.
- L. Any other additional information required by FOTG Standard 313 to determine compliance with this ordinance.

#### **5.05 Closure Plan Required.**

Each application for a closure permit under this section shall include a closure plan. The plan shall be in accordance with the current FOTG Standard 360, Closure of Waste Impoundments and shall be certified as meeting the requirements of this ordinance by an agricultural or civil engineer registered in the State of Wisconsin, or DATCP or NRCS or LWCD agricultural engineering practitioner. The following is the minimum list of plan components:

- A. A description of the type and size of the manure storage facility and an estimate of the amount of manure in the facility.

- B. A description of how and where the manure and soil saturated with manure will be land applied in accordance with the current FOTG 590 Nutrient Management Standard.
- C. A description of how the liner, if any, will be disposed of.
- D. A description of how the manure transfer system will be removed or permanently plugged.
- E. A description of how the excavated area will be filled in and where the clean fill will come from.
- F. A plan view showing the final grade, the area to be reseeded, and how rain and runoff will be diverted away from the site.
- G. Other additional information required by FOTG Standard 360 to comply with this ordinance.

#### 5.06 Review of Application.

The LWCD shall receive and review all permit applications and shall determine if the proposed facility meets required standards set forth in Section 4 of this ordinance. Within 30 working days after receiving the completed application and fee, the LWCD shall inform the applicant in writing whether the permit application is approved or disapproved. If additional information is required, the LWCD shall notify the permit applicant. The LWCD has 30 working days from the receipt of the additional information in which to approve or disapprove the application. If the LWCD fails to approve or disapprove the permit application in writing within 30 working days of the receipt of the permit application or additional information, as appropriate, the application shall be deemed approved and the applicant may proceed as if a permit had been issued.

#### 5.07 Permit Conditions.

All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

- A. Activities authorized by permit shall be completed within two (2) years from the date of issuance after which such permit shall be void.
- B. Animal waste storage facility design, construction, management and utilization activities shall be carried out in accordance with the animal waste facility plan and applicable standards specified in Section 4 of this ordinance.

- C. Animal waste storage facility removal or closure shall be carried out in accordance with the animal waste storage facility closure plan and applicable standards specified in Section 4 of this ordinance.
- D. The permittee shall give 10 working days written notice to the LWCD before starting any construction activity authorized by the permit.
- E. Approval in writing must be obtained from the LWCD prior to any changes or modifications to the approved animal waste facility plan.
- F. Prior to use, an agricultural or civil engineer registered in the State of Wisconsin, or DATCP or NRCS or LCD agricultural engineering practitioner and the permittee and if applicable, the contractor, shall certify in writing on forms provided by the LWCD that the storage facility was installed as planned, including as-built dimensions and changes or modifications as authorized per Section 5(E) made during construction.
- G. The LWCD shall provide an on-site inspection. Final approval signature for all projects under this ordinance shall be provided by the LWCD.

#### **5.08 Permit Revocation.**

The County Conservationist or that person's representative may revoke any permit issued under this ordinance if the holder of the permit has misrepresented any material fact in the permit application, animal waste facility plan or nutrient management plan, or if the holder of the permit violates any of the conditions of the permit.

#### **5.09 Review by Land and Water Conservation Committee.**

Any person aggrieved by any action of the LWCD in denying, approving, or revoking a permit under this ordinance may seek review of that action by the LWCC by submitting a written request for such review to the LWCD. If the LWCC takes no action within 30 working days after a request for review has been submitted, the request for review shall be deemed denied. Any decision by the LWCC with respect to a request for review is subject to further appeal as set forth in Section 8.

### **Section 6 - Administration**

#### **6.01 Delegation of Authority.**

Adams County hereby designates the LWCD to administer and enforce this ordinance.

## 6.02 Administrative Duties.

In the administration and enforcement of this ordinance, the LWCD shall:

- A. Keep an accurate record of all permit applications, animal waste facility plans, nutrient management plans, permits issued, inspections made, and other official actions.
- B. Review permit applications and issue permits in accordance with Section 5 of this ordinance.
- C. Inspect animal waste facility construction to insure the facility is being constructed according to plan specifications.
- D. Investigate complaints relating to compliance with the ordinance.
- E. Perform other duties as specified in this ordinance.

## 6.03 Inspection Authority.

Pursuant to authority granted by Section 92.07(14) Wisconsin Statutes, the LWCD is authorized to enter upon any lands affected by this ordinance to inspect the land prior to or after permit issuance to determine compliance with this ordinance. If permission to enter property cannot be received by the LWCD, then entry shall be according to § 66.0119 Wisconsin Statutes. Refusal to grant permission to enter lands affected by this ordinance for purposes of inspection shall be grounds for permit denial or revocation.

## 6.04 Enforcement Authority.

- A. The LWCD is authorized to post an order stopping work upon land which has had a permit revoked or is currently undergoing activity in violation of this ordinance. Notice shall be given by both: posting, upon the land where the violation occurs, one or more copies of a poster stating the violation; and, by mailing a copy of the order by certified mail to the person whose activity is in violation of this ordinance. The order shall specify the activity shall cease or be brought into compliance within a specified time period.
- B. Any permit revocation or order stopping work shall remain in effect unless retracted by the LWCC, the LWCD, by a court of competent jurisdiction; or until the activity is brought into compliance with this ordinance. The LWCD is authorized to refer any violation of this ordinance or of an order stopping work issued pursuant to this ordinance to the Corporation Counsel for commencement of further legal proceedings.

## Section 7 - Violations

### 7.01 Penalties.

Any person, who violates neglects or refuses to comply with, or resists the enforcement of any of the provisions of this ordinance, shall be subject to immediate corrective action as determined by LWCD. If immediate corrective action does not occur then upon conviction, forfeiture of not less than \$100.00 nor more than \$500.00 plus cost of prosecution for each violation shall occur. An unlawful violation includes failure to comply with any standard of this ordinance or with any condition or qualification attached to the permit. Each day that a violation exists shall be a separate offense. Upon receipt of a verified report and request from the LWCD, the Sheriff shall issue a citation to a violator pursuant to law for violations of this ordinance.

### 7.02 Enforcement through Injunction.

As a substitute for forfeiture actions, the County may seek enforcement of any part of this section by court actions seeking injunctions or restraining orders, costs and reasonable attorney fees per Wisconsin State Statute 92.11(5)(a).

## Section 8 - Appeals

### 8.01 Authority.

Under authority of Chapter 68, Wisconsin Statutes, the LWCC shall develop and maintain an appeal process for those persons alleging there is an error in any order, requirement, decision, or determination by the LWCD in administering this ordinance.

**Adams County Addendum A**  
**Application for a Permit to Construct an Animal Waste Storage Facility**

P32

Town of \_\_\_\_\_ Permit No. \_\_\_\_\_ Fee \_\_\_\_\_

Applicant (Landowner) \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Road Name \_\_\_\_\_

.....  
 Description: \_\_\_\_\_

Govt. Lot \_\_\_\_\_, \_\_\_\_\_ 3, \_\_\_\_\_ 3, Section \_\_\_\_\_, T \_\_\_\_\_ N, R \_\_\_\_\_ E/W

Type of Construction: \_\_\_\_\_

.....

Does attached plan include:

- |   |  |
|---|--|
| 1) Number and kinds of animals for which storage is provided?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2) The duration for which storage is provided, or daily gallons of water and manure produced?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3) A plan view of the facility and its location in relation to buildings and homes?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4) Scale of drawing and north arrow?  | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5) Structural details (dimensions, cross-sections, material specifications)?  | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 6) Location of any wells near the facility?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 7) Soil test, pit locations, and soil layer descriptions?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 8) Elevation of high groundwater or bedrock, and date determined?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 9) Location and distance of facility to navigable body of water (if within 1000 feet) and provisions for adequate drainage and control of runoff? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 10) Time schedule for construction of the facility?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 11) Description and construction plan of method of transfer into and from the facility?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 12) A 590 Nutrient Management Plan?   | Yes <input type="checkbox"/> No <input type="checkbox"/> |

.....

On site assistance provided? Yes  No  By \_\_\_\_\_ Date \_\_\_\_\_

Attached plans reviewed by: \_\_\_\_\_

Approved: Yes  No  Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

.....  
 Property owner's statement:

The undersigned hereby makes application for a permit to construct an animal waste facility on the property herein described. The work to be performed is described in the attached plan. The undersigned agrees that all such work shall comply with all applicable animal waste facility standards as set in the Adams County Animal Waste and Manure Management Ordinance, other applicable County Ordinances and the laws and regulations of the State of Wisconsin.

The undersigned also agrees to certify in writing, upon installation of the facility, that the facility was installed as planned. Deviations from the original plan must be reviewed and approved by the County Conservationist prior to installation.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (Landowner)

.....  
 For Office Use:  
 Permit issued \_\_\_\_\_ Permit denied \_\_\_\_\_ Reason for denial \_\_\_\_\_

Construction certification received \_\_\_\_\_

**ADDENDUM B**  
**ADAMS COUNTY**  
**CONSTRUCTION CERTIFICATION FORM**

Permit No. \_\_\_\_\_ Permittee \_\_\_\_\_

The undersigned hereby certify that the animal waste storage facility authorized for construction under permit number \_\_\_\_\_ has been installed according to its approved plan specification.

(Engineer's signature)	(Date)
(Permittee's signature)	(Date)
(Contractor's signature*)	(Date)
(LWCD signature)	(Date)

\*The Contractor's signature is required only if the person installing the animal waste facility is someone other than the permittee.

### Adams County Addendum C Application for a Permit to Close an Animal Waste Storage Facility

Town of \_\_\_\_\_ Permit No. \_\_\_\_\_ Fee \_\_\_\_\_

Applicant (Landowner) \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Road Name \_\_\_\_\_

.....  
Description: \_\_\_\_\_

Govt. Lot \_\_\_\_\_, \_\_\_\_\_ 3, \_\_\_\_\_ 3, Section \_\_\_\_\_, T \_\_\_\_\_ N, R \_\_\_\_\_ E/W

Type of Construction: \_\_\_\_\_  
.....

Does attached plan include:

- 1) A description of the type and size of the manure storage facility and an estimate of the amount of manure in the facility? Yes  No
- 2) A description of how and where the manure and soil saturated with manure will be land applied in accordance with Technical Standard 590? Yes  No
- 3) A description of how the liner, if any, will be disposed of? Yes  No
- 4) A description of how the manure transfer system will be removed or permanently plugged? Yes  No
- 5) A description of how the excavated area will be filled in and where the clean fill will come from? Yes  No
- 6) A plan view showing the final grade, the area to be reseeded, and how rain and runoff will be diverted away from the site? Yes  No
- 7) Other additional information necessary to comply with this ordinance? Yes  No

.....  
On site assistance provided? Yes  No  By \_\_\_\_\_ Date \_\_\_\_\_

Attached plans reviewed by: \_\_\_\_\_

Approved: Yes  No  Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

.....  
Property owner's statement:

The undersigned hereby makes application for a permit to close an animal waste facility on the property herein described. The work to be performed is described in the attached plan. The undersigned agrees that all such work shall comply with all applicable animal waste facility standards as set in the Adams County Animal Waste and Manure Management Ordinance, other applicable County Ordinances and the laws and regulations of the State of Wisconsin.

The undersigned also agrees to certify in writing, upon closure of the facility, that the facility was closed as planned. Deviations from the original plan must be reviewed and approved by the County Conservationist prior to installation.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Landowner)

.....  
For Office Use:  
Permit issued \_\_\_\_\_ Permit denied \_\_\_\_\_ Reason for denial \_\_\_\_\_  
Closure certification received \_\_\_\_\_

ADDENDUM D  
ADAMS COUNTY  
CLOSURE CERTIFICATION FORM

Permit No. \_\_\_\_\_ Permittee \_\_\_\_\_

The undersigned hereby certify that the animal waste storage facility authorized for closure under permit number \_\_\_\_\_ has been closed according to its approved plan specification.

_____	_____
(Engineer's signature**)	(Date)
_____	_____
(Permittee's signature)	(Date)
_____	_____
(Contractor's signature*)	(Date)
_____	_____
(LCD signature)	(Date)

\*The Contractor's signature is required only if the person closing the animal waste facility is someone other than the permittee.

**ADDENDUM E**  
**PERMIT FLOW CHART**  
**ADAMS COUNTY**  
**ANIMAL WASTE MANAGEMENT ORDINANCE**

		PERMIT	WHEN	FEE**	STANDARDS	ENFORCEMENT
C O U N T Y  W I D E	STORAGE FACILITY	Yes	*Prior	Yes	Construction	Stop Work
	Preexisting	Yes	* Substantially altered Mismanaged Malfunctioning Idle (after 2 years) Closed	Yes	Construction  Closure	Stop Work
		No	Functional	No	None	None

\*Permit needed prior to construction or closure.

\*\*Contact Adams County Land and Water Conservation Department for fee amount.

## Addendum F

### NR 151.09 Implementation and enforcement procedures for cropland performance standards. (1) PURPOSE.

The purpose of this section is to identify the procedures the department will follow in implementing and enforcing the cropland performance standards pursuant to ss. 281.16 (3) and 281.98, Stats.

This section will also identify circumstances under which an owner or operator of cropland is required to comply with the cropland performance standards. In this section, "cropland performance standards" means performance standards in ss. NR 151.005, 151.02, 151.03, 151.04, and 151.07.

(2) **ROLE OF MUNICIPALITIES.** The department may rely on municipalities to implement the procedures and make determinations established in this section.

**Note:** In most cases, the department will rely on municipalities to fully implement the cropland performance standards. The department intends to utilize the procedures in this section in cases where a municipality has requested assistance in implementing and enforcing the cropland performance standards or in cases where a municipality has failed to address an incident of noncompliance with the performance standards in a timely manner. The department recognizes that coordination between local municipalities, the Department of Agriculture, Trade and Consumer Protection and other state agencies is needed to achieve statewide compliance with the performance standards. Accordingly, the department plans on working with counties, the Department of Agriculture, Trade and Consumer Protection and other interested partners to develop a detailed intergovernmental strategy for achieving compliance with the performance standards that recognizes the procedures in these rules, state basin plans and the priorities established in land and water conservation plans.

**Note:** The department implementation and enforcement procedures for livestock performance standards relating to manure management are included in s. NR 151.095 and ch. NR 243.

### (3) LANDOWNER AND OPERATOR REQUIREMENTS. (a) *Introduction.*

This section identifies compliance requirements for landowners and operators based on whether the cropland is existing or new and whether cost sharing is required and made available to the landowner or operator.

(b) *General requirements.* If any cropland is meeting a cropland performance standard on or after the effective date of the standard, the cropland performance standard shall continue to be met by the existing landowner or operator, heirs or subsequent owners or operators of the cropland. If a landowner or operator alters or changes the management of the cropland in a manner that results in noncompliance with the performance standard, the landowner or operator shall bring the cropland back into compliance, regardless of whether cost-sharing is made available. This paragraph does not apply to croplands completing enrollment determined to be existing under sub. (4) (b) 2.

**Note:** The department or a municipality may use conservation plans, cost share agreements, deed restrictions, personal observations, landowner records, or other information to determine whether a change has occurred.

(c) *Existing cropland requirements.* 1. A landowner or operator of an existing cropland, defined under sub. (4) (b), shall comply with a cropland performance standard if all of the following have been done by the department:

a. Except as provided in subs. 2. and 3., a determination is made that cost sharing has been made available in accordance with sub. (4) (d) on or after the effective date of the cropland performance standard.

b. The landowner or operator has been notified in accordance with sub. (5) or (6).

2. A landowner or operator of existing cropland, defined under sub. (4) (b), shall comply with a cropland performance standard, regardless of whether cost sharing is available, in situations where the best management practices and other corrective measures

needed to meet the performance standards do not involve eligible costs.

3. A landowner or operator of an existing cropland that voluntarily proposes to construct or reconstruct a manure storage system shall comply with s. NR 151.07, regardless of whether cost sharing is made available, if the nutrient management plan is required pursuant to a local permit for the manure storage system.

Note: Although the requirement for the nutrient management plan in this subd. 3 is tied to construction of a new manure storage system, the department intends to implement the nutrient management standard through s. NR 151.09 rather than through s. NR 151.095.

(d) *New cropland requirements.* A landowner or operator of a new cropland, defined under sub. (4) (b), shall comply with the cropland performance standards, regardless of whether cost sharing is available.

Note: Under s. 281.16 (3) (e), Stats., a landowner or operator may not be required by the state or a municipality through an ordinance to bring existing croplands into compliance with the cropland performance standards, technical standards or conservation practices unless cost-sharing is available in accordance with this section.

(4) DEPARTMENT DETERMINATIONS. (a) *Scope of determinations.*

If croplands are not in compliance with a cropland performance standard, the department shall make determinations in accordance with the procedures and criteria in this subsection.

(b) *Cropland status.* The department shall classify non-complying croplands to be either new or existing for purposes of administering this section and s. 281.16 (3) (e), Stats. In making the determination, the department shall base the decision on the following:

1. An existing cropland is one that meets all of the following criteria:

- a. The cropland was being cropped as of the effective date of the standard.
- b. The cropland is not in compliance with a cropland performance standard in this subchapter as of the effective date of the standard. The reason for non-compliance of the cropland may not be failure of the landowner or operator to maintain an installed best management practice in accordance with a cost-share agreement or contract.

2. An existing cropland also includes land enrolled on October 1, 2002, in the conservation reserve or conservation reserve enhancement program administered by the U.S. department of

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agriculture. This subdivision does not apply to croplands re-enrolled after October 1, 2002.

3. A new cropland is one that does not meet the definition under subd. 1. or 2., including:

- a. Land without a previous history of cropping that is converted to cropland after the effective date of the standard. "Without a previous history of cropping" means land where crops have not been grown and harvested for agricultural purposes in the last 10 years prior to the conversion to cropland.
- b. Cropland that is in existence and in compliance with a performance standard on or after the effective date of the standard and that undergoes a change in a cropland practice that results in noncompliance with the performance standards.

Note: The department or a municipality may use conservation plans, cost share agreements, deed restrictions, personal observations, landowner records, or other information to determine whether a change has occurred.

4. Change in ownership may not be used as the sole basis for determining whether a cropland is existing or new for purposes of administering this subsection.

(c) *Eligible costs.* 1. If cost sharing is required to be made available under sub. (3) (c), the department shall determine the

total cost of best management practices and corrective measures needed to bring a cropland into compliance with performance standards and shall determine which of those costs are eligible for cost-sharing for the purposes of administering this section and s. 281.16 (3) (e), Stats.

2. The cost-share eligibility provisions identified in chs. NR 153 and 154 shall be used in identifying eligible costs for installation of best management practices and corrective measures.

3. Eligible technical assistance costs include best management practice planning, design, installation supervision, and installation certification.

4. If cost sharing is provided by DATCP or the department, the corrective measures shall be implemented in accordance with the BMPs and technical standards specified in ch. NR 154 or subch. VIII of ch. ATCP 50.

Note: Under chs. NR 153 and 154, eligible costs typically include capital costs and significant other expenses, including design costs, incurred by the landowner or operator. Eligible costs do not include the value or amount of time spent by a landowner or operator in making management changes.

(d) *Determination of cost-share availability.* 1. For purposes of administering this section and s. 281.16 (3) (e), Stats., if cost sharing is required to be made available under sub. (3), the department shall make a determination as to whether cost sharing has been made available on or after the effective date of the cropland standard to cover the eligible costs for a landowner or operator to comply with the cropland performance standard.

2. Cost sharing under s. 281.65, Stats., shall be considered available when all of the following have been met:

a. Cost share dollars are offered in accordance with either of the following: the department has entered into a runoff management grant agreement under ch. NR 153 or a nonpoint source grant agreement under ch. NR 120, and a notice under sub. (5), including any required offer of cost sharing, has been issued by the department or a municipality; or the department directly offers cost share assistance and issues a notice under sub. (5).

b. The grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., provide at least 70% of the eligible costs to implement the best management practices or other corrective measures for croplands needed to meet a cropland performance standard.

c. In cases of economic hardship determined in accordance with s. NR 154.03 (3), the grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., provide cost sharing consistent with the hardship determination.

3. For funding sources other than those administered by s. 281.65, Stats., the department may make a determination of cost share availability after consulting with DATCP and ch. ATCP 50.

Note: Under s. 281.16 (3) (e), DATCP is responsible for promulgating rules that specify criteria for determining whether cost-sharing is available from sources other than s. 281.65, Stats., including s. 92.14, Stats. Pursuant to s. 281.16 (3) (e), Stats., a municipality is required to follow the department's definition of cost-share availability if funds are utilized under s. 281.65, Stats. If funds are utilized from any other source, a municipality must defer to DATCP's definition of cost-share availability.

**(5) NOTIFICATION REQUIREMENTS AND COMPLIANCE PERIODS FOR EXISTING CROPLANDS WHEN COST-SHARING IS REQUIRED. (a)**

*Landowner notification.* 1. The department shall notify a landowner or operator in writing of the determinations made under sub. (4) and implementation requirements for existing croplands where cost sharing is required for compliance.

2. The notice shall be sent certified mail, return receipt requested or personal delivery.

3. The following information shall be included in the notice:

a. A description of the cropland performance standard being violated.

- b. The cropland status determination made in accordance with sub. (4) (b).
- c. The determination made in accordance with sub. (4) (c) as to which best management practices or other corrective measures that are needed to comply with cropland performance standards are eligible for cost sharing.
- Note: Some best management practices required to comply with cropland performance standards involve no eligible cost to the landowner or operator and are not eligible for cost sharing.
- d. The determination made in accordance with sub. (4) (d) that cost sharing is available for eligible costs to achieve compliance with cropland performance standards, including a written offer of cost sharing.
- e. An offer to provide or coordinate the provision of technical assistance.
- f. A compliance period for meeting the cropland performance standard.
- g. An explanation of the possible consequences if the landowner or operator fails to comply with provisions of the notice, including enforcement or loss of cost sharing, or both.
- (b) *Compliance schedule.* 1. A landowner or operator that receives the notice under par. (a) shall install or implement best management practices and corrective measures to meet the performance standards in the time period specified in the notice, if cost sharing is available in accordance with sub. (4) (d) 2.
2. The compliance period identified in the notice in par. (a) shall be determined by the department as follows:
- a. The compliance period shall begin on the postmark date of the notice or the date of personal delivery.
- b. The length of the compliance period shall be not less than 60 days nor more than 3 years unless otherwise provided for in this subdivision.
- c. The length of the compliance period may be less than 60 days if the site is an imminent threat to public health, fish and aquatic life.
- d. The department may authorize an extension up to 4 years on a case-by-case basis provided that the reasons for the extension are beyond the control of the landowner or operator. A compliance period may not be extended to exceed 4 years in total.
3. Once a landowner or operator achieves compliance with a cropland performance standard, compliance with the standard shall be maintained by the existing landowner or operator and heirs or subsequent owners, regardless of cost sharing.
- (6) NOTIFICATION REQUIREMENTS AND COMPLIANCE PERIODS FOR EXISTING CROPLANDS IN SITUATIONS WHEN NO ELIGIBLE COSTS ARE INVOLVED. (a) Landowner notification.** 1. The department 407 DEPARTMENT OF NATURAL RESOURCES NR 151.095 Unofficial Text (See Printed Volume). Current through date and Register shown on Title Page. Register, December, 2010, No. 660 shall notify a non-complying landowner or operator of existing croplands of the determinations made under sub. (4).
2. The notice shall be sent certified mail, return receipt requested, or via personal delivery.
3. The following information shall be included in the notice:
- a. A description of the cropland performance standard that is being violated and the determination that corrective measures do not involve eligible costs under sub. (4) (c).
- b. The cropland status determination made in accordance with sub. (4) (b).
- c. A compliance period for achieving the cropland performance standard. The compliance period may not exceed the time limits in par. (b).
- d. An explanation of the consequences if the landowner or

operator fails to comply with provisions of the notice.

(b) *Compliance period.* 1. The compliance period for existing croplands where best management practices and other corrective measures do not involve eligible costs shall be in accordance with the following:

a. The compliance period shall begin on the postmark date of the notice or the date of personal delivery.

b. The length of the compliance period shall be not less than 60 days nor more than 3 years unless otherwise provided for in this subsection.

c. The length of the compliance period may be less than 60 days if the site is an imminent threat to public health, fish and aquatic life.

2. Once compliance with a cropland performance standard is attained, compliance with the standard shall be maintained by the existing landowner or operator and heirs or subsequent owners.

(c) *Combined notices.* The department may meet multiple notification requirements under par. (a), sub. (5) and s. NR 151.095 within any single notice issued to a landowner or operator.

(7) **ENFORCEMENT.** (a) *Authority to initiate enforcement.* The department may take enforcement action pursuant to s. 281.98, Stats., or other appropriate actions, against the landowner or operator of a cropland for failing to comply with the cropland performance standards in this subchapter or approved variances to the cropland performance standards provided by the department under s. NR 151.097.

(b) *Enforcement following notice and direct enforcement.* The department shall provide notice to the landowner or operator of an existing cropland in accordance with subs. (5) and (6) prior to the department initiating enforcement action under s. 281.98, Stats., except in cases of repeated mismanagement. In such cases, the department may pursue direct enforcement under s. 281.98, Stats., for the second and any subsequent offenses.

Note: The implementation and enforcement procedures in this section are limited to actions taken by the department under s. 281.98, Stats., for noncompliance with a cropland performance standard. Pursuant to other statutory authority, the department may take direct enforcement action without cost sharing against a crop producer for willful or intentional acts or other actions by a landowner or operator that pose an immediate or imminent threat to human health or the environment.

Note: An owner or operator of a new cropland is required to meet the cropland performance standards by incorporating necessary management measures at the time the new cropland is created. This requirement shall be met regardless of cost sharing. The department may pursue direct enforcement under s. 281.98, Stats., against landowners or operators of new croplands not in compliance.

(8) **NOTIFICATION TO MUNICIPALITIES.** The department shall notify the appropriate municipality, including a county land conservation committee, prior to taking any of the following actions under this section:

(a) Contacting a landowner or operator to investigate compliance with cropland performance standards.

(b) Issuing a notice under sub. (5) or (6) to a landowner or operator.

(c) Taking enforcement action under s. 281.98, Stats., against a landowner or operator for failing to comply with cropland performance standards in this subchapter.

(d) Notification is not required if the site is an imminent threat to public health or fish and aquatic life.

History: CR 00-027: cr. Register September 2002 No. 561, eff. 10-1-02; CR 09-112: am. (1), (4) (b) 2., (c) 3., (d) 2. a., c., (5) (b) 2. b., (6) (b) 1. b., (7) (b), r. (5) (a) 3. h., (6) (a) 3. e. Register December 2010 No. 660, eff. 1-1-11.

## Addendum G

### NR 151.095 Implementation and enforcement procedures for livestock performance standards and prohibitions.

(1) **PURPOSE.** The purpose of this section is to identify the procedures the department will follow in implementing and enforcing the livestock performance standards and prohibitions pursuant to ss. 281.16 (3) and 281.98, Stats. If a livestock performance standard is also listed as a cropland performance standard under s. NR 151.09, the department may choose the procedures of either s. NR 151.09 or this section to obtain compliance with the standard. This section will also identify circumstances under which an owner or operator of a livestock facility is required to comply with livestock performance standards and prohibitions. In this section, "livestock performance standards and prohibitions" means the performance standards and prohibitions in ss. NR 151.005, 151.05, 151.055, 151.06, and 151.08.

Note: The nutrient management standard in s. NR 151.07 should be implemented through the procedures in s. NR 151.09.

(2) **ROLE OF MUNICIPALITIES.** The department may rely on municipalities to implement the procedures and make determinations outlined in this section.

Note: In most cases, the department will rely on municipalities to fully implement the livestock performance standards and prohibitions. The department intends to utilize the procedures in this section in cases where a municipality has requested assistance in implementing and enforcing the performance standards or prohibitions or in cases where a municipality has failed to address an incident of noncompliance with the performance standards or prohibitions in a timely manner. The department recognizes that coordination between local municipalities, the department of agriculture, trade and consumer protection and other state agencies is needed to achieve statewide compliance with the performance standards and prohibitions. Accordingly, the department plans on working with counties, the department of agriculture, trade and consumer protection and other interested partners to develop a detailed intergovernmental strategy for achieving compliance with the performance standards and prohibitions that recognizes the procedures in these rules, state basin plans and the priorities established in land and water conservation plans.

Note: Additional implementation and enforcement procedures for livestock performance standards and prohibitions are in ch. NR 243, including the procedures for the issuance of a NOD.

(3) **EXEMPTIONS.** The department may follow the procedures in ch. NR 243 and is not obligated to follow the procedures and requirements of this section in the following situations:

- (a) If the livestock operation holds a WPDES permit.
  - (b) If the department has determined that the issuance of a NOD to the owner or operator of the livestock operation is warranted.
- Circumstances in which a NOD may be warranted include:

1. The department has determined that a livestock facility has a point source discharge under s. NR 243.24.
2. The department has determined that a discharge to waters of the state is occurring and the discharge is not related to noncompliance with the performance standards or prohibitions.
3. The department has determined that a municipality is not addressing a facility's noncompliance with the performance standards and prohibitions in a manner consistent with the procedures and timelines established in this section.

(4) **LIVESTOCK OWNER AND OPERATOR REQUIREMENTS.** (a) *Introduction.* This section identifies compliance requirements for a livestock owner or operator based on whether a livestock facility is existing or new and whether cost sharing is required to be made available to a livestock owner or operator.

(b) *General requirements.* If any livestock facility is meeting a livestock performance standard or prohibition on or after the effective date of the standard or prohibition, the livestock performance standard or prohibition shall continue to be met by the

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existing owner or operator, heirs or subsequent owners or operators of the facility. If an owner or operator alters or changes the management of the livestock facility in a manner that results in noncompliance with a livestock performance standard or prohibition, the owner or operator shall bring the livestock facility back into compliance regardless of cost-share availability.

Note: The department or a municipality may use conservation plans, cost share agreements, deed restrictions, personal observations, landowner records, or other information to determine whether a change has occurred.

(c) *Existing livestock facility requirements.* 1. An owner or operator of an existing livestock facility, defined under sub. (5) (b), shall comply with a livestock performance standard or prohibition if all of the following have been done by the department:

a. Except as provided in subd. 2., a determination is made that cost sharing has been made available in accordance with sub. (5) (d) on or after the effective date of the livestock performance standard or prohibition.

b. The owner or operator of the livestock facility has been notified in accordance with sub. (6) or (7).

2. An owner or operator of an existing livestock facility, defined under sub. (5) (b), shall comply with the livestock performance standards and prohibitions, regardless of whether cost sharing is available, in situations where best management practices and other corrective measures needed to meet the performance standards do not involve eligible costs.

(d) *New livestock facility requirements.* An owner or operator of a new livestock facility, defined under sub. (5) (b), shall comply with the livestock performance standards and prohibitions, regardless of whether cost sharing is available.

Note: Under s. 281.16 (3) (e), Stats., an owner or operator may not be required by the state or a municipality through an ordinance or regulation to bring existing livestock facilities into compliance with the livestock performance standards or prohibitions, technical standards or conservation practices unless cost-sharing is available in accordance with this section.

(5) DEPARTMENT DETERMINATIONS. (a) *Scope of determinations.* If a livestock facility is not in compliance with a livestock performance standard or prohibition, the department shall make determinations in accordance with the procedures and criteria in this subsection.

(b) *Livestock facility status.* The department shall classify a non-complying livestock facility on an operation to be either new or existing for purposes of administering this section and s. 281.16 (3) (e), Stats. In making the determination, the department shall base the decision on the following:

1. An existing livestock facility is one that meets all of the following criteria:

a. The facility is in existence as of the effective date of the livestock performance standard or prohibition.

b. The facility is not in compliance with a livestock performance standard or prohibition in this subchapter as of the effective date of the livestock performance standard or prohibition. The reason for noncompliance of the livestock facility may not be failure of the owner or operator to maintain an installed best management practice in accordance with a cost-share agreement or contract.

2. A new livestock operation or facility is one that does not meet the definition under subd. 1., including:

a. A livestock operation or facility that is established or installed after the effective date of the livestock performance standard or prohibition, including the placement of livestock structures on a site that did not previously have structures, or placement of animals on lands that did not have animals as of the effective

date of the livestock performance standard or prohibition, unless the land is part of an existing rotational grazing or pasturing operation.

b. For a livestock operation that is in existence as of the effective date of the livestock performance standard or prohibition that establishes or constructs or substantially alters a facility after the effective date of the livestock performance standard or prohibition, the facilities constructed, established or substantially altered after the effective date of the livestock performance standard or prohibition are considered new, except as specified in subd. 3.

c. A livestock facility that is in existence and in compliance with a livestock performance standard or prohibition on or after the effective date of the livestock performance standard or prohibition and that undergoes a change in the livestock facility that results in noncompliance with the livestock performance standard or prohibition. This includes manure storage facilities that fail to meet the requirements of s. NR 151.05 (3) and were either: constructed on or after October 1, 2002; or were constructed prior to October 1, 2002, and subject through October 1, 2002, to the operation and maintenance provisions of a cost share agreement.

3. Pursuant to the implementation procedures in this section, if the department or a municipality directs an owner or operator of an existing livestock facility to construct a facility as a corrective measure to comply with a performance standard or prohibition on or after the effective date of the livestock performance standard or prohibition, or directs the owner or operator to reconstruct the existing facility as a corrective measure on or after the effective date of the livestock performance standard or prohibition, the constructed facilities are not considered new for purposes of installing or implementing the corrective measure.

4. A livestock facility that meets the criteria in subd. 1. and has subsequently been abandoned shall retain its status as an existing livestock facility if livestock of similar species and number of animal units are reintroduced within 5 years of abandonment.

5. Change in ownership may not be used as the basis for determining whether a livestock facility is existing or new for purposes of administering this subsection.

(c) *Eligible costs.* 1. If cost sharing is required to be made available under sub. (4) (c), the department shall determine the total cost of best management practices and corrective measures needed to bring a livestock facility into compliance with a livestock performance standard or prohibition and shall determine which of those costs are eligible for cost sharing for the purposes of administering this section and s. 281.16 (3) (e), Stats.

2. The cost-share eligibility provisions identified in chs. NR 153 and 154 shall be used in identifying eligible costs for installation of best management practices and corrective measures.

3. Eligible technical assistance costs include best management practice planning, design, installation supervision, and installation certification.

4. If cost sharing is provided by DATCP or the department, the corrective measures shall be implemented in accordance with the best management practices and technical standards specified in ch. NR 154 or subch. VIII of ch. ATCP 50.

Note: Under chs. NR 153 and 154, eligible costs typically include capital costs and significant other expenses, including design costs, incurred by the owner or operator of the livestock operation. Eligible costs do not include the value or amount of time spent by an owner or operator in making management changes.

(d) *Determination of cost-share availability.* 1. For purposes of administering this section and s. 281.16 (3) (e), Stats., if cost sharing is required to be made available under sub. (4) (c), the department shall make a determination as to whether cost sharing has been made available on or after the effective date of the livestock performance standard or prohibition to cover eligible costs

for an owner or operator to comply with a livestock performance standard or prohibition.

2. Cost sharing under s. 281.65, Stats., shall be considered available when all of the following have been met:

a. Cost share dollars are offered in accordance with either of the following: the department has entered into a runoff management grant agreement under ch. NR 153 or a nonpoint source grant agreement under ch. NR 120, and a notice under sub. (6) or under s. NR 243.24 (4), including any required offer of cost sharing, has been issued by the department or a municipality; or the department

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ment directly offers cost sharing and issues a notice under sub. (6) or s. NR 243.24 (4).

b. The grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., provide at least 70% of the eligible costs to implement the best management practices or other corrective measures needed for a livestock facility to meet a livestock performance standard or prohibition.

c. In cases of economic hardship determined in accordance with s. NR 154.03 (3), the grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., provide cost sharing consistent with the hardship determination.

d. If an existing livestock operation with less than 250 animal units wants to expand at the time it is upgrading a facility to meet a performance standard or prohibition pursuant to a notice in sub. (6) or under s. NR 243.24 (4), the grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., shall also provide at least 70% of eligible costs needed to bring any expansion of facilities of up to 300 animal units into compliance with the performance standard or prohibition. In cases of economic hardship, the grants in subd. 2. a., alone or in combination with other funding determined to be available under subd. 3., shall also provide between 70% and 90% of the eligible costs needed to bring any expansion of facilities of up to 300 animal units into compliance with the performance standards and prohibitions.

Note: For livestock operations with less than 250 animal units, that portion of any expansion of facilities to accommodate more than 300 animal units is not eligible for cost sharing under s. NR 153.15 (2) (d) 1. For an existing livestock operation with greater than 250 animal units, but less than the number of animal units requiring a WPDES permit under s. NR 243.12 (1) (a), (b) or (c), cost sharing may be provided under s. NR 153.15 (2) (d) 2., for at least 70% of eligible costs to bring up to a 20% increase in livestock population into compliance with the performance standards and prohibitions; however, cost sharing for eligible costs up to a 20% expansion in livestock population is not required to be made available for compliance.

3. For funding sources other than those administered by s.

281.65, Stats., the department may make a determination of cost share availability after consulting with DATCP and ch. ATCP 50.

Note: Under s. 281.16 (3) (e), Stats., DATCP is responsible for promulgating rules that specify criteria for determining whether cost sharing is available from sources other than s. 281.65, Stats., including s. 92.14, Stats. Pursuant to s. 281.16 (3) (e), Stats., a municipality is required to follow the department's definition of cost share availability if funds are utilized under s. 281.65, Stats. If funds are utilized from any other source, a municipality shall defer to DATCP's definition of cost share availability.

**(6) NOTIFICATION REQUIREMENTS AND COMPLIANCE PERIODS FOR EXISTING LIVESTOCK FACILITIES WHEN COST SHARING IS**

**REQUIRED. (a) Owner or operator notification.** 1. The department shall notify an owner or operator in writing of the determinations made under sub. (5) and implementation requirements for existing livestock facilities where cost sharing is required for compliance.

2. The notice shall be sent certified mail, return receipt requested or personal delivery.

3. The following information shall be included in the notice:

a. A description of the livestock performance standard or prohibition

being violated.

b. The livestock facility status determination made in accordance with sub. (5) (b).

c. The determination made in accordance with sub. (5) (c) as to which best management practices or other corrective measures needed to comply with a livestock performance standard or prohibition are eligible for cost sharing.

Note: Some best management practices required to comply with a livestock performance standard or prohibition involves no eligible costs to the owner or operator.

d. The determination made in accordance with sub. (5) (d) that cost sharing is available for eligible costs to achieve compliance with a livestock performance standard or prohibition, including a written offer of cost sharing.

e. An offer to provide or coordinate the provision of technical assistance.

f. A compliance period for meeting the livestock performance standard or prohibition.

g. An explanation of the possible consequences if the owner or operator fails to comply with provisions of the notice, including enforcement or loss of cost sharing, or both.

(b) *Compliance period.* 1. An owner or operator that receives the notice under par. (a) shall install or implement best management practices and corrective measures to meet a performance standard or prohibition in the time period specified in the notice, if cost sharing is available in accordance with sub. (5) (d) 2.

2. The compliance period identified in the notice in par. (a) shall be determined by the department as follows:

a. The compliance period shall begin on the post-mark date of the notice or the date of personal delivery.

b. The length of the compliance period shall be not less than 60 days nor more than 3 years unless otherwise provided for in this subdivision.

c. The length of the compliance period may be less than 60 days if the site is an imminent threat to public health or fish and aquatic life.

d. The department may authorize an extension up to 4 years on a case-by-case basis provided that the reasons for the extension are beyond the control of the owner or operator of the livestock facility. A compliance period may not be extended to exceed 4 years in total.

3. Once an owner or operator achieves compliance with a livestock performance standard or prohibition, compliance with the standard or prohibition shall be maintained by the existing owner or operator and heirs or subsequent owners or operators, regardless of cost sharing.

(7) NOTIFICATION REQUIREMENTS AND COMPLIANCE PERIODS FOR EXISTING LIVESTOCK FACILITIES IN SITUATIONS WHEN NO ELIGIBLE COSTS ARE INVOLVED. (a) *Owner or operator notification.* 1.

The department shall notify a non-complying owner or operator of an existing livestock facility of the determinations made under sub. (5).

2. The notice shall be sent certified mail, return receipt requested or personal delivery.

3. The following information shall be included in the notice:

a. A description of the livestock performance standard or prohibition that is being violated and the determination that corrective measures do not involve eligible costs under sub. (5) (c).

b. The livestock operation status determination made in accordance with sub. (5) (b).

c. A compliance period for meeting the livestock performance standard or prohibition. The compliance period may not exceed the time limits in par. (b).

d. An explanation of the consequences if the owner or operator

fails to comply with provisions of the notice.

(b) *Compliance period.* 1. The compliance period for existing livestock facilities where best management practices and other corrective measures do not involve eligible costs shall be in accordance with the following:

- a. The compliance period shall begin on the postmark date of the notice or the date of personal delivery.
- b. The length of the compliance period shall be not less than 60 days nor more than 3 years unless otherwise provided for in this subsection.
- c. The length of the compliance period may be less than 60 days if the site is an imminent threat to public health, or fish and aquatic life.

2. Once compliance with a livestock performance standard or prohibition is attained, compliance with the performance standard or prohibition shall be maintained by the existing owner or operator and heirs or subsequent owners or operators.

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(c) *Combined notices.* The department may meet multiple notification requirements under par. (a), sub. (6) and s. NR 151.09 within any single notice issued to the owner or operator.

(8) ENFORCEMENT. (a) *Authority to initiate enforcement.* The department may take action pursuant s. 281.98, Stats., or other appropriate actions, against the owner or operator of a livestock operation for failing to comply with the livestock performance standards and prohibitions in this subchapter or approved variances to the livestock performance standards provided by the department under s. NR 151.097.

(b) *Enforcement following notice and direct enforcement.* The department shall provide notice to the owner or operator of an existing livestock facility in accordance with sub. (6) or (7) prior to the department initiating enforcement action under s. 281.98, Stats., except in cases of repeated mismanagement, such as allowing repeated manure storage overflows, where the department may pursue direct enforcement under s. 281.98, Stats., for the second and subsequent offenses.

Note: The implementation and enforcement procedures in this section are limited to actions taken by the department under s. 281.98, Stats., for noncompliance with a livestock performance standard or prohibition. Pursuant to other statutory authority, the department may take direct enforcement action without cost sharing against a livestock producer for willful or intentional acts or other actions by a producer that pose an imminent or immediate threat to human health or the environment.

Note: An owner or operator of a new livestock facility is required to meet the livestock performance standards and prohibitions at the time the new facility is created. This requirement shall be met regardless of cost sharing.

(9) NOTIFICATION TO MUNICIPALITIES. The department shall notify the appropriate municipality, including a county land conservation committee, prior to taking any of the following actions under this subsection:

- (a) Contacting an owner or operator to investigate compliance with livestock performance standards and prohibitions.
- (b) Issuing a notice under sub. (6) or (7) to an owner or operator.
- (c) Taking enforcement action under s. 281.98, Stats., against an owner or operator for failing to comply with a livestock performance standard or prohibition in this subchapter.
- (d) Notification is not required if the site is an imminent threat to public health or fish and aquatic life.

History: CR 00-027; or Register September 2002 No. 561, eff. 10-1-02; CR 09-112; am. (1) (intro.), (5) (b) 2. c., 5., (c) 3., (d) 2. a., c., (6) (b) 2. b., (7) (b) 1. b., (8) (b), r. (6) (a) 3. h., (7) (a) 3. e. Register December 2010 No. 660, eff. 1-1-11.

## Addendum H

**ATCP 50.08 Cost-sharing required. (1) GENERAL.** A landowner is not required to do any of the following, under s. ATCP 50.04, unless the landowner receives a bona fide offer of cost-sharing:

(a) Discontinue or modify cropping practices on existing cropland. In this paragraph, "existing cropland" has the meaning given in s. NR 151.09 (4) (b).

Note: Under DNR rules, a landowner is normally entitled to cost-sharing if the landowner is required to discontinue or modify cropping practices on "existing cropland" in order to comply with a DNR performance standard. Other cropland must comply with relevant DNR performance standards, regardless of the availability of cost-sharing. Under DNR rules:

Land qualifies as "existing cropland" if it was being cropped on the effective date of the relevant DNR performance standard, and has never complied with that performance standard since that date.

If cropland *complies* with a DNR performance standard after that standard takes effect, it no longer qualifies as "existing cropland" for cost-share purposes under that performance standard. If the cropland later falls out of compliance with the performance standard, the landowner must restore compliance regardless of the availability of cost-sharing.

Land not cropped on the effective date of a DNR performance standard, but returned to cropping at a later date, may qualify as "existing cropland" if it is returned to cropping within 10 years after cropping was halted.

Cropland enrolled in a federal conservation program on October 1, 2002 qualifies as "existing cropland" when it comes out of the federal program.

A landowner may be *eligible* for cost-sharing, even if the landowner is not *entitled* to cost-sharing under par. (a). A county has considerable discretion in its use of DATCP cost-share funds, subject to this chapter. See subch. V of this chapter.

(b) Discontinue or modify an existing livestock facility or operation. In this paragraph, "existing livestock facility or operation" has the meaning given in s. NR 151.095 (5) (b).

Note: Under DNR rules, a landowner is normally entitled to cost-sharing if the landowner is required to discontinue or modify an "existing" livestock facility or operation in order to comply with a DNR performance standard. Other livestock facilities and operations must comply with DNR performance standards, regardless of the availability of cost-sharing. Under DNR rules:

A livestock facility or operation qualifies as an "existing" facility or operation if it existed on the effective date of the DNR performance standard, and has never complied with that performance standard since that date.

If a livestock facility or operation *complies* with a DNR performance standard after that standard takes effect, it no longer qualifies as an "existing" facility or operation for cost-share purposes under that performance standard. If the facility or operation later falls out of compliance with the performance standard, the landowner must restore compliance regardless of the availability of cost-sharing.

A livestock facility that existed but held no livestock on the effective date of a DNR performance standard may qualify as an "existing" facility if it is restocked within 5 years after livestock were last present.

If a landowner voluntarily expands or alters a livestock facility after the effective date of a DNR performance standard, the newly constructed portion of the facility will not qualify as an "existing" facility for cost-share purposes under that performance standard. (There are limited exceptions.)

A landowner may be *eligible* for cost-sharing, even if the landowner is not *entitled* to cost-sharing under par. (b). A county has considerable discretion in its use of DATCP cost-share funds, subject to this chapter. See subch. V of this chapter.

(2) **COST-SHARE AMOUNT.** A cost-share offer under sub. (1) shall cover at least 70% of the landowner's cost to install and maintain each required conservation practice, or 90% of the landowner's cost if there is an economic hardship under s. ATCP 50.42

(4).  
Note: See ss. 92.07 (2), 92.15 (4) and 281.16 (3) (e), Stats. Subsection (1) requires a bona fide offer of cost-sharing, not necessarily an acceptance. A county may impose a reasonable deadline by which a landowner must accept or reject the county's bona fide cost-sharing offer under sub. (1). See s. ATCP 50.54 (2) related to cost-sharing for conservation practices required under a county or local ordinance. The minimum cost-share requirement under subs. (1) and (2) does *not* apply if a landowner *voluntarily* installs a cost-shared practice. In a voluntary transaction, the county is free to negotiate a grant amount with a landowner (up to the *maximum* amounts provided in s. ATCP 50.42). But if a county *requires* a landowner to install a conservation practice, the county must comply with applicable cost-share requirements under subs. (1) and (2). The cost-share grant may come from one or more sources, as provided under sub. (7).

(3) **LANDOWNER'S COST.** A landowner's cost to install and maintain a conservation practice includes all of the following that apply:

- (a) The landowner's reasonable and necessary expenditures to install and maintain the conservation practice. This includes eligible installation costs identified in subch. VIII, and costs for engineering services under s. ATCP 50.40 (7).
- (b) The reasonable value of necessary labor, equipment and supplies provided by the landowner in the installation and maintenance of the conservation practice. This does not include normal operating routines such as clean-outs of barnyards, storage facilities and gutters.
- (c) The reasonable value of mowing provided by the landowner, up to a maximum of 2 mowings per year and \$10 per mowing, if that mowing is necessary to maintain the conservation practice.
- (d) The landowner's cost to take or keep land out of agricultural production, if the landowner must take or keep more than          acre out of agricultural production in order to install or maintain the conservation practice. The landowner's cost, determined on the date of the cost-share contract, equals the sum of the annual costs that the landowner will incur over the maintenance period specified in the cost-share contract. The landowner's annual cost, for each year of the maintenance period, equals the number of affected acres multiplied by the per-acre weighted average soil rental rate in the county on the date of the cost-share contract. This paragraph does not apply to land directly occupied by a facility or structure, such as a manure storage facility, that a landowner installs as part of the conservation practice.

Note: If a county requires a landowner to install a conservation practice that changes an "existing" agricultural operation, the county must offer cost-sharing. If the cost-shared practice is a capital improvement, the landowner must agree to maintain it for at least 10 years. The cost-share contract must pay the required minimum share of the landowner's cost under sub. (3). If the landowner must take more than          acre out of production, the landowner's cost includes the cost of taking that land out of production.

After the contract maintenance period has expired, the landowner may resume production in the affected area unless the parties enter into a new cost-share contract to keep the land out of production (see sub. (5) (a)). The parties may negotiate the term of each contract, as long as each contract specifies a maintenance term of at least 10 years. If the landowner wishes to take advantage of the CREP-equivalent payment for riparian land under sub. (4), the landowner must agree to keep the land out of production for at least 15 years, or in perpetuity.

The United States department of agriculture, farm service agency, has determined the weighted average soil rental rate for each county, on form CRP-2. See s. ATCP 50.01(39).

Land is not taken "out of agricultural production," for purposes of sub. (3), if the landowner is free to use it for pasture, hay production *and* cropping subject to residue management (see s. ATCP 50.01(14)).

(4) **RIPARIAN LAND TAKEN OUT OF PRODUCTION; CREP-EQUIVALENT PAYMENT.** (a) If a landowner must take or keep more than          acre of riparian land out of agricultural production in order to install or maintain a conservation practice, the cost-share offer under sub. (1) for that conservation practice shall be at least equal to the amount that would be offered under the CREP program if the affected lands were enrolled in that program, regardless of whether the lands are actually eligible for the CREP program. (b) Paragraph (a) does not apply unless the landowner agrees to keep the land out of agricultural production for 15 years, or in perpetuity, under contract terms equivalent to those that apply under the CREP program.

(c) Paragraph (a) does not apply to a cost-share offer made after the CREP program expires.

Note: The CREP program is the combined state-federal conservation reserve enhancement program administered by the department and the United States department of agriculture (see ATCP 50.01(7)). Under the CRBP program, lands are enrolled for 15 years or in perpetuity. Lands enrolled in perpetuity are subject to a permanent conservation easement.

Land is not taken "out of agricultural production," for purposes of sub. (4) if the

landowner is free to use it for pasture, hay production and cropping subject to residue management (see s. ATCP 50.01(14)).

(d) Paragraph (a) does not apply to land directly occupied by a facility or structure, such as a manure storage facility, that a landowner installs as part of the conservation practice.

(5) EXEMPTIONS. The cost-sharing requirement under sub. (1) does not apply to any of the following:

(a) A conservation practice that has already been cost-shared for at least 10 years. This exemption does not apply to costs under sub. (3) (d).

Note: For example, if a county has already paid a landowner to install and maintain a manure storage system for at least 10 years (see s. ATCP 50.62 (5) (f)), the county may require the landowner to maintain the facility in subsequent years without further

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cost-sharing. The county has the burden of showing that it has already paid the landowner. The rule is different if the county requires a landowner to take more than    acre of land out of agricultural production in order to install or maintain a conservation practice. Even if a county has *already paid* a landowner to install and maintain that conservation practice for at least 10 years, the county must *continue* to cost-share lost production if the county *requires* the landowner to keep the land out of production in subsequent years. Land is not taken "out of agricultural production," for cost-sharing purposes, if the landowner is free to use it for pasture, hay production *and* cropping subject to residue management (see s. ATCP 50.01 (14)).

(b) The following conservation practices if those practices have already been cost-shared for at least 4 years:

1. Contour farming as defined in s. ATCP 50.67 (1).
2. Cropland cover as defined in s. ATCP 50.68 (1).
3. Nutrient management as defined in s. ATCP 50.78 (1).
4. Pesticide management as defined in s. ATCP 50.79 (1).
5. Residue management as defined in s. ATCP 50.82 (1).
6. Stripcropping as defined in s. ATCP 50.89 (1)

Note: For example, if a county has already paid a landowner to implement nutrient management for at least 4 years, the county may require the landowner to comply with state nutrient management standards in subsequent years without further cost-sharing. The same holds true for other "soft" practices under par. (b) if those practices are needed to meet the conservation standards under s. ATCP 50.04. The county has the burden of showing that it has already paid the landowner to maintain the conservation practice for at least 4 years.

(c) Conservation practices or costs for which cost-sharing is prohibited under s. ATCP 50.40 (3) (b) or subch. VIII.

(d) Conservation practices or costs to correct a landowner's criminal or grossly negligent discharge of pollutants to waters of the state.

(e) Conservation practices required by a WPDES permit issued under ch. NR 243.

(6) COMPLIANCE ACTIONS NOT AFFECTED. Subsection (1) does not limit any of the following:

- (a) An emergency or interim response to a pollution discharge, to prevent or mitigate imminent harm to waters of the state.
- (b) County action under s. ATCP 50.16 (6) to suspend a landowner's eligibility for farmland preservation tax credits, if the landowner fails to comply with conservation standards under s. ATCP 50.16 (1).
- (c) Enforcement of an existing cost-share contract.

(7) COST-SHARE GRANT SOURCES. A grant from any public or private source, or combination of sources, may be counted as part of a cost-share grant under sub. (1). A loan is not a grant.

History: CR 01-090: cr. Register September 2002 No. 561, eff. 10-1-02; CR

Meeting was called to order at 9:02 a.m. by Chairman West.

Present were Supervisors Kotlowski, Renner, Sebastiani, West and Ward.  
Also present were Mykeal Rake and Chuck Price.

The meeting was properly noticed.

Motioned by Kotlowski/Sebastiani to approve the agenda as presented. Motion carried by unanimous voice vote.

No public participation and no correspondence.

Motioned by Ward/Renner to approve minutes from January 13, 2011. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Kotlowski to approve the check register. Motion carried by unanimous voice vote.

Solid Waste: Have Myrna come next month.

Highway: \$387,230.12 will be handled with a journal entry in fund 260 fund instead of 700 fund, 2010 overage. Highway Chairman Babcock to discuss land acquisitions—purchase that are still continuing.

Motioned by Ward/Kotlowski to approve credit card policy and forward to Ad Hoc Committee. Motion carried by unanimous voice vote.

Motioned by Renner/Kotlowski to approve Re-approval of DNR/DMV banks accounts for the County Clerk's Office. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to approve creating the following revenue accounts for the Medical Examiner—Death Certificates, Cremation Permits, Morgue Fees, Removal Fees, Record Request & Disinterment Permits. Motion carried by unanimous voice vote.

Treasurer: Title search on 181 properties is almost done. January financial investment report was submitted.

MIS: Dawn present at 11:25 a.m. Dawn reported:

- the storage attached network project is going well
- computers support specialist—OT or comp-time
- VNC remote software is better able to support users
- 911 upgrade is gathering numbers, we are upgrading circuits and all phone numbers associated with lines coming in. Any number leaving this building will say Adams County. The upgraded circuit should save the county \$1,000 a month in basic phone charges.
- The Parks point-to-point wireless is completed.
- \$1,250 for Solarius came from Emergency Management project dollars.
- A cash register was replaced and a fax machine was installed.

- The website is updated and the 264 broken links are complete and fixed.
- The GCS project is a step forward and two steps back process. \$3,000 was spent for data conversion in 2010 to set up an application server with internet server. In 2011 all software has been moved to GCS, we've imported data. The original file is done, contract & agreement paperwork is in Jack's possession.

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Motioned by Kotlowski/Renner to forward resolution to apply fund balance for software purchase of GCS permitting to County Board. Motion carried by unanimous voice vote.

Motioned by Ward/Sebastiani to bring back Resolution 50-2010 to amend #2 under Now, therefore be it resolved and place on County Board agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Renner to put \$3,300 from tech support towards annual license agreement. Approximately \$113,000 is unspent at end of year. Two support contracts coming up in 2011, \$9,960 and \$1,067 for hardware maintenance & operating system. 2011 Blackberry software provider is now \$1,499, was \$650.

Audit update: Anti-virus installed, documentation diagram is now automatic and \$700.00 was spent on cabinets to lock up backups.

Identify upcoming agenda items: Discuss and/or act on 2010/2011 Budget (Land Conservation/Dam Project); Software maintenance account; update on cardiograph; 2010 financial report.

Next meeting date will be March 11, 2011 at 9:00 a.m. in Room A160.

Motioned by Ward/Kotlowski to adjourn at 12:06 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi  
Recording secretary  
These minutes have not been approved

Adams County Airport Commission  
Minutes for the February 21, 2011 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:04PM.

Roll Call: B. Miller, J. Kotlowski, M. Bourke and J. Reuterskiold. S. Pollina was excused. Also in attendance was M. Scott, airport manager and S. Sundsmo, grounds keeper.

Audience: Mike Hartz, hangar owner.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Bourke to approve agenda subject to the following correction: Item 5 on the agenda regarding the minutes to read 2011 and not 2010. Second by Kotlowski. All voted aye, motion carried.

Approve the Minutes: Motion by Reuterskiold, Second by Kotlowski to approve the January 10, 2011 minutes. All voted aye, motion carried.

Airport Managers Report:

Correspondence:  
Scott reported no correspondence to discuss.

Financial Review Monthly Check Summary:  
Scott passed around the monthly check summary for December and January. Added to the typical electric, phones and fuel is and LP delivery for the Welcome Center and several repair items for the plow truck, mostly having to do with hydraulic line repairs.

Fuel Report:  
Fuel sales since the first of the year are down from the previous year. 1/1/11 to 2/5/11 saw fuel sales of only 287 gallons compared with the 1/1/10 to 1/18/10 period with 325 gallons sold. Scott also reported fuel costs have risen about \$0.25 per gallon over the cost of the last load.

Hangar Lot Grass Cutting Policy:  
Still under development.

Delinquent/Late Lease Payment Policy:  
Scott reported that 9 hangar owners have yet to pay their ground lease that was due January 31 and asked for direction from the commission. One member stated it was not fair to those that have paid their lease fees on time. Discussion turned to a percentage or fixed amount per month penalty.

Adams County Airport Commission  
Minutes for the February 21, 2011 Meeting

Motion by Reuterskiold to direct the airport manager to work with corporate counsel to draft a \$25 per month late fee to be applied on the 1<sup>st</sup> day of each month after a delinquency beginning on the 1<sup>st</sup> of February. Second by Bourke. All voted Aye, motion carried.

Review/Adoption of the New Hangar Area Lot Layout:  
Scott produced a 19 page map-set from Mead & Hunt for the new hangar lot layout. The map-set indicates setbacks, sizes and legal descriptions for the area. Motion by Bourke to adopt the Adams County Legion Field Hangar Lot Layout from Mead & Hunt dated Feb. 9, 2011 as the official map for the new hangar area. Second by Kotlowski. All voted aye, motion carried.

Groundskeeper Wages/Vacation:  
Scott reported little progress in the effort to bring the groundkeeper wages into line with other departments. Scott wants a resolution drafted bringing the wage to that budgeted for 2011 to be presented to the county board. Chairman Miller volunteered to meet corporate counsel with Scott for that purpose.

End of year analysis:  
Scott reported much progress over the past year. Fuel sales were up 24% over the previous year. A courtesy car was introduced and has worked out well. The new hangar area has finally been concluded, a project near 6 years in the making. A new six year plan has been presented and approved by the state for runway/taxiway/ramp repair or reconstruction and other work.

Still on the list is a WAAS instrument approach (in the works), runway extension plan (in the new 6-year plan), building over the electrical vault, another snow plow/truck and soil amendment to the sod runway. It was suggested additional ramp lighting be added to the list.

Motion by Reuterskiold, Second by Bourke to approve the airport manager's report. All voted aye, motion carried.

Grounds Keeper Report:  
Sundsmo reported the most recent snow storm was a tough one. Starting at 6:30 the night before, he plowed until 4AM Monday morning due to the drifting. A few mechanical problems with hydraulic lines and a broken chain on the blower but repairs were in progress and would not inhibit snow removal.

Motion by Kotlowski, Second by Bourke, to approve the grounds keepers report. All voted aye, motion carried.

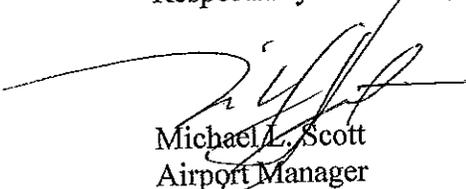
Adams County Airport Commission  
Minutes for the February 21, 2011 Meeting

Audience Comments: None.

Next meeting set for March 14, 2011 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Kotolwoski. All voted aye, motion carried. Meeting was adjourned at 7:50 PM.

Respectfully Submitted,



Michael L. Scott  
Airport Manager

ADAMS COUNTY BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
November 17, 2010

On Wednesday November 17, 2010 at 9:30 A.M. Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order with the following members present: Vice-Chair Ronald Jacobson; Cathy Croke, Secretary; Dave Grabarski, Dale Helm and Robert Donner, Alternate. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was.

Public Hearings: Gerald W. Beaulieu -- Variance request under Section 3-2.00 of the Adams County Shoreland Protection Ordinance to allow a garage at a setback of 63' from the Ordinary High Water Mark instead of the required 75' on property located in the NE ¼, NW ¼, Section 7, Township 18 North, Range 6 East, Lot 2 of CSM 996 at 1352A Cottonville Avenue, Town of Preston, Adams County, Wisconsin. Ron Jacobson made a motion to grant the Variance request for 63' to the Ordinary High Water Mark. Dale Helm seconded the motion. Roll call vote: 5-Yes. Motion carried. Karl E. & Ann Marie T. Frickelton - Variance request under Section 10-4.00(A)(6) of the Adams County Shoreland Protection Ordinance and Section 3-4.02(B) of the Adams county Comprehensive Zoning Ordinance to allow a deck at 4' from the east property line on property located in the SW ¼, SE ¼, Section 27, Township 15 North, Range 7 East, Pt of Gov't Lot 3, Lot 13 of Williams Subdivision at 349 Freedom Road, Town of Jackson, Adams County, Wisconsin. Dale Helm made a motion to grant the Special Exception permit as requested. Cathy Croke seconded the motion. Roll Call Vote: 5 - Yes. Motion carried.

Chairman Ivan Morrow closed the public hearing portion of the meeting.

Minutes: Phil McLaughlin presented the Board with the minutes from the October 20, 2010 Board of Adjustment meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Dave Grabarski seconded the motion. All in favor. Motion carried

Correspondence: None.

Meeting dates were set for December 15, 2010 and January 19, 2011.

Dave Grabarski made a motion to adjourn. Dale Helm seconded the motion. All in favor. Motion carried.

ADJOURNED: 10:29 A.M.

Ivan C. Morrow  
Ivan Morrow, Chairman

Ron Jacobson  
Ron Jacobson (Vice-Chair)

Robert Donner (Alternate)

W. Dale Helm

Catherine Croke  
Catherine Croke, Secretary

Dave Grabarski  
Dave Grabarski

Cathy Allen  
Cathy Allen, Recording Secretary



## MEETING MINUTES

### Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: December 15, 2010

Place: CWCAC, Inc. Headquarters  
1000 Highway 13  
Wisconsin Dells, WI 53965

Board Members:

*Present:* Bill Gomoll, Ross Swinehart, John Atkinson, Scott Beard,  
Jim Layman, Muriel Harper, Dave Singer, Charlie Krupa, John Earl,  
Don Nobs, and Kristine Koenecke

*Absent:* Karl Klingforth, Teresa Sumnicht, Joe Garvin, and John Wenum

*Unexcused Absence:* None

Staff Present: Fred Hebert, Donna Lynch, Kari Labansky, Craig Gaetzke,  
Susan Tucker, and Lisa Williams

Guests: None

### Opening

1. Motion was made by Bill Gomoll to adopt the agenda. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

Motion was made by Ross Swinehart to adopt the October 27, 2010 meeting minutes. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

2. President's Comments

John Earl commented that one of the Action Items is review of the EPF Committee recommendation regarding Fred's 2010 Performance Evaluation & Compensation which will be presented without the introductory letter he usually includes with the recommendation. Construction on Holly Heights is progressing. The Ad Hoc Committee recently met to review committee structure and will meet again to finalize all recommendations before presenting to the full board. Board Self-Evaluation Forms will be compiled with results to the full board at the next meeting. The Holiday Train was once again a successful event. He encouraged board members to thank staff and managers for their great work serving those in need.

3. Executive Director's Report

Fred presented an overview of the agency in 2010 including the loss of Holly Sindelar, our Lead Receptionist, who lost her battle with cancer in June; some American Reinvestment & Recovery Act (ARRA) funding coming to an end; the property purchase and beginning construction of Holly Heights; Food Pantry Assistance Grant in the amount of \$243,000; Holiday Train Event raising approximately \$8,000; Golf Event with Hall of Fame former Green Bay Packer football player LeRoy Butler; one-third of the board membership changed; assets exceeded four million; and our Client Services have expanded as our numbers of those we serve have increased. Board members had a surprise visit from Mrs. Claus who shared the Christmas spirit by reading "Twas the Night Before Christmas" with the assistance of Lisa Williams. Gifts were then distributed to board members. Fred commented that a local establishment, Country Keg, has pledged \$12,000 in support of the food pantry.

Motion was made by Bill Gomoll to accept the Executive Director's Report of December 15, 2010. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari Labansky presented the 2011 Projected Budget. Funds available for program budgets include: \$126,400 for Employment & Training; \$3,591,565 for Housing & Energy; \$82,500 for Community Development Block Grant (CDBG); \$1,390,106 for Food Pantry with a deficit of \$34,543; \$441,774 for Homeless Unit; \$563,939 for Corporate Budget; and \$193,966 for Community Services Block Grant (CSBG)/Admin. Budget totals reflect \$6,390,250 with a positive \$4,256 in unrestricted dollars. The Homeless Unit and Weatherization Program are the only two programs that have ARRA funding in 2011. The Simple IRA Wage/Fringe amounts include the 3% IRA match for employees. Health insurance only went up 3-4% in the upcoming year. Kari commented that although the Food Pantry is usually always operating at a deficit relying mainly on volunteers, fundraising, donations, and donated food, the board voted to continue support. Fred thanked Kari for her hard work on the budget. He also mentioned that we will experience some staff cuts and reductions in hours for some full-time staff in the upcoming year with the loss of the Sauk Community Development Block Grant Contract.

Motion was made by Bill Gomoll to accept the December 15, 2010 Budget and Finance Report. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

5. Committee Reports

February 23, 2011 Board Packet

a. Building Committee

John Earl asked board members to review the Building Committee report of November 19, 2010. The meeting was called to order and motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the minutes of the October 22, 2010 meeting. Positive comments were expressed regarding the Holly Heights Groundbreaking Ceremony. Fred presented an update on Holly Heights. We have a third party market study in progress for our \$85,000 Federal Home Loan Bank Grant. Committee members discussed the possibility of our next project being Senior Housing in the Village of Necedah. The next Department of Commerce HOME application is due in June 2011. We currently have rental properties in four of our five Counties. Ed presented a working list of completions and needs for each of the agencies buildings. The three homes purchased and rehabilitated through the Neighborhood Stabilization Program have been completed and are now being advertised for sale or rent. Fred discussed some issues we are having with the Office of Housing & Urban Development regarding eviction of two residents at Wyona Lake Apartments in Wyocena. The next meeting will be held on Wednesday, December 8, 2010.

John Earl asked board member to review the Building Committee report of December 8, 2010. The meeting was called to order and motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the minutes of the November 19, 2010 meeting. Ed presented a working list of completions and needs for each of the agencies buildings. The agency has been awarded the \$85,000 Federal Home Loan Bank Grant Award pending completion of a third party market study. Committee members discussed purchase of the Portage Office Building which is currently generating a positive cash flow with three long term apartment renters in the upper level and business renters in the lower level. The asking price is \$150,000 although an appraisal still needs to be completed. After discussion motion passed by unanimous vote approving the Executive Director continue pursuit of the Portage Office Building purchase. Fred mentioned he recently met with a businessman located in Wisconsin Dells who is interested in selling some of his local property for development of affordable housing. Committee members discussed the pursuit of Senior Housing in the Village of Necedah where Holly Heights is currently being constructed. The next meeting will be held Friday, January 21, 2011.

Motion was made by Ross Swinehart to accept the Building Committee Reports of November 19, 2010 and December 8, 2010. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

b. Client Services Committee

No Meeting - No Report

February 23, 2011 Board Packet

c. EPF Committee

John Earl asked board members to review the EPF Committee report of November 19, 2010. The meeting was called to order and motion passed by unanimous vote approving the agenda with revision of moving #8 - Executive Director's Performance Evaluation & Compensation Review under #5. Motion was passed by unanimous vote approving the minutes of October 22, 2010. Personnel issues were reviewed. Fred will be reviewing budget numbers with Kari and will consider salary adjustments or Performance Incentive Cash Awards for staff in December. Kari presented the October 2010 Finance Report. The Cash Flow Statement reflected total cash sources at \$585,562, total cash uses at \$803,528, net cash balance at -\$217,966; beginning cash was \$419,272 for actual cash at end of month at \$201,306. We are very busy working on the new Accounting and Payroll software conversions which are due to go live January 1<sup>st</sup>. Fred presented his 2010 Performance Assessment & Evaluation Self Appraisal for consideration. Motion was made by Ross Swinehart to go into Closed Session regarding the Executive Director's performance Evaluation & Compensation Review. Seconded by Jim Layman. Motion unanimously passed by roll call vote. The EPF Committee resumed in Open Session. Motion was made by Ross Swinehart that the EPF Committee accept the Executive Director's 2010 Performance Evaluation and recommend full board approval of a 5% salary increase for the Executive Director from \$75,000 to \$78,750 for calendar year 2011. Motion was made by Muriel Harper to amend the motion to include commending the Executive Director for his excellent performance. The motion now reads: The EPF Committee accepts the Executive Director's 2010 Performance Evaluation and recommends full board approval of a 5% salary increase for the Executive Director from \$75,000 to \$78,750 for calendar year 2011 including commendation to the Executive Director for his excellent performance. Seconded by Jim Layman. Motion passed by unanimous vote. An Ad Hoc Committee consisting of EPF Committee members will meet today to discuss and make recommendations for new committee structures. Committee members discussed the Board Self-Evaluation Review completed at the last board meeting. The next meeting will be held on Wednesday, December 8, 2010.

John Earl asked board members to review the EPF Committee report of December 8, 2010. The meeting was called to order and motion passed by unanimous vote approving the agenda. Motion was passed by unanimous vote approving the minutes of November 19, 2010. Personnel issues were reviewed. Committee members reviewed a clarification change to the Personnel Policy Manual. After discussion, motion was approved by unanimous vote to change: Personnel Policy Section XII - Leave Time, page 20 from "Employees accruing fifteen (15) hours"; to "Employees accruing *up to* fifteen (15) hours *per month*". Kari presented the Proposed 2011 Budget. Managers presented program information on each of their units. Total budgeted dollars available for 2011 for each unit include: Employment & Training - \$126,400, Housing &

Energy - \$3,591,565, CDBG - \$82,500, Food Pantry - \$1,390,106, Homeless Unit - \$441,774, Corporate Budget - \$563,939, CSBG/Admin, \$193,966, and Agency Totals - \$6,390,250. Motion was passed by unanimous vote recommending full board approval of the 2011 Proposed Budget. All board members are invited to the Holiday Train event being held on Thursday, December 9<sup>th</sup> in Wisconsin Dells. Fred mentioned a fundraiser held in November by Country Keg of Wisconsin Dells which in association with the local and state tavern leagues raised \$10,000 for the local Food Pantry. The next meeting will be held on Friday, January 21, 2011.

Motion was made by Ross Swinehart to accept the EPF Committee Reports of November 19, 2010 and December 8, 2010. Seconded by Kristine Koenecke. Passed unanimously. MOTION CARRIED.

d. Ad Hoc Committee

John Earl asked board members to review the Ad Hoc Committee report of December 8, 2010. Committee Chair John Earl called the meeting to order and motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the minutes of November 19, 2010. Committee members reviewed by-laws, Section V, regarding committee structure. Motion passed by unanimous vote recommending full board approval the following changes:

a. Committee structure shall include two standing committees; the Executive, Personnel, Finance, & Audit Committee (EPFA) and Planning, Building & Programs Committee (PBP). Both committees will meet on the same day each month. The EPFA Committee will consist of five members; the Board President, Vice-President, Secretary, Treasurer, and appointed Board Member. The PBP Committee will consist of at least five volunteer non-EPFA Committee members; in the event there are not five volunteer members they will be appointed by the Board President.

b. Revised duties of the EPFA Committee shall include: Monitoring staff changes; reviewing and approving job position descriptions & salary and compensation plans; periodically reviewing and approving the agency Personnel Policy Manual, Agency By-Laws, and Articles of Incorporation; monitoring the agency budget, revenues, and expenditures; approving the annual budget and budget changes; reviewing in detail the annual compliance and financial audit and any other matter that may concern the organization; and establishing the performance expectations of the Executive Director and recommending compensation and benefits to the Board of Directors.

c. Revised duties of the PBP Committee shall include: Overseeing and monitoring real estate purchases, construction programs approved by the agency, maintenance and management of real estate, and building, construction and expansion; reviewing and approving grant proposals; monitoring rental properties; assisting with certain vendor selections; reviewing programs and services reports; approving and assisting with fundraising activities; approving and monitoring long term goals; and being involved with any other related issue.

d. Revision of By-Law 5.04, B. to include: "A fifth committee member shall be appointed by the Board President. This committee will have no more than two members from each of the three board membership categories *and no more than two members from the same County.*" With review of the By-Laws on-going, a more detailed list of recommendations will be presented to the full board for approval at the February Board of Directors Meeting. The next meeting will be held on Friday, January 21, 2011.

After discussion, motion was made by Bill Gomoll to accept the Ad Hoc Committee Report of December 8, 2010. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction
- d. Employment & Training
- e. Business Development

Program Reports were distributed in the Board Meeting Packets for review prior to the meeting. Craig Gaetzke presented the Weatherization Program Report. The Weatherization Contract amount is \$6,893,181 with a total of \$3,913,346 spent to date. We have completed 847 audits with a service goal of 827 and clients served to date total 579. Under the current contract we have installed 362 freezers/refrigerators, 261 furnaces, 148 water heaters, and 194 windows. Susan Tucker presented the Homeless Unit Program Report. She mentioned she recently saw a report which reflected that Wisconsin is doing a great job spending the ARRA funding. We are working very hard with schools to develop closer relationships to assist in identifying those in need and working to give them priority. John Earl and Fred both commented on the tremendous support of the Sauk Human Services Director, Bill Orth. Sauk Human Services has been committing \$20,000 a year to the program. Lisa Williams presented the Hunger Reduction Program Report. In October 2010 there was a 4% decrease in the number of households served and a 6% increase in donated and/or purchased foods with USDA about the same. In September 2010 there was a 2% decrease in the number of households served, about the same poundage of donated, and a 32% decrease in USDA. We have 117 Section "8" vouchers that are fully leased up and we also administer six port-ins totaling 123 vouchers over four counties. Lisa commented that rather than disposing of left over lunches from the Summer Lunch Program, CWCAC purchased them for our staff Weatherization Crew members.

Motion was made by Ross Swinehart to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business

February 23, 2011 Board Packet

Development Program Reports of December 15, 2010. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Motion was made by Muriel Harper to approve the EPF Committee recommendation of approving the 2011 Proposed Budget. Seconded by Ross Swinehart. Passed unanimously. MOTION CARRIED.

Committee members reviewed the motion which reads: The Board of Directors approves the EPF Committee recommendation of accepting the Executive Director's 2010 Performance Evaluation and a 5% salary increase for the Executive Director from \$75,000 to \$78,750 for calendar year 2011 including commendation to the Executive Director for his excellent performance. Motion was made by Kristine Koenecke to go into Closed Session. Seconded by Charlie Krupa. Motion passed by unanimous roll call vote. The board resumed in Open Session. Motion was made by Ross Swinehart to approve the EPF Committee recommendation of approving the original motion as presented. Seconded by Dave Singer. After discussion Jim Layman made a motion to amend the original motion increasing compensation from 5% to 10%. Seconded by Charlie Krupa. Motion not carried with three votes for and eight votes against. After further discussion, motion was made by Kristine Koenecke to amend the original motion increasing compensation from \$75,000 to \$80,000 which will now read: The Board of Directors approves the EPF Committee recommendation of accepting the Executive Director's 2010 Performance Evaluation and a salary increase for the Executive Director from \$75,000 to \$80,000 for calendar year 2011 including commendation to the Executive Director for his excellent performance. Seconded by Bill Gomoll. Passed by majority vote with ten votes for and one vote against. MOTION CARRIED.

Fred thanked the board for their generosity and confidence in him. Bill Gomoll mentioned he has been distributing WISCAP flyers to local churches and communities and encouraged board members to be active advocates for CWCAC.

9. Next Meeting

Wednesday, February 23, 2011 @ 10:00 a.m.

10. Adjourn

Ross Swinehart made a motion to adjourn. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

ADAMS COUNTY BOARD OF SUPERVISORS  
ADAMS COUNTY BOARD ROOM  
February 22, 2011, 6:00 p.m.

P64

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:00p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Patrick Gatterman; Dist. #09-Patricia B. Townsend; Dist. #10-Vacant; Dist. #11-Jack E. Allen; Dist. #12-Florence Johnson; Dist. #13-Mike Keckeisen; Dist. #14 Bev Ward; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Bill Miller; Dist. #18-Terry James; Dist. #20-Deena Griffin. Also present, Alexandria Beckman and Myckael Rake from the SAYL program. Excused, Dist. #02 Diane England, Dist. #19 Karl Klingforth and SAYL-Olson.

Motioned by Allen/Kotlowski to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Licitar/Griffin to approve amended January 18<sup>th</sup>, 2011 minutes. Motion carried by unanimous voice vote.

**Appointments:** Motioned by West/Renner to re-appoint Jeanne Heideman to the Library board. Motion carried unanimous voice vote. Motioned by Stuchlak/James to appoint Alexandria Beckman, SAYL Program to the Planning & Zoning and Solid Waste Committees. Motion carried by unanimous voice vote.

**Reports and Presentations:** Alexandria Beckman, SAYL gave a presentation on the history of the constitution. Myckael Rake, SAYL gave a presentation.

**Unfinished Business: Resolution #50-2010:** Motioned by Ward/West to bring back Resolution # 50-2010. Motion to bring back Res. #50-2010 carried by unanimous voice vote. Motioned by Ward/Keckeisen to amend section #2 under Now, Therefore Be It Resolved (the attached list)

By adding the following additional language to the Sheriff Department portion:

- 11 portable radios for the Sheriff's Department (\$11,242.00)
- Grant of \$27,500 for mutual aid alarm box system; county's portion of that equals \$2,500

Motion to amend attachment carried by roll call vote, 17 yes, 2 excused, 1 vacant.

Excused, England and Klingforth. Motion to adopt as amended Res. #50 carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England, Klingforth.

Motioned by James/Griffin to accept Clerk of Court 2010 Finance Report. Motion carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England and Klingforth.

**Resolutions:**

**Res. #01:** Motioned by Johnson/Gatterman to adopt Res. #01 to enter into a five (5) year operating agreement for drilling, blasting and/or crushing services at the Seven Sisters Quarry (Property) with The Kraemer Company, LLC (Kraemer). Motion to adopt Res. #01 carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England and Klingforth.

**Res. #02:** Pulled

**Res. #03:** Motioned by Townsend/Allen to adopt Res. #03 to authorize the

Director of Health and Human Services (in collaboration with Green Lake, Marquette and Waushara Counties) to apply for \$150,000.00 from the State of Wisconsin Child Abuse and Neglect Prevention Board (Children's Trust Fund) for the purpose of funding a Community Response initiative for the four county region. Motion to adopt Res. #03 carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England and Klingforth.

**Res. #04:** Motioned by Babcock/Stuchlak to adopt Res. #04 to reaffirm that the current size of the County Board at 20 Supervisors is adequate, prior to establishing redistricting lines. Motion to adopt Res. #04 carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England and Klingforth. SAYL members, 2 present, 1 excused. Excused, Olson.

**Res. #05:** Motioned by Stuchlak/Griffin to adopt Res. #05 to approve a one (1) year Agreement from January 1, 2011 through December 31, 2011, with the Adams County Deputy Sheriff's Association, Local 414, of the Wisconsin Professional Police Association. Motion to adopt Res. #05 carried by roll call vote, 16 yes, 2 excused, 1 vacant, 1 abstain. Excused, England and Klingforth. Abstain, Keckeisen. SAYL members, 2 yes. Excused, Olson.

**Res. #06:** Pulled

**Res. #07:** Motioned by Ward/Renner to adopt Res. #07 to apply MIS fund balance dollars to the MIS non-lapsing expense account 100.20.51450.333. Motion to adopt Res. #07 carried by roll call vote, 17 yes, 2 excused, 1 vacant. Excused, England and Klingforth. SAYL members, 2 yes, 1 excused. Excused, Olson.

**Ordinances:** None

**Claims:** None

**Correspondence:** None

**Denials:** None

**Petitions:** None

**Recess:** Motioned by Allen/Licitar to recess at 6:50 p.m. Motion carried by unanimous voice vote.

**Reconvene:** Called back to order by Chairman Sebastiani at 7:00 p.m. Roll call 17 present, 2 excused, 1 vacant. Excused, England and Klingforth. SAYL members, 2 present, 1 excused. Excused, Olson.

Motioned by Ward/James to approve claims as submitted. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Allen to approve per diem and mileage as submitted. Motion carried by unanimous voice vote.

Motioned by Johnson/Griffin to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote. Set next meeting date for March 15, 2011 at 6:00 p.m.

Motioned by Ward/West to adjourn at 7:04 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

ADAMS COUNTY HEALTH & HUMAN SERVICES AND VETERANS SERVICE BOARD MONTHLY  
MEETING MINUTES

P 66

RCH Room, November 19, 2010, 9:00 a.m.

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Townsend at 9:00 a.m.

**Roll Call of Board Members:** Pat Townsend, Diane England, Jack Allen, Fran Dehmlow, Maureen Bruce, Joanne Sumpter, Karl Klingforth & Dr. Hatton. Excused: Terry Harvey-Beversdorf.

**Health & Human Services Staff:** Chuck Price, Wendy Pierce, Sarah Grosshuesch, Carol Johnson & Diane Osborn. Sherrie Manning (Practical Cents) was also present.

**Veterans Service Staff:** Dave Guerin

Motion by Sumpter/Hatton to approve the agenda and compliance with Open Meetings Law. Motion carried by unanimous voice vote (UVV).

Correction to be made to October 8<sup>th</sup> minutes. Change Harvey-Beversdorf motion to England motion. Motion by Klingforth/Allen to approve the October 8, 2010 and October 12, 2010 minutes with correction as noted above. Motion carried by UVV.

**Public comment** - none

**Correspondence** – Letter of Thanks to Philip Robinson, Maureen Bruce and Chief Todd Hanson from Wisconsin Department of Health Services, Division of Mental Health and Substance Abuse Services.

**Veterans Service**

VSO's October Vouchers, Financial Report and November calendar were distributed in the board packets. Motion by Sumpter/Hatton to approve VSO's October report and November calendar. Motion carried by UVV.

**Health & Human Services**

**Financial Report** – Financial Report was distributed in packets. Motion by Klingforth/Hatton to approve September Vouchers and Financial Report. Motion carried by UVV.

**Thrift Store financial report** was provided. Year to Date Gross plus sales as of November 13, 2010 was \$259,231.55.

**Conference & Workshop Attendance:** Chuck Price provided information on conferences and workshops various staff will be attending. This includes Pat Townsend, Diane England and Chuck Price attending the Wisconsin Counties Human Service Association (WCHSA) fall conference (Dec 3<sup>rd</sup> – Wisconsin Rapids).

**Unit Reports:**

**Youth Services:** Mandy Stanley distributed unit report in the board packet. Chuck Price presented report for Mandy.

**Clinical Services:** Phil Robinson distributed unit report in the board packet. Chuck Price presented report for Phil.

**Aging:** Carol Johnson distributed report at the beginning of the meeting.

**Long Term Support Services:** Diane Osborn distributed unit report in the board packet.

**Health Officer:** Sarah Grosshuesch distributed unit report in the board packet. Reported that a Car Seat Grant was approved, this covers 75 convertible car seats and 40 booster seats.

**Economic Support Services:** Dana Henriksen distributed unit report in the board packet. Chuck Price presented report for Dana.

**Public Health** – Discussion/updates from Joe Lally (Sanitarian). This item is tabled until December meeting.

**Thrift Store** – Discuss and/or take action on a new furnace at Practical Cents. Sherrie Manning was present to inform board of status of current furnace at the store. Motion by Allen/Sumpter to replace furnace with a new one for \$6,125.00. Motion carried by UVV.

**Thrift Store** – Discussion on the roof at Practical Cents. This discussion will be taken to the Property Committee.

**ADRC/Family Care** - Discussion/Update on transition process. Search committee has taken tours of ADRC locations in Green Lake, Marquette and Waushara counties.

**Director's Report** – Charles Price gave the Board an update of what he has been working on in various areas of Health & Human Services, meetings and conferences he has attended as well as upcoming meetings that he plans to attend. Reported on the success of the Wellness Day. Also noted that Senator Julie Lassa met with Chuck on Tuesday, November 16, 2010.

Next Regular Meeting Date – December 10, 2010 9:00 a.m.

**Adjournment:** Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 10:28 a.m.

Minutes respectfully submitted by Beth Czerwinski  
THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

*Beth Czerwinski*

ADAMS COUNTY HEALTH & HUMAN SERVICES AND VETERANS SERVICE BOARD MONTHLY  
MEETING MINUTES  
RCH Room, December 10, 2010, 9:00 a.m. P68

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Townsend at 9:00 a.m.

**Roll Call of Board Members:** Pat Townsend, Terry Harvey-Beversdorf, Jack Allen, Fran Dehmlow, Joanne Sumpter, Karl Klingforth & Dr. Hatton. Excused: Diane England & Maureen Bruce

**Health & Human Services Staff:** Chuck Price, Wendy Pierce, Sarah Grosshuesch, Phil Robinson, Dana Henriksen, Mandy Stanley, Carol Johnson & Diane Osborn.

**Veterans Service Staff:** Dave Guerin

**Others Present:** Joe Lally, Nick Oasen

Motion by Hatton/Klingforth to approve the agenda and compliance with Open Meetings Law. Motion carried by unanimous voice vote (UVV).

Motion by Klingforth/Hatton to approve the November 19, 2010 minutes. Motion carried by UVV.

**Public comment - none**

**Correspondence - none**

**Veterans Service**

VSO's October Vouchers, Financial Report and November calendar were distributed in the board packets. Motion by Sumpter/Allen to approve VSO's November report and December calendar. Motion carried by UVV.

**Health & Human Services**

**Financial Report -** Financial Report was distributed in packets. Motion by Sumpter/Hatton to approve November Vouchers and Financial Report. Motion carried by UVV.

**Thrift Store financial report** was provided. Year to Date Gross plus sales as of December 4, 2010 was \$276,310.48.

**Conference & Workshop Attendance:** Chuck Price provided information on conferences and workshops various staff will be attending. This includes Mandy Stanley and Erin Schiferl attending the CANS Assessment Training (Madison 1/6/11).

**Unit Reports:**

**Youth Services:** Mandy Stanley distributed unit report in the board packet.

**Clinical Services:** Phil Robinson distributed unit report in the board packet.

**Aging:** Carol Johnson distributed unit report in the board packet. Ms. Johnson approved OT for Jill Helgeson - it will be covered by Aging budget. January will start application process for PT Benefit Specialist. A Christmas tree was donated by Günter's. This tree is decorated and located in the Community Center.

**Long Term Support Services:** Diane Osborn distributed unit report in the board packet. Annual Christmas party will be held on Tuesday (12/14) at the Cedar Shack. Currently have 180 attending.

**Health Officer:** Sarah Grosshuesch distributed unit report in the board packet.

**Economic Support Services:** Dana Henriksen distributed unit report at the beginning of the meeting.

Chairperson Townsend called for a break at 10:00 a.m.  
Chairperson Townsend reconvened meeting at 10:15 a.m.

**ADRC/Family Care** – Charles Price gave the board an update on the transition process.

**Director's Report** – Charles Price gave the Board an update of what he has been working on in various areas of Health & Human Services, meetings and conferences he has attended as well as upcoming meetings that he plans to attend.

**Public Health** – Discussion/updates from Joe Lally (Sanitarian). Joe presented a power point slide show on the progress made in cleaning up the Hutchinson property.

Next Regular Meeting Date – January 14, 2010 9:00 a.m.

**Adjournment:** Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 11:00 a.m.

Minutes respectfully submitted by Beth Czerwinski  
THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

*Beth Czerwinski*

ADAMS COUNTY HEALTH & HUMAN SERVICES AND VETERANS SERVICE BOARD MONTHLY  
MEETING MINUTES  
RCH Room, January 14, 2011, 9:00 a.m. P70

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Townsend at 9:00 a.m.

**Roll Call of Board Members:** Pat Townsend, Terry Harvey-Beversdorf, Jack Allen, Fran Dehmlow & Maureen Bruce. Excused: Diane England & Karl Klingforth Unexcused: Dr. Hatton

**Health & Human Services Staff:** Chuck Price, Wendy Pierce, Sarah Grosshuesch, Phil Robinson, Dana Henriksen, Carol Johnson & Diane Osborn.

**Veterans Service Staff:** Dave Guerin

Chairperson Townsend acknowledged compliance with Open Meetings Law.

Motion by Dehmlow/Harvey-Beversdorf to approve the December 10, 2010 minutes. Motion carried by unanimous voice vote (UVV).

**Public comment** - none

**Correspondence** – none

**Veterans Service**

VSO's December Vouchers, Financial Report and January calendar were distributed in the board packets. Motion by Allen/Bruce to approve VSO's December report and January calendar. Motion carried by UVV.

**Health & Human Services**

**Financial Report** – Financial Report was distributed in packets. Motion by Bruce/Harvey-Beversdorf to approve December Vouchers and Financial Report. Motion carried by UVV.

**Thrift Store financial report** was provided. Year to Date Gross plus sales as of January 1, 2011 was \$295,540.27. Motion by Allen/Bruce to approve Thrift Store Financial Report. Motion carried by UVV. Diane Osborn also reported that in 2010 Practical Cents donated \$6,888 worth of in-kind donations.

**Conference & Workshop Attendance:** Chuck Price provided information on conferences and workshops various staff will be attending.

**Unit Reports:** All unit reports were distributed in the board packet.

**Youth Services:** Chuck Price reported for Mandy Stanley.

**Clinical Services:** Phil Robinson reported for the Clinical Services unit.

**Aging:** Carol Johnson reported for the Aging unit. Carol reported that Income Tax appointments will begin on February 4.

**Long Term Support Services:** Diane Osborn reported for the LTS unit.

**Health Officer:** Sarah Grosshuesch reported for the Public Health unit.

**Economic Support Services:** Dana Henriksen reported for the ESS unit.

**ADRC/Family Care** – Charles Price gave the board an update on the transition process.

Health & Human Services Board Minutes – 14 January 2011

**Aging** – Discussion and/or approval to start recruitment process for a Part-Time Benefit Specialist. Motion by Allen/Bruce to start recruitment process for a PT Benefit Specialist. Motion carried by UVV.

**Resolution** – Discussion and/or approval of resolution for Adams County Health and Human Services to apply, as part of a 4 county collaboration, for a Children's Trust Fund Grant for a Community Response initiative. Motion by Bruce/Harvey-Beversdorf to approve resolution to apply for a Children's Trust Fund Grant. Motion carried by UVV.

**Director's Report** – Charles Price gave the Board an update of what he has been working on in various areas of Health & Human Services, meetings and conferences he has attended as well as upcoming meetings that he plans to attend.

Next Regular Meeting Date – February 11, 2010 9:00 a.m.

**Adjournment:** Chairperson Townsend asked if there was any further business to consider. Hearing none, she declared the meeting adjourned at 10:45 a.m.

Minutes respectfully submitted by Beth Czerwinski  
THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

*Beth Czerwinski*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, FEBRUARY 10, 2011 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary  
Dean Morgan  
Michael Keckeisen

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner, Mike Rake,  
Everett Johnson, Barbara Morgan, William Lawton & Chris  
Blum

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, February 10, 2011.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN, MORGAN AND KECKEISEN. ALL MEMBERS PRESENT.

**APPROVAL OF AGENDA:** *Motion by Gatterman to approve the Agenda as presented, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**APPROVAL OF MINUTES OF LAST MEETING (JANUARY 13, 2011 REGULAR MONTHLY MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for JANUARY 13, 2011 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE**

**REVIEW & ACT ON OIL QUOTES:** Oil quotes were opened and following quote was received:

<u>MATERIALS</u>	<u>HENRY MEIGS</u>
CRS	\$1.9948 / GAL
CRS-2P	NO QUOTE
HFRS	\$1.9948 / GAL
HFRS-2P	\$2.3448 / GAL

<u>APPLICATION CHG</u>	<u>HENRY MEIGS</u>
CRS	\$.1200 / GAL
CRS-2P	NO QUOTE
HFRS	\$.1200 / GAL
HFRS-2P	\$.1200 / GAL

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 10, 2011 ~ 9:00 A.M.**

*Motion by Gatterman to accept the oil quote from Henry G. Meigs LLC, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & ACT ON TRUCK BIDS:** The following bids were received for the Tandem-Axle Truck:

MID-STATE TRUCK	\$126,660.70
V & H TRUCK	\$132,330.00
WISCONSIN KENWORTH	\$146,978.00

*Motion by Keckeisen to accept the bid from Mid-State Truck for the amount of \$126,660.70 as being in the best interest of Adams County, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & APPROVE COUNTY ROAD "Z" (18<sup>TH</sup> LANE TO WOOD COUNTY LINE) APPRAISALS & OFFERING PRICE REPORTS:** *Motion by Johnson to approve the Audit Agreement as prepared by Timber-Selissen Land Specialists for Adams-Columbia Electric Cooperative for an estimated cost of \$62,611.12 for the County Road "Z" Project from 18<sup>th</sup> Lane to the Wood County Line, second by Keckeisen. ROLL CALL VOTE: Babcock - YES, Morgan - YES, Johnson - YES, Keckeisen - YES, Gatterman - Abstained. MOTION CARRIED.*

**REVIEW & APPROVE COUNTY ROAD "Z" (STH 82 TO CTH F) APPRAISALS & OFFERING PRICE REPORTS:** NONE

**CONSIDER BRIDGE PROJECTS**

- 1) **CTH G ~ BIG ROCHE-A-CRI - CONSTRUCTION:** *Motion by Johnson to submit to the Ho-Chunk Nation the County Road "G" - Big Roche-A-Cri Bridge Construction Project for funding under the Indian Reservation Roads Program, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*
- 2) **CTH Z ~ WHITE CREEK & DUCK CREEK - CONSTRUCTION:** *Motion by Keckeisen to submit to the Ho-Chunk Nation the County Road "Z" - White Creek & Duck Creek Bridge Construction Project for funding under the Indian Reservation Roads Program, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED*
- 3) **CTH J ~ LITTLE ROCHE-A-CRI BRIDGE - DESIGN:** *Motion by Gatterman to enter into a design contract with Short Elliot Hendricksen (SEH) for a price not to exceed \$32,300.00 for the County Road "J" Little Roche-A-Cri Bridge, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**CONSIDER / CONCERNS DESIGN PROJECTS**

- 1) **CTH Z ~ CTH F TO STH 21:** Highway Commissioner updated the Highway Committee on the current status of the County Road "Z" Design Project between CTH "F" and STH 21.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 10, 2011 ~ 9:00 A.M.**

- 2) **CTH Z ~ STH 82 TO CTH F:** *Motion by Morgan to approve the cost of \$20,000.00 to prepare for upcoming IRR (Indian Reservation Road) Funding on the County Road "Z" Design Project between STH 82 and CTH "F", second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
  
- 3) **CTH Z ~ 18<sup>TH</sup> LANE TO WOOD COUNTY LINE:** *Motion by Keckeisen to submit for STP-Rural Construction Funding the County Road "Z" Project between 18<sup>th</sup> Lane and Wood County Line, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*
  
- 4) **CTH C ~ CTH Z TO STH 13:** *Motion by Gatterman to advertise for a Request for Qualifications for design on the County Road "C" Project between CTH "Z" and STH 13 and to authorize the Highway Commissioner to short list to four firms for the Highway Committee to consider, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW OF OPERATIONS STUDY RECOMMENDATIONS:** Highway Committee and Commissioner reviewed the current recommendations of the Operation Study and will continue implementation of those recommendations.

**CTH CONSTRUCTION / MAINTENANCE PRIORITIES:** Highway Commissioner will compile a report reference construction and maintenance road priorities based on the following criteria: average daily traffic, type of traffic, safety considerations and economic impact.

**REVIEW & ACT ON STATE D.O.T. TRAFFIC MAINTENANCE AGREEMENTS:** *Motion by Keckeisen to approve the State D.O.T. Traffic Maintenance Agreements for 2011 in the amount of \$439,950.00, which consists of the following projects: North Central Pavement Marking \$150,000.00 / South West Pavement Marking \$283,700.00 / Traffic Signing \$6,250.00, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Brushing
- Winter Maintenance
- Wisconsin Counties Association (WCA) Legislative Meeting
- State Road 13 Brushing Local Force Agreement (LFA)

**FINANCIAL REPORT:** *Motion by Gatterman to approve the December 2010 FINAL Financial Report and January 2011 Financial Report as audited and to cover the 2010 shortage out of the 260 Fund, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the February 7, 2011, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Keckeisen to approve the Monthly*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 10, 2011 ~ 9:00 A.M.**

*Check Summary report as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR.  
MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE**

**ADJOURN AND NEXT MEETING DATE:** *Motion by Morgan, second by Johnson,  
to adjourn until the next scheduled meeting for the Highway Department on, Thursday,  
March 10, 2011 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR.  
MOTION CARRIED.*

Meeting adjourned at 11:50 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

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TUESDAY, FEBRUARY 22, 2011, AT 5:00 P.M.  
ADAMS COUNTY COURTHOUSE / ROOM A260  
FRIENDSHIP, WI 53934

MEMBERS PRESENT: Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary  
Dean Morgan  
Michael Keckeisen  
Mike Rake – SAYL Member

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner, Al Sebastiani – County Board Chairperson, Marcia Kaye – Personnel Director and Barbara Morgan

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 5:00 P.M., on Tuesday, February 22, 2011.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN, MORGAN AND KECKEISEN. ALL MEMBERS PRESENT.

**APPROVAL OF AGENDA:** Motion by Gatterman to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** NONE

**ACCEPT RESIGNATION OF HIGHWAY COMMISSIONER:** Highway Commissioner Ronald Chamberlain presented to the Highway Committee his resignation effective 4/1/11. Mr. Chamberlain has accepted the position of Highway Commissioner for La Crosse County. Motion by Johnson to accept Highway Commissioner Ronald Chamberlain's resignation effective 4/1/11, second by Gatterman. ROLL CALL VOTE: Babcock – YES, Morgan – Yes, Johnson – YES, Gatterman – YES, Keckeisen – NO. MOTION CARRIED.

**APPOINT INTERIM COMMISSIONER:** Motion by Morgan to appoint Patrick Kotlowski as the Interim Commissioner, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**REVIEW HIGHWAY PROJECTS THAT ARE IN PROGRESS:** Highway Commissioner reviewed the highway projects with the Highway Committee that are in progress. Motion by Keckeisen to proceed forward with highway projects that were presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. (List of projects attached to minutes)

**ADJOURN AND NEXT MEETING DATE:** Motion by Keckeisen, second by Gatterman, to adjourn until the next scheduled meeting for the Highway Department on Thursday, March 10, 2011 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

Meeting adjourned at 5:48 P.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**Adams County Humane Society  
Board of Directors – Meeting Minutes  
Community Center in Adams County  
February 14, 2011, 5:00 pm**

**Call to Order**

Carol Berry called the monthly meeting of the ACHS board of directors to order at 5:01 pm. The meeting was held at the community center in Adams County.

**Attendance**

Carol Berry, Al Schmidt, Mary Anne Keul, Misty Stuart, Brenda Merkle, Lynn Moen, Christina Ackerman and Joyce Koehler.

**Approval of Minutes**

The minutes of 1/10/2011 were approved by motion from Mary Anne and seconded by Lynn. Motion carried.

**BOD Member Changes**

- The Adams County Humane Society Board of Directors welcomes new member Joyce Koehler. After her introduction and the reading of her letter of interest to become a member, a vote was made. Al motioned to accept her as a board member and Lynn seconded. Motion carried. Welcome Joyce!
- A letter requesting resignation from the board by Tammy Rasey was read. She will be missed.

**Treasurers Report**

- Al stated that another check has been recovered and credited back to ACHS.
- The January 2011 finances were presented and the year is off to a good start
- Al motioned to accept the treasurers' report and Mary Anne seconded. Motion carried.

**Managers Report**

- Christina stated that January was a slow month for incoming animals and adoptions as well.
- ACHS is now participating in the "Prevocational Work Experience Program" with the high school.
- There has been an increase in volunteers as of late, and currently 48 new memberships due to the recent membership drive mailing.
- There is a Rabies Clinic event coming up March 19<sup>th</sup> at the Humane Society.

**Fresh Ideas Committee Update**

- Lynn stated that the brunch at the Main Street Café may possibly be moved from March to April.
- Other possible fundraisers were discussed, including pet pictures at the Pet Parade in Rome on July 1.
- The next fundraising meeting will be on Tuesday, March 1 at 4:15 pm in Room 123 at the Community Center.

## Old Business

### **Bylaw Review**

- Tabled until the next meeting due to time constraints.

### **Update on Alliant Energy Funding Request**

- Final decision for grant will be made via email by April 1<sup>st</sup>.

### **Employee Evaluation Review**

- All employees that were up for review have received positive feedback. Al motioned that all part time employees get 2 short sleeved ACHS tee shirts to wear for work. Lynn seconded the motion. Motion carried.
- Al suggested Christina have an evaluation done by the board as her 3 year anniversary came recently.

### **Monthly BOD Member & Employee Meetings**

- Initial meeting went well but Christina suggested an agenda for the next meeting. Al also suggested we come by a few times a year instead during their lunch hour for a meeting and bring lunch.

## New Business

### **Newsletter**

- It was decided that a newsletter will be done once a year, this years being done in June. At our next BOD meeting we will bring ideas to include in the upcoming newsletter.

### **Review of the Proposed 2011 Budget**

- Al created a new 2011 budget that reflected increased costs over the 2011 budget made up months ago, mainly due to payroll adjustments, several omitted items, and various over & underestimated items. Al motioned that the revised 2011 budget be entered in as the actual 2011 budget for the ACHS. Mary Anne seconded. Motioned carried.

## Adjourn

Carol called the meeting to end at 8:18 pm. Al motioned for adjournment and Lynn seconded. Motion carried.

Next BOD meeting held at the community center: March 14, 2011 at 5:00 pm

Minutes respectfully submitted by:

  
Misty Stuart, Secretary

Not Approved

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## LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: January 10, 2011    TIME: 9:00 a.m.    PLACE: Room A206

**Present:** Glenn Licitar, Barb Morgan, Joe Stuchlak, Karl Klingforth, Kevin Bork, Terry James

**Excused:** Diane England

**Call to Order:** Meeting was called to order by Chair Stuchlak at 9:00 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Morgan to approve the agenda. Motion carried unanimously.

**Approval of Minutes:** Motion by Licitar, seconded by Klingforth to approve the minutes from the December 13, 2010 Land and Water Conservation Committee meeting. Motion carried unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed.

**NRCS:** Michelle Kominsky was present and updated everyone on NRCS programs. The CSP deadline has been extended to January 21, 2011.

**LWCD Monthly Report:** The committee reviewed the report and there were no questions.

**Central Wisconsin Windshed Partners:** Licitar reported that the 2011 Plan of Operation was approved. The next meeting is in April.

**North Central Land and Water Conservation Association:** No report.

**Golden Sands Resource, Conservation and Development Report:** Stuchlak reported that the next meeting is January 20, 2011.

**USDA Farm Services Agency:** Bork reported that commodity prices are surging upward.

Motion by James; seconded by Bork to deviate from the agenda and move to Item M – Tree and Shrub Sale update. Motion carried unanimously.

**Tree and Shrub Sale:** Pat Johnson, Conservation Clerk, reported information and order forms have been distributed by email or snail mail. Order deadline is February 28<sup>th</sup> and pick up dates are April 15<sup>th</sup> and 16<sup>th</sup> at the Fairgrounds.

Motion by James; seconded by Morgan to return to Item H, Annual Plan of Operations review. Motion carried unanimously.

**2011 Annual Plan of Operations:** Murphy provided further explanation about reducing the hazard rating for Fawn Dam. He was asked what his top three priorities are and replied "lake activities, dam activities and NR151 activities." After discussion, the general consensus was to approve the 2011 Plan of Operations.

**Animal Waste Management Ordinance:** Murphy reminded the Committee that the Animal Waste *Management* Ordinance is different from the Animal Waste *Storage* Ordinance. After discussion and the deletion of "No animal waste applied to frozen or saturated soils" the general consensus was to proceed to the next step which is obtaining Corporate Counsel and DATCP review and then public hearings.

At 10:00 a.m., Chair Stuchlak asked for a moment of silence in honor of the Arizona shootings.

**Opitz Heifer's NR243 Permit Update:** An email and attachments from Terry Kafta, DNR Waste Water Specialist, was reviewed and discussed.

**Hammerly Project Update:** Sibilsky reported that the concrete structure is complete and the roof is nearly completed.

**Big Spring Update:** Murphy reported that the design is in process and should be completed by the end of January.

**Cost-Sharing Contracts:** None

**Travel and Training Requests:** None

**Communications:** Murphy distributed the Lake Arrowhead Groundwater Interaction report prepared by Ayres and Associates. This item will be put on the February agenda for further discussion. Stuchlak will invite Reps. Olson and Scott to the March Committee meeting.

**Financial Report:** The \$14,771 LWCD shortfall discussion was deferred until February's meeting when the year-end financial report will be available.

**Items for the February L&WC Committee Meeting:**

- Lake Arrowhead Groundwater Interaction Report
- Reauthorization of Committee members for Sub-Committees
- Animal Waste Management Ordinance
- Hammerly update.
- Big Spring update
- Tree and Shrub sale update
- Programmable stream monitoring equipment

Motion by Klingforth, seconded by James at 10:40 a.m. to take a five minute recess. Motion carried unanimously.

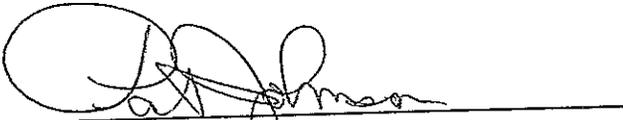
**Closed Session:** Motion by James, seconded by Morgan at 10:50 a.m. to convene in closed session per Wis. Stat 19.85(1)(c), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or evaluate performance of LWCD Resource Conservationist on Hammerly and Alani cost-sharing project. Roll call vote: Bork – Yes; Licitar – Yes; Morgan – Yes; Stuchlak – Yes; Klingforth – Yes; James – Yes. Motion carried 6 – 0.

Motion by Licitar; seconded by Klingforth at 11:00 a.m. to convene in open session per Sec. 19.85(2), Wis. Stat., to consider and/or vote on appropriate matters. Roll call vote: James – Yes; Klingforth – Yes; James – Yes; Morgan – Yes; Licitar – Yes; Bork – Yes. Motion carried 6 – 0.

Motion by James, seconded by Bork to adjourn at 11:05 a.m. Motion passed unanimously

**Next scheduled meetings:**

Wednesday, February 2, 2011 at 8:30 a.m., Room A160  
Monday, February 14, 2011 at 9:00 a.m., Room A260

  
Minutes taken by:  
Pat Johnson  
Conservation Clerk

Not Approved

## LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: February 2, 2011      TIME: 8:30 a.m.      PLACE: Room A106

**Present:** Barb Morgan, Joe Stuchlak, Karl Klingforth, Terry James  
Glenn Licitar arrived at 8:35 a.m.

**Excused:** Diane England

**Absent:** Kevin Bork

**Call to Order:** Meeting was called to order by Chair Stuchlak at 8:30 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Morgan to approve the agenda. Motion carried unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed.

**Bid Opening for Sherwood Dam Drainage System Project:** Four (4) bids were received. They were opened and read by Chair Stuchlak with the following results:

Advance Construction:	\$288,888
Allen Steele Company:	\$210,598
Holtz Lime, Gravel & Exc.:	\$285,200
Kinas Excavating:	\$358,050

The next action is to forward the bids to Ayres Associates for review and they will officially make their recommendations at the February 14, 2011 Committee meeting.

**Wisconsin League of Conservation Voters' state priorities:** Motion by James, seconded by Klingforth to support the Wisconsin League of Conservation Voters' Conservation Priorities for 2011-2012. They are:

1. *Establish a Wisconsin Conservation Corps:* A Wisconsin Conservation Corps would provide practical job training to benefit the conservation programs that make Wisconsin a draw to tourists and residents alike.
2. *Create a "Children's Outdoor bill of Rights:* The Children's Outdoor Bill of Rights will demonstrate legislative support and guidance for the programs and activities that encourage children and family to play, explore and learn in Wisconsin's outdoors.

Motion carried unanimously.

Motion by James, seconded by Licitar to adjourn at 8:50 a.m. Motion carried unanimously

**Next scheduled meeting:**

Monday, February 14, 2011 at 9:00 a.m., Room A260



Minutes taken by  
Pat Johnson  
Conservation Clerk

**Not Approved**

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**LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES**

DATE: February 14, 2011 TIME: 9:00 a.m. PLACE: Room A206

**Present:** Glenn Licitar, Barb Morgan, Joe Stuchlak, Karl Klingforth, Kevin Bork, Terry James, Diane England

**Call to Order:** Meeting was called to order by Chair Stuchlak at 9:02 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by England to approve the agenda. Motion carried unanimously.

**Approval of Minutes:** Motion by Licitar, seconded by Klingforth to approve the minutes from the January 10, 2011 and February 2, 2011 Land and Water Conservation Committee meetings. Motion carried unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed.

**Wildlife Abatement and Claims Program:** Barry Benson, USDA, APHIS, presented the 2010 Adams County WDATCP Summary. Motion by James, seconded by England to approve payment of claims in the amount of \$15,447.26. Motion carried unanimously.

**NRCS:** Michelle Kominsky reported that Adams County has five people in the EQIP program and three in the CSP program. There were no applicants for the nutrient or pest management programs or WHIP program.

**LWCD Monthly Report:** Murphy distributed the report and there were no questions.

**Central Wisconsin Windshed Partners:** The next meeting is in April.

**North Central Land and Water Conservation Association:** Murphy distributed the NCLWCA's 2011 activities report.

**Golden Sands Resource, Conservation and Development Report:** James reported the DNR gave a presentation on a disease in Red Pine forests that began in Adams County. Golden Sands will be hosting the Regional Conference in Stevens Point. Stuchlak reported on the Wildlife Committee. The Chicken Festival is April 15-17.

**USDA Farm Services Agency:** Bork reported that commodity prices are still in an upward tilt. 42% of corn produced in 2011 will be going towards ethanol production.

**Sherwood Dam Drainage System:** Pete Haug, Ayres Associates, was present. He felt the bids were almost double what was budgeted because the project isn't large enough to attract large companies. He said the DNR would not allow the boils to continue indefinitely. A drawdown of the lake would make the project more cost effective, but it would have a huge impact on the lake and the economic loss would

be enormous. Motion by James, seconded by Klingforth to rebid the Sherwood Dam drainage system project. Motion carried unanimously.

**Lake Arrowhead Groundwater Interaction Report:** Murphy said there is really nothing, in terms of solutions, that would be cost effective. The dam is always going to flow a certain amount water through the toe drain. Lake Arrowhead Association is aware of the situation. Murphy recommended putting the report on the shelf and use it as a reference for people who have concerns about the lake level. Motion by Morgan, seconded by Licitar to keep the report on file as a reference. Motion carried unanimously.

**Reauthorization of Committee Members for Sub-Committees:** Motion by James, seconded by Licitar to keep committee assignments as is. Motion carried unanimously.

**Animal Waste Management Ordinance:** The ordinance has been forwarded to Corporate Counsel and DATCP for review, with DATCP giving their approval. Corporate Counsel is still reviewing. After discussion, it was decided to schedule a Special Committee meeting for February 24, 2011 at 6:00 p.m. to allow for public input.

**Hammerly Update:** 2010 projects are complete. The old facility will be closed this year.

**Big Spring Update:** Murphy stated that the modeling is occurring to verify design.

**Tree and Shrub Sale:** Johnson reported sales are going well and the deadline for orders is February 28. The top sellers are Norway Red Pine and White Pine.

**Programmable Stream Monitoring Equipment:** Murphy requested this be tabled until the March meeting.

**County Conservationist Paying Dues to Non-Profit Organizations that he serves as Technical Advisor:** After discussion, it was decided that dues should not be paid. The in-kind service provided should offset the dues.

**County Website Update:** Several updates have been completed by the MIS Department. Murphy asked approval for Johnson to receive training so she is able to maintain the L&WC Department's portion of the website. The Committee granted the request.

Motion by James, seconded by Licitar at 10:35 a.m. to take a short break. Motion carried unanimously.

Meeting called to order by Chair Stuchlak at 10:42

**Payment of Certified Survey Maps and Hazard Buoys for County Dams:** Motion by England, seconded by James to present the MSA Services invoice in the amount of \$12,400 for completing the Certified Survey Maps for McGinnis, Fawn, Camelot, Arrowhead, Big Roche-a-Cri and Camelot lakes to the Finance Committee for payment. Motion carried unanimously.  
Motion by Morgan, seconded by England to present the \$2,600 invoice for 21 hazard buoys for County Dams to the Finance Committee for payment. Motion carried 6-1 with James opposing.

**Natural Resources Manual Revisions:** Murphy requested this be tabled until the March meeting.

**Stormwater Runoff Ordinance:** Bremer review the grammatical changes/corrections which were made to the ordinance. Motion by England, seconded by Licitar to accept the revised version of the Stormwater Runoff Ordinance. Motion carried unanimously.

**Cost-Sharing Contracts:** Motion by Klingforth, seconded by Morgan to approved the shoreline protection cost share contract for Randich as presented by Bremer. Motion carried unanimously.

**Travel and Training Requests:** None

**Delist the Gray Wolf and Restore Management to the State Resolution:** Stuchlak presented this resolution as it was given to him at the Golden Sands meeting. After discussion, it was decided Stuchlak will present a new resolution at the next committee meeting.

Terry James left the meeting at 11:05 a.m.

**Communications:** Communications were presented and discussed.

**Financial Report:** The year-end financial report showed the LWCD \$2,115.58 over. Murphy received permission to present the findings to the Financial Committee.

**Items for the March L&WC Committee Meeting:**

- Animal Waste Management Ordinance
- Natural Resources manual revisions
- Programmable stream monitoring equipment
- Resolution to Delist the Gray Wolf and Restore Management to the States
- Big Spring update
- Tree and Shrub sale update

Motion by Klingforth, seconded by England to adjourn at 11:28\ a.m. Motion passed unanimously

**Next scheduled meetings:**

Thursday, February 24, 2011 at 6:00 a.m., Room A231  
Monday, March 14, 2011 at 9:00 a.m., Room A260



Minutes taken by:  
Pat Johnson  
Conservation Clerk

ADAMS COUNTY  
**LAND & WATER CONSERVATION SPECIAL COMMITTEE**  
**MEETING MINUTES**

DATE: February 24, 2011

Meeting called to order at 6:00 p.m.

All members of the Committee present except England and Klingforth who were excused.

The meeting was properly announced by Land and Water Conservation Dept staff.

Motion by James, second by Bork to approve agenda. Past unanimously.

Chairman Stuchlak stated public participation would occur throughout the meeting.

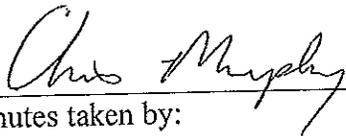
Proposed revisions to Animal Waste Management Ordinance were presented and discussed.

Comments and questions regarding Animal Waste Management Ordinance and related activities were received from the public.

Motion by James, second by Morgan to forward revised Animal Waste Management Ordinance to Corporation Counsel for review. Roll Call: Morgan-yes, Bork-yes, James-yes, Licitar-yes, Stuchlak-yes. Passed Unanimously.

Motion by James, second by Bork to conduct Animal Waste Management Ordinance public hearing for 9:00 am on 3/14/11 with the regular Land and Water Conservation Committee meeting to occur immediately thereafter. Passed Unanimously.

Motion by Morgan, second by Licitar to adjourn. Passed unanimously.



Minutes taken by:

Chris Murphy

County Conservationist

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
SPECIAL MEETING MINUTES: February 16, 2011  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. with the following members present; Glenn Licitar, Vice-Chair; Terry James, Secretary; Barb Morgan; Karl Klingforth and Randy Theisen. Jack Allen sat in for Diane England who was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Al Sebastiani, County Board Chair and Alexandria Beckman, SAYL (Serving as Youth Leaders) member. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Chairman Stuchlak requested that the minutes show that Jack Allen was sitting in for Diane England.

Phil McLaughlin stated for the record that a Class #2 notice was published for this meeting, with everyone that was notified of the original Public Hearing being notified of this reconsideration of the contingency language.

Chairman Stuchlak opened the meeting to public participation.

Jim Ostrum of Milk Source Holdings, LLC summarized a letter he submitted addressing Pioneer Power & Light's concerns. Milk Source will be hiring an electrical engineering firm to evaluate for potential stray voltage problems, design their systems to minimize the effects of potential stray voltage problems identified by those engineers, implement a system for ongoing monitoring of potential stray voltage problems and implement preventative maintenance for potential stray voltage problems.

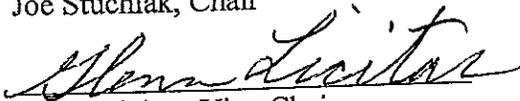
John Walker from Pioneer Power & Light stated that he also had submitted a letter stating their concerns, but upon listening to Mr. Ostrum's summary stated that he felt it to be substantially helpful, especially if the contingency clause is removed from the Conditional Use Permit. Discussion followed.

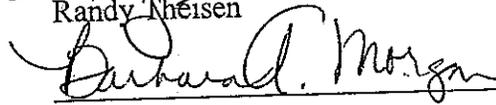
Karl Klingforth made a motion to amend Conditional Use Permit #291, 2010 by rescinding the contingency language. Barb Morgan seconded the motion. Roll Call Vote: 6 - Yes. 1 - Abstain. (Stuchlak)

Terry James made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

Adjourned: 1:14 P.A.M.

\_\_\_\_\_  
Joe Stuchlak, Chair

  
Glenn Licitar, Vice-Chair

  
Randy Theisen  
  
Barb Morgan

\_\_\_\_\_  
Terry James, Secretary

  
Diane England (Jack Allen)

\_\_\_\_\_  
Karl Klingforth

  
Cathy Allen, Recording Secretary

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: February 2, 2011  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 9:00 A.M. with the following members present; Glenn Licitar, Vice-Chair; Terry James, Secretary; Barb Morgan; Karl Klingforth and Randy Theisen. Diane England was excused. Others present were: Greg Rhinehart, County Surveyor; Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Ethan Olson, SAYL (Serving as Youth Leaders) member. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Barb Morgan made a motion to approve the agenda as noticed. Glenn Licitar seconded the motion. Terry James requested to deviate to item #12 after item #6 and move item #10 after item #16. All in favor. Motion carried.

Phil McLaughlin presented the minutes from the January 5, 2011 Planning & Zoning meeting and January 26, 2011 Special Meeting to the Committee for review. Phil McLaughlin notified the Committee that Milk Source had been informed of the fee required for the two special meetings. Terry James made a motion to approve both sets of minutes as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of January to the Committee for review. Discussion was held regarding resurveying the lots in the Big Spring Dam area. Terry James made a motion to approve the Surveyor's report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Lynda Bula, New Chester Planning Commission Chairperson addressed the Committee regarding parcel #20-371-10 owned by Eric Frank. She stated that Mr. Frank informed her that he researched the property before he purchased it in 2004 and was told that a small portion of the property was buildable. Then when he looked into permits in 2008 was told that it was not buildable because it is located in a Conservancy District. Discussion was held. Mr. McLaughlin stated that the Department would do setback averaging but that the owner may need to verify the location of the property corners and lot lines. It was deemed acceptable by the New Chester representatives that due to present seasonal conditions that the averaging could be done possibly in late March.

Discussion was held regarding implementing a policy on outside vehicle usage. Terry James made a motion that Mr. McLaughlin be more restrictive on lending out the Departments vehicles. Glenn Licitar seconded the motion. All in favor. Motion carried.

Jodi Helgeson, Register of Deeds had nothing new to report for Register of Deeds office.

Ms. Helgeson informed the Committee that Bill Parr was appointed by the County Board as the Real Estate Member on the Land Information Committee.

There was no Town of Dell Prairie or New Haven representative present to inform the Committee of any concerns that they may have regarding the Planning & Zoning Department. Ms. Allen was instructed to notify the Clerks of those two townships that it would be placed on the March agenda and that they would need to have a representative present if they wished to voice any concerns they may have regarding services provided by the County Planning & Zoning Department. It was also the consensus of the Committee that Mr. McLaughlin send a letter out to the townships asking them to contact the Department and/or a Planning & Zoning Committee member requesting them to attend a town meeting to address any concerns they may have.

ADAMS COUNTY  
 PLANNING & ZONING COMMITTEE  
 MONTHLY MEETING:  
 FEBRUARY 2, 2011  
 PAGE #2

Karl Klingforth feels that a satisfaction questionnaire should be included with building permit application packets. Ethan Olson, SAYL representative feels that the questionnaire is a good idea and should include the question "what does Planning & Zoning do well?" Karl Klingforth volunteered to research if other County Planning & Zoning Departments do anything like this and report back to the Committee in March.

There are no Department updates.

Terry James made a motion to take a recess. Glenn Licitar seconded the motion. All in favor. Motion carried.

RECESS: 10:10 A.M.  
 RECONVENE: 10:20 A.M.

Phil McLaughlin presented the Financial Report for the month of December to the Committee for review. There was no comp time to report. Terry James made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Chris Murphy joined the meeting at 10:25 A.M.

Correspondence: Phil McLaughlin informed the Committee of a burst of e-mails from other Counties regarding an article from Oneida County regarding a Resolution calling for a repeal of NR115. Discussion followed. Chris Murphy presented the Committee with a copy of an e-mail from Ayres & Associates. Discussion followed.

Jack Albert, Corporation Counsel joined the meeting at 10:37 A.M.

The Draft revision of the Adams County Shoreland Protection Ordinance was presented to the Committee for review. Corporation Counsel Jack Albert informed the Committee that there are three mandatory regulations from NR115 that are addressed in the Draft revision; exceeding 15% impervious surfaces, vertical expansion of a nonconforming structure and replacement of a nonconforming structure. Section 4.0 Removal of Shore Cover has been rewritten and includes mitigation requirements. At least some of the Committee members have an issue with the recording requirements of the mitigation obligations with the Register of Deeds. Mr. McLaughlin was instructed to verify this requirement with the DNR. Mr. McLaughlin informed the Committee that impervious surface requirements are for all properties within three hundred feet of the water, not just water front lots, which will make permitting requirements more difficult. Greg Rhinehart questioned the definition of impervious surfaces. Further discussion was held. The Committee will continue discussion at the next regularly scheduled meeting.

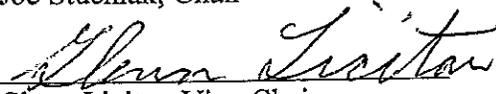
Chairman Stuchlak stated that the Committee is scheduled for a Special Meeting on February 16, 2011 and that the next regular meeting will be on March 2, 2011

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MONTHLY MEETING:  
FEBRUARY 2, 2011  
PAGE #3

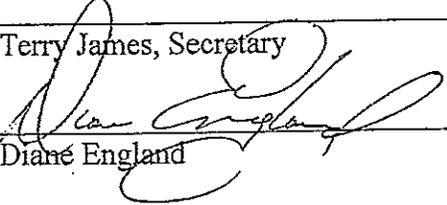
Randy Theisen made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

Adjourned: 11:55 A.M.

\_\_\_\_\_  
Joe Stuchlak, Chair

  
\_\_\_\_\_  
Glenn Licitar, Vice-Chair

\_\_\_\_\_  
Terry James, Secretary

  
\_\_\_\_\_  
Diane England

  
\_\_\_\_\_  
Randy Theisen

  
\_\_\_\_\_  
Barb Morgan

\_\_\_\_\_  
Karl Klingforth

  
\_\_\_\_\_  
Cathy Allen, Recording Secretary

**MINUTES**  
**SCLS BOARD OF TRUSTEES**  
**February 14, 2011 12:15 p.m.**  
**SCLS Headquarters**

**Present:** J. Ashford, R. Barden, C. Chapman, P. Cox, L. Davis-Brown, M. Furgal, J. Harrington, T. Iaccarino, B. Keen, B. Moss, H. O'Donnell, G. Poulson, N. Stevenson, P. Townsend  
**Also Present:** S. Morrill, M. Van Pelt, T. Herold  
**Absent:** F. Cherney, N. Holman  
**Excused:** J. Healy-Plotkin, S. Martin, M. Nelson, J. Pugh, P. Westby

**Call to Order:** G. Poulson, President, called the meeting to order at 12:17 p.m.

- a. Introduction of guests/visitors and new board members: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

**Minutes:** T. Iaccarino moved approval of the January 10, 2011 minutes. J. Ashford seconded. Motion carried.

**Bills for Payment/Financial Statements:** R. Barden reviewed the bills for payment and moved approval. L. Davis-Brown seconded. Motion carried.

**President's Report:** G. Poulson noted trustees have been assigned to specific board committees as indicated on the SCLS Board roster. The work of the committees is important and because they meet prior to or after a board meeting, it helps to keep the monthly board meetings on time and not too lengthy.

Jamie Healy Plotkin had a daughter, Madeleine Leila, on February 11<sup>th</sup>. 7 pounds, 2 ounces and 20 inches. Congratulations to Jamie and her family!

**Committee Reports:** None

**SCLS Foundation Report:** L. Davis-Brown noted the committee officers are: President – Linda Davis-Brown; V. President – Trish Priewe; Secretary – Martha Van Pelt; Treasurer – Peter Hamon.

American Family and Epic Systems are two possible venues to hold the Cornerstone Event. The New Glarus Public Library joined the SCLS Foundation. The foundation newsletter will be sent this month. M. Van Pelt spoke to the Friends of the Cambridge Public Library regarding joining the foundation.

**Circulation and ILL Statistics:** No report.

**System Director's Report:**

M. Van Pelt noted we received and forwarded the Dynix contract to PTFS, who has agreed verbally to pick up the maintenance cost monthly for Dynix. There is still no go-live date for the Koha migration, although the ILS staff finished the "to-do" list and forwarded it to PTFS. M. Van Pelt is keeping an eye on Governor Walker's budget repair bill to see if SCLS will be affected.

S. Morrill noted the Department of Administration has declined the Federal Fiber Grant, which was meant to bring faster Internet access to our member libraries, as well as schools throughout the state.

The WPLC (Wisconsin Public Library Consortium) approved submitting an LSTA grant for the WPLC OverDrive Collection and SCLS will do this on their behalf as the fiscal agent.

**Administrative Council (AC) Report:** The minutes may be viewed here:

<http://www.scls.info/committees/ac/minutes/2010-02-18.pdf>.

Tracy Herold gave an overview of items discussed and action taken at the meeting. The next AC meeting will be February 17th.

**Other Business:** None

**Information sharing:**

**Discussion of library visit reports:** 50 of the 52 member libraries were visited by SCLS staff in 2010. A compilation of answers to specific questions were distributed to the Board and may be found here:

S. Morrill gave a brief overview of the report.

**Legislative Packet review:** Each board member received a packet containing material in support of public libraries which will assist them in advocating to their local legislators. WLA will be contacting those who have registered to attend Library Legislative Day with their meeting times via email. The information is also available online at the WLA website:

<http://www.wla.lib.wi.us>.

G. Poulson encouraged all board members to attend and express their support for libraries and systems in the state. S. Morrill noted the event will be at the Concourse Hotel, not the Inn at the Park.

S. Morrill informed the board that she has accepted the Executive Director position at WILS. Her last day as Associate Director at SCLS will be March 25<sup>th</sup>. The board thanked Stef for her service to SCLS and wished her well.

Meeting adjourned at 12:40 p.m.

Heidi Moe, Recorder

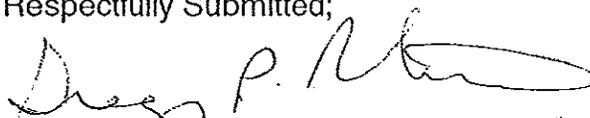
**ADAMS COUNTY SURVEYOR'S OFFICE**  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 448  
March 1, 2011  
Report for the month of February, 2011

Work is continuing started on the 2011 Monument Maintenance Program. The project area includes Dell Prairie, New Haven, Springville, Jackson, and the City of Wisconsin Dells. The project is going well and is about 50% complete.

I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

3/1/2011

ADAMS COUNTY SURVEYOR'S OFFICE  
 GREGORY P. RHINEHART, COUNTY SURVEYOR  
 P.O. BOX 187, FRIENDSHIP, WI 53934  
 (608) 339-4226

SUMMARY OF ACCOUNTS 2011

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00	270.00	
Balance	\$3,300.00	\$21,630.00	\$ 500.00
FEBRUARY	300.00	10,525.59	
Balance	\$3,000.00	\$11,104.41	\$ 500.00
MARCH			
Balance			
APRIL			
Balance			
MAY			
Balance			
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total \$	0.00	\$ 0.00	\$ 0.00