

Lincoln County Land Information, Conservation and University Extension Committee
Minutes of Monday, July 12, 2006 9:30 am
Land Resource Center Meeting Room
1106 E 8th St
Merrill, WI 54452

Members Present: James Alber, R. Wayne Plant, Frank Saal, Gail Schneider, Carl Short

Visitors: Deb Moellendorf, Brenda Janke, Tom Cadwallader, Curt Powell, Diane Hanson, Marge Johnson, Tony Dallman

1. Call to Order

The meeting was called to order by Chair Jim Alber at 9:30 a.m.

2. Approval of Minutes from the June 5, 2006 and June 14, 2006 Committee Meeting

Motion by Saal, second by Schneider to approve minutes from the June 5, 2006 and June 14, 2006 meeting. Motion carried all ayes.

Item 14a. Discuss/Action on Vendors-Fair – Curt Powell, County Board Chair will attend per committee request was moved to this point on the agenda.

Curt Powell, County Board Chair, provided an overview for the committee on how this item was brought forward to the Administrative and Legislative Committee meeting at their May 1, 2006 meeting. Following discussion the committee decided that no action was needed since the Fair Board is a separate entity and no oversight by the County Board.

Supervisor Powell left the meeting at 9:40 a.m.

3. Public Comment

None

UW-Extension

4. Discuss/Action on Community Partner Advisory Group (CPAG)

Moellendorf highlighted the CPAG Lessons Learned Tip Sheet included in the committee packet that Deb Jones, CPAG Liaison provided per a request during her June 5th overview. Moellendorf also highlighted the suggestions sheet included in the committee packet with the staff member's recommendation for beginning the creation of a Lincoln County CPAG.

Motion by Saal, second by Short to invite Deb Jones, CPAG Liaison to facilitate the process of the CPAG selection and mapping exercise at a future meeting. Motion carried, all ayes.

5. Review Extension budget monthly report

Moellendorf reviewed the June revenue and expense report which was included in the committee's packet.

6. Discuss/Action on 2006 Budget Modification

Moellendorf explained that per the direction of the finance department, we need to separate out into separate line items the copier lease and principle payments which were originally budgeted under machine and computer maintenance line.

Motion by Plant, second by Schneider to approve this budget modification as directed by finance department. Motion carried, all ayes.

7. Discuss Preliminary 2007 Budget Projection

Per direction given to Department Heads at the June Department Head meeting, Moellendorf shared with the committee the 2007 preliminary budget projection for the UW-Extension department.

8. Report on 2006 State Wisconsin Associated County Extension Committee, Inc. (WACEC) Conference held in Oshkosh on June 25-27, 2006

Schneider and Plant provided an overview of the conference. Plant also shared that he again received several items from local businesses for the live and silent auctions that support Extension committee members to participate in the Public Issues Leadership Conference held in Washington each spring.

9. Q & A on Agriculture Development Agent Written Report

Tom Cadwallader's written report was included in the agenda packet for the committee to review and placed on file.

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

Art Lersch's written report was included in the agenda packet for the committee to review and placed on file.

11. Q & A on Family Living Educator Written Report

Brenda Janke's written report was included in the agenda packet for the committee to review and placed on file.

a. Discuss/Action on Drug-Free Coalition Grant – Social Norms Marketing Project

Janke provided an overview of the grant and UW-Extension's involvement in the social norms marketing project supported through this grant.

Motion by Alber, second by Plant to support UW-Extension's involvement in this grant project.

Motion carried, all ayes

Supervisor Plant left the meeting at 10:30 a.m.

12. Q & A on Wisconsin Nutrition Education Written Report

Brenda Herrell's written report was included in the agenda packet for the committee to review and placed on file.

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

Amanda Kostman's written report was included in the agenda packet for the committee to review and placed on file.

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

Debbie Moellendorf's written report was included in the agenda packet for the committee to review and placed on file.

A brief recess was taken at 10:35 a.m. where the UW-Extension staff left the meeting and Land Information and Conservation staff came in for their portion of the meeting. The committee reconvened at 9:40 a.m.

Land Information and Conservation

15. Review and Take Action on 2006 Budget Modifications

Diane reviewed the budget modifications needed for the Wildlife Damage Program due to participation in the Venison Donation Program and the Land Conservation Staffing Grant due to an increase in grant funds.

Motion by Schneider, second by Alber to approve the budget modification for the Wildlife Damage Program.

Motion carried. **Motion** by Alber, second by Short to approve the budget modification for the Land Conservation Staffing Grant. Motion carried.

16. Discuss Preliminary 2007 Budget Projections

Diane distributed and reviewed the budget projections for the Surveying, Land Conservation, Tax Assessment and Tax Description budget. The Land Records budget projection was not completed but Diane did state that reductions will need to be made. Discussion followed on strategies for meeting the budget reductions.

17. Review and Take Action on Addressing Ordinance – Request to forward to County Board

Motion by Saal, second by Abler to forward Ordinance # 2006-07-483 – Addressing and Road Naming to the July County Board for action. Motion carried.

18. Review and Take Action on Contract with Marathon County for shared Conservation Specialist position

Diane reviewed and explained the contract for the shared Conservation Specialist position. **Motion** by Saal, second by Short to approve contract with Marathon County. Motion carried.

19. Discuss status of 2007 CIP Requests

The Finance Committee has requested that Diane attend the July Finance Committee meeting to discuss the CIP request for Digital Elevation Data. Diane reviewed the CIP request and discussion followed on fiscal impacts of the CIP request.

Frank Saal excused himself at 11:25 a.m.

20. Convene into Closed Session for Job Performance Evaluation of Real Property Lister per WI Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Alber, second by Schneider to convene into closed session with the committee and Diane Hanson remaining in the closed session. Roll call vote: Short, aye; Schneider, aye; Alber, aye. Motion carried.

21. **Reconvene into Open Session**

Motion by Alber, second by Short to reconvene into open session. Roll call vote: Short, aye; Schneider, aye; Alber, aye; motion carried.

22. **Take action, if necessary on items discussed in Closed Session**

Motion by Schneider, second by Short to approve a favorable evaluation with a step increase for Marge Johnson, Real Property Lister. Motion carried, unanimous.

Discussion then occurred on the next meeting date and time. Chair Alber requested that the meetings with the Extension staff be changed to 9:30 a.m. The committee will be meeting with the Extension staff on August 1, 2006 at 9:30 a.m. and with the Land Information and Conservation staff on August 9th, 2006 at 9:30 a.m.

23. **Adjournment**

Motion by Schneider, second by Short to adjourn at 11:40 a.m. Motion carried.

Minutes prepared by: Diane Hanson and Debbie Moellendorf