

Land Information, Conservation and University Extension Committee  
Minutes of Tuesday – September 11, 2007  
Land Resource Center Meeting Room  
1106 E. 8<sup>th</sup> Street  
Merrill, WI 54452

Members present: Frank Saal, Wayne Plant, Gail Schneider, Carl Short

James Alber (absent – ill)

Visitors: Amanda Kostman, Debbie Moellendorf, Brenda Herrell, and Diane Hanson

1. **Call to Order**

The meeting was called to order by Vice-Chair Frank Saal at 9:30 a.m.

2. **Approval of Minutes from the August 14, 2007 Committee Meeting**

**Motion** by Saal, second by Schneider to approve the minutes from the August 14, 2007 meeting. Motion carried, all ayes.

3. **Public Comment**

None

UW-Extension

4. **Review Extension budget monthly report**

Moellendorf reviewed the August revenue and expense report along with written explanation which was included in the committee's packet.

5. **Report on Administrative and Legislative Committee Action on Support Staff Positions**

Moellendorf reported that she attended the September 10<sup>th</sup> Administrative and Legislative Committee meeting. The committee approved the removal of the sunset clause on the Administrative Secretary position that was filled in April by Rebecca Kludy. This action allows the department to retain two full-time support staff which is a reduction in one full-time support staff position from our prior staffing level.

6. **Discuss/Action on 2008 UW-Extension Department Budget**

Moellendorf presented the 2008 Department Budget with the figures for the two current full-time support staff positions.

**Motion** by Plant, second by Short to approve the 2008 UW-Extension Department budget as presented and forward onto County Board. Motion carried, all ayes.

7. **Discuss/Action on Amendment to 133 Contract Between Lincoln County and Board of Regents of the University of Wisconsin System**

Moellendorf presented the 133 contract amendment for the time period of July 1, 2007 to June 30, 2008. She explained to the committee that the salary figures are estimates based on projected increases and will not be finalized until the state budget is approved. Any changes in these figures will be reconciled through the invoices the county receives from the University for these contracted services.

**Motion** by Saal, second by Schneider to approve the amendment to 133 Contract between Lincoln County and Board of Regents of the University of Wisconsin System as presented. Motion carried, all ayes.

8. **Discuss/Action on Nominee for the Public Issues Development Conference in Washington, D.C., April 28-30, 2008**

Supervisor Schneider indicated that she will be declining the nomination for this position made at the August meeting. No other committee members present and eligible are able to fill this position.

**9. Q & A on Agriculture Development Agent Written Report**

Tom Cadwallader's written report for August was included in the agenda packet for the committee to review and placed on file. Tom is in Madison today working on preparations for this year's School for Beginning Dairy Farmer's program.

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

Art Lersch's written report for August was included in the agenda packet for the committee to review and placed on file. Art is in Madison attending a Faculty Senate meeting today.

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

Moellendorf informed the committee that no written report for August was included in the committee packet for Janke since she was out on medical leave during the month. Moellendorf informed the committee that Janke has been cleared by her doctor to return to work on a part-time basis beginning the week of September 4<sup>th</sup> for six weeks and will then be re-evaluated.

**a. Handling of Food Preservation and Other General Family Living Questions with Changes in Support Staff**

Will be discussed at future meeting as Janke returns to work.

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

Brenda Herrell and Karen Thell's written report for August was included in the agenda packet for the committee to review and placed on file. Herrell indicated that their new programming year begins on October 1<sup>st</sup> so currently she is working with agency representatives and their participants to determine topics for next year's program.

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

Amanda Kostman's written report for August was included in the agenda packet for the committee to review and placed on file. Kostman indicated that currently she is facilitating the 4-H Memory Book judging which will be held this Thursday evening and any of the committee members are invited to participate if they would like too.

**a. 4-H Older Youth Trips and Awards Committee Interviewer Position**

Kostman explained that there is an opportunity for committee members to serve on the 4-H Older Youth Trips and Awards Committee. After explaining the role and timeline, Supervisor Schneider volunteered to serve on the committee.

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

Debbie Moellendorf's written report for August was included in the agenda packet for the committee to review and placed on file. Moellendorf invited committee members to attend the upcoming After School Training to be held on September 21st.

**a. Update on Social Norms Project**

Moellendorf shared with the committee samples of the Social Norms marketing campaign materials that the committee has put together with assistance from a local ad agency professional. This project and the marketing materials are being funded through the Drug Free Communities Grant that the Merrill School District is the fiscal agent to administer.

**b. Report on Chancellor Wilson's Visit on August 29<sup>th</sup>**

Supervisor Plant indicated that he felt the staff did an excellent job that day in highlighting programs for the Chancellor. At a recent District WACEC meeting, he received many compliments on the day from Central District Director Sue Buck as well. Moellendorf shared a copy of the Foto News article about the Chancellor's visit that appeared in the September 5<sup>th</sup> edition. She has also sent this to the Chancellor with a note on behalf of the staff.

Supervisor Plant then shared that he recently attended the planning meeting for the District WECEC meeting to be held on Friday, January 4, 2008 at the Holiday Inn in Stevens Point. He briefly highlighted the sessions being planned and indicated that any questions for the legislatures who will be attending will be due by November 15<sup>th</sup>. Committee members will be receiving registration materials in the next couple of months.

**15. Next Meeting Date will be Wednesday, October 10th at 9:30 a.m.**

Next meeting of the committee will be on Wednesday, October 10<sup>th</sup> at 9:30 a.m. in the Land Resource Center Meeting Room

Land Information and Conservation

**16. Review and Take Action on 2008 Surveyor Budget Proposal**

Hanson presented the 2008 Surveyor Budget proposal.

**Motion** by Saal, second by Plant to approve the 2008 Surveyor Budget as presented and forward to County Board. Motion carried, all ayes.

**17. Review and Take Action on 2008 Land Records Budget Proposal**

Hanson presented the 2008 Land Record Budget proposal.

**Motion** by Short, second by Saal to approve the 2008 Land Records Budget as presented and forward to County Board. Motion carried, all ayes.

**18. Review and Take Action on 2008 Land Conservation Budget Proposal**

Hanson presented the 2008 Land Conservation Budget proposal and the impact of any further cuts. Discussion followed on further reducing the Office Supplies line item that covers expenditures related to the general office operations as well as the Stewardship Program, Association Memberships, Poster Contest and Conservation Camp and the impacts of those reductions. The committee supports the current proposed budget but if further reductions are necessary the department head is directed to eliminate items discussed from the budget.

**Motion** by Short, second by Schneider to approve the 2008 Land Conservation Budget as presented and forward to County Board. Motion carried, all ayes.

**19. Adjournment**

**Motion** by Saal, second by Schneider to adjourn the meeting at 11:35 a.m. Motion carried, all ayes.

Minutes prepared by: Debbie Moellendorf and Diane Hanson