

**Conservation/UW-EX Education Committee**  
**December 10, 2018**  
**Minutes**

**Committee members present:** Chairman Bob Mott, Robb Jensen, Alan Van Raalte, Jim Winkler, and Mitch Ives. Kim Simac excused.

**Others present:** Steve Nelson, Myles Alexander, Andrea Rippley, Terri Lindner, Michele Sadauskas, Karl Jennrich, Matthew Leitner, Fred Andrist, Josh Skubal, Becky Gaskill, and Merry Lehner.

**Call to order:** Chairman Mott called the meeting to order at 1:00 p.m. and it was properly posted. The facility is handicapped accessible.

**Approve Agenda:** Motion by Van Raalte Winkler to approve today's agenda with the order of the items at the Chair's discretion. All ayes; motion carried.

**Approve Minutes:**

Van Raalte/Winkler made a motion to approve the 11/12/18 CUW Committee meeting minutes. All ayes; motion carried.

**Date(s) of Future meetings:**

January 14, 2019	1:00 p.m.	UWEX Conference Room
February 11, 2019	1:00 p.m.	UWEX Conference Room

**Airport Facilities Discussion with Airport Manager:**

Matt Leitner reviewed the current Airport Lease to Extension, which runs from March 1, 2015 thru 2025. The lease states that the Tenant may remodel or redecorate with written permission. Any structural improvements would be the cost of Extension as lessee. The Airport Commission, Building, and Grounds would review requests made by Extension. The Airport will update the aesthetics of the room by replacing ceiling tiles and painting the walls, and possibly the carpet right away per Leitner. Anything beyond these items would come out of the Extension budget. A list of suggested improvements included reversing existing kitchen to create a separate room for the kitchen, and moving the existing storage closet and fair office to the smaller adjacent conference room. The goal is to provide a more professional and clean environment for meetings. Send requests to LuAnn Brunette, Buildings and Grounds to formulate costs. The blue airport fountain is going to be removed pending construction of the secure lounge area remodel. The fountain recently flooded the Extension storage area on December 1. The Air Quality Report, Agenda item 20, reported six instances of diesel fumes from the tugs for November.

**LWCD 2018 Long-Range Plan:**

The department is accepting and submitting the long range plan and it will be posted on the Oneida County server. The year is 2018 and is always a year behind due to when the plan is made. They follow a DATCP budget year, and in April LWCD can complete their 2019 work plan. They inform DATCP what they have accomplished and they match that up with the County template's specifications. Jensen/ Winkler made motion to approve the LWCD long range plan as presented and after final approval, will post to the County website. All ayes; motion carried.

**Land and Water Resource Management Plan (LWRM) 2020-2029:**

The next Resource Advisory Committee Meeting is scheduled for December 18 from 9:30 to 10:30 a.m. Most Committee members are not available due to other commitments. Mitch Ives will try to attend this meeting if he can. All resources and documents will be posted on their department website.

**LWCD Update – Michele Sadauskas:**

No update

### **Cost Share Update:**

#### Current Projects:

Scott Creek - A slide show was presented on the Town of Lynn replacement of culverts that were too small at Scott Creek. There was a North and a South crossing where erosion problems existed. This project was approved by the Committee and this Cost Share project has been completed. The new culvert is 30 feet long and nine feet wide and a spill over area was part of the design. The Committee viewed before and after pictures showed a marked improvement.

Minocqua Shores – 450 feet of riprapping was installed where there was formerly a cement seawall, which was removed. There will be a six foot buffer placed behind the riprap on the shoreline and plantings will go in next spring. The media featured the project at Minocqua Shore where winter work was completed.

#### 2019 Cost Share Plans presented for Approval:

Charest –This is a Wisconsin River Project where 150 feet of river frontage is eroding. There were exposed banks and tree roots pointed out in the slides. The site is located near River View Drive. They will see what the DNR will allow to slow the flow of the river to prevent erosion. A motion to approve the Charest project was made by Winkler/Van Raalte. All ayes; motion carried. Cost share documents for the Charest were signed by the Chair.

Rotational Grazing Plan - Brent Hanson property. LWCD will work with NRCS who will write up the plan per their expertise for a well installation and a wetland crossing. Upon approval, LWCD would assist in the project. This would provide protection in this heavy use area and watering facility. The well, concrete pad, pipe line work, etc. is to be financed to keep the cattle to out of the wetland. Winkler/Van Raalte made motion to support the Rotational Grazing plan up to \$8,000. All ayes; motion carried.

Meister Rotational Grazing - This is a beef cattle farm located near the Wolf River. The plan covers fencing off cattle from the river. Exterior fencing is the portion that LWCD would assist in funding, which NRCS does not fund. Upon approval, LWCD will assist with the installation of exterior fencing. There are 15,000 lineal feet of fencing, so LWCD will fund with their cap of \$8,000. Jensen/Winkler made motion to approve the proposed Meister Rotational Grazing project as presented. All ayes; motion approved.

### **Consent Agenda for Land and Water:**

Jensen/Van Raalte made a motion to accept items b and c, as presented. No Line Item transfers. All ayes; motion carried.

Excused: Jennrich and Sadauskas excused at 2:10 and 3:15.

### **County Fair Report/Update– Jim Winkler:**

The Fair Committee elected Fred Andrist as President and Josh Skubal as Vice President. Everyone made their introductions. The Treasurer and Secretary are non-elected positions, appointed as LTE employees. The Fair Coordinator contract will be presented at the next meeting with a proposed salary revision. Andrist would like to discuss with the CUW Committee next month on what the Fair vision might be, the needs of Fair, whose needs they are meeting, the site location, and a capital improvement infrastructure plan. They are working on their long range plan with Myles Alexander's assistance and would like to present to the Committee in January. Andrist attended a non-profit summit at Nicolet College. There is a need for more board members to join their committee. They will use January as a kick off month to do that. Andrist would like to then have a discussion in spring, with the County Board on expectations and the Fair Committee expectations for the future. This Committee will draft an outline of the presentation for the County Board County Board meeting in March or April.

Andrist has contacted Rhinelander Foundation for setting up a building fund and he will follow up with Darcy if account can be set up with the County. Andrist is trying to schedule an appointment with city Administrator.

### **Consent Agenda Items – Oneida County Fair:**

The Fair Committee is designing some new forms to use on tracking fair expenses for supplies purchased by members. More streamlined tracking of out of pocket expenses for 2019 will be implemented to create more structured paper trails. A motion was made by Van Raalte/Winkler to accept line items a, b as presented. All ayes; motion carried.

**Consent Agenda Items – UW Extension:**

A motion was made by to Jensen/Winkler moved to accept the monthly budget report and monthly expenses as presented. All ayes; motion carried.

**Educator Updates:****4-H Program Coordinator:**

Andrea Rippley has been focusing on working with children K-3 at Crescent School where she is educating students on basic gardening. They planted beans and they did an exercise with what parts of plant we eat. All of this is with the goal of starting to plant the school garden in spring at the school.

**Communities Extension Educator:** The educators, were at meetings with the State last week. They learned more about recent re-organization updates and had their first face-to-face meeting at the State level. Myles will be starting on his 2019 Plan of Work. Brittney Bayer with Grow North will start conversations with Alexander about food production and distribution. They will talk with growers and producers to begin a food systems regional planning event.

**Health & Well-being Educator:** Sara Richie had programing at ARDC today. See Oneida Observer for an update on the Money Matters program she will be starting. Richie will coach an on-line, self-paced money management program.

**FoodWise Coordinator:** Karly Harrison is teaching at Wabeno today. See Oneida Observer regarding Rhinelander Head Start who is partnering with FoodWise will provide a series of parent nutrition lessons, where Mary Stys will be the facilitator.

**Teen Court:** Nelson reported that Lynn Feldman has completed the Teen Court training. The County has picked up 30 Teen Court cases where eleven of them are proceeding. Nelson wondered if LTE hours could be extended into January, 2019. Extension does not have the capacity to handle the program alone if this trend continues. Mary Rideout, Social Services, has a grant for partial funding of the Teen Court program. Training of panelists is one portion of the program and the second is the sanctioning, which is the educational component needed. Part of the job requirement of the new Community Youth Development Educator is to perform the training of panelists, as soon as they start in January.

**Community Youth Development Educator Interviews:**

Screening and interviews are scheduled for December 18 from 11:30 a.m. to 5:30 p.m. at the Langlade County Annex Building in Antigo. They have five people to interview. Robb Jensen will attend these interviews. Sara Richie will interview along with Art Lersch and Matt Calvert from the Department of Youth Development, and two representatives from Langlade County. An offer will be made on December 19<sup>th</sup> with a starting date by January 10. A motion to approve travel and per diem for Jensen to attend the interviews, was made by Van Raalte/Winkler. All ayes; motion carried.

**Carlson Dettman Review of Program Assistant Classification:**

There has been no decision made on position description per LRES. Carlson Dettmann reviewed the description for a possible reclassification and a recommendation to the appropriate County Committees, but there was no final outcome. Mott will check on status of the classification and suggested that Nelson do the same this week. Nelson said he received an email today from LRES no decision has made.

**Status of Work Needs Study for Support Staff:**

LRES will be providing a time study to be completed by both support staff and an on-site visit to review the work being completed at the Extension office. The work study will determine hours of work involved. The Committee would like to know the timeline of the study and when they will have the results. A request for a deadline should be set to determine grade level for agenda item 16, and looking into the hours worked in agenda item 17, to see if they shall be increased.

**136 Contract for UW-Extension Educators:**

Brian Desmond reviewed the contract, after the budget and long range plan discussions were completed, and it was approved. Nelson has a copy of the final contract. Chairman Mott signed the contract today and it will be forwarded to Dave Hintz. It then will go to the State for final signatures.

**UW-Extension-Oneida County Plan of Work 2019:**

Nelson presented the Plan of Work for the UW-Extension educators which breaks down their goals according to their institutes: Myles Alexander-Communities Educator CDI, Andrea Rippley-4-H coordinator PYD/4H, Vacant position-Positive Youth Development, PYD/4H, Sara Richie-Health & Well Being, HWB, and Karly Johnson, Mary Stys, and Terri Lindner in FoodWise Program. Jensen/Van Raalte made motion to accept the proposed long range work plan. All ayes; motion approved.

**Office Air Environment:**

There were six reports logged for diesel fumes for November.

**Public Comment:** None

**Items to Include on next Agenda:**

LWRM update, Cost Share, LWCD update, discussion on Environthon memberships and SOC and, Annual Fair Report/Discussion update and proposed future of the Fair to the County, Barnett Fair contract/salary revision, Community Youth Dev. Educator, Educators Update, Status of Carlson Dettmann review of Program Assistant and work needs study for support staff, Office Air, and Airport Conference Room.

**Adjournment:**

A motion to adjourn was made by Jensen/Van Raalte to adjourn at 3:30 p.m. All ayes; motion carried.

Respectfully Submitted,

"/s/"  
Bob Mott, Committee Chair

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Merry Lehner, Recording Secretary