



GREEN LAKE COUNTY

Land Conservation Department

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Green Lake, WI 54941

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Land Conservation Committee Meeting Notice

Date: May 9, 2024 Time: 9:00 AM
County Board Room #0902, Green Lake County Government Center
571 County Rd A, Green Lake WI

***AMENDED* AGENDA**

Committee Members

*Robert Schweder
Bill Boutwell
Nancy Hiestand
Mike Skivington
Wesley Eisenga, FSA*

This agenda gives notice of a meeting of the Land Conservation Committee. It is possible that individual members of other governing bodies of Green Lake County government may attend this meeting for informative purposes. Members of the Green Lake County Board of Supervisors or its committees may be present for informative purposes but will not take any formal action. A majority or a negative quorum of the members of the Green Lake County Board of Supervisors and/or any of its committees may be present at this meeting. See State ex rel. Badke v. Vill. Bd. of Vill. of Greendale, 173 Wis.2d 553, 578, 494 N.W. 2d 408 (1993).

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Election of Committee Chair
5. Election of Committee Vice-Chair
6. Approval of the April 11, 2024 Minutes
7. Public Comments
8. Appearances
9. Department Activities Report
 - Staff Report
 - AIS Update
 - Lake and River Report
10. Arbor Day Celebration Update
11. Budget Carryover Documentation Discussion & Action – Lake & River Fund
- * 12. Budget Carryover Documentation Discussion & Action – Buffer Contracts
13. Budget Carryover Documentation Discussion & Action – No-Till Drill/Soil Health
- * 14. Budget Carryover Documentation Discussion & Action – Capture Fund
- * 15. 2023 Budget Line-Item Transfer Form – Discussion & Action
16. LCC Recommended Appointments – Discussion & Action
 - LCC Farmer Member
 - Lake Puckaway Representative
 - Little Green Lake Representative
 - Golden Sands RC & D Representative
17. Upcoming Events
 - LWLWCA Spring Meeting – May 17th
 - Clean Sweep – August 9th
 - Land & Lake Field Day – August 17th
18. Committee Discussion
19. Future Meeting Date: June 13, 2024 at 9:00 AM
20. Future Agenda items for action & discussion
21. Adjourn

This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the following link:

Join on your computer, mobile app or room device:

[Click here to join the meeting](#)

Meeting ID: 219 467 052 163

Passcode: XQqMiH

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 920-515-0495..906383084#](#) United States, Green Bay

Phone Conference ID: 906 383 084#

[Find a local number](#) | [Reset PIN](#)

Please accept at your earliest convenience. Thank you!

Kindly arrange to be present, if unable to do so, please notify our office.
All line items are subject to any and all action by this committee, unless noted.

“Our highest responsibility is to protect and enhance land and water resources that will sustain current and future generations.”

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Visit our Web site: www.greenlakecountywi.gov

Land Conservation Committee
May 9, 2024 Monthly Staff Report

May 2024 Projects

1. Inspect open erosion control permits and review new permit applications for erosion control and storm-water management.
2. Design work on diversion and grade stabilization structure in the Town of Green Lake for the GLRI grant.
3. Assist with Arbor Day event at ABA Conference Center.
4. Deliver and calibrate the no-till drill to landowners throughout the County.
5. Deliver the tree planter to 2 landowners for use in planting their trees.
6. Create Cancellation of Notice of Noncompliance for farmer in Town of Manchester and issue a new Certificate of Compliance for the Farmland Preservation Program.
7. Complete a design for reshaping 4 grassed waterways and installing 2 subsurface drains in the Town of Green Lake.
8. Complete NMP cost-share for farmer in the Town of Manchester.
9. Design Buffer in Town of Green Lake.
10. Design Rock Lined Waterway in Town of Green Lake.
11. Design practices in Roy Creek Watershed to be funded by GLRI Grant.
12. Attend relevant trainings.
13. Complete design of a lined outlet, grassed waterway, lined waterway, subsurface drain, and obstruction removal in the Township of Brooklyn.
14. Begin design of a waste storage facility closure in the Township of Green Lake.
15. Continue design of a grade stabilization structure in the Township of Marquette.

Lake and River Report

Puckaway – Puckaway District is developing an aquatic plant management. Water level monitoring continues thru the spring.

Twin Lakes – Grant received. Annual meeting occurred on April 27th. Met with DNR Fisheries. Met with Wisconsin Lakes and Ponds.

Spring Lake – No Update

Little Green – Grant was not received. No Update. March meeting was cancelled.

Green Lake – Met with GLA staff to develop field work plans for 2024. Design and planning work underway for stream restoration and BMP projects for 2024.

Grand Lake – Grant was not received. No Update.



LAND CONSERVATION COMMITTEE April 11, 2024 - MINUTES

The meeting of the Green Lake County Land Conservation Committee was called to order by Robert Schweder, Committee Chairman, at 9:00AM on April 11, 2024 in the County Board Room #0902 of the Green Lake County Government Center in Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present:

Robert Schweder
Bill Boutwell
Arnold Dahlke
Nancy Hiestand (via Teams online)

Excused:

Wesley Eisenga, FSA Member
Ken Bates

Staff Present: Todd Morris
Heidi Weishaar

Others Present: None

MINUTES

Motion/second (Boutwell/Dahlke) to approve and file the March 14, 2024 meeting minutes Motion carried.

PUBLIC COMMENTS

None

APPEARANCES

- Federal Agencies
None

DEPARTMENT ACTIVITIES REPORT

- **Staff Report**
Written report was reviewed.
- **AIS Update**
Morris gave an oral report based on talking with Chris Hamerla, Regional Aquatic Invasive Species (AIS) Coordinator.
- **Lake and River Report**
Written report was reviewed.

CANCELLATION OF NOTICE OF NON-COMPLIANCE FOR STEVEN VINZ – DISCUSSION AND ACTION

Morris explained how the change in the Farmland Preservation Program (FPP) in 2010 requiring participants to have a Certificate of Compliance issued by the Land Conservation Department in conjunction with a Nutrient Management Plan resulted in a lot of people voluntarily opting out of the program. At this time, Steven Vinz would like to voluntarily get back into the program and is meeting all the requirements.

Motion/second (Boutwell/Dahlke) to approve a Cancellation of Notice of Non-Compliance for Steven Vinz.
Motion Carried.

ARBOR DAY DISCUSSION

Morris confirmed that everything is in order for the upcoming April 26 event.

UPCOMING EVENTS

- Well Testing Program – April 18th Distribution Day
- County Deer Advisory Council – April 25th

COMMITTEE DISCUSSION

- Future Meeting Date: May 9, 2024 at 9:00 AM
- Future Agenda items for action & discussion

ADJOURN

Meeting adjourned at 9:23 AM.

Respectfully submitted,

Heidi Weishaar
Recorder

GREEN LAKE COUNTY

BUDGET REQUEST FOR LINE ITEM TRANSFER

Date: 5/1/2024
Department: Land Conservation
Amount: \$ 1,839.61
Budget Year Amended: 2023

Recording information

Batch no: _____
Date: _____

From Account

| Account # | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|-------------------------|---------------------|----------------|-----------------|------------------|---------------|
| 23-100-14-56110-110-000 | Salaries | \$ 383,940.00 | \$ 384.54 | \$ 364,627.39 | \$ 383,555.46 |
| | | | | | \$ - |
| 23-100-14-56110-151-000 | Social Security | \$ 29,374.00 | \$ 1,005.68 | \$ 28,073.40 | \$ 28,368.32 |
| 23-100-14-56110-153-000 | Ret. Employer Share | \$ 26,111.00 | \$ 324.36 | \$ 25,786.64 | \$ 25,786.64 |
| | | | | | \$ - |
| 23-100-14-56110-340-000 | Operating Supplies | \$ 7,483.00 | \$ 125.03 | \$ 6,713.72 | \$ 7,357.97 |
| | | | | | \$ - |
| Total Transfer | | | \$ 1,839.61 | | |

To Account

| Account # | Account Name | Current Budget | Transfer Amount | YTD Expenditures | New Budget |
|-------------------------|---------------------|----------------|-----------------|------------------|--------------|
| 23-100-14-56110-125-000 | Overtime | \$ - | \$ 384.54 | \$ 384.54 | \$ 384.54 |
| | | | | | \$ - |
| 23-100-14-56110-154-000 | Health Insurance | \$ 87,628.00 | \$ 1,330.04 | \$ 88,958.04 | \$ 88,958.04 |
| | | | | | \$ - |
| 23-100-14-56110-352-000 | Vehicle Maintenance | \$ 3,500.00 | \$ 125.03 | \$ 3,625.03 | \$ 3,625.03 |
| | | | | | \$ - |
| Total Transfer | | | \$ 1,839.61 | | |

Explanation for Transfer:

Transfer funds to cover accounts that went over budget in 2023.

Department Head Approval: _____

Date: _____

Finance Director Approval: _____

Date: _____

County Administrator Approval: _____

Date: _____

Governing Committee Approval: _____

Date: _____

Transfer

Purpose

To transfer budgeted expense/revenue amounts from one line item to another within the same budget so as not to exceed the adopted budget. This form can be used to transfer funds from other related departments with their governing board's approval.

Recommended Practice

No transactions should be posted to any budget line item if there are not adequate budgeted funds available to cover those transactions during that fiscal year.

All transactions shall be charged to the appropriate revenue/expenditure account, not arbitrarily charged to accounts where unused budget funds are available.

In the event a department has insufficient line item budgeted funds available to cover the balance of proposed transactions, a transfer of budget funds from another individual line item within that department's budget to cover those transactions may be initiated with prior approval. If sufficient funds are not available within the department's budget to cover the budgetary needs, please use the Notice of Budgetary Adjustment to transfer funds from another department or ask for use of Contingency Funds.

Procedure

To initiate the line item transfer process, the department head shall complete and sign this document. Gain the approval of the Finance Director and County Administrator as evidenced by their signatures. Then notice the review, discussion & action of this completed and signed form on the next monthly meeting agenda of their committee of jurisdiction.

GREEN LAKE COUNTY
BUDGET CARRYOVER DOCUMENTATION

Land Conservation - Buffer

Carryover Fund: Contracts

Department: Land Conservation

Name: Todd Morris

Recording information

Batch no: _____

Date: _____

Carryover type:

☐ Restricted

☐ Committed

☒ Assigned

Purpose of the Carryover:

Funding committed to existing 25 year buffer program payments - landowner agreements that commit funding for buffer annual payments for 25 years. Also, funds used for future buffer enrollments with 25 year funding commitment. The plan is to budget for current costs + about \$5,000 each year to fund part of the future years.

What accounts impact the remaining balance in the carryover account?

| | Account # | Account Name | Amount |
|----------------------|--------------------------|-------------------------------------|----------------|
| Beginning Balance | 23-101-14-56110-999-000 | Carryover LC - Buffer Contracts | \$ 246,704.60 |
| Revenue Accounts | | | |
| | | | |
| | | | |
| Levy Proceeds | 23-100-14-56110-397-002 | Consrvation Fund - Buffer Contracts | \$ 14,771.00 |
| Applied Funds | 23-100--14-49320-000-000 | Applied Funds - Conservation Fund | \$ (14,771.00) |
| Expenditure Accounts | 23-100-14-56110-397-002 | Consrvation Fund - Buffer Contracts | \$ 9,745.14 |
| | | | \$ - |
| | | | |
| | | | |
| | | | \$ - |
| End of Year Balance | 23-101-14-56110-999-000 | Carryover LC - Buffer Contracts | \$ 236,959.46 |

Subject Matter Expert:

Todd Morris

Date: _____

Department Head Approval:

Tubman

Date: 5-1-2024

Finance Director Approval:

Kenneth J. S. S. S.

Date: 5-1-2024

County Administrator Approval:

Cooper

Date: 5/2/2024

Governing Committee Approval:

Date: _____

Revised 02/2024

GREEN LAKE COUNTY

BUDGET CARRYOVER DOCUMENTATION

Carryover Fund: **LC - Green Lake Capture Fund**

Department: **Land Conservation**

Name: **Todd Morris**

Recording information

Batch no: _____

Date: _____

Carryover type:

☒ Restricted

☐ Committed

☐ Assigned

Purpose of the Carryover:

This fund is for the CAPTURE P Pilot Project installation. In 2022 we received a \$7,500 advance payment for each of the 5 grants.

What accounts impact the remaining balance in the carryover account?

| | Account # | Account Name | Amount |
|----------------------|-------------------------|---------------------------------------|--------------|
| Beginning Balance | 23-101-14-56110-999-003 | Green Lake Capture Carryover | \$ 37,500.00 |
| Revenue Accounts | 23-100-14-43604-000-003 | Green Lake Capture Grant Revenue | \$ - |
| | | | |
| | | | |
| | | | |
| | | | |
| Expenditure Accounts | 23-100-14-56110-395-003 | Green Lake Capture Grant Expenditures | \$ - |
| | | | \$ - |
| | | | |
| | | | |
| | | | \$ - |
| End of Year Balance | 23-101-14-56110-999-003 | Green Lake Capture Carryover | \$ 37,500.00 |

Subject Matter Expert:

Todd Morris

Date:

Department Head Approval:

Todd Morris

Date:

5-1-2024

Finance Director Approval:

Thomas J. Sypulinski

Date:

5-1-2024

County Administrator Approval:

Coody

Date:

5/6/2024

Governing Committee Approval:

Date:

Revised 02/2024

GREEN LAKE COUNTY

BUDGET CARRYOVER DOCUMENTATION

Carryover Fund: LC - Lakes & River Fund

Department: Land Conservation

Name: Todd Morris

Recording information

Batch no: _____

Date: _____

Carryover type:

☒ Restricted

☐ Committed

☐ Assigned

Purpose of the Carryover:

This is for open grants from WDNR. This also includes funds from previous grants for services provided by Land Conservation Department that were grant reimbursable. These funds are used for future projects and such as prepaying for reimbursable expenses, matching funds or grant ineligible items.

What accounts impact the remaining balance in the carryover account?

| | Account # | Account Name | Amount |
|----------------------|-------------------------|--|--------------|
| Beginning Balance | 23-101-14-56110-999-002 | Carryover LC Lake & River Fund | \$ 16,686.16 |
| Revenue Accounts | 23-100-14-43604-000-000 | Lake & River Fund Revenue | \$ 9,235.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| Expenditure Accounts | 23-100-14-56110-395-000 | LCD Planning Grant (Lake & River Fund) | \$ 2,130.65 |
| | | | \$ - |
| | | | |
| | | | |
| | | | \$ - |
| End of Year Balance | 23-101-14-56110-999-002 | Carryover LC Lake & River Fund | \$ 23,790.51 |

Subject Matter Expert:

Todd Morris

Date: _____

Department Head Approval:

Todd Morris

Date: 5-1-2024

Finance Director Approval:

Kenneth P. Peltier

Date: 5-1-2024

County Administrator Approval:

Carol

Date: 5/2/2024

Governing Committee Approval:

Date: _____

Revised 02/2024

GREEN LAKE COUNTY

BUDGET CARRYOVER DOCUMENTATION

Carryover Fund: Carryover No-Till Drill/Soil Health
Department: Land Conservation
Name: Todd Morris

Recording information

Batch no: _____

Date: _____

Carryover type:

☐ Restricted

☐ Committed

☒ Assigned

Purpose of the Carryover:

Future maintenance/repairs to drill. Funds also will be used for soil health program to promote and assist landowner in developing a soil health program on their farms.

What accounts impact the remaining balance in the carryover account?

| | Account # | Account Name | Amount |
|----------------------|-------------------------|-----------------------------------|-------------|
| Beginning Balance | 23-101-14-56110-999-005 | Carryover No-Till/Soil Health | \$ 4,689.57 |
| Revenue Accounts | 23-100-14-43585-000-000 | No-Till Drill/Soil Health Revenue | \$ 5,404.89 |
| | | | |
| | | | |
| | | | |
| | | | \$ |
| Expenditure Accounts | 23-100-14-56110-360-000 | No-Till Drill/Soil Health Expense | \$ 391.77 |
| | | | \$ |
| | | | |
| | | | |
| | | | \$ |
| End of Year Balance | 24-101-14-56110-999-005 | Carryover No-Till/Soil Health | \$ 9,702.69 |

Subject Matter Expert:

Todd Morris

Date: 2/29/2024

Department Head Approval:

Todd Morris

Date: 2/29/2024

Finance Director Approval:

Kenneth J. Stapanian

Date: 5/1/2024

County Administrator Approval:

Carol J. [Signature]

Date: 4/2/2024

Governing Committee Approval:

Date: _____

Revised 02/2024