

Lincoln County Land Information, Conservation and UW-Extension Committee
Minutes of Thursday, July 30, 2009 - 9 a.m.
Lincoln County Service Center
Lower Level Conference Room 156
801 N. Sales Street
Merrill, WI 54452

Members Present: Frank Saal, John Bailey, Arlan Anderson, Ramona Pampuch and FSA Representative Hans Breitenmoser Jr.

Visitors: Dan Leydet, Tim Meehean, Debbie Moellendorf, Gregg Maines, Tony Dallman, Diane Hanson, Beryl Vandre Emerich, Tammy Hansen, Tom Cadwallader, Amanda Kostman and Sarah Koss

1. **Call Meeting to Order:**
The Land Information, Conservation & UW-Extension committee meeting was called to order by Chair Saal at 9:05 am.
2. **Discuss and Set next Meeting, Date and Time**
The next Land Information, Conservation & UW-Extension Committee meetings will be held September 2, 2009 at 9 a.m. in the Lincoln County Service Center Lower Level Conference Room.
3. **Approval of Minutes from the June 8th, 2009 Committee Meetings**
Motion by Bailey second by Anderson to approve the minutes from the June 8, 2009 committee meeting. Carried all ayes.
4. **Election of Vice Chairman**
Frank Saal asked for nominations for Vice Chairman.

Motion by Anderson second by Saal to close nominations and cast unanimous ballot for John Bailey. Carried all ayes.
5. **No public comment**
No public comment

LAND INFORMATION AND CONSERVATION

6. **Budget Reports/Retained Fee Report**
Diane reviewed the Budget Reports and Retained Fee report with the committee. The budget reports and retained fee report were included in the agenda packet for review.
7. **Q&A on Staff Activity Reports**
Diane reviewed the Staff Activity reports with the committee. The staff activity reports were included in agenda packet for review.
8. **Review and Take Action on NRCS Contribution Agreement**
Diane reviewed the NRCS Contribution Agreement with the committee.

Motion by Bailey second by Anderson to approve the NRCS Contribution Agreement. Carried all ayes.
9. **Review and Take Action on Remonumentation contract with Favorite, Anderson & Maines Surveying S.C.**
Diane updated the committee on the remonumentation contract with Favorite, Anderson & Maines Surveying S.C. Discussion followed.

Motion by Anderson second by Pampuch to approve the contract with Favorite, Anderson & Maines Surveying S.C. for 2009, Town of Harding work only, and to wait with any contracts for 2010. Carried with 3 ayes and 1 nay.

10. **Review and Take Action on 2009 Wisconsin Land Information Program Grant Agreement**

Diane reviewed the 2009 Wisconsin Land Information Program Grant agreement with the committee.

Motion by Bailey second by Anderson to approve the 2009 Wisconsin Land Information Program Grant Agreement. Carried all ayes.

11. **Department Head Report**

a. **Update on State Budget Issues related to staffing grants**

Diane updated the committee on the state budget issues related to staffing grants.

b. **Update on Tri County Aquatic Invasive Species Project**

Diane updated the committee on the Tri County Aquatic Invasive Species Project and that the new AIS coordinator, Chris Hamerla, had begun working.

c. **Update on budget discussions related to land services Consolidations**

Diane and Tim updated the committee on the land services consolidation discussions. Discussion followed. The committee would like monthly updates on the discussions related land services consolidation.

d. **Update on Digital Orthophoto CIP request**

Diane updated the committee on the orthophoto CIP request and asked the committee to approve sending a letter of intent to Ayres and Associates. Discussion followed.

Motion by Anderson second by Pampuch to approve Diane sending a letter of intent to Ayres & Associates. Carried all ayes.

12. **Review and Take Action on 2009 Land and Water Resource Management Cost Share Agreements**

Diane reviewed the 2009 cost share project with Hans Jr. and Katie Breitenmoser.

Motion by Saal second by Anderson to approve the 2009 cost share agreement for Hans Jr. and Katie Breitenmoser. Carried all ayes.

13. **Q & A on Agency Reports (NRCS, DNR, etc.)**

No reports this month

UW-Extension

14. **Review Extension budget monthly report**

Debbie Moellendorf provided an overview of the expense and revenue reports for June and July 2009 which were included in the committee packet. Amanda Kostman's computer became inoperable and unusable in June which necessitated the purchase of a replacement. This new computer was purchased using Teen Court program funds which are non tax levy funds.

15. **Discuss/Action on 2009 Budget Modifications**

Staff applied for and received a \$500 grant through the Central District office. The \$500 will be used for developing marketing materials. A 2009 budget modification was presented to the committee reflecting these funds.

Motion by Saal, second by Anderson to approve the budget modification for the \$500 grant. Carried all ayes.

16. **Update on 2010 Budget Change (contract line item)**

Debbie updated the committee on a 2010 budget change that she has submitted to the Finance Department for the agent contract line item. This line item has been adjusted to reflect the recently approved state budget and furloughs for state employees including University employees. University employees will receive a 0% pay increase for both the 2009-10 and 2010-11 state budget years. In addition, University employees will be required to take 8 days of furlough (adjusted for percent of FTE for part-time positions) for both budget years resulting in a 3% reduction in salaries for each year. Based on this the agent contract line item has been reduced by \$5,911 resulting in a reduction of this same amount in the overall tax levy for our department for the 2010 budget.

17. Discuss/Action on State Furloughs for UW-Extension Employees

Debbie distributed a handout with an overview of furlough information as it relates to UW-Extension county-based staff. For the eight days of furlough staff (adjusted for percent FTE for part-time positions) are required to take each of the next two year, four dates are "fixed" and four "floating" days. The "fixed" dates are as follows: November 27, 2009; January 4, 2010; March 22, 2010; May 24, 2010; November 26, 2010; January 3, 2011, March 21, 2011 and May 23, 2011. As a staff, we compared the state and county holidays and have identified Good Friday as a day staff will take as one of the "floating" furlough days. This date was established since it is a county holiday but not a state holiday so when staff have taken this day off in the past they have used vacation or a floating holiday (i.e. Martin Luther King Day). Staff will be identifying their remaining three days of "floating" furlough days based on their individual program schedules. During the furlough days, the support staff will be in the office and the will be communicating to the public that professional staff are off on a required furlough day. Staff will do their best to balance this work reduction between their county and University responsibilities continuing to deliver quality programs that meet the needs of local county residents.

Anderson indicated the need to voice objection to the state legislators and the governor that the furloughs are not the answer to the budget shortfall.

Motion by Anderson, second by Bailey to voice objection to the furloughs delivered to Lincoln County by the Governor. The objection to be made in the form of letters to be mailed to Governor Doyle, Representative Friske and Senator Holperin with Frank Saal signing the letters. A copy is to be sent to Tom Schmitz, the Central District Director.

The committee requested the furlough and impact on the county overall be drafted as a potential county board resolution. This possible resolution will be placed as an agenda item on the next committee meeting for further discussion/action.

18. Continue Discussion on Marketing/Promotion of UW-Extension

Per a discussion at a recent UW-Extension committee meeting with Tom Schmitz, UW Central District Director and the UW-Extension committee; the Extension office is developing marketing materials to expand the county residents' awareness of the resources the Lincoln County UW-Extension office has available. Some suggestions by committee members were: linking our Lincoln County UW Extension web site to both of the chamber and City of Merrill and Tomahawk websites, creating a display with brochures that could be placed in town halls or other locations in the county; and utilizing opportunities to share programming with the entire county board. Staff will consider these suggestions and provide an update to the committee at future meeting(s). The \$500 grant we just received will be utilized in creating some of the marketing materials discussed.

19. Q&A on Agriculture Development Agent Written Report

Tom Cadwallader's written report for June and July was included in the agenda packet for the committee to review and placed on file. Tom reviewed some of his recent programming efforts related to renewable energy sources. He also provided an update on how the current economy continues to impact local farm operations and his related program efforts.

20. Q & A on Community and Economic Development Educator Written Report

Art Lersch's written report for June and July was included in the committee packet for their review and placed on file. Art is on vacation so not present at the meeting.

21. **Q & A on Family Living Educator Written Report**

No written report for June and July was included in the packet. Debbie shared with the committee that on July 17th, the office was notified that Brenda Janke would be out on medical leave. Her anticipated return date to work is September 21, 2009. Beryl has contacted groups Brenda is currently working with to notify them of her leave. She is assisting them as able and working with surrounding county Family Living Educators where possible to provide coverage during this time period.

22. **Q & A on Wisconsin Nutrition Education Written Report**

Tammy Hansen's written report for June and July was handed out at the committee meeting for the committee to review and placed on file. Tammy indicated that staff are currently busy with some summer programs, but the majority of their time is being spent making contacts with agencies/organizations and planning for programs to begin this fall.

23. **Q & A on 4-H Youth Development Program Advisor Written Report**

Amanda Kostman's written report for June and July was included in the agenda packet for the committee to review and placed on file. Amanda highlighted her programming efforts at Wisconsin 4-H and Youth Conference, 4-H Summer Camp and the Lincoln County 4-H Fair. She also indicated that Teen Court has had an unusually high number of cases during the summer which has increased the number of sessions held during June and July as well as August.

24. **Q & A on 4-H Youth Development Agent/Department Head Written Report**

Debbie Moellendorf's written report for June and July was included in the agenda packet for the committee to review and placed on file. Debbie highlighted her continued efforts to support after school programs, her efforts with the Lincoln County Drug Free Coalition and recent grant the coalition has received. In addition, she provided an overview of her role in supporting the many volunteers involved in carrying out the educational/exhibit aspects at the Lincoln County 4-H Fair.

REGISTER OF DEEDS

25. **Q & A on ROD Monthly Budget Report**

The Register of Deeds Monthly Budget Report was included in the agenda packet for review.

26. **Q& A on ROD Monthly Written Report**

The Register of Deeds monthly written report was included in the agenda packet for review.

27. **Adjournment**

Motion by Anderson, second by Bailey to adjourn at 12:30 pm. Carried all ayes.

Minutes prepared by Beryl Vandre Emerich, Debbie Moellendorf, Terri Pankow, Diane Hanson and Sarah Koss