

**AGENDA**  
**CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE**

**DATE: Wednesday, December 4, 2024**  
**TIME: 9:00 a.m.**  
**LOCATION: Wood County Courthouse – Room 114**

**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2490 490 5589

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=md74f17dc176137a2887fc65ac112792e>

Meeting number (access code): 2490 490 5589  
Meeting password: 120424

1. Call meeting to order
2. Declaration of Quorum
3. Public Comments (*brief comments/statement regarding committee business*)
4. Review Correspondence.
5. Consent Agenda.
  - a. Approve minutes of previous meetings
  - b. Approve bills
  - c. Receive staff activity reports
  - d. Receive committee reports
6. Review items, if any, pulled from Consent Agenda.
7. Risk and Injury Report
8. Extension
  - a. Discuss Human Development and Relationship Educator Position
9. Land & Water Conservation Department
  - a. Approve resolution for 2025 LWRM Plan
  - b. Approve resolution to amend 2024 MDV budget
  - c. Conservation Connection Fall Newsletter (informational)
  - d. Update on 2025 LWRM plan presentation to LWCB on 12/3/24
  - e. Update on ongoing violations (nonmetallic mines and manure violations)
10. Private Sewage
11. Land Records
12. County Surveyor
  - a. County surveyor annual report.
  - b. Consider renewal of Wood County Surveyor contract.
13. Planning & Zoning
14. Economic Development
  - a. Update from South Wood County Airport and consider release of Economic Development grant funds of \$15,000 for General Economic Development funding.
  - b. Consider release of REDI funding to conduct a Preliminary Housing Needs Assessment for the Historic Weinbrenner Shoe Company Property Redevelopment project Located at 305 West 3<sup>rd</sup> St. in Marshfield.
  - c. Update on creation of a marketing video featuring the Yellowstone Industrial Park.
  - d. Update on Connecting Entrepreneurial Communities conference 2025 in Wisconsin Rapids.
15. Consider Extension of CEED's prevue to include Sustainability
16. Committee requests for per diem for meeting attendance
17. Schedule next regular committee meeting
18. Agenda items for next meeting
19. Schedule any additional meetings if necessary
20. The committee may go into closed session pursuant to Wis. Stats 19.85 (1)(c) to conduct performance evaluations on department heads the committee oversees.
21. Return to open session
22. Adjourn

**MINUTES**  
**CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE**

**DATE:** Wednesday, November 6, 2024

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Bill Leichtnam, Tim Hovendick, Tom Buttke, Joe Behlen, Russ Perlock

**MEMBERS EXCUSED:** Wayne Schulz

**OTHERS PRESENT:** Victoria Wilson, Planning & Zoning; See attached sign-in list

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. Chairman Leichtnam opened the public hearing for 2025-2034 Land & Water Resource Management (LWRM) Plan at 9:00 AM. There was no public comment. Chair Leichtnam closed the public hearing at 9:01 AM
3. There was no public comment.
4. The minutes of October 2, 2024, were presented. Motion by Buttke/Hovendick to approve the minutes as presented. Motion carried unanimously.
5. Motion by Hovendick/Perlock to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
6. County Conservationist Wucherpfennig reported that one staff person suffered a knee injury during the month of October.
7. Extension Area Director Solin gave staff updates to include that he has accepted a position as Assistant Dean starting Monday November 11th. He will cover both positions until his position at Wood County is filled. Solin shared that staff member Jackie Carattini passed away unexpectedly. She was with UW Extension for 25 years and had a large impact on Wood County.
8. Solin gave an overview of the 2025 Extension Educator contract. Motion by Buttke/Hovendick to approve the contract. Motion carried unanimously.
9. Wucherpfennig gave an overview of the 2025-2034 LWRM plan. Motion by Buttke/Perlock to approve the plan and move it on to the County Board in December. All ayes-motion carried unanimously.

10. Wucherpfennig discussed the 2024 State Land and Water Conservation Board fall election and voting process. With approval from the committee Wucherpfennig will act as proxy for Wood County during the voting process.
11. Wucherpfennig provided the committee with information on crop prices for the Wildlife Damage Abatement & Claims Program.
12. Wucherpfennig updated the committee and ongoing nonmetallic mining and manure violations. The manure violations at Hoffman Dairy LLC's two properties are ongoing. The property owner has retained an attorney. There is a pre-trial set for January 9<sup>th</sup>, 2025. The nonmetallic mining violation is also ongoing. There is still no resolution.
13. Wucherpfennig revised the ARPA request from LWCD to address the nitrate reduction systems component which he will present at the November 8, 2024 ARPA meeting.
14. Planning & Zoning Director Grueneberg introduced new Program Assistant, Julie Mancl who started on September 30<sup>th</sup>.
15. County Planner Emily Arndt presented the Town of Rudolph zoning amendment resolution to the committee. Motion by Buttke/Hovendick to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
16. Grueneberg stated the Wisconsin Economic Development Corporation (WEDC) update will take place in January as Director Melinda Osterberg was unavailable for this meeting.
17. Grueneberg requested the early release of Economic Development grant funds for Aqua Skiers, Inc./Wood County Parks 2025 grant project in the amount of \$31,000. Motion by Buttke/Perlock to release the funds in 2024. All ayes. Motion carried unanimously.
18. Grueneberg requested the release of \$10,000 in REDI funding to help promote Wood County Parks and Forestry 90<sup>th</sup> anniversary/promotional media. Motion Hovendick/Buttke to release the funding with the stipulation that a plan be in place and Grueneberg report back on that plan next month. All ayes. Motion carried unanimously.
19. Grueneberg requested the release of \$5,000 in REDI funding to market the Certified Yellowstone Industrial Park site. Motion Buttke/Hovendick. All ayes. Motion carried unanimously.

20. Grueneberg presented a resolution to endorse Frontier Communications to apply for Broadband Equity Access and Deployment (BEAD) grant funding. Motion by Hovendick/Perlock to approve the resolution and move onto the County Board for their consideration. All ayes. Motion carried unanimously.
21. Grueneberg updated the committee on the upcoming screening of the Discover Wisconsin 90 years of Wood County Parks production. This will tentatively take place in Pittsville in April 2025.
22. Grueneberg requested the release of REDI funding up to \$200 to sponsor a Founder's Entrepreneur event in the City of Marshfield. Motion Leichtnam/Buttke. All ayes. Motion carried unanimously.
23. The next regular meeting will be held on Wednesday December 4<sup>th</sup> at 9:00 AM.
24. Agenda items for the next meeting were discussed.
25. Chairman Leichtnam declared the meeting adjourned at 11:02 AM.

Minutes taken by Victoria Wilson, Planning & Zoning/Program Assistant and in draft form until approved at the next meeting.

**Conservation, Education, & Economic Development Committee  
November 6, 2024**

NAME	REPRESENTING
Bill Clendenning	WCB #15
Jeremy Solin	Extension
DENNIS POLOCH	WCB - 14
Shane Wucher/Fernig	LWCD
Victoria Wilson	P&Z
Jason Grueneberg	P&Z
Barb Peeters	LWCD
Russ Perlock	WCB #4
Tim Howendzck	WCB #5
JOE BAKER	LEED
LANCE PLIML	WCB
via webex:	
Kayla Rombalski	UW EXT
JULIE MANCL	P&Z
EMILY ARNDT	P&Z
ED NEWTON	FINANCE

# Committee Report

County of Wood

Report of claims for: Extension Wood County

For the period of: November 2024

For the range of vouchers: 30240166 - 30240176

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30240166	HUBER LAURA	Prof Dev Reimbursement	11/13/2024	\$465.00	P
30240167	AMAZON CAPITAL SERVICES	Office Supplies	11/19/2024	\$20.99	P
30240168	AMAZON CAPITAL SERVICES	Office Supplies	11/19/2024	\$31.68	P
30240169	STAPLES ADVANTAGE	Office Supplies	11/19/2024	(Voided)	P
30240169R	STAPLES ADVANTAGE	Office Supplies	11/13/2024	\$62.80	P
30240170	UW MADISON ACCOUNTING SERVICES	Business Cards	11/19/2024	\$41.07	P
30240171	UW MADISON EXTENSION	4H Transportation Reimbursed	11/19/2024	\$3,100.00	P
30240172	HUBER LAURA	November Expenses	11/19/2024	\$215.57	P
30240173	MEZA OLGA	November Expenses	11/19/2024	\$305.52	P
30240174	ROMBALSKI KAYLA-ROSE	November Expenses	11/19/2024	\$83.08	P
30240175	US BANK	November Credit Card Bill	11/26/2024	\$4,327.73	
30240176	EXTENSION SHAWANO COUNTY	StrongBodies Apparel	11/26/2024	\$12.00	
<b>Grand Total:</b>				<b>\$8,665.44</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

# Committee Report

County of Wood

Report of claims for: Land & Water Conservation

For the period of: November 2024

For the range of vouchers: 18240102 - 18240131

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18240102	ARMAGOST RICHARD C JR	Cost share cover crops	11/07/2024	\$200.00	P
18240103	FAIT RAYMOND F	Cost share cover crops	10/31/2024	\$2,492.50	P
18240104	FAIT RAYMOND F	Cost share cover crops	10/31/2024	\$3,037.50	P
18240105	FAIT RAYMOND F	Cost share cover crops	10/31/2024	\$1,936.97	P
18240106	PEPLINSKI GLEN A	Cost share cover crops	11/06/2024	\$13,440.00	P
18240107	PEPLINSKI GLEN A	Cost share cover crops	11/07/2024	\$2,198.00	P
18240108	PEPLINSKI GLEN A	Cost share cover crops	11/07/2024	\$280.00	P
18240109	PEPLINSKI GLEN A	Cost share cover crops	11/06/2024	\$280.00	P
18240110	PEPLINSKI GLEN A	Cost share cover crops	11/06/2024	\$840.00	P
18240111	VITORT CRAIG & MELISSA	Cost share cover crops	11/04/2024	\$3,815.00	P
18240112	VITORT CRAIG & MELISSA	Cost share cover crops	11/04/2024	\$3,262.00	P
18240113	VITORT CRAIG & MELISSA	Cost share cover crops	11/04/2024	\$1,155.00	P
18240114	WEILER ALAN K	Cost share cover crops	11/06/2024	\$336.35	P
18240115	WEILER ALAN K	Cost share cover crops	11/06/2024	\$813.65	P
18240116	GILBERTSON GEORGE & JILL	Cost share cover crops	11/15/2024	\$907.50	P
18240117	GILBERTSON GEORGE & JILL	Cost share cover crops	11/15/2024	\$350.00	P
18240118	BERTRAM-JUNEMANN WELL DRILLING INC	Cost share well decommission	11/18/2024	\$150.00	P
18240119	MALLEK PETER	Cost share cover crops	11/14/2024	\$5,012.00	P
18240120	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/14/2024	\$1,597.50	P
18240121	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/14/2024	\$40.00	P
18240122	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/15/2024	\$1,071.00	P
18240123	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/15/2024	\$560.00	P
18240124	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/14/2024	\$8,225.00	P
18240125	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/15/2024	\$1,099.00	P
18240126	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/15/2024	\$4,879.00	P
18240127	ROTH GOLDEN ACRES LLC	Cost share cover crops	11/15/2024	\$870.00	P
18240128	US BANK	AgSource wastewater testing	11/19/2024	\$111.00	
18240129	DVORAN EXCAVATING LLC	Cost share streambank crossing	11/25/2024	\$1,680.00	
18240130	GRAF MATTTHEW	Cost share well decommission	11/25/2024	\$350.00	
18240131	STAPLES ADVANTAGE	Office supplies	11/23/2024	\$40.26	
<b>Grand Total:</b>				<b>\$61,029.23</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_



# Committee Report

County of Wood

Report of claims for: Planning & Zoning

For the period of: November 2024

For the range of vouchers: 38240020 - 38240022 22240078 - 22240081

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22240078	AMAZON CAPITAL SERVICES	PS-Office Supplies	10/31/2024	\$27.99	P
22240079	INDUSTRY SERVICES DIVISION	PS-Sanitary Permit Fees	11/01/2024	\$2,000.00	P
22240080	US BANK	LR/PS/PL-Credit Card Charges	11/19/2024	\$850.10	
22240081	BOYER KEVIN	SU-Services Per Contract	12/01/2024	\$833.00	
38240020	NORTH WOOD COUNTY HISTORICAL SOCIETY	ED-Grant Funds	10/30/2024	\$25,000.00	P
38240021	MARYANN LIPPERT CONSULTANT LLC	ED-Grants/Donations/Contributi	11/13/2024	\$390.00	P
38240022	STEMPA SHERRI L	ED-Idle Site Grant	11/20/2024	\$68,612.90	P
<b>Grand Total:</b>				<b>\$97,713.99</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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

## 4-H POSITIVE YOUTH DEVELOPMENT

*Laura Huber, 4-H Program Educator*

*Olga Meza, 4-H Bilingual Associate Educator*

- A hands-on activity focused on plant propagation and care for alternative high school students. During this program, students learned how to start a new plants from existing plant tissues (potato, spider plant, aloe vera, and pothos). Caring for houseplants can have positive impacts on mental health.
  - **Total Reach:** 30 participants

## AGRICULTURE

*Matt Lippert, Agriculture Educator*

- A pasture walk was held on an organic grazing dairy farm. 35 producers learned about the genetic traits needed for a Holstein to be a good grazing animal, fertilizing pastures for organic production, cattle lanes, grazing of summer annuals, and seeding mixtures for establishing pastures.
- An article about soils being depleted in potassium, especially soils that are producing forages and how this decreases yield and also affects rations balancing for the cattle. This article was included in the MidWest Forage Associations "Clippings" newsletter.

## COMMUNITY DEVELOPMENT

*Kayla Rombalski, Community Development Educator*

- Steering Committee meetings to plan the 2025 Connecting Entrepreneurial Communities Conference to showcase rural entrepreneurship in Wisconsin Total Reach: Our steering committee is comprised of five organizations as well as partners from Wood County. We are aiming to recruit 200-250 people at the conference.
- Planning for a series of four regional rural housing summits for local officials, developers, and residents in collaboration with state and local housing advocates. The goal is to build a broader shared understanding of diverse housing issues in rural communities, to compile and share success stories and common challenges, and identify innovative solutions to the rural housing shortage, so that rural communities are empowered to take the lead in addressing their unique housing challenges with support from a statewide cohort of partners.
  - **Total Reach:** Estimated 400 attendees total, plus agency and development partners. Resources will be posted for broader access after each summit.

## CRANBERRIES

*Allison Jonjak, Cranberry Outreach Specialist*

- A Virtual Brown Bag Lunch was held for cranberry growers for the purpose of better understanding (1) water and nutrient uptake into fruit during the growing season and (2) the 2024 set of priorities identified at the Research Round Table. These will enable growers to manage nutrients and water efficiently, and to help understand research priorities for funding opportunities. Total Reach: 28

*An EEO/AA employer, University of Wisconsin-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX, the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act requirements.*



- **Total Reach: 28**
- To understand the top short term and long term research priorities of cranberry growers in Wisconsin, a Research Round Table was held in which 57 participants joined to discuss top needs in-soil & water quality -horticulture -plant pathology -entomology -general management (business management as well as equipment needs) in addition to long term collaborative & strategic needs. A 7-page document was produced to assist researchers in proposing desirable research, and growers in allocating research funding according to priorities.
  - **Total Reach: 57 in person attendees plus 13 recipients of the produced document, and 27 people observing the virtual recap.**
- Responding to a grower call, a field visit was conducted to review possible causes of abiotic stress and consider seeking analysis from campus specialists.

## FOODWISE

*Hannah Wendels-Scott, FoodWise Nutrition Educator*

*Mallory McGivern, FoodWise Administrator*

*Michelle Van Krey, Healthy Communities Coordinator*

- A facilitated public deliberation for Wood County residents, where Wood County health departments learned from local residents about strategies and topics that will be important to address as they develop their Community Health Improvement Plan.
  - **Total Reach: Wood County health department staff (4 present), participating residents (approximately 15), and the ripple effect impact -- once the CHIP is developed and implemented -- will reach Wood County residents as a whole.**
- A 5-week nutrition education series for fifth grade classrooms at Howe Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, how to read nutrition facts labels, and about being physically active to help them to be healthier in school and at home.
- A 5-week nutrition education series for fifth grade classrooms at Mead Elementary School, where students will learn about MyPlate, making healthy food and beverage choices, how to read nutrition facts labels, and about being physically active to help them to be healthier in school and at home.
- An 11-week series of strength training sessions (StrongBodies) for older adults/adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness. This series is led by two Extension StrongBodies volunteers.
- A partnership with United Way/Hunger Coalition, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
  - **Total Reach: 80 senior households monthly**



## HEALTH AND WELL-BEING

*Ka Zoua Thao, Bilingual (Hmong) Community Health Worker*

- Ongoing one-on-one meetings with Hmong clients, where resources and referrals are made. Through these efforts, individual clients are able to receive support navigating through the healthcare and legal systems, and get connected with community resources.
  - **Total Reach:** 42 Hmong residents in Wood County resulting in 7 direct clients.
- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.
- A series of strength training sessions (StrongBodies) for adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness.
  - **Total Reach:** 23 registered participants and 10 consistently attending



## HORTICULTURE

*Janell Wehr, Horticulture Educator*

- An online webinar for consumer horticulture audiences where participants learned how to successfully grow citrus indoors. The goal of this effort is to increase awareness and knowledge of environmentally-sound gardening practices that simultaneously provide physical, social and emotional benefits of gardening.
  - **Total Reach:** 152 attendees
- An in person 12 session horticulture course where Wood County residents and potential Master Gardener Trainees learn the fundamental principles of IPM based gardening. The goal of this effort is to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
  - **Total Reach:** 4
- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.



## NATURAL RESOURCES

*Anna Mitchell, Natural Resources Educator*

*Jen McNelly, Natural Resources Educator*

- A planning effort for Marathon County where local decisions makers and stakeholders are working to update the County's Groundwater Management plan.
  - **Total Reach:** *The planning team of 9 individuals*
- A facilitated discussion for members and advisors of the Between the Lakes Demonstration Farms Network, where members and advisors participated in a consensus workshop to identify what success looks like for the group in the next five years. Through this facilitated discussion, members and advisors learned strategies to help include all ideas, insights, perspective, and wisdom to reach collective consensus on a specific question and began to form goals for their organization and future grant agreements.
  - **Total Reach:** *12 members and advisors*
- A hands-on field day for high school students enrolled in the Agricultural course at Almond-Bancroft High School, where participants discussed and learned about soil and water resources in Portage County, WI. Through this effort students understand the properties of soil and soil profiles, and how different tillage and conservation farming practices can improve soil health. Students also learned about water contamination and different water quality data collection techniques.
  - **Total Reach:** *6 students, 1 Teacher and 3 Agricultural producers*
- An series of facilitated discussions for members of the Wood County Citizens Water Group, where members worked to identify water quality needs in Wood County, priorities for work, future activities, and how their organization can function to achieve the outlined plans.
  - **Total Reach:** *10 group members*



## Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

### Activities Report for Barb Peeters - November 2024 – Page 1 of 2

- Answered phones, took messages, replied to emails and processed incoming and outgoing LWCD mail.
- Compiled 2025 LWCD Newsletter with information regarding 2025 tree/shrub/seed sale, WiDNR deer donation program, 2025 nutrient management classes and new ATPC-50 conservation practices available for cost sharing.
- Processed 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarter reimbursement payments for Wildlife Damage Abatement and Claims Program totaling \$24,400.49. Payments were delayed due to a high rate of staff turnover at the WiDNR.
- Finalized 2025 tree/shrub/seed sale spreadsheet to track sales and entered 2025 inventory into tree sale program.
- Generated 3 cost share contracts for cover crops totaling \$2,020.00 (DATCP \$336.35 and ARPA \$1,683.65).
- Drafted cost-share contract template for ARPA grant funds.
- Assisted Conservation Program Coordinator with scanning for Milestone Materials nonmetallic mine records request and submitted scanned records to WiDNR.
- Began compiling information for 2024 DATCP Staff & Support Grant Reimbursement Request.
- Attended November 6<sup>th</sup> CEED committee meeting/LWRM Public Hearing at courthouse.
- Submitted documents to DATCP for 2025 LWRM Plan. Next step is presentation of plan to LWCB on 12/3/24 in Madison.
- Reserved River Block Auditorium for Golden Sands RC&D meetings in 2025.
- Assisted customers/provided information & water test kits for the free nitrate water testing program.
- Reviewed the DATCP Monthly Report for November and discussed pertinent updates with LWCD staff.
- Replied to customer inquiries via phone & email regarding the 2025 tree/shrub/seed sale.
- Worked with Conservation Program Coordinator to streamline nonmetallic mine letter regarding permit fees and financial assurance fees into one template. Created draft letters for each of the 50 active nonmetallic mines.
- Generated Resolution for County Board approval of the Wood County LWRM Plan 2025-2034.
- Distributed LWCD newsletter to customers via email and snail mail. The 2025 LWCD tree/shrub/seed sale is accepting orders beginning November 2024 with deadline to submit orders by Friday, January 17, 2025 (copy of newsletter included in December 4<sup>th</sup> CEED meeting packet as informational item)
- Attended Wellness Committee meeting on Nov. 12<sup>th</sup> and shared updates with LWCD staff.
- Scheduled, drafted agenda, attended and took minutes at November 12<sup>th</sup> and 21<sup>st</sup> staff meetings.
- Typed and emailed News Releases to Wood County newspapers regarding 2025 Tree/Shrub/Seed sale.
- Generated 39 cost share contracts for cover crops totaling \$64,206.30 (MDV-Black River Watershed \$4,607.50; MDV Castle Rock Watershed \$17,008.50; Lake DuBay Watershed \$550.00; and Mill Creek 9-Key Grant \$42,041.30).
- Edited 2 cost share contracts to include residue management totaling \$2,534.50 (MDV-Black River Watershed \$1,507.75; MDV Castle Rock \$1,026.75).
- Generated cost share contract for well abandonment totaling \$400.00.
- Assisted Conservation Program Coord. with mailing of nonmetallic mining annual permit fee & financial assurance letters.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Processed tree/shrub/seed orders as received. Assisted customers who stopped in office with orders.
- Processed payments to landowners for 24 cost-share contracts for cover crops.
- Submitted 2 reimbursement requests to DATCP for cost share contracts for cover crops totaling \$2,828.85. These DATCP contracts zeroed out our SEG grant dollars, so all 2024 DATCP SEG grant dollars (\$54,000) have been expended for 2024.
- Processed nonmetallic mine annual permit fees as received.
- Process DATCP payments for reimbursement of 8 cost share contracts totaling \$9,175.00.
- Completed LWCD payroll percentages and forwarded to Finance prior to November 14 & 28 payrolls.
- Reviewed payroll reports and payroll registers.
- Deposited no-till drill rental payments as received.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.

Continued on next page →

## **Activities Report for Barb Peeters – November 2024**

### **PAGE 2 of 2**

- Worked with I.T. to have 2025 Nutrient Management Farmer Education Course Flyer placed on the LWCD website (full & refresher courses are being offered in March 2025 at River Block). MSTC is handling registration for both classes. Wood County LWCD will be the financial manager in 2025 for the Nutrient Management Farmer Education classes.
- Ran report and reviewed 2024 budget to identify any instances of budget amounts exceeding budget at the function level. Only one of the LWCD's six budgets currently exceeds budget (the multi-discharge variance (MDV) budget) which requires a resolution. Reviewed information with County Conservationist.
- Generated resolution for approval of 2024 unanticipated revenues for Multi-Discharge Variance (MDV) budget. At budget time, the DNR Water Management Resource Specialist stated Wood County LWCD would receive \$13,944.25 in MDV payments from point-source permittees; the total amount received in 2024 was \$38,336.65, a difference of \$24,392.41.
- Processed payment for cost share contract for a well closure and submitted reimbursement request to DATCP (project was extended from 2023 to 2024). This was the final payment for extended grant monies and all extended DATCP Bond projects have been paid/reimbursed (total of \$24,073.44 in extended projects).
- Processed DATCP payment for reimbursement of CREP (Conservation Reserve Enhancement Program) fence and rebar supplies.
- Processed payments for a streambank crossing and a well decommissioning and submitted reimbursement requests to DATCP totaling \$2,030.00.
- Ordered department supplies.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.

## Activities Report for Emily Salvinski

*-November 2024-*

---

- **Friday, November 1.** Added contract maps to cost-share tracking databases. Prepared multiple snapplus databases to do phosphorus reduction calculations.
- **Wednesday, November 6.** Added information to multiple incomplete snapplus databases to get before and after numbers for reduction record keeping.
- **Thursday, November 7.** Worked on 5 contracts. Worked on pdf issues. Put together a Mill Creek summary for DNR.
- **Friday, November 8.** Finished 5 contracts after pdf issues were fixed. Added to maps. Worked on phosphorus reductions for other contracts and recorded them in excel file and gis.
- **Tuesday, November 12.** Attended staff meeting. Worked on adding cost-share info to GIS. Created a 2016-2024 practices map for Shane.
- **Wednesday, November 13.** Filled out DATCP survey they send out to gather NMP numbers across the state. Worked on more mapping/reductions.
- **Thursday, November 14.** Worked on more mapping/reductions.
- **Wednesday, November 20.** Worked on 2025 goal. Went over well shapefiles and responded to email regarding the information we have. Worked on more mapping/reductions.
- **Thursday, November 21.** Attended staff meeting. Attended jail tour.
- **Monday, November 25.** Worked on phosphorus reductions for a large farm, entered them into spreadsheets and GIS.



## Activities Report for Kyle Andreae – November, 2024

- November 1 – Mine inspections, Gorst construction inspections
- November 4 – Mine inspections, Gorst construction inspections
- November 5 – Keuffer as-built
- November 6 – Keuffer as-built, Erickson site visit
- November 7 – Keuffer as-built, Erickson design
- November 8 – Lewis Design
- November 11 – Bauer as-built
- November 12 – Staff meeting, Bauer as-built, Erickson contract, Ruess permit correspondence
- November 13 – Hoffman correspondence, Ruess correspondence, Krohn site investigation, Krohn site visit.
- November 14 – Krohn Design
- November 15 – Ruess correspondence, WI Land and Water annual meeting panel correspondence, Weiler site visit
- November 16 – Ruess correspondence
- November 18 – Ruess construction inspections
- November 19 – Ruess site visit, Ruess as-built, Palo as-built, Graff as-built
- November 20 – WI Land and Water annual meeting panel correspondence, Krohn Design
- November 21 – Staff meeting, Destiny Farms plan review
- November 22 – Annual safety training, Destiny Farms plan review, Hoffmann site visit
- November 25 – Destiny Farms plan review, Krohn Design
- November 26 – Krohn Design
- November 27 – Krohn Design



---

### Activities Report for Kendra Wilhelm – November 2024

- Continued working on and submitted the Management Plan Implementation Surface Water Grant application.
  - Focus is on implementing harvestable buffers within Wood County and within the entirety of the Mill Creek Watershed.
- Continued working on and submitted the 2025 Lake Monitoring and Protection Network Surface Water Grant application.
- Completed boat landing signage checks.
  - All data was entered into SWIMS.
- Had discussions with multiple landowners regarding cover crop and nutrient management cost-sharing as well as verified cover crops.
  - Created multiple field maps, documented information for cost-share contracts, and assisted landowners with questions as needed.
  - Directly worked with ten landowners regarding cover crops and assisted with contract creation for two others.
  - 2,400 acres of cover crops have been cost-shared so far this year.
- Watched recordings of the ATCP 50 Office Hours hosted by DATCP.
  - Each recording covered information regarding new cost-share practices according to the newly updated ATCP 50 rule.
  - Topics covered were updated conservation practices in ATCP 50 and new practice standards including cover crops, habitat diversification and conservation cover, crop rotation, harvestable buffers, and addressing soil health resource concerns with new ATCP 50 practices.
- Attended the November Lakes & Rivers Partnership meeting.
  - November's focus was on lake, river, and watershed integration.
- Participated in the November 12<sup>th</sup> staff meeting.
- Attended a Winter Water Talk focused on monitoring & protecting high-quality waters.
  - This webinar was hosted by the Water Action Volunteers and the Citizen Lake Monitoring Network.
- Attended the November Nepco Lake District Board meeting.
- Worked various days on the Lake Monitoring and Protection Network reporting and reimbursement requirements for the 2024 year.
  - Ensured all data was up to date in SWIMS.
  - Finalized the annual project report with all supporting documentation.
- Met with a City of Marshfield employee to verify an invasive Japanese knotweed population.
- Sent informational mailings to four landowners regarding Japanese knotweed.
- Looked into a report of an invasive plant in the Town of Auburndale that was causing issues with a road.
  - No invasive plants were identified to be causing road issues.
- Participated in the November 21<sup>st</sup> staff meeting.

## ***Activities Report for Rod Mayer – November 2024***

- Completed NMM (mine site reclamation permitting) inspections – visiting each site (50), GPS sites, completed notes of inspection (changes, GPSed areas, concerns, violations, etc.)
- Wetland concerns sent to DNR – private lands adjoining mine site, Fruin B&R site, Tork site, Weichelt site.
- Processed the 50 mine site inspections.
  - GPS downloads into GIS
  - Updated mine site map showing active acreage, completed roads, etc.
  - Acreage calculations for active acres.
  - Annual letters – acreage amounts, calculated Fees due, Financial Assurance due, Financial Assurance information – current holdings, expiration dates, needed amounts, etc., due dates for each, inspection notes and concerns, important notes to all operators, etc.
  - Update NMM mine site spreadsheets (2) with fee acres, FA acres, FA amounts needed, FA available, same/increase/decrease, inspection dates, etc.
  - Updated NMM software with acreage changes, fee and financial assurance obligations, due dates, etc.
  - Updated inspection binder with current maps for next year inspections.
  - Updated each mine site file with paperwork, notes, etc.

*(The mine site field inspections took approx. 1 ½ weeks (this time is dependent on what find at the sites) – processing took approx. 2 ½ weeks)*

- Smart goal write up to Shane for eval.
- Staff meetings on 11/12/24, 11/14/24, & 11/21/24
- Wildlife damage program correspondence/calls with crop owners – permit holders.
- Created sorted spreadsheet for NMM financial assurance expiration desktop tracking.
- Reminder calls for financial assurance expiring first week of December (3 sites).



LAND AND WATER CONSERVATION  
DEPARTMENT

---

*Activities Report for Shane Wucherpennig – November 2024*

- November 1 – Land & Water Resource Management Plan follow up with DATCP
- November 4 – Special CEED Mgt., Department Head Evals, Landowner Farm Visit, Virtual Meeting
- November 5 – Landowner Field Visit, Cover Crop Verifications
- November 6 – Land & Water Resource Management Plan Support documents, LWRM Public Hearing, CEED Meeting, Field Visits
- November 7 – Phone & email correspondence, Virtual Meetings, Field Visits
- November 8 – ARPA Ad Hoc Meeting, Field Visits
- November 11 – Health and Conservation Committee Meeting, Virtual meetings
- November 12 – LWCD Staff Meeting, LWCB Electronic Voting, Emails
- November 13 – Department Head Meeting, Employee Evaluations
- November 14– Virtual meetings, Meeting with Sue Smith Health Dept. on RO Systems
- November 15 – Employee Evaluations, Virtual Meeting, Database Updates
- November 18 – Hoffman Enterprises, LLC site inspections, Dave Orcutt at Nepco Kayak Launch, Review Land & Water Resource Management Plan with Staff, Staff Meeting
- November 19 – Virtual Meeting, Database Updates, Emails, Phone Correspondence
- November 20 – Leadership Training - MSTC
- November 21 – Staff Meeting, RC&D meetings, Wood County Jail Tour, Virtual Meeting
- November 22 – Hoffman Enterprises, LLC site inspections, Employee Performance Evaluations
- November 25-29 - Vacation



# Wood County WISCONSIN

## OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for December 4, 2024

### 1. Economic Development (Jason Grueneberg)

**Connecting Entrepreneurial Communities (CED) Conference** – on November 11<sup>th</sup> I participated in a CEC planning meeting. Wisconsin Rapids was selected to host the conference June 19<sup>th</sup> and 20<sup>th</sup> in 2025.

**REDI Roundtable** – On November 14<sup>th</sup> I participated in the REDI Roundtable. Updates were provided from the Digital Equity Solutions Team (DEST), the Entrepreneurial Ecosystem Steering Committee, the Child Care Task Force, the Housing Task Force, the Branding Oversight Committee, and the Outdoor Recreational Mapping Team.

**Thrive Rural Wisconsin** – On November 13<sup>th</sup> I participated in a Thrive Rural Wisconsin mid program check-in meeting in Wausau. At the meeting all of the Thrive Rural Communities provided updates on their projects including the city of Pittsville. Guidance was also provided on the grant reporting process that is required by the Wisconsin Economic Development Corporation Office of Rural Prosperity.

**Wisconsin Rapids Downtown Planning** – On November 14<sup>th</sup> I met with city of Wisconsin Rapids staff to talk about downtown planning, particularly regarding the area in front of the Courthouse.

**Mid-State Technical College Advisory Meeting** – On November 19<sup>th</sup> I participated in the Mid-State Technical College Wisconsin Rapids Campus advisory meeting. A college update was provided with a strategic focus for 2025 to 2030. Discussion followed on obstacles to overcome, other programming to consider, and other ways to engage the community.

**Discover Wisconsin** - On November 21<sup>st</sup> Park and Forestry Director, Chad Schooley and I met with Discover Mediaworks staff to discuss options for additional promotional video work for Wood County Parks as we approach the 90<sup>th</sup> anniversary in 2025. The plan is to capture some winter recreation video that can be used along with other b-roll to create a 6-minute park promotion video and four 15 to 20 second videos that can be used over social media outlets. The videos will be used to market the Wood County parks and promote recreation opportunities for all seasons.

**Founders Network** – On November 21<sup>st</sup> I attended the Founders Network event held at The Coven located at 211 South Central Avenue in Marshfield. The event was an opportunity for local entrepreneurs and entrepreneur-minded individuals to meet, share and cultivate ideas. A guided tour of the Coven was conducted. The event was sponsored by Wood County to promote and support entrepreneurship in the region and was attended by 25 people.

**Digital Equity Solutions Team (DEST)** – On November 24<sup>th</sup> I participated in the DEST meeting. Items discussed at the meeting included the Broadband Equity Access and Deployment (BEAD) grant, the County Broadband Plan, and an update on the “livable

Communities” grant funding that will support providing refurbished computers and training for elderly and persons living with disabilities.

**Vesper Elementary School Housing Project** – Progress continues to be made on the Vesper Elementary School housing project. I recently submitted for release of \$68,000 of Wisconsin Economic Development Corporation Idle Sites grant funds bringing the total to about \$198,000. I will submit for the release of the remaining grant funds in December.

**Central Wisconsin Economic Development (CWED)** – On November 20<sup>th</sup> I participated in the CWED Board of Directors’ meeting. At the meeting financial reports were approved, administrator/fund status reports presented, and approval of one micro-loan and one start-up loan.

**Wood County Leadership Retreat** – On November 20<sup>th</sup> I participated in the annual leadership retreat at Mid-State Technical College. The retreat topics included leader identity, team building, and communication. CliftonStrengths assessment was applied to the leadership retreat training.

**Wood County Bicycle and Pedestrian Plan** – On November 21<sup>st</sup> I participated in the Wood County Bicycle and Pedestrian Plan meeting. An update of the plan was provided with an overview and discussion of proposed routes. A draft plan will be available for review in December.

## 2. **Planning & Zoning** (Emily Arndt)

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

## 3. **Land Records** (Paul Bernard)

- Parcel Mapping
- Address Mapping
- NEPCO Lake Park Map
- Code development for publication routines

## 4. **Code Administrator** (Brad Cook)

10-30-2024- (3) Reviewed soils, plan review, issued permit for new conv(s) and HT TN: 01,18 30, (1) well permit reviewed and issued TN: 11, (1) SF letter written and sent TN : 07, (1) conv insp TN: 18, (1) mound plow, abs cell, and tanks insp TN: 22

10-31-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN: 02, (1) SL permit reviewed and issued TN: 18, answer phone calls and inquires with POWTS, SL, FL

11-1-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN:07, (1) well permit reviewed and issued TN: 16, answer phone calls and inquires with POWTS, SL, FL

11-4-2024- (1) Reviewed soils, plan review, issued permit for new conv TN:07, (1) mound plow, abs cell, and tanks insp TN: 19, answer phone calls and inquires with POWTS, SL, FL

11-5-2024- (2) well permits reviewed and issued TN: 18, (1) Reviewed soils, plan review, issued permit for new conv TN:., answer phone calls and inquires with POWTS, SL, FL.

11-6-2024- - (1) POWTS onsite TN: 07 (1) Reviewed soils, plan review, issued permit for rep conv TN: 18, (2) well permits reviewed and issued TN: 02, 07, (1) conv insp TN: 30

11-7-2024- (1) mound plow, abs cell, and tanks insp TN: 13, (1) conv insp TN:07, (1) soils onsite , (1) HT insp TN: 01

11-8-2024- - (1) Reviewed soils, plan review, issued permit for rep conv TN:17, (1) mound plow, abs cell, and tanks insp TN: 13, (1) HT insp TN: 22, answer phone calls and inquires with POWTS, SL, FL.

11-11-2024- (4) Reviewed soils, plan review, issued permit for rep & new conv, HT TN:07, 17, 18. (1) SL permit reviewed and issued TN: 07, (2) mound plow, abs cell, and tanks insp TN: 17, 18, (1) conv insp TN: 13

11-12-2024- (1)Reviewed soils, plan review, issued permit for new HT TN: 15, (1)mound plow, abs cell, and tanks insp TN: 03, (1) POWTS onsite TN: 02, answer phone calls and inquires with POWTS, SL, FL.

11-13-2024-(1) SL permit reviewed and issued TN: 21, (2) conv insp TN: 07, 18, answer phone calls and inquires with POWTS, SL, FL.

11-14-2024- (1) mound plow, abs cell, and tanks insp TN: 02, (1) conv insp TN: 07 answer phone calls and inquires with POWTS, SL, FL

11-15-2024- (1)conv insp TN: 18, (1) HT insp TN: 11 answer phone calls and inquires with POWTS, SL, FL

11-18-2024- (1) Reviewed soils, plan review, issued permit for rep conv TN:07, (1) HT insp TN: 03, answer phone calls and inquires with POWTS, SL, FL

11-19-2024- (1) Reviewed soils, plan review, issued permit for rep mound TN: 19, (1) conv insp TN: 18, answer phone calls and inquires with POWTS, SL, FL.

11-20-2024- (1) well permit reviewed and issued TN: 12, (1) mound plow, abs cell, and tanks insp TN: 21, answer phone calls and inquires with POWTS, SL, FL

11-21-2024- (1) mound plow insp TN: 17, (1) mound plow, abs cell, and tanks insp TN: 19, (1) HT insp TN: 04, (1) Reviewed soils, plan review, issued permit for new HT TN: 16, answer phone calls and inquires with POWTS, SL, FL

11-22-2024- (2) Reviewed soils, plan review, issued permit for 1 mound, HT TN: 2, 15, (1) (1) mound plow, abs cell, and tanks insp TN: 18, (1) conv insp TN:07, answer phone calls and inquires with POWTS, SL, FL

11/25/24-11/29/24- Vacation

## 5. **Code Technician (Kayla Rautio)**

- A. Continued reviewing shoreland zoning information
- B. Reviewed POWTS and well delegation permits
- C. Worked on inspection reports
- D. Inspections/Investigations:
  - 11-6-24: POWTS on-site inspection TN: 07; Conventional inspection TN: 30
  - 11-7-24: Mound plow inspection TN: 13; Conventional inspection TN: 07; Soils on-site inspection TN: 07; Holding tank inspection TN: 01
  - 11-8-24: Mound reinspection TN: 13
  - 11-11-24: Mound plow inspection TN: 17; Mound reinspection TN: 17; Mound tank replacement inspection TN: 18; Conventional inspection TN: 13
  - 11-12-24: Mound tank inspection TN: 03; POWTS failure on-site inspection TN: 02
  - 11-13-24: Conventional inspections TN: 18, 07
  - 11-14-24: Mound tanks inspection TN: 02; Conventional inspection TN: 07
  - 11-15-24: Conventional inspection TN: 18; Holding tank inspection TN: 11
  - 11-18-24: Holding tank inspection TN: 03
  - 11-19-24: Conventional inspection TN: 18
  - 11-20-24: Mound plow inspection TN: 21; Mound reinspection TN: 21
  - 11-21-24: Mound plow inspections TN: 19, 17; Mound reinspection TN: 19; Holding tank inspection TN: 04
  - 11-22-24: Mound plow inspection TN: 18; Mound reinspection TN: 18; Conventional inspection TN: 07
  - 11-25-24: Conventional inspection TN: 07
  - 11-26-24: Conventional inspection TN: 18; Holding tank inspection TN: 16
- E. Attended Meetings/Trainings/Etc.
  - 11-12-24: POWTS Chat Update Webinar
  - 11-22-24: Department staff lunch meeting

## 6. **Office Activity (Victoria Wilson & Julie Mancl)**

- a. Monthly Sanitary, Zoning and Well Permit Activity – There were 16 sanitary permits, 2 shoreland permits and 13 well permits issued in November 2024.
- b. ArcGIS Pro Software Project – Julie is assisting Paul with ArcGIS projects.
- c. Zoning permits – Julie is scanning historical zoning permits.



- d. Septic System Triennial Program Fee Notices – 534 second notices for the program fee will be mailed on Monday December 9<sup>th</sup>. 2,607 payments have been processed by our office.
- e. Septic System Maintenance – 213 letters from Corporation Counsel were mailed in November. At this time, 137 septic systems have still not had their maintenance reported. Our office will meet with Corporation Counsel to discuss potential court cases.
- f. Attended the following meetings/trainings & activities:
  - i. November 6<sup>th</sup> CEED meeting (VW & JM)
  - ii. November 22<sup>nd</sup> Staff meeting (VW & JM)
  - iii. Ongoing training (VW & JM)



Business Title: Human Development and Relationship  
Educator

Official title: Outreach Specialist(OE009)

Qualifications:

Required:

- At least 2 years of relevant work experience in the area of programming and service delivery
- Demonstrated strong interpersonal and communication skills that contribute to positive and productive workplace relationships and effective partnerships
- Demonstrated use of problem-solving skills to successfully address complex issues
- Ability to communicate effectively using a variety of methods and technology
- Ability to effectively work with people from different cultural backgrounds, including those associated with race, ethnicity, national origin, religion, socioeconomic status, age, gender, disability, sexual orientation, and other aspects of human diversity
- Experience managing multiple tasks, timelines, and schedules while maintaining high quality work

Preferred:

- Demonstrated skill in interpreting, utilizing, and applying evidence-based information and research findings
- Bilingual, especially with proficiency in both English and Spanish or Hmong
- Demonstrated success in developing, delivering, and evaluating educational programs for diverse audiences utilizing a variety of educational techniques, methods, and modes
- Demonstrated experience developing effective partnerships or coalitions with community partners and local governments

Job Summary:

The Human Development & Relationships Extension Educator is an integral part of the UW-Madison Division of Extension and works alongside the people of Wisconsin to improve lives and communities. Extension serves the people and communities of Wisconsin by addressing local, statewide, and national issues, improving lives through research-based education, fostering partnerships and action, and facilitating positive impacts.

Our educators deliver education where people live and work - on farms, in schools and communities. Extension educators also work with civic groups and local governments, write newspaper columns, conduct radio and TV programs, facilitate meetings, and build coalitions to solve community problems. This is done through assessment of local, regional, and statewide needs in the area of the position's programmatic emphasis and designing, delivering, and evaluating research-based educational programming and services to meet these needs.

This dynamic position has an emphasis on Financial Education including:

- Improving the financial capability of all county residents, with a specific emphasis on older adults, youth, low-income, and under-served groups
- Training for community service providers on how to empower their clients with money management skills
- One-on-one financial coaching
- Providing financial education to people impacted by the legal system

In addition, this position may also work in Life Span Education including:

- Helping individuals, families and communities transition through the aging process by providing programming, resources and support on topics such as healthy aging

Extension Educators deliver education where people live and work in communities based on local needs. This position is part of the Division of Extension Human Development and Relationships Institute. The Extension Institute of Human Development & Relationships provides the tools



Wisconsinites need to thrive as well-rounded, capable individuals and families. We support families in caring for each other in ways that foster growth and understanding. Our programs promote aging-friendly environments, coach effective parents, empower families to become more financially aware, and help families to thrive.

The ideal candidate is adept at building and maintaining trust-based relationships, engaging stakeholders and applying an equity lens towards transforming lives and communities. As such, we strongly encourage applications from candidates who foster and promote the values of diversity, equity and inclusion.

Standard Summary: OE009 Outreach Specialist

Delivers and assists with planning outreach program activities, strengthens partnerships, ensures adherence to policy, and assists with program administration to promote stable and productive relationships between the university and local community. Strives to expand and ensure access to programs, facilities, and educational services to diverse audiences. May assist with tracking and managing the outreach program budget.

Essential Responsibilities:

- 20% Identifies, promotes, and maintains external partnerships to support the outreach program
- 10% Schedules and secures resources and communicates logistics in support of an outreach program
- 40% Delivers outreach program content and materials to community members
- 10% Researches, develops, and facilitates outreach program content and materials
- 10% Develops and evaluates curriculum and programs and provides recommendations for improvement
- 5% Leads the implementation of programs, policies, and procedures through oversight of day-to-day activities for program staff and student and community volunteers

Unique Responsibilities:

- 5% Communicate plans, activities and achievements to Area Extension Director, Program Managers, partners, and relevant stake holders

Education:

Required

Bachelor's Degree

In field relevant to the programmatic responsibilities of the position.

Preferred

Master's Degree

In field relevant to the programmatic responsibilities of the position.

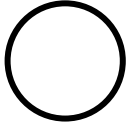
Additional Information:

The office location for this position will be in Neillsville, WI.

Please note that successful applicants are responsible for ensuring their eligibility to work in the United States (i.e. a citizen or national of the United States, a lawful permanent resident, a foreign national authorized to work in the United States without need of employer sponsorship) on or before the effective date of appointment.

How to Apply:

We are eager to learn more about how your experience and passion may align with this position. Please submit a cover letter referring to your related work experience and a resume detailing your educational and professional background. Please keep in mind, applicants need to articulate all required qualifications in their cover letter and/or resume. Applicants who have preferred qualifications should share those too in the cover letter and/or resume. The application reviewers will be relying on written application materials to determine who may advance to preliminary interviews.



RESOLUTION#

Introduced by Page 1 of 1

Conservation, Education and Economic Development Committee

BAP

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

INTENT & SYNOPSIS: To seek County Board approval for the 2025-2034 Wood County Land and Water Resource Management Plan revision to address rural and urban sources of non-point pollution.

FISCAL NOTE: No cost to Wood County. To implement Plan would require no new staff or other costs.

WHEREAS, through Wisconsin Act 27 and Act 9, Wisconsin Statute 92 requires counties to develop a land and water resource management plan to address rural and urban sources of non-point pollution, and

WHEREAS, the current Land and Water Resource Management Plan expires December 31, 2024 and needs to be revised, and

WHEREAS, the purpose of this plan is to support a locally led process that streamlines administrative and delivery mechanisms, better utilizes local, state, federal and non-profit funds to protect the county's land and water resources, and

WHEREAS, the Plan is intended to be a 10-year plan to assess current soil and water resources in Wood County and to develop an implementation plan identifying how the county will address these concerns, and

WHEREAS, the Plan shall serve as a guide to county departments, state, and federal agencies, citizens and organizations to protect and improve our county's natural resources, and

WHEREAS, the Plan meets the requirements to keep the county eligible for state conservation grants, and

WHEREAS, the Conservation, Education and Economic Development Committee of Wood County at the November 6, 2024 meeting in Wisconsin Rapids, approved the Wood County Land and Water Resource Management Plan revision and recommends that the Wood County Board of Supervisors also approve the Plan.

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does approve the Wood County Land and Water Resource Management Plan revision.

( )

Bill Leichtnam (Chair)

Tom Buttke (Vice Chair)

Tim Hovendick

Russ Perlock

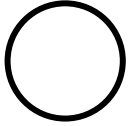
Wayne Schulz

Joe Behlen - Citizen Member

Adopted by the County Board of Wood County, this day of 20 24 .

County Clerk

County Board Chairman



RESOLUTION#

Introduced by CEED and Operations Committee
Page 1 of 1

BAP

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

INTENT & SYNOPSIS: To seek County Board approval to amend the 2024 Wood County Multi-Discharge Variance (MDV) budget (56126) for unanticipated MDV point source permittee payments and to appropriate those monies to the MDV budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from MDV point source permittees in the form of 2024 MDV payments.

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, Rozar, Buttke, Perlock, Hovendick, Breu, Voight, Hahn, Brehm, Thao, Penzkover, Valenstein, Hokamp, Polach, Clendenning, Pliml, Zurfluh, Hamilton, Leichtnam).

Table with 4 columns: Account, Account Name, Debit, Credit. Rows: 56126 MDV \$24,392.41; 43586 MDV Revenue \$24,392.41

WHEREAS, the Land & Water Conservation Department received additional 2024 MDV point source permittee payments in the amount of \$24,392.41 to disburse as cost-share payments to landowners to reduce nonpoint sources of pollution, and

WHEREAS, the \$24,392.41 will have no impact on the county tax levy, and

THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2024 MDV budget (56126) by appropriating \$24,392.41 of unanticipated MDV monies from the Wood County State Aid Land & Water Conservation Department Multi-Discharge Variance account (43586) for the purpose of disbursing cost-share payments to participants, and

BE IT FURTHER RESOLVED, that pursuant to §65.90 (5), Wisconsin Statutes, the County Clerk is directed to post a notice of this budget change within fifteen (15) days.

( )

Bill Leichtnam (Chair)
Tom Buttke (Vice Chair)
Tim Hovendick
Russ Perlock
Wayne Schulz
Joe Behlen – Citizen Member

Laura Valenstein (Chair)
Jake Hahn
Donna Rozar
Lance Pliml
Joseph H. Zurfluh

Adopted by the County Board of Wood County, this day of 20 24 .

County Clerk

County Board Chairman



# Conservation Connection

## LWCD STAFF DIRECTORY

Barb Peeters .....421-8475  
(Conservation Administrative Specialist & Newsletter Editor)

Emily Salvinski.....421-8536  
(Land Conservation Specialist)

Kendra Wilhelm .....421-8554  
(Land Conservation Specialist)

Kyle Andreae.....421-8472  
(Engineering Technician)

Rod Mayer 421-8547  
(Conservation Program Coordinator)

Shane Wucherpfenning (County Conservationist) .....421-8578

## Wood County LWCD Tree/Shrub Sale & Seed Sale

The Wood County Land & Water Conservation Department has held an annual Tree & Shrub Sale for over 25 years. More than 567,775 trees and over 16,000 tree shelters have been sold between the late 1990's through spring of 2024. Thank you for your continued support of the program.

Order forms & descriptions for the 2025 LWCD Tree, Shrub & Seed Sale are on pages 2-6. The deadline to submit order(s) and payment is **FRIDAY, JANUARY 17, 2025**. Tree distribution typically occurs in mid to late April (on a Thursday & Friday). Notification of pick-up dates will be sent prior to distribution (distribution dates will be set once the nursery sends notification of when the trees will be ready). The specialty packets (*fast-growing species packet* and *bird & butterfly packet*) are being offered again this year for those who don't want 25 of the same species as an option to plant just a few species but still add value to their land.

New items for the seed sale include a couple seed mixes that do well in shade, a pollinator seed bear for a 200-400 square-foot pollinator garden, and additional options for food plot mixes. Please note:

- This is a first come, first serve sale. Quantities are limited, so submit your order early.
- Full payment must accompany order.
- Tree sizes are approximate and depend on each year's climate and growth conditions at the nursery.
- Trees/shrubs are ordered from a nursery that supplies quality stock. Neither the nursery or the Land & Water Conservation Department can guarantee or warranty the survival of any plant due to variables outside our control.
- Sometimes the nursery is unable to fill an order as specified and/or orders may need to be canceled by a situation beyond our control. If such a situation occurs, you will receive a refund.
- Orders not picked up on the distribution dates can not be refunded. If unable to pick up trees on the distribution dates/times, we ask that you have a friend or family member pick up your order.
- All trees/shrubs are shipped bare root and should be planted as soon as possible after pick-up.
- Fillable order forms are available on our website at: <https://www.woodcountywi.gov/Departments/LandConservation/TreeSale.aspx>

Thank you for your continued support of the tree/shrub/seed sale. If you have questions regarding the tree sale, please call (715) 421-8475 or email [barb.peeters@woodcountywi.gov](mailto:barb.peeters@woodcountywi.gov).



Please note **ALL Wood County offices are closed** for the holidays on:  
Thursday & Friday, Nov. 28 & 29, 2024; Tuesday & Wednesday, Dec. 24 & 25, 2024; and Tuesday & Wednesday, Dec. 31, 2024 & Jan. 1, 2025.



PLEASE PRINT

## 2025 Tree Sale Order Form

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Email Address: \_\_\_\_\_

**\*To assure you are able to get the trees/shrubs you want, please return your order early as we do sell out of some species.**

SPECIES / GEL / SHELTER	# PER BUNDLE	QUANTITY ( # of Bundles)	PRICE PER BUNDLE	SUBTOTAL
Douglas Fir (10-15", 2-0/3-0 seedling)	25 per bundle		\$ 22.00	\$
Hybrid Poplar (1'-2' rooted cutting)	25 per bundle		\$ 20.00	\$
Hybrid Willow (1'-2' rooted cutting)	25 per bundle		\$ 20.00	\$
Red Osier Dogwood (1'-2', 1-0)	25 per bundle		\$ 24.00	\$
Sugar Maple (1'-2', 1-0) **	25 per bundle		\$ 25.00	\$
Highbush Cranberry (12"-18")	25 per bundle		\$ 24.00	\$
White Spruce (12-16", 2-1 transplant) **	25 per bundle		\$ 30.00	\$
Bird & Butterfly Packet	10 per bundle		\$ 27.00	\$
Fast Growing Species Packet	10 per bundle		\$ 27.00	\$
<b>TOTAL TREES / SHRUBS</b>				\$

SPECIAL ITEMS	AMOUNT	QUANTITY		
Generic Gel (4 OZ.)	4 ounces		\$8.53	\$
Generic Gel (1 LB.)	1 pound		\$25.59	\$
TREE SHELTERS	Each		\$4.03	\$
<b>TOTAL SPECIAL ITEMS</b>				\$
<b>SUBTOTAL (TREE/SHRUBS + SPECIAL ITEMS)</b>				\$
(5.5% Sales Tax) SUBTOTAL x .055				\$
<b>ORDER TOTAL</b>				\$

\*\*Price reflects increase from nursery.

**ORDER DEADLINE IS FRIDAY, JANUARY 17, 2025**

Fillable order form at - <https://www.woodcountywi.gov/Departments/LandConservation/TreeSale.aspx>

**Payment must accompany order.** Make checks payable to Wood County LWCD.  
 Mail order form with payment to: Wood County Land & Water Conservation  
 Dept., 111 W Jackson Street, Wisconsin Rapids, WI 54495.

*For Office Use Only:*  
 Date Order Received: \_\_\_\_\_  
 Check # \_\_\_\_\_  Cash

## Tree and Shrub Descriptions—2025 LWCD Tree & Shrub Sale

**Douglas Fir (*pseudo-tsuga menziesii*) (Tree)**- Grows to 60'. Short soft needles, light green to blue green with 2-3" cones. Grows well with good air drainage and moist well-drained soil. Full sun. Symmetrical shape. Provides much needed winter cover for wildlife. Great in landscape use and for Christmas tree production. Zones 2-7.

**Hybrid Poplar (*Populus deltoids x Polulus nigra*)(Tree)**- Known as the Imperial Caroline or dn-34 clone. Grows 50-80'. Crown width can be 30-40'. Grows in a variety of soils. Resistant to septoria canker. Fast growing shade tree. Adaptable in arid to wet sites. They are used to clean the water table in phytoremediation projects. Great for landscaping, windbreaks, privacy screens, firewood lots and the wood is used in the building trade. Deep planting is recommended as they will continue to root along the stem underground. Under ideal conditions will grow up to 5' a year. Zones 2-9.

**Hybrid Willow (*Salix*) (Tree)** - Hardy upright erect tree. Great for windbreak or hedge. Fast growing (up to 2 to 5 feet per year) with dark red bark. Can live a long life despite its rapid growth. Excellent for moist locations such as stream banks or low lying areas. Compact dense habit. Adds color to the landscape after it loses its leaves. Zones 3-8.

**Red Osier Dogwood (*Cornus Sericea*) (Shrub)** - Native 6-9' shrub with white flowers atop bright red stems that produce white berries persisting into winter. Provides food and cover to ruffles grouse, turkeys, cardinals, evening grosbeaks and rabbits to name a few. Tolerates full sun to full shade. Prefers wet to moist soil, broad range of tolerance to soil types. Excellent choice for stream-bank erosion control and wildlife. Zones 3-8.

**Highbush Cranberry (*Viburnum Trilobum*) (Shrub)** - Grows to 12'. Native vigorous shrub with white flowers and bright red fruit clusters that are eaten by many songbirds, ruffed grouse, chipmunks, and deer. Does well in sun or partial shade. Fruit remains into winter. Tolerates drought, sandy soil and clay soil. Zones 3-8.

**Sugar Maple (*Acer saccharum*) (Tree)**- Average 70 feet mature height. Grows best in moist fertile soils with full sun to partial/full shade. Produces winged seeds in the fall. The leaves turn a brilliant red, orange or yellow color in the fall. Highest sugar content in sap for maple syrup. Zones 3-8.

**White Spruce (*Picea glauca*) (Tree)**- 60-80 feet mature height. Provides nesting, roosting and winter cover to a variety of wildlife species and good for windbreaks. Thrives in full sun and well-drained moist soil. Tolerates heat and drought better than other spruces. Extremely hardy with stiff short needles. Recommended spacing is 10-15 feet. Zones 2-6.

### **FAST GROWING SPECIES PACKET (2 of each of the 5 species for a total of 10 items)**

- **Hybrid Poplar (*Populus deltoids x Polulus nigra*) (Tree)**- See description above.
- **Hybrid Willow (*Salix*) (Tree)**- See description above.
- **Norway Spruce (*Picea abies*) (Tree)**- The most widely adapted spruce. Fast growing and long lived. May reach 75 feet in 50 years of growth. Does well in a variety of conditions but needs moisture. Recommended spacing is 10-15 feet.
- **Ninebark (*Physocarpus opulifolius*) (Shrub)**- 5-9 feet in height having an upright spreading nature with recurved branches. It has large clusters of white flowers in the summer with reddish seedpods in fall. Ninebark will grow in moist to dry sites. It prefers well-drained soil and is resistant to drought. Recommended spacing is 6-8 feet.
- **Silver Maple (*Acer saccharinum*) (Tree)**- 75-100 feet mature height. Grow at an extremely fast pace in relation to other trees. The seeds serve as an abundant food source for many birds and small animals. Silver Maples are noted as a preferred nesting tree for Baltimore orioles, cavity nesting birds and mammals. Recommended spacing is 15-20 feet.

### **BIRD & BUTTERFLY PACKET (2 of each of the 5 species for a total of 10 items)**

- **Butterfly Bush (*Buddleia davidii*)**. Vigorous deciduous shrub producing long spike of blue/purple flowers in July/August. Grows 6' tall. Does best in full sun and moist well drained soils. Attracts butterflies. In cold climates acts as a perennial and dies back to ground. Called the summer lilac. Zones 4-9.
- **Lilac (*Syringa vulgaris*)**. Fast growing, reaching a height of over 15'. Makes an effective screen in 3-4 years when planted 6-8' apart. Requires well-drained, silty, clayed or loamy soils. Does not tolerate wet soils. Needs full sun to bloom. Drought resistant. Large fragrant flowers in mid-spring after leaves appear. Can be trimmed into hedge. Long lived. Zones 3-7.
- **Trumpet Vine (*Campsis radicans*)**. Clusters of orange to orange-red trumpet shape flowers are produced on this vine. Climbs up to 25'. Not particular to soil types but takes full sun. Zones 3-8.
- **Rose of Sharon (*Hibiscus syriacus*)**. Upright shrub produces blooms of single and double styles ranging in colors (white, blue, pink). Does best in full sun. Attracts hummingbirds. Great landscaping accent. Grows 7' tall. Zones 4-9.
- **Hibiscus Moscheutos**. The hibiscus moscheutos is a perennial plant that comes back each year from the root system. It is very hardy and has lovely large hibiscus flowers in white, red or pink. Hardy in zones 4-9. Is a great addition to flower garden or landscape. Root systems will produce plants that are 4-6'.




## 2025 Prairie Grass and Wildflower Mixes Order Form

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address: \_\_\_\_\_

POLLINATOR AND MONARCH MIXES			
Mix Description	Quantity	Cost/Unit	Subtotal
Pollinator (Dry Mesic) <small>(Mix A)</small>		\$110.00 <small>(1/2 acre)</small>	\$
Pollinator (Wet Mesic) <small>(Mix B)</small>		\$119.00 <small>(1/2 acre)</small>	\$
Standard Pollinator & Monarch SAFE (CP1) <small>(Mix W)</small>		\$35.00 <small>(1/2 acre)</small>	\$
Standard Pollinator & Monarch SAFE (CP2) <small>(Mix X)</small>		\$67.00 <small>(1/2 acre)</small>	\$
Shade Mix 20		\$58.00 <small>(1/2 acre)</small>	\$
Logging Road Mix		\$39.00 <small>(PER ACRE)</small>	\$
Pollinator Seed Bear		\$28.00	\$
INTRODUCED MIXES FOR LAND RESTORATION EROSION CONTROL & GRASSED WATERWAYS			
Erosion Control <small>(Mix R)</small>		\$32.00 <small>(1/2 acre)</small>	\$
Land Restoration <small>(Mix S)</small>		\$35.00 <small>(1/2 acre)</small>	\$
Grassed Waterways <small>(Mix T)</small>		\$35.00 <small>(1/2 acre)</small>	\$
SIGNATURE SERIES FOOD PLOT MIXES			
Clover Kandy (10 lb. bag)		\$87.00	\$
Big Buck Brassica (6 lb. bag)		\$65.00	\$
Tree Stand Treat (25 lb. bag)		\$61.00	\$
Dove Kandy Sunflowers <small>(25 lb. bag)</small>		\$61.00	\$
Rooster Booster (25 lb. bag)		\$67.00	\$
Whitetail 365 (25 lb. bag)		\$61.00	\$
<p><b>Payment must accompany order. Please make checks payable to <i>Wood County LWCD</i>. Mail order/payment to:</b>                      Wood County Land &amp; Water Conservation Dept.                      111 W Jackson St.                      Wisconsin Rapids, WI 54495</p> 		<b>SUBTOTAL</b>	\$
		5.5% SALES TAX <small>(x .055)</small>	\$
		<b>ORDER TOTAL</b>	\$

**\*\*\*\*\*ORDER DEADLINE IS FRIDAY, JANUARY 17, 2025\*\*\*\*\***

Fillable order form at: <https://www.woodcountywi.gov/Departments/LandConservation/TreeSale.aspx>

ALL MIXES SUBJECT TO SPECIES MARKET PRICE AND AVAILABILITY AT TIME OF ORDER.

**For Office Use Only:** Date Order Received: \_\_\_\_\_  Check # \_\_\_\_\_  Cash

## **SEED MIX DESCRIPTIONS**

Additional information about the pollinator mixes (soils, plant height, bloom time, life cycle, sun exposure, germination code, photos, etc.) can be found on the Wood County Land & Water Conservation website: <https://www.woodcountywv.gov/Departments/LandConservation/TreeSale.aspx>.

**Mix A – Pollinator – Mesic-Dry\*** - (Meets & exceeds the NRCS-327 standard for CP-42 programs and is appropriate for most dry, dry-mesic and mesic soil conditions.) Includes: Big Bluestem, Switchgrass, Indiangrass, White Wild Indigo, Fragrant Giant Hyssop, Leadplant, Common Milkweed, Butterfly Milkweed, Canada Milkvech, Sideoats Grama, Partridge Pea, White Prairie Clover, Purple Prairie Clover, Roundhead Lespedeza, Purple Coneflower, False Sunflower, Alum Root, False Boneset, Wild Bergamot, Evening Primrose, Stiff Goldenrod, Foxglove Beardtongue, Prairie Cinquefoil, Mountain Mint, Grayheaded Coneflower, Black-eyed Susan, Sweet Black-eyed Susan, Little Bluestem, Showy Goldenrod, Heath Aster, Sky Blue Aster, Hoary Vervain, Prairie Junegrass, Prairie Dropseed.

**Mix B – Pollinator – Wet \***- (Meets and exceeds the NRCS 327 standard for CRP CP-42 programs and is appropriate for use on mesic and wet mesic soils.) Includes: Blue Joint Grass, American Mannagrass, Woolgrass, Prairie Cord Grass, Golden Alexander, Alum Root, New England Aster, Smooth BlueAster, Foxglove Beardtongue, Wild Bergamot, Prairie Blazingstar, Common Boneset, Cardinal Flower, Compass Plant, Grayheaded Coneflower, Culver's Root, Cup Plant, Ironweed, Spotted Joe-Pye Weed, Great Blue Lobelia, Canada Milkvech, Swamp Milkweed, Mountain Mint, Purple Meadow Rue, Rosinweed, Sneezeweed, Black-eyed Susan, Sweet Black-eyed Susan, Blue Vervain, Fox Sedge, Switchgrass.

**Mix R – Erosion Control\*** -Includes: Red Clover, Orchardgrass, Timothy. (Standard WI NRCS-developed introduced CRP mix CP1-2 / CP38E CWGCA CP1-1.)

**Mix S – Land Restoration\*** -Includes: Red Clover, Timothy, Orchardgrass, Redtop, Ladino Clover. (Standard WI NRCS-developed CRP mix CP2-1 and CP38E CWGCA CP1-3.)

**Mix T – Grass Waterways \***- Includes: Alfalfa, Redtop, Timothy, Orchardgrass. (Standard WI NRCS CRP mix developed as CP1-7, CP38E CWGCA CP1-4, KBB CP1-1 and CP38E SWGCA CP1-1. Meets CRP criteria for CP1 40 -point mix.)

**Mix W – Standard Pollinator & Monarch\*** - Includes: Red Clover, Stiff Goldenrod, Common Milkweed, False Sunflower, Black-eyed Susan, Orchardgrass, Timothy. (Standard WI NRCS-designed Native CRP mix for the Monarch SAFE Program (CP1).

**Mix X – Standard Pollinator & Monarch Mesic\*** - Includes: New England Aster, Showy Goldenrod, Wild Bergamot, Stiff Goldenrod, Common Milkweed, White Prairie Clover, Black-eyed Susan, Indiangrass, Big Bluestem, Little Bluestem, Sideoats Grama, Canada Wild Rye. (WI Native CRP mix for the Monarch SAFE CP2 practice. Mix contains 12 native grasses and forbs.)

**Shade Mix 20**—Includes: Fragrant Giant Hyssop, Columbine, False Aster, Tall Bellflower, Pointed Broom Sedge, Fox Sedge, Partridge Pea, Mist Flower, Plains Coreopsis, Virginia Wildrye, Purple Joe-Pye Weed, False Sunflower, Great St. Johns Wort, Wild Bergamat, Brown-eyed Susan, Calico Aster.

**Logging Road Mix**—Designed for shaded woodland areas like logging roads. Includes: Chickory, Orchardgrass, Perennial Rye Grass, Timothy, Fowl Bluegrass, Black-eyed Susan, Brown-eyed Susan, Berseem Clover, Alsike Clover, Crimson Clover, Ladino Clover, White Dutch Clover.

**Pollinator Seed Bear** Backyard pollinator mix for a 200-400 square foot pollinator garden. Mix components: Sideoats Grama, Little Bluestem, Wild Bergamot, Yellow Cornflower, Lanceleaf Coreopsis, Cardinal Flower, Illinois Bundleflower, Pale Purple Coneflower, Butterfly Milkweed, Common Milkweed, Partridge Pea, Blackeyed Susan, Purple Coneflower.

## Seed Mix Descriptions (continued)

### Habitat Seed Designed for Wildlife

**Clover Kandy** (10# bag) - 1 bag plants 1 acre. Clover Kandy is the perfect blend of high protein clovers and other legumes providing the ultimate green browse for deer and turkey while providing nesting and brood-rearing cover for pheasants and quail as well as forage mix for turkey hunters. Can also be used for green firebreaks. Clover Kandy lasts 2-4 years before needing to replant. Mix components: Alsike clover, arrowleaf clover, berseem clover, crimson clover, ladino clover, red clover and alfalfa.

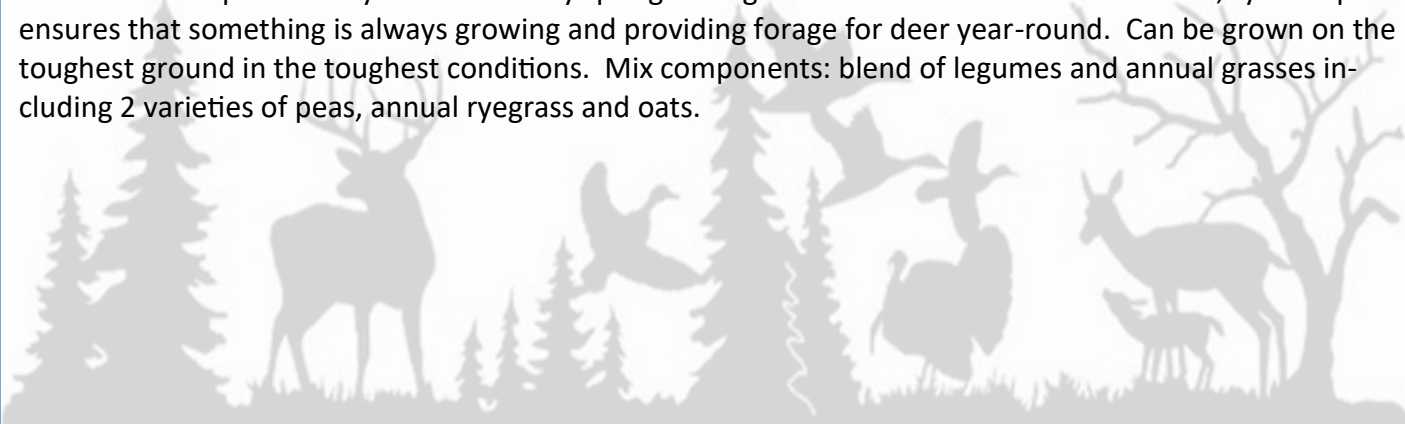
**Big Buck Brassica** (6# bag) - 1 bag plants 1 acre. Big Buck Brassica is the #1 seller for hardcore deer hunters. It's the perfect blend of forage turnips, radishes and other brassica varieties to attract and keep deer on your property all fall and winter. The high sugar content in the mature plants attracts and keeps deer where you want them. This mix grows fast, maturing in just 45 days. Mix components: A blend of six brassica varieties including forage radishes, forage turnips, purpletop turnips, hybrid forage brassica, rapeseed and kale.

**Tree Stand Treat** (25# bag) - 25# bag plants 1 acre and is equal to 4 1/4 acre plots. This specialized fall attractant utilizes highly desired species by whitetails and is designed to perform equally well in low light or shaded areas as well as in open area situations. Mix developed to be planted late in summer and early fall with minimal site preparation to provide those late season benefits and will persist through winter and into spring. Mix components: rape, forage collards, clover, berseem, arrowleaf, awnless wheat.

**Dove Kandy Sunflowers** (25# bag) - 1 bag plants 6+ acres. Seeding at a lighter rate to cover more acres is better for larger/healthier flowers. Sunflowers rank first among the favorite foods of wildlife. This blend of small, black-seeded, high oil varieties are chock-full of energy—just the ticket to draw doves into early fall shooting fields. Use as a stand-alone plot or salt into other food plots to add diversity. Planting considerations: establish via row planters or broadcast seeders. Maturation: 100 days. Seed count: 8,700 seeds per pound. Target seeding rate: 20,000 seeds per acre. Best planted in 30" rows. Can be drilled on more narrow rows as long as the rate per acre remains around 20,000 seeds.

**Rooster Booster** (25# bag) - 1 bag plants 3 acres. Rooster Booster creates diverse feeding habitat for deer, turkeys, pheasants, quail and other wildlife. Will normally outlast corn-only food plots. This early maturing mix is heavy on sorghums, corn, buckwheat and German millet. Wide range of components insures heavy wildlife use through the hunting season and winter. Mix components: Grain sorghums, corn, buckwheat, and millet. Planting considerations: broadcast onto a prepared, well-fertilized seedbed and harrow in.

**Whitetail 365** (25# bag) - 1 bag plants 0.5 acres. The perfect throw & go mix for any situation on any farm. It can be planted anytime from early spring through late fall. The combination of oats, rye and peas ensures that something is always growing and providing forage for deer year-round. Can be grown on the toughest ground in the toughest conditions. Mix components: blend of legumes and annual grasses including 2 varieties of peas, annual ryegrass and oats.



## TREE SHELTERS

The tree shelter we sell ships flat, pops up to a generous, leaf expanding 3.9 inch diameter and installs quickly and easily with large tie holes for different staking options. The 4-foot tubes are vented to allow superior air exchange for efficient CO2 replenishment and to assure proper dormancy (hardening off) before winter. Tree shelters are available any time throughout the year at the Wood County Land & Water Conservation Department. Tree shelters are \$4.03 + tax (includes 3 zip ties and a net cover). PLEASE NOTE: stakes are **NOT** included.



## GENERIC GEL

Generic gel is a starch absorbent that retains water and gives it back to the plant during dry periods. The gel increases plant survivability. It comes in granular form and is mixed with water to dip roots into the solution prior to planting. Generic gel is available throughout the year at the Wood County Land & Water Conservation Department. Sizes and pricing are:

- 4 oz. bag for \$8.53 + tax (treats 1,000 seedlings)
- 1 lb. bag for \$25.59 + tax (treats 4,000 seedlings)

## ATTENTION HUNTERS...DONATE YOUR DEER TO HELP THOSE IN NEED

### WHAT TO EXPECT WHEN DROPPING OFF DONATED DEER

Hunters can donate the entire deer free of charge and can retain the head and/or antlers for mounting if desired.

When dropping your deer off at a processor, you will be asked to complete the log sheet indicating your desire to donate the deer. We'll do the rest. The donated deer will be processed and the venison will be distributed to charitable organizations to help feed those in need in Wood County.

Wood County hunters can once again donate any deer legally harvested in Wisconsin to help residents in need. *Deer harvested outside Wisconsin cannot be donated.*

Deer legally harvested in Wood County must be tested for CWD before or at the time of donation. Participating Wood County processors include:

**J & S Processing LLC\***  
8300 County Road V, Marshfield  
Phone: (715) 676-3654

**Pittsville Meats**  
5328 2nd Ave, Pittsville  
Phone: (715) 884-6816

\*Please note J & S Processing offers CWD testing

**OMG Butchering LLC**  
10624 Highway 73, Pittsville  
Phone: (715) 383-0206

### STEPS TO FOLLOW:

1. Field dress your deer. Please handle the carcass as if it were destined for your own table. A couple of bags of ice placed in the cavity will help preserve the carcass in warm weather.
2. Register your deer. Make a note of your registration confirmation number, which you'll need later. Arrange for CWD testing if your deer was harvested from one of the CWD-affected counties that require testing (**deer harvested in Wood County must be tested**).
3. Call ahead! Contact one of the Wood County participating processors listed above before dropping off your deer to make sure they have space to accept it.



# Nutrient Management Planning

Want to develop better ways to obtain the nutrients gathered by crops on your farm and/or get the most out of your manure while minimizing the environmental impact? Wood County is offering a nutrient management writing class in the spring that does just that. In this course you'll learn how to develop and write a nutrient management plan that will meet the NRCS 590 standard requirements. In this plan you'll be able to obtain a full conservation plan of your farm along with field mapping, soil test analysis, manure management, and crop selection.

**\*Participants will receive reimbursement for the full cost of the course as well as reimbursement for up to \$750 worth of eligible soil testing costs upon completion of a nutrient management plan.\***

The full course (3-day class, cost \$260.00) will be offered on March 11, 18 & 25, 2025 from 10am-3pm at the River Block building. The refresher class (2 day class, cost \$130.00) will be offered on Tues., March 11 & 18, 2025 from 10am-3pm. To register, complete the registration form available on the Mid-State Classes website at <https://courses.mstc.edu/>. Please call our office with any questions at (715) 421-8475.

## **ONLINE OPTION**

Please note that DATCP (Dept. of Agriculture, Trade & Consumer Protection) and the Nutrient & Pest Management Program are offering FREE Virtual Nutrient Management Training for Farmers. Attendees must register ahead of the class at the link below. The same training will be offered on two dates: January 10, 2025 or March 14, 2025 from 10 a.m.—3 p.m. online via Zoom. Registration Link: [Upcoming Event: 2025 Virtual Nutrient Management Training for Farmers – Crops and Soils \(wisc.edu\)](https://cropsandsoils.extension.wisc.edu/upcoming-event-2025-virtual-nutrient-management-training-for-farmers/) (or at <https://cropsandsoils.extension.wisc.edu/upcoming-event-2025-virtual-nutrient-management-training-for-farmers/>). The training provides both the basics of nutrient management and an introduction to SnapPlus. Please note: the same training will be offered on both dates, you need only attend one of the online training classes to be certified as an eligible farmer plan writer.

## Planning Ahead for Conservation

Do you have soil or water conservation projects in need of technical or financial help? If so, there are several different opportunities for obtaining cost-share for conservation projects in Wood County. Cost-share funds can help pay for practices that:

- Reduce soil erosion in cropland, and along stream banks and shorelines
- Reduce nutrient runoff from barnyards and cropland
- Improve wildlife habitat

Wood County receives annual grants from the Department of Agriculture, Trade and Consumer Protection and Department of Natural Resources that can assist in funding a variety of practices including:

- Barnyard work, manure storage, and other farmstead practices
- Cropland practices such as

- grassed waterways, water and sediment control basins, filter strips (buffers), and cover crops
- Nutrient management planning with soil testing
- Well decommissioning

**\*NEW PRACTICES (effective 7/1/24) available for cost share include:**

- ⇒ **Conservation Cover**
- ⇒ **Conservation Crop Rotation**
- ⇒ **Habitat Diversification**
- ⇒ **Hydrologic Restoration**
- ⇒ **Nutrient Treatment Systems**
- ⇒ **Stream Restoration**

If you are interested in technical assistance or cost share for implementation of conservation practices or want additional information, please call our office at (715) 421-8475.

### Popular Practices

- Manure Storage
- Waste Storage Closure
- Feed Storage Runoff Control
- Roof Runoff Structure
- Streambank & Shoreline Protection
- Sediment Basins
- Critical Area Plantings
- Filter Strip (Buffer)
- Grassed Waterways
- Well Decommissioning
- Cover Crops
- Residue Management
- Nutrient Management

## County Surveyor's 2024 Year End Report

1. PLSS Maintenance Work
  - a. 2024 No County Contract
  - b. 2024 Town/Highway Contract, Badger-Land Surveying
    - i. All contracted corners have been sent to vendor
    - ii. Submittals by the end of the year
    - iii. **This is a VERY important step in maintaining PLSS corners**
2. 2024 CTH F Transportation Project Plat (TPP)
  - a. Clarify the right-of-way
  - b. Monument the right-of-way
  - c. Document private property areas within the right-of-way to remove from the tax role
  - d. The TPP will be tracked to the parcels, so any title or survey work that is done on this document will track to the parcel and provide notice of right-of-way indefinitely.
  - e. The final TPP deliverable is 11/28/2024
3. Office work
  - a. All CSMs are reviewed off site
    - i. Approximately 40 CSMs reviewed that fell within our land division ordinance
    - ii. This number is down about 20 CSMs from 2023
  - b. All incoming maps are scanned and posted to Paul Bernard to upload online
  - c. Public outreach
    - i. Office research and visits remain very limited
      1. Online data allows for remote research by surveyors and property owner
    - ii. Most communication is by email and phone
  - d. Continue to receive calls for the County Surveyor to perform private surveys.
    - i. Averages a call/email or two per week
    - ii. All owners are directed to private surveyors.
    - iii. No surveys are accepted by the County Surveyor directly from the office
  - e. Quality of survey maps in the County
    - i. A surveyor has been identified to be completed substandard work that does not meet the minimum standards for a property survey (A-E 7)
      1. I have randomly review over 40 filed surveys in 2023 and 2024
      2. 100% of the surveys have violations in my option
      3. The surveyor submits surveys as part of the land division review process
        - a. The same violations are noted in the land division reviews as the surveys randomly reviewed

4. This shows that the surveyor has not tried to correct the quality of work.
  5. Being the Wood County Surveyor also has a private practice; I feel a review from an outside independent source is the proper method to determine any violations of A-E 7.
    - a. Submit the over 40 issues plus all CSMs reviewed under the land division ordinance to the WSLs Ethics and Standards of Practice Committee
      - i. This committee can do an independent review of the issues and make a recommendation as to whether a complaint needs to be filed at the state against the surveyor.
      - ii. This will eliminate any conflict of interest with the Wood County Surveyor having a competing private practice.
4. 2024 outlook
    - a. PLSS will only include the highway maintenance contract.
    - b. Right-of-way projects
      - i. Discussions will be had with the highway department on the next needs for r/w clarification.

Thank you.

*Kevin C. Boyer*

Wood County Surveyor  
PLS-2675



## Contract for County Surveyor Services

This contract is made and entered into this 1st day of January, 2025, by and between **Wood County**, 400 Market Street, Wisconsin Rapids, WI 54494, hereinafter referred to as “County” and **Kevin C. Boyer**, hereinafter referred to as “Contractor.”

The Contractor is an Independent Contractor and as such has made a written proposal to the County to do the work described in the Scope of Services, for the total price listed in Payment for Services, and for the duration identified in the Contract Terms.

### 1) Scope of Services

The Contractor shall be required to perform the following duties:

- a. Catalog and file surveys and section summary sheets submitted by surveyors.
- b. Maintain survey files at the County Surveyor’s Office.
- c. Coordinate the perpetuation of PLSS corner locations in preparation for proposed construction and other activities including street and highway construction activities that would otherwise lead to destruction of corner monuments and loss of true corner locations.
- d. Receive requests for PLSS remonumentation and maintenance, review same and authorize if appropriate. *No self authorization will be permitted.*
- e. Keep records of all PLSS remonumentation and maintenance requests.
- f. Receive invoices for PLSS remonumentation and maintenance by surveyors, review and authorize payment when appropriate. *No self authorization will be permitted.*
- g. Review all certified survey maps and subdivision plats submitted for review to the Wood County Planning and Zoning Department, or recorded in the Register of Deeds Office.
- h. Services for other departments as requested.
  - i. Serve in advisory capacity for ordinance revisions that affect land subdivision practices in the County.
  - ii. Serve in advisory capacity to Register of Deeds, Treasurer’s, Planning & Zoning Departments, and other County departments where guidance is needed pertaining to general land surveying practices.
  - iii. Assist the Planning and Zoning Department with questions regarding certified survey map and subdivision plat review.
- i. Perform duties under Wisconsin Statutes Section 59.45. *Survey field work is not a requirement of this position.*
- j. Attend Conservation, Education and Economic Development (CEED) Committee meetings at the request of the Committee, and prepare a monthly activity report.
- k. Advise the CEED Committee on preparation of the Wood County Surveyor annual budget.
- l. Perform 208 hours annually (4 hours per week on average) of County Surveyor Services. Weekly regular posted office hours should be conducted as often as practicable.
- m. Respond to questions and requests from customers regarding survey records.



- n. Prepare an annual report to be presented at the December monthly CEED Committee meeting including:
  - i. Activity of the County Surveyor for the year.
  - ii. Status of County records pertaining to PLSS and survey records.
  - iii. Status of the PLSS monuments of the County.
- o. Improve accessibility, quality, completeness and longevity of survey records.

**2) Liability Insurance**

Based on the ability of Wood County to obtain the recommended level of liability insurance at a cost of less than \$100 annually, both parties agree to Wood County covering the cost of liability insurance.

**3) Contract Terms**

- a) This contract is for a term of 2 years with additional 2 year renewal options at the discretion of the parties.
- b) Failure of either party to comply with any part of this Contract may be considered adequate cause for termination by the other party.
- c) If County finds it necessary to terminate this Contract prior to the completion of the terms set forth herein, for a reason other than violation of the Contract by Contractor, then the actual costs incurred by the Contractor shall be the stipulated damages for said termination.
- d) Revision of this Contract must be agreed to in writing by an addendum signed by the authorized representative of each party.
- e) Contractor shall notify County immediately whenever it is unable to provide the required services or materials described herein. Upon such notification, County and Contractor shall determine whether such inability will require a revision or cancellation of the Contract.
- f) Contractor shall not assign this Contract or any interest therein, nor sublet the work described herein, or any part thereof, without the consent in writing of the County's authorized representative, first endorsed hereon.

**4) Payment for Services**

The total amount to be paid to Contractor for the work performed in accordance with this agreement shall be **\$9996** annually. Payment by County to Contractor shall be made in 12 equal monthly payments.

**5) Vendor Indemnity**

Contractor agrees at all times during the term of this Contract to indemnify, save harmless and defend the County, its Boards, Officers, Employees and Representatives against any and all liability, losses, damages, costs or expenses which the County, its Boards, Officers, Employees and Representatives may sustain, incur or be required to pay by reason of bodily injury, personal injury or property damage or other cause of action of whatsoever nature or kind arising out of or as a result of any negligent failure to act in connection with the operations of the Contractor, or their agents, in performing work under this contract, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs or expenses caused by or resulting from the acts or omissions of the County, its Agencies, Boards, Officers, Employees or Representatives.

**6) Equal Opportunity, Affirmative Action Employer**

Wood County is an Equal Opportunity, Affirmative Action Employer.

\_\_\_\_\_ Date \_\_\_\_\_  
 Director, Wood County Planning and Zoning

\_\_\_\_\_ Date \_\_\_\_\_  
 Contractor



**SOUTH WOOD COUNTY AIRPORT**  
Jeremy Sickler, Airport Manager

## 2024

### **Airport Development:**

#### **2024 Projects:**

Fuel System Construction: The fuel system project still had a few outstanding items which were finally resolved by the contractor(s). The system has been operating well and the added storage capacity has proven to be advantageous.

Master Plan: An Airport Master Plan is a long-range planning document which is the justification for requesting FAA (Federal) funding sources for development projects and equipment purchases. In the past this was only required of busier airports but recently has been required of all airports requesting FAA funding. The Master plan uses forecasts to develop a 20-year outlook for the Airport. Currently the process is underway with the aerial survey having been completed. The project team held the kick-off meeting on September 7. This first meeting determined the stakeholder advisory committee which will advise the project team.

Avigation Easement Acquisition Phase 1 (14 Parcels): The Airport Commission is obligated to maintain clear approaches per grant assurances when utilizing Federal grant money for projects. Many federal projects are only eligible for funding if approaches are clear of obstructions. Several obstructions (trees) have been identified as obstructions in the approaches to the Airport. The WI Bureau of Aeronautics completed purchase agreements with 13 of the 14 parcels owners. 1 parcel remains at the VA due to the passing of an owner of a property.

Avigation Easement Acquisition Phase 2 (16 Parcels): The BOA and the engineering and design firm have negotiated a contract for this phase.

Obstruction Removal: Phase 1 is nearly ready for removal. This project is to execute the purchase agreements acquired in the Phase 1 Land Acquisition. The WI BOA is working towards approving the contract and plan to begin removals yet this winter.

#### **Future Projects:**

Crack Fill and Resurface Airport Pavements: While most of the paved surfaces are in excellent condition, preventative maintenance is always on the horizon. Several surfaces are being considered for significant refurbishment.

## **Airport Projects and Events:**

Annual permits, inspections, testing, and filter changes for fuel system.  
Changeover of financial tracking to new City procedures and software.  
Qualification application for \$13K ARPA grant, \$32K CRRSAA grant, and BIL grants.  
Petition for State and Federal Aid is underway.  
Hosted a fly-in dinner event and a community pancake breakfast.  
Hosted several Young Eagles youth flight events throughout the year.  
Hosted parking for Assumption HS invitational cross-country meet  
Hosted several tours and meetings for dispatch, Police Dept's, Fire Dept's, and  
Emergency Responders, church groups, youth groups, ADRC, MSTC, REDI, WRACVB.  
Replaced and ordered 31 new runway and taxiway edge lights and repaired runway end  
lights following a lightning storm.  
Replaced two hangar roofs following a hailstorm.  
Replaced both terminal furnaces.  
Installed new doors and locks on the old hangar and installed new locks and security  
cameras in the new hangar.  
Installed security cameras in the terminal building.  
Created and filled a new full-time airport assistant position.  
Facilitated in the sale and lease assignment for three private hangars.

## **Airport Acquisitions:**

Newer SUV as a courtesy vehicle for ground transportation of flight crews and their  
passengers.

Newer  $\frac{3}{4}$  ton pickup truck for as an airport work and plow truck.

## **Airport Revenues Through October 2024:**

### **Sales**

Fuel:	\$661176.93
Ramp Fee:	\$24547.60
Lav Fee:	\$2471.10
GPU:	\$5168.30
Call Out Fee:	\$7254.21
Transient Hangar:	\$11135.06
Catering:	\$301.05
Oil:	\$501.97

## **Airport Revenues Through October 2023:**

### **Sales**

Fuel:	\$535179.83
Ramp Fee:	\$21466.12
Lav Fee:	\$1491.64
GPU:	\$4937.91
Call Out Fee:	\$6272.86
Transient Hangar:	\$8799.87
Catering:	\$928.97
Oil:	\$85.44

## **Airport Activity:**

Aircraft operations: During the summer months corresponding to the open season for Sand Valley, an estimated 800-900 large transient aircraft (large twin engine, turboprop, turbojet, helicopter) visited the Airport. Increases in traffic correlated to Sand Valley traffic increases. Along with the larger aircraft, there were nearly 400 small transient aircraft (single engine and light twin engine) which visited as well. Visitors came from all over the country and from other countries including Mexico, Puerto Rico, United Kingdom, and Canada.

Aircraft visit the Airport and region for several additional reasons including:

Local events (WIAA Cross Country, waterski championships, trap shooting, Sentryworld PGA Championship)

Local businesses (Ocean Spray, Sparhawk, ERCO, Walmart, Nine Dragons, Metalco, Sonoco, Verso, Kunes RV, agriculture, Corenso, pets from nearby breeders)

Tourism and sightseeing (cranberry harvest, fall colors)

Visiting friends, family, and local loved ones

Flight instruction

State of WI (DNR fire support, DNR search and rescue, state officials, transporting students)

Medical flights (patient pickup, patient transfer, organ harvest)

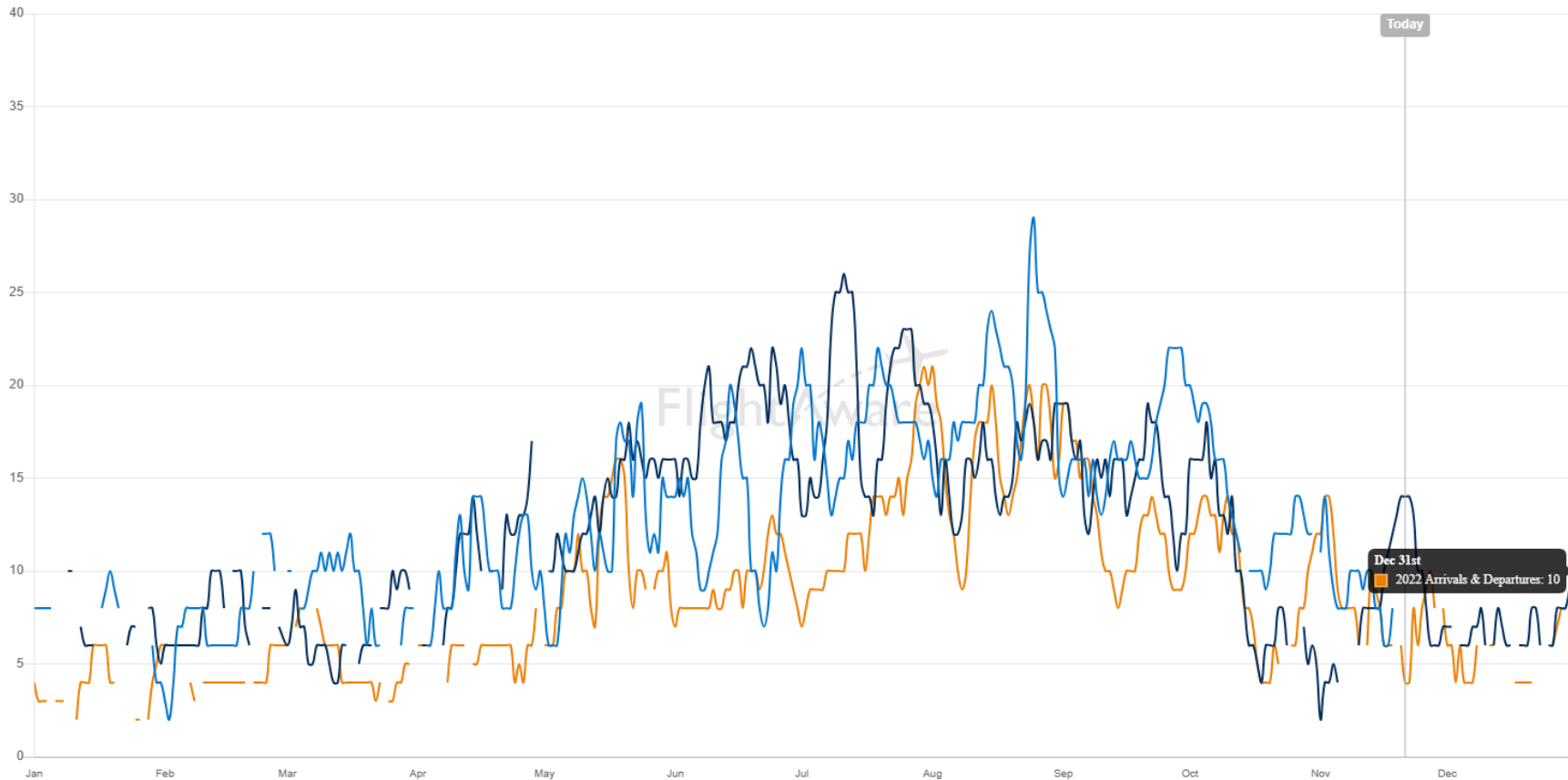
Civil Air Patrol and National Guard missions

Powerline and pipeline patrol

Cropdusting and aerial seeding

Aerial GIS applications

# Alexander Field Annual Aircraft Activity



## Year over Year-to-Date Fuel Sales (through October)

	2024	2023	2022
AvGas	17553.45	16593.29	11545.89
Jet Fuel	91715.21	75888.43	66926.97
Total	109268.66	92481.72	78872.71



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

## **2024 Wood County Economic Development Funding Request**

*Questions regarding eligible funding for this application should be directed to:*

*Jason R. Grueneberg, Director at 715-421-8466 or [jason.grueneberg@woodcountywi.gov](mailto:jason.grueneberg@woodcountywi.gov)*

***All applications are due by 4:30pm on July 7<sup>th</sup>, 2023.***

***Completed Applications should be emailed to Victoria Wilson at [victoria.wilson@woodcountywi.gov](mailto:victoria.wilson@woodcountywi.gov)***

Applicant Organization: Alexander Field South Wood County Airport

Mailing Address: 3620 1<sup>st</sup> St. South

Wisconsin Rapids, 54494

Web Site: <https://www.wirapids.org/department/?fDD=27-0>

Organization Telephone: 715-741-2114

Contact Person/Title: Jeremy Sickler/Manager

Contact Person Telephone: 715-741-2114 Email: [jsickler@wirapids.org](mailto:jsickler@wirapids.org)

**Request Overview** - Provide a summary overview of your program or project and explain how it is consistent with and supports the *Wood County Wisconsin Rural Economic Development Plan*. The Plan can be found at

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

Alexander Field, South Wood County Airport continues to be a significant transportation hub for tourism in Wood County. Annually 800-1000 aircraft use the facility to transport transient visitors to the area from all over the country and sometimes beyond. Tourism is a component of a diverse economy and is cited in the REDI plan in multiple places. Annually the Airport Commission invests in infrastructure and facility upgrades and modernizations along with equipment purchases to enhance the visitor experience and provide a good first impression of the area. The Airport also provides a convenient transportation option for business travel as well. Users of the airport for local business include industries such as agriculture, paper/forest products, manufacturing, government, and retail. In past years the Wood County Economic Grant has been used by the Commission to purchase and provide amenities and maintain and modernize facilities for the aforementioned purposes. Thank you for your consideration in 2024

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

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

The return on investment in Alexander Field is hard to quantify. Testimonial comments from transient passengers and pilots remain overwhelmingly positive. Aircraft crews are impressed with the facilities and services offered which are not typical at airports in less populated areas. Fuel sales are the only quantifiable metric used to gauge activity levels. Fuel sales remain strong. Thus far 2023 is ahead of any previous year in fuel sales to date. Several local businesses continue to comment on the noticeable impact of the airport, especially restaurants and hotels. Alexander Field provides a valuable transportation infrastructure for the regional businesses including Nine Dragons, Sonoco, Erco, Ocean Spray, Walmart, and Verso. The airport also hosts several public events throughout the year and provides a meeting space for several community organizations.

**Funding Request Summary** – Program/Project

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

	<b>Requested Funding</b>	<b>Total Organization Budget</b>	<b>Other Funding – e.g. grants, volunteers, donations</b>
<b>Wages &amp; Benefits</b>		\$124,375	
<b>Office Supplies &amp; Expenses</b>		\$32,000	
<b>Professional Services</b>		\$57,000	
<b>Misc. or Other</b>	<b>\$15,000</b>	\$17,000	
<b>Total</b>	<b>\$15,000</b>	<b>\$230,375</b>	

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

**This reporting requirement can be coordinated by contacting *Victoria Wilson, Program Assistant at 715-421-8467 or [victoria.wilson@woodcountyiwi.gov](mailto:victoria.wilson@woodcountyiwi.gov)***

November 1, 2024

Mr. Steve Barg, City Administrator  
City of Marshfield  
207 W 6th St  
Marshfield, WI 54449

Dear Mr. Barg,

We are pleased to submit a proposal to prepare a Preliminary Housing Needs Assessment (HNA) for the Historic Weinbrenner Shoe Company Property Redevelopment project located at 305 West 3rd Street in Marshfield, Wisconsin. It is our understanding that this project may be converted into housing. The scope of work outlined below is based on previous correspondence between Bowen National Research and your group.

### **Scope of Work**

This Preliminary Housing Needs Assessment will be done in-house and will contain the following work elements:

- **Establish a Primary Market Area (PMA):** The PMA will be determined through an overview of demographic thematic maps and our knowledge of the area.
- **Demographic Analysis:** We will identify the population and household characteristics and trends within the study area including such things as household income, size, tenure (renter and owner), and age cohort. The demographic data will be analyzed and displayed for 2000, 2010, 2024, and 2029 (or the most recent data available).
- **Housing Supply Analysis:** Housing stock characteristics will be analyzed and displayed for the Study Areas (based on U.S. Census data and ACS data), including housing tenure (renter-occupied vs. owner-occupied), vacancy rates by tenure, age of housing, types of housing supply (single-family, duplex, multifamily, etc.), general housing condition (based on evaluation of substandard housing conditions cited in U.S. Census), housing values, rent levels, building permit data and cost burdened households. This data will be used to supplement the on-site housing data we will collect, as described below.
- **Housing Market Conditions:** Bowen National Research will utilize an in-house research to collect housing data within the study area.
  - **Multifamily Rental Housing:** We will identify multifamily rental housing properties, including government-subsidized and affordable Tax Credit properties, as well as market-rate properties (generally with more than 10 units at a single location). A telephone survey will be completed for the study area and will be used to measure the overall strength of the rental market. Detailed data will be collected including rental rates, subsidy types, vacancy rates, amenities, year built, utility responsibility, Housing Choice Voucher holders, etc.



- **For-Sale Housing:** We will obtain for-sale home data for the market from sources such as Multiple Listing Services, Redfin and other sources as available. Data will be collected and analyzed for both historical sales (typically for the past 3 to 5 years) and available for-sale housing alternatives. We will evaluate product by price point, bedroom type, year built, days on market, and location, dependent upon the availability of published data.
- **Development Pipeline and Building Permits:** Building statistics will be evaluated and interviews with officials familiar with the residential development pipeline will be interviewed. The research will describe the likelihood of construction, timing of the project, and its impact on the market.
- **Conclusions/Recommendations:** The conclusions will demonstrate the depth of the market for additional rental and for-sale housing at the subject site. Specific conclusions will address the following:
  - Through a comparison of the existing housing supply and demographic trends, we will provide estimates on the total number of units that can be supported at the subject site.
  - Recommendations on the appropriate unit mix, amenities, unit sizes (square footage), and rents/price points for the subject site.
  - Marketability of the proposed project and an opinion as to the long-term outlook for the market.
  - Recommendations for the developer to enhance the marketability of the proposed project.

#### **Timing, Cost & Deliverables**

The fee for this assessment will be \$6,500 and the study can be completed within approximately six weeks of initiation. An invoice will be emailed at the time of the report's draft delivery. The fee is payable within 30 days of completion of the market study. Accounts not paid within the terms outlined are subject to a late fee of 1.5% interest per month past due.

Deliverables will include a preliminary draft of the report in PDF format. Upon the client's review, we will provide a final version of the report in PDF format.

Thank you for giving us the opportunity to present this proposal to you. Please let us know if you have any questions.

Respectfully,



Patrick M. Bowen  
Bowen National Research  
[patrickb@bowennational.com](mailto:patrickb@bowennational.com)

**Additional Contact:**

Desiree Johnson  
Director of Operations  
[desireej@bowennational.com](mailto:desireej@bowennational.com)

**Agreement for Proposed Services**

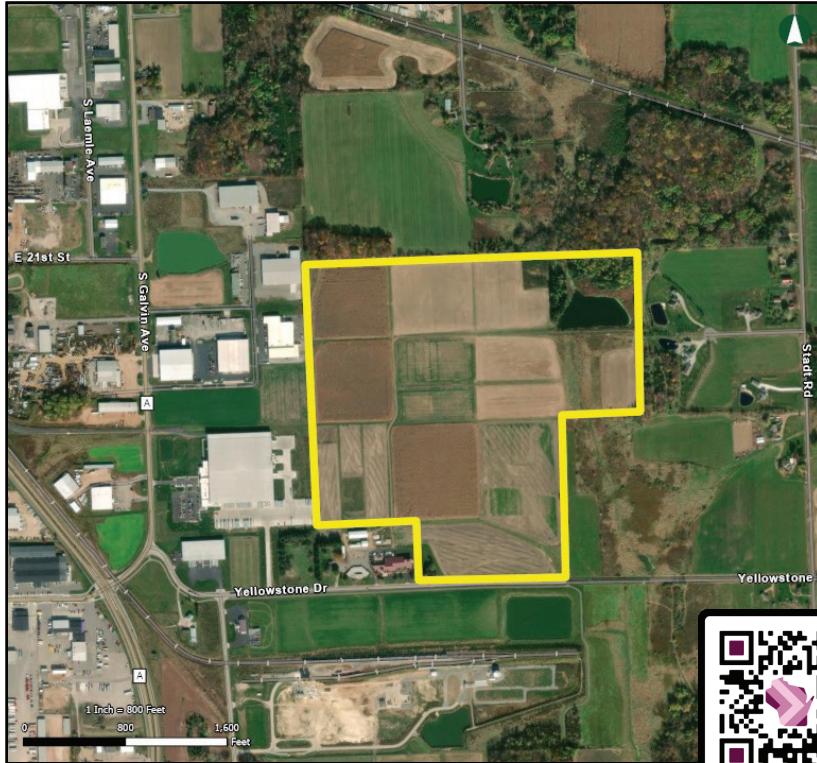
Should these terms be acceptable to you, please sign below and return this contract via email.

\_\_\_\_\_  
*Authorized Signer*  
City of Marshfield

\_\_\_\_\_  
Printed Name

Date: \_\_\_\_\_

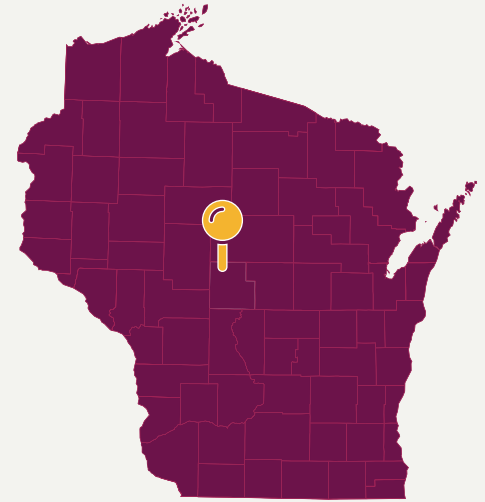
# YELLOWSTONE INDUSTRIAL PARK



This map was created using geothinq | www.geothinq.com | Mapping Smart Land Decisions



SCAN ME



## PROPERTY DETAILS

<b>County</b>	Wood
<b>Acreage</b>	123 total/101 developable
<b>Latitude/Longitude</b>	44°38'39.89"N/90° 7'47.82"W
<b>Topography (map avail.)</b>	Generally flat
<b>Site Ownership</b>	City of Marshfield
<b>Zoning</b>	General Industrial
<b>Utilities</b>	<ul style="list-style-type: none"> <li>Marshfield Utilities</li> <li>7.62 kV and 13.2 kV on-site</li> <li>115 kV line 2,500 ft.</li> <li>Substation 0.7 mi.</li> </ul>
<b>Electric</b>	
<b>Gas</b>	We Energies
<b>Water</b>	Marshfield Utilities: 12" mains adjacent
<b>Wastewater</b>	City of Marshfield: 18" main adjacent
<b>Telecommunication</b>	Spectrum

## CONTACT

**Steve Barg**  
City Administrator  
City of Marshfield  
207 W. 6th St.  
Marshfield, WI 54449  
[steve.barg@ci.marshfield.wi.us](mailto:steve.barg@ci.marshfield.wi.us)  
715.486.2003  
[ci.marshfield.wi.us](http://ci.marshfield.wi.us)



## PROPERTY DETAILS

### Transportation

#### Highway & Interstate

- Less than 2 mi. from US Hwy. 10 (4 lanes)
- 30 mi. from interstate I-39

#### Airport

40 Miles to Central Wisconsin (CWA). Direct flights to MSP and ORD.

#### Rail Served

Yes. Existing rail spur can be extended to serve future users at site.

### Site Advantages

- Substation is 0.7 miles from the property. Redundant service possible
- No known utility easements on site.
- TIF District (#12) established to further incentivize development.
- FEMA flood zone X, outside 100 and 500 year flood zones.



### Due Diligence Studies and Reports

- ✓ ALTA Survey
- ✓ Geotechnical Study
- ✓ Master Site Plan
- ✓ Topography
- ✓ Wetlands
- ✓ Environmental Assessment
- ✓ Archaeological/Historical
- ✓ Endangered Species

## WISCONSIN

CERTIFIED SITE

Reduce Risk – Increase Speed to Market

This site has been designated as “suitable for development”<sup>\*\*</sup> by SSG and the Wisconsin Economic Development Corporation (WEDC). The site meets pre-defined criteria for site size, availability of utility and transportation infrastructure, physical and technical condition, environmental assessments, support by local communities, and other factors.



\* Site designation is based on information that has been submitted to SSG and WEDC, and that SSG and WEDC believe to be true. SSG and WEDC have no liability or responsibility for existing or future conditions of the sites.