Conservation/UW-EX Education Committee
Monday, September 14, 2026 Minutes
Oneida County Courthouse, County Board Room and Virtually by ZOOM

Committee Members: Chair Robb Jensen, Linnaea Newman, Dan Hess, Collette Sorgel, and Chris Schultz.

Others Present: Michele Sadauskas, Karl Jennrich, Levi Rhody, Stephanie Boismenue, Amber Rehberg, Laurel Parins, Chuck Buchheit, Alan Wirt, Eric Rempala, Kathleen Cooper, Brenda Gauchel, Noah Lottig, Christine Morrissey, John Crone, Jacob Link, Jason Hartun, Judith Bloom, Gary Schindle, Joe Frances, Jacob Piasecki, Sara Chiamulera, and Jessica Young. Denise (last name unknown), Tom Swaney, Rebecca Bortner, Dean Kirschner, Jim Gantz, Jim (last name unknown), Dan Butkus, Virginia Cotherman, John D., Ann W., Rmcon, Andy B., Kate Stolp, Sally Martin, Ken (last name unknown), T. Anderson, Billy (last name unknown), Andy Buchheit, and Jonna Jewell on Zoom.

1. **Call to order and Chairperson's Announcements:**
   Chair Jensen called the meeting to order at 1 p.m. The meeting was properly posted and handicapped accessible and ADA compliant. A quorum was confirmed with five members present. The Pledge of Allegiance was recited, along with a moment of silence and remembrance for David Sorgel and those lost to 9/11.

2. **Approve Agenda:** A motion by Hess/Sorgel to approve the September 14, 2026 Agenda. All ayes; motion carried.

3. **Approve Minutes:** A motion by Jensen/Newman to approve the minutes of August 10, 2026 as presented. All ayes; motion carried.

4. **Dates/Location of Future Meetings:**
   Monday, October 12, 2026 at 1:00 p.m. Oneida County Courthouse; County Board Room.

5. **Public Comment:**
   Chair Jensen reminded the public in attendance that the Committee does not engage in back-and-forth discussion during public comment. Public comments will be heard but not discussed or responded to. If a comment relates to Agenda Item 6, there may be an opportunity for questions.

   Chuck Buchheit (Tomahawk Lake) a property owner on Tomahawk Lake for 60 years, provided comments regarding riparian rights. He stated that riparian rights, established under federal and state law, grant property owners whose land borders a stream, river, or lake certain rights related to the use and management of their waterfront property, including the management of Eurasian watermilfoil (EWM). Buchheit stated that herbicide use has historically been a riparian property owner's right for the

improvement and enjoyment of their waterfronts. He noted that the Wisconsin Department of Natural Resources (DNR) issues permits for legal herbicide applications and requires the use of professional applicators. He stated that lake associations and lake districts do not apply for riparian permits and cannot prevent individual property owners from obtaining permits, which are applied for directly through the DNR. He expressed concerns regarding the DNR's permitting process and stated his belief that restrictions on individual riparian applications conflict with federal and state law. He reported meeting with local DNR Director Ann Kipper prior to the meeting and indicated that he had begun discussions on the issue. Treating ones property does not have to go through a lake association or a lake district. He also expressed concerns about the increasing costs of aquatic invasive species management. He cited examples of treatment costs for his waterfront and compared them to the lower cost of previous 2,4-D herbicide treatments. He further stated his belief that the DNR encounters relatively few permit applications from riparian owners on waterways without lake associations and expressed concerns regarding administration of the permitting process.

Eric Rempala (OCCWA) provided comments regarding Agenda Item 8. He expressed support for the proposed resubmission of language related to shoreline landscaping and contouring. Rempala stated that Oneida County Clean Waters Action and the Oneida County Lakes and Rivers Association will continue to advocate for limited clear-cutting within access and viewing corridors and intend to pursue the issue with the County Board. Regarding the language in Item 8, Rempala expressed concerns that the terms "landscaping" and "contouring" are not clearly defined. He stated that without specific definitions or explanatory language, the terms could be interpreted broadly, resulting in inconsistent application. He referenced shoreline redevelopment activities that he believes demonstrate the need for clearer standards. Rempala recommended that the Committee move forward with resubmitting the proposed language to the Planning and Development Committee for further consideration, particularly with respect to shoreline contouring and landscaping provisions.

6. **Proposed Lake Tomahawk Lake District:** ***-Noah Lottig***

Chair Jensen reminded those present that the Land & Water Conservation Department's website contains information regarding the requirements under Chapter 33, Wis. Stats., for establishing a lake district. He noted that when groups are interested in forming a lake district, the County's Land Information staff provides ownership information for the affected waterbody as required by statute. Chair Jensen stated that this information becomes part of the public record and is available to anyone who wishes to review it.

Chair Jensen further explained that statutory requirements, including demonstrating the necessity of the proposed district and showing that establishment of the district would promote public health, comfort, convenience, necessity, or welfare and benefit the included lands, are the responsibility of the petitioning group. The role of the Committee is to ensure that statutory requirements and procedures are followed.

Chair Jensen also stated that if a petition is submitted, the Committee reviews it for compliance with statutory requirements and conducts a public hearing. Following the hearing, the Committee reviews the petition again before forwarding a recommendation to the County Board for approval. The Committee does not take a position for or against the establishment of a lake district. Decisions regarding whether to pursue a lake district and whether statutory requirements have been met are matters for the affected property owners and the established review process.

Dr. Noah Lottig, a resident of Hazelhurst and President of the Tomahawk Lake Association (TLA), provided information on the potential formation of a lake district for Tomahawk Lake. Dr. Lottig stated that he is an associate research scientist with the University of Wisconsin and has more than 20 years of experience working on water quality issues in northern Wisconsin.

Dr. Lottig provided an overview of the Tomahawk Lake Association, noting its nearly 40-year history of protecting and preserving Tomahawk Lake. He described the Tomahawk Lake system as encompassing more than 3,000 acres, serving as the headwaters of the Minocqua Chain of Lakes, and being designated as an outstanding resource water. He stated that TLA primarily focuses on Eurasian watermilfoil management and shoreline preservation efforts.

Dr. Lottig reviewed the Association's efforts to fund lake management activities through voluntary contributions. He stated that the Association launched a "Fair Share" campaign around 2010 but participation has remained below desired levels, with approximately 43% of lake property owners currently contributing financially to TLA. He reported that in 2025 the Association sent more than 200 individualized outreach letters to nonmembers, resulting in 13 new participants.

Dr. Lottig stated that concerns regarding long-term funding sustainability and the equitable distribution of management costs have led the Association to explore the possibility of forming a lake district. He noted that discussions regarding a lake district began around 2010, became more formal in 2022 with the creation of a working group, and have been incorporated into annual budgets, meetings, newsletters, and public communications since 2024.

Dr. Lottig also discussed recent funding challenges facing the Association, including the loss of approximately $22,000 in annual support from local towns and approximately $42,000 in grant funding due to changes in Wisconsin Department of Natural Resources grant ranking criteria. He stated that these reductions total approximately $64,000 in annual funding and have increased the need to identify a sustainable, equitable long-term funding structure.

Dr. Lottig explained that the lake district exploration process remains in its preliminary stages. He stated that TLA is working with Oneida County to establish proposed district

boundaries, identify affected property owners, obtain assessed valuation information, and estimate potential mill rates. The preliminary boundary includes approximately 460 property owners, including about 200 current TLA members.

Dr. Lottig stated that opinions within the lake community vary regarding the potential formation of a lake district. He noted that some residents view a lake district as necessary for long-term sustainability, while others do not support the concept. Addressing governance concerns, Dr. Lottig stated that major financial decisions within a lake district are made by electors at the district annual meeting, while commissioners are responsible for administering and carrying out those decisions rather than independently determining budgets or tax levies. He emphasized the Association's commitment to providing accurate information and answering questions before any decision is made regarding a petition.

Dr. Lottig indicated that, if pursued, a petition process could begin in late spring 2027, with the potential establishment of a lake district in January 2029. He stated that the Association intentionally began the process early to allow time for public education, review, and community input. He concluded by stating that TLA's objective remains the long-term preservation and protection of Tomahawk Lake.

Chair Jensen inquired about the proposed timeline and noted that lake district petitions are often submitted in time for consideration affecting the following year's tax roll. Dr. Lottig responded that additional time would be needed to gather information, conduct outreach, and complete the process, making a 2029 implementation timeline more realistic.

Chair Jensen also noted that Tomahawk Lake has four governing bodies: the Towns of Lake Tomahawk, Hazelhurst, Minocqua, and Woodruff.

Chair Jensen clarified the roles of county and town-appointed representatives on lake district boards, stating that those representatives do not vote on annual budgets, management plans, or mill rates at annual meetings. He stated that their role is to serve as a resource and liaison and to help ensure adopted plans and budgets are carried out appropriately. Chair Jensen further noted that the County's role at this stage is to assist with boundary development, ownership information, and other required public information as part of the statutory process.

Chair Jensen stated that Corporation Counsel would be consulted regarding whether links to information from organizations both supporting and opposing the proposed lake district could be posted on the LWCD website. He noted that the intent is to ensure that residents have access to information representing differing facts so they can make informed and knowledgeable decisions regarding what is best for Tomahawk Lake.

Dr. Lottig noted that much of the information provided in the handouts consisted of Tomahawk Lake Association budget materials. He stated that these materials are presented in the Association's newsletters, which are distributed twice annually, and that both the newsletters and budget information are publicly available on the Tomahawk Lake Association website.

A member of the public stated that they had reviewed a map of the proposed Lake District boundaries and noted that the Tomahawk Lake boat landing was not included. The commenter stated that the boat landing had received some of the earliest chemical treatments conducted by the Tomahawk Lake Association, serves as a location for the Clean Boats, Clean Waters program, and has been the recipient of Wisconsin Department of Natural Resources grant-supported signage and related activities. The commenter questioned why the boat landing was excluded from the proposed district boundaries.

Chair Jensen responded that his understanding was that government-owned parcels that do not pay property taxes, such as state-owned boat landings and state forest lands, are generally not taxable parcels within a lake district. He stated that while such properties may not be included as taxable parcels, the adjacent waters remain part of the lake district and may be managed or treated as part of district activities.

The commenter noted that municipal properties may be treated differently under lake district statutes and expressed concern that an important public access property appeared to be excluded from the proposed district. The commenter further questioned whether property owners within the district would be making decisions affecting areas that were not included within the district boundaries and whether municipalities would be expected to pursue management activities independently.

Dr. Noah Lottig responded that the map being referenced was a draft based on preliminary information and that Oneida County was in the process of reviewing and developing an official boundary map. He stated that the official map would be presented publicly once available.

Sara Chiamulera emphasized that the map was preliminary and that no final determinations regarding parcels or district boundaries had been made.

The commenter reiterated concerns regarding representation and decision-making, stating that district members could potentially be making management decisions affecting areas not formally included in the district, and questioned how treatment priorities would be addressed if certain properties remained outside the district.

Judith Bloom asked for clarification regarding the petition process, including how the number of eligible signatures is determined and who qualifies to sign a petition to form a lake district.

Chair Jensen stated that the process is governed by statute and that the list of eligible voters is determined using property ownership information compiled by the County's Land Information Office. He noted that the manner in which ownership is listed on the tax roll can affect the number of eligible signatures.

Dan Butkus explained that eligibility to sign a petition is based on the legal ownership entity listed on the tax roll. He stated that individuals, businesses, associations, organizations, companies, and trusts that own property within the proposed district are each represented by their respective legal entity, with each legal entity having the opportunity to sign or not sign a petition. He added that the total number of potential signatures is determined through a review of property ownership records conducted by the Land Information Office.

Butkus also addressed concerns regarding the boat landing, noting that development of the proposed district boundary remains ongoing. He stated that Tomahawk Lake is a large and complex waterbody, that district boundaries are still being refined, and that questions regarding inclusion of specific parcels, including the boat landing, would be reviewed as part of the mapping process in coordination with the County.

Chair Jensen added that the map remains preliminary and subject to revision. He noted that multiple iterations of district boundaries are common during the formation process and referenced the Squash Lake District as an example where several revisions occurred before final boundaries were established and petitions were circulated. He stated that Tomahawk Lake is currently in the early stages of the process and that a number of details remain to be finalized.

7. Kathan Lake District Draft Report:

a. Approve Minutes of Public Hearing – *August 5, 2026*
Newman/Hess made a motion to approve the meeting minutes of the public hearing for the Kathan Lake District. All ayes; motion approved.

Sadauskas presented the draft report for the proposed Kathan Lake District. She explained that the report summarizes the petition, proposed district boundaries, public hearing, and staff review of the petition. She stated that the Committee's role is to determine whether the petition meets the statutory requirement of support from at least 51% of the proposed district landowners. Sadauskas noted that any revisions identified by the Committee could be incorporated into the report. The final report will be presented to the Committee in October, at which time the Committee will make a recommendation on whether to forward the matter to the County Board for consideration.

In reviewing the report, Sadauskas stated that no landowners requested withdrawal of their names from the petition during the applicable 10-day period. She further explained that, under state law, the County Board may not establish a lake district unless the petition is signed by either at least 51% of the landowners within the proposed district or by the owners of at least 51% of the land area within the proposed district.

Based on staff review, 73.7% of the signatures on the petition were determined to be valid, exceeding the required threshold for landowner support. In addition, calculations indicated that petition signatories represented 58.8% of the land area within the proposed district, also exceeding the statutory requirement. Sadauskas concluded that the petition met both statutory approval thresholds.

8. **Final Approval of SPO Language:** ***"Altering the contours of the ground"***
Sadauskas reported that the Shoreland Protection Ordinance has been under review by the Planning and Development (P&D) Committee for several years and is expected to come before the County Board in the near future. She stated there were repeated attempts seeking to revise certain provisions of the ordinance but they have not been successful. She described the current stage of the process as the Committee's final opportunity to influence the ordinance language before County Board consideration.

Sadauskas referenced a letter previously submitted to the P&D Committee in February regarding the definition of "landscaping." She explained that the original definition described landscaping as improving the appearance of land through the planting of trees, shrubs, or grass. The P&D Committee subsequently added language including "altering the contours of the ground." Sadauskas stated that staff believes this addition extends beyond vegetation management and could allow activities such as filling, grading, excavating, and stump removal within viewing and access corridors to be considered landscaping activities.

Sadauskas expressed concern that the revised definition could allow significant alterations to shoreline topography that currently would be considered violations. She referenced photographs included in the meeting packet and stated that examples depicted in those photographs could become permissible activities under the proposed definition. Sadauskas asked whether any Committee member would consider proposing or supporting an amendment when the ordinance reaches the County Board. She also requested authorization to distribute the February letter and supporting information to all County Board Supervisors to provide additional background.

Newman showed support for removing the language pertaining to altering ground contours. Newman cited examples of shoreline properties where extensive grading had contributed to erosion and sediment movement toward the water. Newman expressed concern that the revised definition could permit activities inconsistent with the objectives of shoreline buffer protection and suggested that references to native vegetation should also be considered within the ordinance language. Newman further stated that the phrase "altering the contours of the ground" could be interpreted broadly and lacks clear limitations.

Chair Jensen indicated support for distributing the concerns and supporting materials to all County Board members. He noted that although the requested revisions were not adopted by the P&D Committee, any County Board Supervisor may propose an amendment when the ordinance is considered by the full County Board. Chair Jensen stated that providing the information to County Board members would help ensure they are informed of the Committee's concerns and provide background should amendments be considered during County Board deliberations. He also noted that public comment on the issue would be available when the ordinance is considered by the County Board.

The Committee agreed that Sadauskas should share with the full County Board.

9. **2027 LWCD Budget:**
   Sadauskas presented the proposed 2027 LWCD budget request in the amount of $80,876, which is approximately $1,500 less than the 2026 budget. She reported that an increase in DATCP staffing funding helped offset personnel costs, allowing wages and benefits to remain relatively stable. Minor adjustments were also made to insurance and benefit projections based on current year expenditures. Overall, the proposed 2027 budget reflects a slight decrease from the current year's budget while maintaining departmental operations and staffing levels.

   Sorgel/Newman made a motion to forward the 2027 LWCD Budget on to the budget hearings for consideration. All ayes; motion carried.

10. **Resolution for Ordinance Amendment:** ***Chapter 2, Article II, Section 2.30***
    Jennrich presented a proposed ordinance amendment to Chapter 2, Article 2, Section 2.30 regarding the composition of county committees. He explained that although a broader amendment concerning committee membership was defeated by the County Board, changes are still required to the membership structure of the CUW Committee.

    The proposed amendment would revise the Committee's composition to consist of five County Board Supervisors and one person engaged in agricultural use pursuant to Chapters 91 and 92, Wisconsin Statutes. The amendment would remove the current provision requiring membership by a designee of the USDA Farm Service Agency (FSA).

Specifically, the amendment would strike the language stating that the Conservation, UW-Extension and Education Committee shall consist of five members of the County Board and a designee of the USDA Farm Service Agency and replace it with language providing for five County Board Supervisors and one person engaged in agricultural use pursuant to Chapters 91 and 92, Wisconsin Statutes.

The Committee would continue to exercise the powers and duties prescribed under Chapter 92, Wisconsin Statutes. Lines 12-14 talk about the FSA. The Committee consists of 5 and 1 USDA services. Changing that with the new line 49.

Jensen/Hess made a motion to approve the resolution ordinance amendment chapter 2, article II, section 2.30 as presented and forward on to the full County Board as a consent agenda. The motion passed on a 4-1 vote, with Newman voting in opposition.

11. PFAs Update:

Rempala reported that R.T. Krueger, owner of Northern Lake Service, had contacted him regarding PFAS-related issues and potential future planning efforts. He stated that Mr. Krueger has extensive experience with water quality matters and is highly knowledgeable about PFAS. Mr. Krueger expressed interest in assisting the County as funding becomes available for PFAS response efforts and offered to share ideas regarding implementation strategies and planning. Rempala suggested that such expertise could be a valuable resource as the County considers future actions.

Rempala also reported that the Town of Stella is expected to begin PFAS-related blood testing in the fall through grant funding. In addition, he stated that a University of Wisconsin researcher involved in securing the original grant had recently received federal grant funding to support additional testing efforts. According to the report, planned activities may include continued water testing, blood testing, and evaluation of other potential exposure pathways, including household dust.

Rempala also reported that his organization had submitted a series of questions to the U.S. Environmental Protection Agency (EPA) regarding the status and scope of the proposed PFAS Superfund site designation, including whether additional areas in Oneida County may be included and the timeline for any future actions related to the Town of Stella. He stated that responses from the EPA had not yet been received and indicated that any information obtained would be shared publicly through the organization's website and provided to the Committee as it becomes available.

12. Lake District Reports:

Crescent Lake District held its annual meeting on the Saturday of Labor Day weekend. Approximately 32 eligible voters attended the meeting out of more than 200 eligible electors within the district. The budget was approved. Two commissioner positions were up for election, and the incumbents who sought reappointment were reelected without opposition. The district's officer positions remained unchanged.

Bear Lake District held its annual meeting on the Saturday of Labor Day weekend. The district will continue exploring the use of nanobubble technology as a potential lake management tool and plans to obtain additional information and cost estimates. The technology was described as generating extremely small bubbles that sink into lake sediments and promote the breakdown of accumulated organic material. It was noted that similar technology is currently being used on Arrowhead Lake in southern Wisconsin. Bear Lake has experienced significant sediment accumulation, resulting in the loss of rocky spawning habitat historically used by walleye. District representatives are evaluating whether nanobubble technology could assist with addressing those conditions. It was also reported that the district is considering the installation of a boat landing camera to monitor activity at the public access site.

Lake Nokomis held a regular meeting the previous Thursday. During the meeting, discussion focused on pursuing an expansion of the Lake District boundaries to include additional properties with deeded lake access. The intent is to seek assistance in revising and preparing the boundary information necessary for a district expansion and indicated plans to contact Dan Butkus for recommendations or potential assistance with the process. Discussion noted that the proposed expansion would primarily involve off-water properties that have deeded access to the lake through dedicated access lots. Approximately 114 such parcels have been identified as potentially eligible for inclusion.

13. LWCD Upcoming Events:

- County Conservationist meeting next month

14. LWCD Office Reports:

- Budget Actual – *August, 2026*
- Invoices Paid – *August, 2026*

Budget Actual and Invoices Paid reports were received by the CUW Committee.

15. LWCD items to include on next agenda:

16. **UWEX Updates** **– *Amber Rehberg***

a. Health & Wellbeing Educator Position Update
Rehberg provided an update regarding the Health and Well-Being (HWB) Educator position. She explained that Extension and the Aging and Disability Resource Center (ADRC) have shared funding for Laurel Parins' position for approximately four and a half years in an effort to coordinate services, avoid duplication, and meet the educational needs of both organizations.

Rehberg reported that, during development of the Human Services budget, they were unable to secure the full level of funding previously allocated to support the position. As a result, the funding reduction affects a portion of Parins' appointment.

Rehberg added that staff will continue to monitor grant opportunities and other potential funding sources.

Parins provided an overview of the Stepping On Program currently being facilitated in Rhinelander. She explained that Stepping On is an evidence-based fall prevention program designed to help participants reduce their risk of falls at home and in the community. Parins noted that research has shown the Stepping On Program can reduce the risk of falling by approximately 31%. She explained that the program focuses on increasing awareness of fall risks and providing participants with practical tools and resources to make safety improvements.

Rehberg added that prevention efforts can result in significant cost savings by helping individuals avoid injuries and associated healthcare expenses. She noted that relatively small preventative measures can reduce the likelihood of falls and improve quality of life for participants.

b. Programming Updates
Rehberg reported that the Oneida County Youth in Governance Program has begun for the new program year. Orientation was recently held at the courthouse for participating students. Efforts are now focused on preparing and training Supervisors/Mentors for the upcoming program year. Student participants are expected to begin attending Committee meetings in mid-October.

Participation has grown from three students in the previous year to eight students this year. A goal of the program is to encourage participants to share information and experiences with their peers through government classes and other school-related opportunities.

Rehberg emphasized that the program is intended not only to engage participating students in county government but also to increase awareness of local government among the broader youth population.

17. UWEX Upcoming Events:

- A free online class "Budgeting 101" will be available through UW-Extension starting mid-October.

18. UWEX 2027 Budget Update:

Rehberg provided information regarding funding for the Health and Well-Being (HWB) Educator position. Following discussions with ADRC staff and subsequent budget revisions, the budget was updated to reflect the available funding level. Rehberg noted that UW-Extension had previously identified savings for ADRC by bringing the position under the Extension contract; however, ADRC budget constraints, including increased costs associated with out-of-county placements, limited the funding available to support the position.

Rehberg reviewed the funding structure for Parins' position, explaining that the position had been funded at 0.70 FTE, with 0.30 FTE funded by ADRC and the remaining 0.40 FTE supported through a combination of levy, state, and federal funding sources. Based on the revised funding available from ADRC, staff adjusted the position to 0.50 FTE.

Rehberg stated that staff will continue exploring grant opportunities and other funding sources that do not rely on additional County levy dollars, with the goal of potentially restoring the position to 0.70 FTE in the future. She emphasized the value of the position in serving older adults through educational programming while also supporting health and wellness initiatives within local schools. Rehberg noted that the position provides opportunities to connect community organizations, educational efforts, and University of Wisconsin research resources.

Rehberg further stated that the budget presented to the Committee remains unchanged from the version reviewed the previous month. While internal adjustments were made to account for the reduced ADRC contribution and position reduction, no increase in the overall budget request was required. The update was provided for the Committee's information and awareness.

Hess/Sorgel made a motion to approve the 2027 UW Extension Budget as presented and forward it on to the budget hearings. All ayes; motion carried.

19. UWEX Office Reports:

- Budget Actual – *August, 2026*
- Invoices Paid – *August, 2026*

Budget Actual and Invoices Paid reports were received by the CUW Committee.

20. UWEX Items to include on next agenda:

21. Public Comment:

John Crone of Lake Tomahawk provided comments regarding the proposed Tomahawk Lake District. Crone distributed a three-page document for Committee consideration and stated that he believed its conclusions were relevant to the determination of

whether a lake district is necessary. He argued that the County Board's decision should be based on a finding of necessity rather than solely on the level of petition support.

Crone stated that the Tomahawk Lake Association (TLA) has identified an operating funding gap of approximately $29,500 and argued that, in his opinion, this alone does not justify the formation of a lake district or the imposition of a tax levy on property owners. He further stated that a significant portion of TLA expenditures is dedicated to Eurasian watermilfoil harvesting and compared those costs to expenditures on other lakes. He expressed the view that additional fundraising opportunities remain available and suggested that increased participation by lake property owners could help address funding needs. Crone also referenced information from TLA's IRS Form 990 and stated that the organization maintains investment assets that, in his opinion, could be used to address current funding concerns without the need to establish a lake district. He concluded by expressing his opposition to the creation of a lake district and requested that the Committee find that establishment of a district is not necessary.

22. **Adjournment:** Chair Jensen adjourned the meeting at 2:38 p.m.

Respectfully Submitted,
Jessica Young, Recording Secretary