



**LAND CONSERVATION COMMITTEE  
WEDNESDAY JANUARY 2, 2019 7:00 P.M.  
LAND CONSERVATION DEPARTMENT  
CONFERENCE ROOM  
440 N US HWY 14  
JANESVILLE WI**

**AGENDA**

1. Call Meeting to Order.
2. Approval of Agenda.
3. Approval of Minutes – December 5, 2018.
4. Citizen Participation, Communications, and Announcements.
5. Review Bills Paid.
6. Resolution: Recognizing Linda Pakes.
7. Resolution: Amending the 2019 Land Conservation Department Budget Increase the Clerk Typist III position from 0.75 FTE to 1.0 FTE.
8. Resolution: Amending the 2018 Land Conservation Department Budget to Offset Additional Expenses and Revenues Associated with the Land and Water Resource Management Program.
9. Farmland Preservation Program – Notice of Non-Compliance for Eugene and Margaret Stoddard.
10. Purchase of Agricultural Conservation Easements (PACE) Program Update.
11. Semi Annual Report – Attendance at Conferences and Conventions.
12. Authorization to attend the 2018 Wisconsin Land and Water Conservation Association Conference March 13 – March 15, 2019.
13. Authorization for Groundwater Nitrate Workgroup members to attend the Wisconsin Cover Crop Conference February 20, 2019.
14. Adjourn.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Committee  
INITIATED BY

Land Conservation Committee  
SUBMITTED BY



Thomas Sweeney  
DRAFTED BY  
December 19, 2018  
DATE DRAFTED

**RECOGNIZING LINDA PAKES**

- 1 **WHEREAS**, Linda Pakes has served the citizens of Rock County for the past 23 years as a dedicated and  
2 valued employee; and,  
3  
4 **WHEREAS**, Linda began employment with Rock County on January 18, 1996 as a Clerk Typist with the  
5 Rock County Mediation and Family Court Services Department; and,  
6  
7 **WHEREAS**, on May 11, 1998 Linda transferred from Rock County Mediation and Family Court  
8 Services Department to the Rock County Farm to commence work as a Farm Worker; and,  
9  
10 **WHEREAS**, on September 10, 2000, Linda transferred from the County Farm to Human Services  
11 Department to commence work as a Data Processing Operator; and,  
12  
13 **WHEREAS**, on January 28, 2003, Linda transferred from the Human Services Department to the  
14 Register of Deeds to commence work as a Duplicating Equipment Operator; and,  
15  
16 **WHEREAS**, on February 20, 2006, Linda made her final transfer and accepted the Clerk Typist III  
17 position within the Land Conservation Department. Linda has been a great asset to the Land  
18 Conservation Department from greeting customers with her wonderful smile, to assisting staff members  
19 with a variety of program requirements, maintaining various program databases, to keeping the financials  
20 records for the department up to date, and from time to time reminding her supervisor of pending  
21 deadlines. After thirteen great years in the Land Conservation Department, Linda has decided to retire,  
22 which of course is well deserved; and,  
23  
24 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to  
25 recognize Linda Pakes for her long and faithful service.  
26  
27 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
28 this \_\_\_\_\_ day of \_\_\_\_\_, 2019 does hereby recognize Linda Pakes for her many years of  
29 dedicated service and extends their best wishes to her in her retirement.

Respectfully submitted,

LAND CONSERVATION COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Richard Bostwick, Chair

J. Russell Podzilni, Chair

Alan Sweeney, Vice Chair

Mary Mawhinney, Vice Chair

Stephanie Aegerter

Richard Bostwick

Wes Davis

Henry Brill

Brenton Driscoll

Betty Jo Bussie

Robert Potter

Louis Peer

James Quade, USDA-FSA Representative

Alan Sweeney

Jeremy Zajac

Terry Thomas

Bob Yeomans

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.  
INITIATED BY



Thomas Sweeney  
DRAFTED BY

Land Conservation Comm.  
SUBMITTED BY

December 12, 2018  
DATE DRAFTED

**AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET TO  
INCREASE THE CLERK TYPIST III POSITION FROM 0.75 FTE TO 1.0 FTE**

1 **WHEREAS**, the Land Conservation Department (LCD) has employed a 0.75 FTE Clerk Typist since  
2 1999. Prior to 1999, the clerk typist position was a 1.0 FTE status; and,  
3

4 **WHEREAS**, with the pending retirement of the current Clerk Typist III, the LCD is requesting that the  
5 position migrate from a 0.75 FTE to a 1.0 FTE; and,  
6

7 **WHEREAS**, since 1999, the LCD has grown from 3.75 FTE to 5.75 FTE to service additional  
8 programing such as Clean Sweep, Yahara WINS, Wisconsin Land and Water Resource Management  
9 Program, Nutrient Management Program, Conservation Reserve Enhancement Program, the Rock County  
10 PACE Program, and the Groundwater Nitrate project; and,  
11

12 **WHEREAS**, with the addition of the aforesaid programs, staff completes various duties that are  
13 traditionally completed by an office assistant; i.e.; Clerk Typist III; and,  
14

15 **WHEREAS**, examples of issues that have been identified include but are not limited to the following, the  
16 need for the LCD to develop Nine Key Element Plans for Rock County's watersheds which are required  
17 to be approved by the Wisconsin Department of Natural Resources to be eligible for Targeted Runoff  
18 Management (TRM) grants, which are used to reduce/abate runoff to the surface and groundwater  
19 systems; and,  
20

21 **WHEREAS**, to address the current surface and groundwater quality issues that Rock County faces and  
22 the limited amount of available funding to address the issues, the LCD must complete these Nine Key  
23 Element Plans in a timely manner and commence with grant applications to increase available funding for  
24 water quality programming; and,  
25

26 **WHEREAS**, the additional cost to increase the current position from 0.75 FTE to the proposed 1.0 FTE  
27 is considered marginal from the stand point that additional costs will be directly associated with salary,  
28 since the position is currently eligible for benefits;  
29

30 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
31 this \_\_\_\_ day of \_\_\_\_\_, 2019, approve the increase in the Clerk Typist III position in the  
32 Land Conservation Department from 0.75 FTE to 1.0 FTE amends the Land Conservation Department's  
33 budget as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 01/01/2019</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
34			
35 <b><u>Source of Funds:</u></b>			
36 19-1922-0000-64904	\$80,000	(\$5,390)	\$ 74,610
37 Contingency Fund			
38			
39 <b><u>Use of Funds:</u></b>			
40 62-6200-0000-61100	\$345,863	\$ 4,566	\$350,429
41 Regular Wages			
42 62-6200-0000-61400	\$ 25,928	\$ 349	\$ 26,277
43 FICA			
44 62-6200-0000-61510	\$ 22,199	\$ 299	\$ 22,498
45 Retirement-Employers			
46 62-6200-0000-6120	\$ 438	\$ 428	\$ 866
47 Dental Insurance			
48 62-6200-0000-61630	\$ 229	(\$ 33)	\$ 196
49 Life Insurance			

AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET TO INCREASE THE CLERK TYPIST III POSITION FROM 0.75 FTE TO 1.0 FTE

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Respectfully submitted:

LAND CONSERVATION COMMITTEE

\_\_\_\_\_  
Richard Bostwick, Chair

\_\_\_\_\_  
Alan Sweeney, Vice Chair

\_\_\_\_\_  
Stephanie Aegerter

\_\_\_\_\_  
Wes Davis

\_\_\_\_\_  
Brenton Driscoll

\_\_\_\_\_  
Robert Potter

\_\_\_\_\_  
James Quade, USDA-FSA

\_\_\_\_\_  
Jeremy Zajac

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Date

ADMINISTRATIVE NOTE:

Recommended, \_\_\_\_\_

*Samuel S. Lewy*  
for

Josh Smith  
County Administrator

FISCAL NOTE:


A transfer from the contingency fund is requested to fund the additional FTE.



Sherry Oja  
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5) (a), Wis. Stats.

  
Richard Greenlee  
Corporation Counsel

### EXECUTIVE SUMMARY

The Land Conservation Department Clerk Typist III has decided to retire after 13 years of service. This position was considered 1 FTE prior to 1999, when an interim County Conservationist downgraded the position to 0.75 FTE. Since 1999, the LCD has added numerous programs and deleted only one. The programs added include; Clean Sweep, Yahara WINS, Wisconsin Land and Water Resource Management Program, Nutrient Management Program, Conservation Reserve Enhancement Program, the Rock County PACE Program, and the Groundwater Nitrate project, and the program that was deleted was the Spring Creek Watershed. Also, since 2000 two staff members were added to administer the additional programs. Since 2018, the need for an increase in FTE status has been warranted, but funding lacked.

If the additional FTE status is granted, the staff will be able to work on projects that have been put on hold due to a lack of available staff time and other short term priorities. The first project will be the development of the needed Nine Key Element Plan which is the gateway to apply for grants for Targeted Runoff Management (TRM) grants. These grants are used to cost share Best Management Practices in the agricultural community to reduce/abate impacts from runoff to the surface and groundwater systems.

Also, the current Land and water Resource Management Plan must be rewritten in 2019. Rock County is scheduled to complete the first draft of this plan in August of 2019 with final approval scheduled for December 2019. This plan outlines the all approaches to be used to combat water quality impacts and sets very specific benchmarks. This plan, once approved is the driving force to the LCD's ability to secure grants from Department of Agriculture Trade and Consumer Protection for staff costs and cost share funding. Also, the plan allows for the LCD to make application to the Department of Natural Resources for specialized funding for water quality work.

This requested amendment to the 2019 Land Conservation Department Budget is in the best interest of the citizens of Rock County.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.  
INITIATED BY



Thomas Sweeney  
DRAFTED BY

Land Conservation Comm.  
SUBMITTED BY

December 12, 2018  
DATE DRAFTED

**AMENDING THE 2018 LAND CONSERVATION DEPARTMENT BUDGET  
TO OFFSET ADDITIONAL EXPENSES AND REVENUES ASSOCIATED WITH  
THE LAND AND WATER RESOURCE MANAGEMENT PROGRAM**

1     **WHEREAS**, the Land Conservation Department (LCD) has participated in the Wisconsin Land and  
2     Water Resource Management Program (Program) since its inception in 2001. The program was  
3     developed to provide grants to Counties for the installation of best management practices (BMP) to  
4     protect surface and/or ground water; and,  
5

6     **WHEREAS**, the grants are used by the LCD to contract with landowners and/or operators to  
7     implement aforesaid BMPs on lands owned and/or operated in accordance with the grant's  
8     guidelines; and,  
9

10    **WHEREAS**, in early 2018 the Department of Agriculture, Trade, and Consumer Protection  
11    (DATCP) notified Rock County that additional funding (\$25,000) was to be awarded for the  
12    Nutrient Management component; and,  
13

14    **WHEREAS**, the LCD took the opportunity to accept the additional cost share funding from  
15    DATCP for the Nutrient Management component; and,  
16

17    **WHEREAS**, if a contracted BMP is not installed during the contract year, DATCP allows for a one  
18    year extension for said contract; and,  
19

20    **WHEREAS**, the DATCP reimburses Rock County on a dollar for dollar basis up to the grant  
21    maximum, which includes all approved prior year carryovers.  
22

23    **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly  
24    assembled this \_\_\_\_ day of \_\_\_\_\_, 2019, amends the 2018 Land Conservation  
25    Department's budget as follows:  
26

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 12/11/2018</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<b><u>Source of Funds:</u></b>			
62-6280-0000-42200 State Aid	\$150,000	\$25,000	\$175,000
<b><u>Use of Funds:</u></b>			
62-6280-0000-64928 Cost Sharing	\$150,000	\$25,000	\$175,000

AMENDING THE 2018 LAND CONSERVATION DEPARTMENT BUDGET TO OFFSET ADDITIONAL EXPENSES AND REVENUES ASSOCIATED WITH THE LAND AND WATER RESOURCE MANAGEMENT PROGRAM

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Respectfully submitted:

LAND CONSERVATION COMMITTEE

\_\_\_\_\_  
Richard Bostwick, Chair

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Alan Sweeney, Vice Chair

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Stephanie Aegerter

\_\_\_\_\_  
Wes Davis

\_\_\_\_\_  
Brenton Driscoll

\_\_\_\_\_  
Robert Potter

\_\_\_\_\_  
James Quade, USDA-FSA

\_\_\_\_\_  
Jeremy Zajac

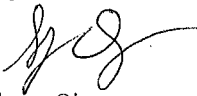
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_  
Mary Mawhinney Chair                      Date

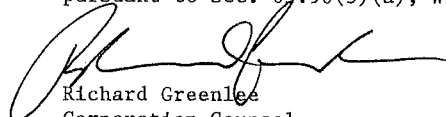
FISCAL NOTE:

This resolution accepts and authorizes the expenditure of an additional \$25,000 in state aid for the Land and Water Resource Management Program. No County matching funds are required.

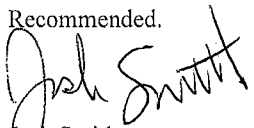
  
Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.  
  
Josh Smith  
County Administrator



AMENDING THE 2018 LAND CONSERVATION DEPARTMENT BUDGET TO OFFSET  
ADDITIONAL EXPENSES AND REVENUES ASSOCIATED WITH THE LAND AND WATER  
RESOURCE MANAGEMENT PROGRAM

Page 3

**EXECUTIVE SUMMARY**

The request to amend Land Conservation Department budget will balance the LWC Plan implementation budget. The requested amendment to the 2018 budget for the Land and Water Resource Management Program is the result of the increase in available funding for the implementation of Nutrient Management. This factor increased the spending in our program from the budget of \$150,000 to the requested budget amendment of \$175,000. Please note for every dollar spent on cost sharing, one dollar is received the state Department of Agriculture Trade and Consumer Protection.

The action requested will balance this account for 2018.

# Memorandum

**To:** Land Conservation Committee/Josh Smith, County Administrator  
**From:** Tom Sweeney, County Conservationist  
**Date:** December 20, 2018  
**Re:** Semi Annual Report – Attendance at Conventions/Conferences

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Per resolution 06-9A-087, each department head is responsible for reporting on a semi annual basis all out of state training conventions or conferences along with associated costs per event, per employee and of all instances of attendance at all training, conventions, and conferences that exceed costs of \$1,000 per event, per employee. This memorandum is for informational purposes.

Please be advised that no Land Conservation Department employee attended an out of state event or any event that exceeded the \$1,000 threshold/event, per employee for the second half of 2018.