



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 11/10/2025

Amended Post Date:

The following documents are included in the packet for the Land, Water, Parks & Community Committee meeting on November 13th, 2025.

- 1) Agenda
- 2) Minutes: 10/09/2025
- 3) Contract between Green Lake County and Board of Regents of the University of Wisconsin System
- 4) Memorandum of Understanding
- 5) Department Reports
 - Land Conservation



GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Land, Water, Parks & Community Committee
Meeting Notice

Date: Thursday, November 13, 2025 Time: 9:00 AM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI

AGENDA

Committee
Members

Bob Schweder – Chair
Mike Skivington – Vice
Chair
Nancy Hiestand
Nita Krenz
Bill Boutwell
David Albright
Wes Eisenga, CASC
Rep.

Karissa Rohde, Secretary

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

This agenda gives notice of a meeting of the Land, Water, Parks & Community 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. Public Comment (3 minute limit)
- 5. Approve Minutes: 10/09/2025
- 6. Welcome new Community Development Extension Educator, Pat Malone
- 7. Review and possible action on 2026 Contract between Green Lake County and UW Madison Division of Extension
- 8. Review and possible action on Memorandum of Understanding between Green Lake County and UW Madison Division of Extension
- 9. Department Reports
 - Land Conservation
 - Parks
- 10. Power loading discussion
- 11. County Park improvements discussion
- 12. Committee Discussion
 - Future Meeting Dates: December 11th, 2025
 - Future Agenda items for action & discussion
- 13. Adjourn

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

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 237 298 504 378

Passcode: C8ymz7

Dial in by phone

[+1 920-515-0745,,553090075#](#) United States, Green Bay

[Find a local number](#)

Phone conference ID: 553 090 075#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

Please accept at your earliest convenience. Thank you!

[Org help](#) | [Privacy and security](#)

Kindly arrange to be present, if unable to do so, please notify our office.
Elizabeth Otto, County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk’s Office, 294-4005, not later than 3 days before date of the meeting.

**GREEN LAKE COUNTY
LAND, WATER, PARKS & COMMUNITY
COMMITTEE MEETING MINUTES
Thursday, October 9, 2025**

CALL TO ORDER

Chair Bob Schweder called the meeting of the Land, Water, Parks & Community Committee to order at 9:00am in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met. Public access was available via remote programming as well as in person. The Pledge of Allegiance was recited.

Present: Bob Schweder, Bill Boutwell, Mike Skivington (remote), David Albright, Nancy Hiestand

Absent: Nita Krenz

Also Present: Karissa Rohde, Deputy County Clerk; Todd Morris, County Conservationist; Mike Van Meel, Maintenance Supervisor; Jason Jerome, Interim County Administrator; Jeff Mann, Corporation Counsel; Stacy Graff, Fair and Office Coordinator

PUBLIC COMMENT (3 MINUTE LIMIT) – none

APPROVAL OF MINUTES

Motion/second (Boutwell/Hiestand) to approve the minutes of the 9/11/2025 Land, Water, Parks & Community Committee Meeting. Motion carried with no negative vote.

APPEARANCES

- **Taylor Haag Strauser – Green Lake Association** – Strauser gave a presentation on the Watershed & Lake Management Planning Process. Discussion held.
- **Trevor Pike, USDA Wildlife Specialist – wildlife damage program** – Discussed crop prices and 2026 budget.

2026 WILDLIFE DAMAGE ABATEMENT AND CLAIMS PROGRAM BUDGET APPROVAL

No discussion. *Motion/second (Albright/Boutwell)* to approve the 2026 Wildlife Damage Abatement and Claims program budget. Motion carried with no negative vote.

2025 CROP PRICE APPROVAL

No discussion. *Motion/second (Albright/Boutwell)* to approve the 2025 Crop Price Approval. Motion carried with no negative vote.

2025 90% HARVEST DATE FOR APPRAISALS ON FALL CROPS

Discussion held. *Motion/second (Boutwell/Hiestand)* to approve the date of December 1st as the 2025 90% harvest date. Motion carried with no negative vote.

**DISCUSSION AND REVIEW OF 2026 LAKE MANAGEMENT PLANNING NETWORK
COOPERATIVE AGREEMENT WITH GOLDEN SANDS RC&D**

No discussion. Committee approved the agreement. No formal action is needed.

DEPARTMENT REPORTS

- **UW-Extension Quarterly Report** – Report found in the packet. The new Community Development Educator will be introduced at the next meeting.

- **Area Extension Director Report** – Report found in the packet.
- **Land Conservation** – Report found in the packet.
- **Parks** – Van Meel stated they are preparing for winter. They hope to start making repairs at Dodge landings soon. They would like to get this done before the end of the season. The security cameras have been ordered and will be installed early November.

DISCUSSION AND POSSIBLE ACTION REGARDING BOAT LAUNCH SIGNAGE

Each sign, including the post, will be \$150.

COMMITTEE DISCUSSION

- a. Next meeting date – 11/13/2025 @ 9:00am
- b. Future agenda items for action & discussion
 - 136 Contract
 - MOU Contract

ADJOURN

Chair Schweder adjourned the meeting at 9:45AM.

Respectfully submitted,

Karissa Rohde
Deputy County Clerk

**Contract Between Green Lake County
and Board of Regents of the University of Wisconsin System**

This contract is by and between Green Lake County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as Extension educators deliver programs in communities throughout the state, and around academic disciplines including Agriculture, Natural Resources, Community Development, Youth, Human Development & Relationships, and Health;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension educators based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. Term, Amendment & Termination.

- a. The term of this contract is one (1) year. The term shall run from January 1, 2026 through December 31, 2026, unless amended or terminated as set forth below.
- b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
- c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.1.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.1.a. shall

be prorated (i.e. the discount amounts to roughly \$834 per month).

2. **Extension Responsibilities.** Extension agrees to:

- a. Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
- b. Provide an Area Extension Director (AED) to serve as County department head and supervise Extension staff at no cost to the County.
- c. Invoice the County semi-annually, in May and November for amounts due under this agreement.

3. **County Responsibilities**

3.1 In consideration of the programs that Extension provides to the County under this contract, the County agrees to:

- a. Pay to Extension the County share of up to \$63,595 for the period of January 1, 2026 through December 31, 2026 as allocated below.

Co-Funded Positions	Fee	FTE	Total
4-H Program Educator	\$49,063	1.0	\$49,063
Agriculture Educator—Regional Livestock	\$49,063	.25	\$12,266
Agriculture Educator—Regional Crops	\$49,063	.25	\$12,266
Community Development Educator	\$49,063	.8	\$0 per Dean of Extension
[Enter Position]			
First Educator Discount			(\$10,000)
Subtotal			\$ 63,595
Proposed or fully-county funded positions and other county contributions	Fee	FTE	Total
Final Total			\$ 63,595

- b. Provide travel funds, office facilities (for Green Lake County located at: Green

Lake County Government Center, 571 County Rd. A., Green Lake, WI 54941), information technology equipment (such as computers, printer, and phones) and internet connectivity, office supplies, and educational programming materials to the Extension educators identified in 3.1(a),

- c. Provide salary and fringe benefits for the County clerical support staff who support the Extension educators identified in 3.1(a),
 - d. Provide other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.
- 3.2 Consider and assess opportunities to provide office space with a desk and chair for fully state funded Extension employees who serve in a regional or statewide capacity. These regional and statewide educators will be provided state-purchased technology and IT support. The opportunity for these positions to access the internet through the county may also be discussed.
4. **Delegation of Financial Budget Authority.** The parties hereby acknowledge that Extension will employ an Area Extension Director (AED), whose responsibilities may include certain budget-related functions as set forth in the Delegation of Financial Budget Authority Form (DFBA Form) attached hereto as **Exhibit A**. County may authorize the AED to carry out such functions on its behalf, but only to the extent specified in in the DFBA Form, which must be signed by an authorized representative of County in order to be effective. The County may rescind such authorization at any time by providing written notice to Extension. In the event that the parties execute a new agreement governing the subject matter of this agreement such that the term of this agreement and the term of the new agreement run consecutively, the parties agree that the delegations set forth in a duly signed DFBA Form shall remain in effect upon execution of the new agreement unless the County rescinds such authorization by providing written notice to Extension.
5. **General Conditions** This contract is established under the following conditions:
 - a. **Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.
 - b. **Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting

within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.1 of this contract (fully county funded) are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

- c. **Billing.** For the period January 1, 2026 through December 31, 2026, Extension shall bill the County for the total amount under Section 3.1.a. of this contract. The County will be billed for the first half of the total contract by May 31st and the second half of the total contract by November 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.
- d. **Cybersecurity Provisions.** Each party shall be responsible for the response to, remediation of, and any resulting notification requirements related to cybersecurity breaches of their own information technology systems or those of any third parties hired on their behalf. This responsibility includes the financial costs of any breaches, e.g., forensics, remediation, notifications, etc. The County and Extension shall determine their individual need for cyber liability insurance coverage. Any breaches that could impact Extension data classified as moderate or high risk must be reported to Extension staff, via the Area Extension Director, and the University of Wisconsin - Madison Cybersecurity Operation Center (CSOC) Help Desk, 608-264-4357 following the risk-based timelines outline in the UWSA System Policy 1033 and associated Incident Response Plan. Following a reported breach event, the County will provide a primary staff contact and periodic response updates to Extension and the CSOC until event closure. Any breaches that could impact County data will be reported to the County immediately upon learning of the breach. The County shall provide the Area Director with the expressed point person or position for which to report a breach.
- e. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program. To the extent that an Extension employee is allowed to use a County vehicle, the responsibility for insuring that vehicle lies with the County.

- f. **Nondiscrimination Statement.** The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law..

By:_____	—	Date:	By:_____	—	Date:
County Representative			County Representative		

By:_____	—	Date:	By:_____	—	Date:
County Representative			County Representative		

By:_____	Date:	By:_____	Date:
Area Extension Director		County Representative	
UW-Madison, Division of Extension			

By:_____	Date:	By:_____	Date:
Director of Financial Services		On Behalf of Board of Regents of	
UW-Madison, Division of Extension		The University of Wisconsin System	

Exhibit A

Delegation of Financial Budget Authority Form

Area Extension Directors play an important part in county Extension offices as they manage the faculty and staff within that county, and many times, that includes the county support staff. Area Extension Directors also work with county partners to develop a departmental budget and provide oversight to that budget on an annual basis in cooperation with corresponding county financial departments and county board committees. The Delegation of Financial Budget Authority allows Area Extension Directors, hired, and managed by Extension as state employees, to manage county fiscal resources in service to the people of those counties.

To be completed by the county administrator or county official delegating signature/budget authority.

County hereby delegates to the Area Extension Director for Green Lake County and _____ (no other person, if blank) authority to approve/authorize the following financial budget matters on behalf of County, provided, however, that such delegation is limited to the extent that such matters are directly related to County's authority under section 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes and subject to any conditions/limitations indicated by County below.

Invoices	Travel Reimbursements	Supply & Expense Reimbursements
Time/Leave Approvals	Purchase Requisitions	Internal Budget Transfers
Inter- departmental transfers	County specific space agreements for educational programs	Bank account signatory
Other items:		
Conditions:		

This authorization is effective until either party (UW-Madison Extension or Green Lake County) requests a change to the document

Budget Authority signature: I am aware this constitutes a delegation of budget authority allowing the Area Extension Director, and any other position mentioned above, to manage county fiscal resources in service to the Extension office and residents of Green Lake County. I understand that delegating authority does not release Green Lake County, from full responsibility as Budget Authority.

County Administrator/County Official(s):

Name: _____

Title: _____

Signature: _____

Date: _____

MEMORANDUM OF UNDERSTANDING

Between UW-Madison Division of Extension and Green Lake County

This **Memorandum of Understanding** (MOU) is made by and between UW-Madison Division of Extension (hereafter “Extension”) and **Green Lake** County (hereafter “County”), and collectively “the Parties.”

Whereas, this MOU outlines the partnership between Counties and Extension and supersedes the Division of Extension-County Partnership Guidance document dated August 2021; and,

Whereas, Extension and Counties have had a century-long partnership benefiting the people of Wisconsin by extending the boundaries of the University of Wisconsin throughout the state to provide an array of educational programming and services to the people of Wisconsin where they live and work, bringing the research, knowledge and resources of the University of Wisconsin to the local community; and,

Whereas, Counties and Extension have contributed significant funding over the century-long relationship by co-funding Extension staff, providing local offices and support, and leveraging millions of state Extension and federal dollars annually to serve the people of Wisconsin; and,

Whereas, Section 59.56(3), Wis. Stats., generally provides the framework but has not evolved with the changing relationship; and,

Whereas, with over 100+ years of evolving partnership between Extension and Counties, there is a benefit of defining the roles and responsibilities of the partnership so the Parties can collaboratively meet the needs of the residents and communities within County; and,

Whereas, the Parties desire to enter into this Memorandum of Understanding (hereafter “MOU”) to set forth their respective obligations, understandings, roles and responsibilities.

NOW, THEREFORE, IT IS THE MUTUAL UNDERSTANDING OF THE PARTIES AS FOLLOWS:

I. General Understandings/Mutual Responsibilities

- A. Purpose and Scope of MOU. The purpose of this MOU is to be a companion document to the Contract to clearly define the relationship of Parties hereto and, to outline the processes, responsibilities, and lines of authority and communication between Extension and the County.

- B. Authority. According to Wis. Stats. Section 59.56(3), county boards “...may establish and maintain an education program in cooperation with the University of Wisconsin...” with function areas “under the direction and supervision of the county committee on agriculture and extension education”.
- C. Scope and Description of Services Provided. The Parties recognize that Extension may offer a variety of educational services and programming through its Educators in the following general categories:
 - 1. Agriculture
 - 2. Natural Resources
 - 3. Community Development
 - 4. Positive Youth Development
 - 5. Human Development & Relationships
 - 6. Health & Well Being

The Parties further recognize that each County is unique, requiring differing educational services in the categories herein, as established jointly between County and Extension.

II. UW-Madison Division of Extension Responsibilities

- A. Extension Purpose. As a statewide engagement arm of UW-Madison, the Division of Extension extends university knowledge to **Green Lake** County, leveraging local resources and leading research to provide an array of educational programming and services to the people of Wisconsin within the County.
 - 1. Professional development. Professional development expenses, including training, attending and presenting at state or national conferences, or receiving awards will be the responsibility of Extension, except when the County desires the attendance of the employee and funding is not available from Extension.
 - 2. Extension Employee Leave of Absence. The County will not be billed by Extension for educator fees during the period in which a position is vacant. When an employee is going to be temporarily on leave from a position for an extended period of time (in excess of 30 days), Extension and the County will jointly develop, mutually agree on and implement a plan for how coverage will be provided to meet established County priorities to ensure ongoing program needs are met.
- B. Role of Area Extension Director (AED) in County Partnership Management.
 - 1. Extension fully invests in Area Extension Directors (AED), whose role is to oversee a region comprising one to five counties, as administrative and leadership positions responsible for Extension-County partnership management, Extension staff development, and financial management of Extension resources.
 - 2. The AED maintains working relationships and communications with county partners and officials, including sharing updates and activities to partners and stakeholders. The AED will initiate and facilitate an Annual Listening Session and Needs Assessment with the County Committee of Jurisdiction (COJ) and other county personnel, which should be concluded on or before July 1 of each year. The AED will ensure that the

outcomes of the annual needs assessment, including the established County priorities, will be documented, reviewed and approved by the county COJ. The AED will ensure that established County priorities are incorporated in the Educators' work plans, as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude Extension from gathering information on needs from other county stakeholders as well that could potentially be incorporated into the Educators' work plan.

3. The AED is responsible for overseeing Extension Educators, staff employed by Extension and supporting educator engagement with Extension volunteers.
4. The AED will lead hiring processes for vacant Extension employee positions and will involve county-designated representative(s) as outlined herein (See Article IV. C.) in the hiring process. The AED supervises Extension Educators and staff who direct Extension volunteers, including addressing Extension volunteer behavior concerns, providing coaching or dismissal of the volunteer, as appropriate.
5. Supervision of Extension Employees. Individuals employed by Extension are State of Wisconsin employees and are subject to applicable State and University of Wisconsin (UW) personnel rules, policies and procedures. Supervision will be provided by an Extension employee. Performance reviews of Extension staff will be conducted by Extension managers per UW HR policies and procedures, after obtaining feedback and input from County officials familiar with the work.
6. The AED monitors and manages risk and liability situations that might arise in regard to Extension services and programming.

C. Role of Extension Educators.

1. Educators provide educational services and programs as outlined in the Educators' annual plan of work. The annual plan of work shall, at a minimum, incorporate the County priorities identified through the Annual Listening Session and Needs Assessment as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude the Educator from gathering information on needs from other county stakeholders as well that could potentially be incorporated into their work plan.
2. Educators shall communicate local needs to their programmatic Institutes and collectively identify opportunities to address statewide needs, typically on a local level.
3. Reporting requirements. Educators shall report to the COJ on a regular basis, as determined by the AED and COJ who shall jointly establish a schedule of regular communication. Such communication may be provided either verbally or in writing as agreed by the Parties.

- D. County Policy, Rules and Procedures. Extension staff, partially or fully funded by County and located in a local Extension office, will be users of county-based technology, facilities, buildings, grounds, equipment and supplies and may have access to county-based services. Extension staff shall abide by all county policies and procedures relating

to the use of county technology, facilities, buildings and grounds, equipment and supplies and other county-based resources. Extension volunteers and fully funded Extension staff may, at the sole discretion of the County, be provided with similar access, but in all cases must comply with County policies, rules and procedures.

III. County Responsibilities

- A. County Extension Oversight Committee (Committee of Jurisdiction or COJ). **Green Lake** County shall identify a committee to serve as the County's policy and decision-making body regarding the Extension partnership. The COJ's duties may include, but are not limited, to the following:
 1. Actively and continuously engage in identifying priorities for educational programming and services to be offered by local Extension Educators.
 2. Provide general oversight and guidance to the Extension office to ensure that established priorities and needs are addressed. County will designate a representative to oversee and supervise county employees within the Extension office and seek input and feedback from AED on work performance.
 3. Meet monthly or as determined by the Committee Chair.
 4. Provide regular input and feedback to the AED regarding Extension programming and services provided within the County.
 5. Provide budgetary oversight for the Extension office.
 6. Jointly with Extension, develop the annual county Extension office budget aligned with addressing established county priorities.
- B. County Facilities and Program Support. County shall provide office space, meeting space, telephone, computer, network connections for email and other communications, and general office supplies to support the Educators identified in the Contract. Funding levels for facilities and supplies shall be established annually as a part of the County budget process.
- C. Administrative Support. County, in consultation with Extension and as mutually agreed between the Parties, shall provide administrative support to assist Educators in carrying out county-identified priorities. County staff working within the Extension office may be reassigned from time to time by the County to support other county departments or programs, at the sole discretion of the County.
- D. Supervision of County Employees. Individuals employed by the County are county employees and are subject to applicable county personnel rules, policies and procedures. Supervision will be provided by a county-designated representative. Performance reviews of County staff will be conducted by County managers per County Human Resources (HR) policies and procedures, after receiving feedback and input, if any, from applicable local Extension staff and the Area Extension Director. Performance and disciplinary matters of County staff will be handled by County HR utilizing established county policies and procedures.

IV. Joint Responsibilities

- A. County-Specific Educational Needs and Priorities. Identifying county-specific educational needs and priorities shall be the joint responsibility of Extension, the COJ and other county-identified county officials.
 1. Annual Listening Session and Needs Assessment. The AED shall facilitate an Annual Listening Session and Needs Assessment with the COJ and other county-identified officials to establish County and local needs and priorities to be included in each local Educator's annual plan of work.
 2. The outcome of the Annual Listening Session and Needs Assessment shall be documented by the AED and implemented by the Educator as outlined in Article II. B. and Article II. C. of this MOU.
- B. Key Performance Indicators. Educators shall develop key performance indicators to measure the outcomes of the programming designed to address the established County priorities and other local priorities. Key performance indicators measuring established County-priorities shall be developed and reported to the COJ. Each Educator's annual plan of work shall include timely and measurable outcomes to determine if county priorities are being addressed.
- C. Hiring Local Educators. Hiring and Managing Vacancies. When an Educator position becomes vacant, Extension, the County COJ, other County personnel, and other county stakeholders as mutually agreed upon, shall meet to evaluate and assess the following: is the position still needed, might another position better meet the County's priorities, and can the County and Extension continue to financially support the position.
 1. If the Parties determine not to refill the position, the Contract amount will be adjusted accordingly.
 2. If the Parties determine to refill the position, Extension will lead the hiring process to fill the Educator position. The AED or designated Extension representative shall seek input and engagement from the County throughout the hiring process including the development of the job description, development of the recruitment timeline, selection of candidates to interview, conducting interviews and selection of the finalists and final candidate. County shall identify a single point of contact to represent County through the hiring process. Extension shall meet and confer with the County prior to making an offer to the final candidate.
- D. Shared Educator Positions. Counties may agree to share specialized positions within a program area across two or more counties. The Contract shall be amended and prorated accordingly to reflect the funding agreement established by Counties sharing the position.
- E. Budgetary Issues.
 1. According to County budget policies and procedures, County and Extension shall jointly develop the Extension Office annual departmental budget in compliance with the county's budgeting parameters, fiscal policies and procedures.
 2. The Extension Office budget shall be managed in accordance with County fiscal policies and procedures with oversight by County Designee and as authorized by the associated Delegation of Financial Budget Authority to AED, if any.
 3. In accordance with County fiscal policies and procedures, revenues generated by

Extension programming and services may be closed to the County's General Fund at year end and shall not be carried forward.

V. Miscellaneous Provisions

- A. Term; Termination. This MOU shall be a companion to and have the same term and termination provisions as the Contract.
- B. Annual Review; Amendments. This MOU shall be reviewed at least annually by Extension and the County.
- C. Contacts for Official Communications and Notices. The Parties hereto agree that it is important to each designate a single point of contact for official communications and notices. Notices and Official Communications shall be sent via regular U.S. Mail or email to the following:

For **Green Lake** County:
 Jason Jerome, County Manager /Administrative Coordinator
 571 County Rd. A
 Green Lake, WI 54941
 Email: jjerome@greenlakecountywi.gov
 cc: County Clerk email: lotto@greenlakecountywi.gov

For **Extension**:
 Pat Wagner, AED, Area 14
 480 Underwood Ave., Rm. 136
 Montello, WI 53949
 Email: pat.wagner@wisc.edu

- D. No Waiver. Nothing in this MOU shall constitute or be construed to constitute a waiver of either party's immunities, notice of claim procedures and liability limitations set forth in Chapter 893 of the Wisconsin Statutes or any other protections afforded either party by law.
- E. Duly Authorized Signatories. The individuals executing this MOU are duly authorized to enter into this MOU and bind their respective entities to the representations, understandings, roles and responsibilities set forth herein.
- F. MOU Companion to Contract. This MOU shall be executed contemporaneously with the Contract and shall be effective for the same term as the Contract. Termination of the Contract shall simultaneously terminate this MOU.

IN WITNESS WHEREOF, the parties hereby execute this MOU, with an effective date and term consistent with the Contract referred to herein.

Green Lake County

University of Wisconsin-Madison Division of Extension

By: _____
 County Representative

By: _____
 Board of Regents Representative

Date: _____

Date: _____

Land, Water, Parks, and Community Committee
Land & Water Conservation Dept. November 13, 2025 Report

October 2025 Projects

- Inspect open erosion control permits and review new permit applications for erosion control and stormwater management.
- Continue to work on two homeowners regarding complaint of stormwater runoff between neighbors.
- Deliver and calibrate No Till drill to landowners throughout county
- Completed installation of Water and Sediment Control Basin – Town of Marquette
- Continue design of leachate collection system, Conducted soil borings for project – Town of St. Marie
- Design of a grassed waterway and diversion – Town of Manchester
- Completed design for stream crossing – Town of Marquette
- Begin construction of grass waterway, underground outlet, plunge pool, and farmable terrace – Town of Green Lake.
- Completed design for 2 – Grade Stabilization Structures, waiting for project cost estimates, planning on fall 2025 installation.
- Design for grass waterway – Town of Berlin.
- Completed repair of 4 sinkholes – Town of Green Lake.
- Start design for wetland scrape – Town of Brooklyn.
- Spotchecks completed for Cover Crop planting – MDV Program
- Winterize and store boat wash station from Dodge Memorial Park
- Winterize CAPTURE P Structure
- Site visit with DNR for NR151 Compliance Walkover – Town of Mackford.
- Nitrogen Optimization Pilot Program (NOPP) – layout test plots and work with farmer for seeding cover crops for program.
- Attended Conservation Alliance Meeting
- Work with Jacob Fluor, Golden Sands RC&D for planning Controlling Woodland Invasive Species Workshop.
- Watershed planning for GLRI projects in Green Lake Watershed.
- Presentations at Princeton School Forest for 3rd – 5th graders. (surveying, drones, and macroinvertebrates)
- Presentations on poster contest theme: All About Soil, to local schools. (Princeton, Berlin & Green Lake)
- Presentation with Enviroscope to Green Lake School, 5th grade class.
- Fall Newsletter completed and sent out.
- Attended Fall Technical Tour

November 2025 Planned Projects

- Conduct spot-checks on grade stabilization structures that have perpetual easements with Sanitary District
- Send out public survey for County Stewardship Program
- Install fall construction projects – grade stabilization structures, waterways, water and sediment control basins
- Follow-up with landowners with resource concerns from spot-checks
- Hosting Deer Donation drop-off location, donated deer processed for Green Lake Food Pantry.

Lake and River Report

Puckaway – Addressed calls on water level fluctuations and weed concerns. Visited 3 sites for erosion concerns. Spoke with John Harter regarding assistance with boat launch repair permit applications.

Twin Lakes – Working with Lake consultant to complete a lake management plan and settle contract with consultant. Review bids for boat ramp replacement.

Spring Lake (Kingston) – No update

Spring Lake (Green Lake) – Review bids for boat ramp replacement.

Little Green – Attended monthly adaptive management planning meeting. Met with lake consultant to review grant submission. Visited 2 sites for erosion concerns on west side of lake.

Green Lake – Finalizing stream restoration project – permitting details. Conducted streambank stabilization site showing for contractor, received bids for projects, scheduling installation. Met with 3 landowners regarding shoreline concerns. Received permit for ABA stormwater project, received bids for project, scheduling installation.

Grand Lake – No update

Other – Collected stream samples for monthly DNR stream monitoring program (Belle Fountain Creek, White River, & Grand River).

Golden Sands AIS Update

- Social media posts to Facebook and Instagram: Spiny water fleas, AIS monitoring while removing docks, curly leaf pondweed, Importance of native shorelines to prevent erosion, AIS prevention to waterfowl hunters.
- Finalize 2026 AIS program for Lake Monitoring & Protection Network (LMPN) cooperative agreements.
- 2025 end of season reporting for LMPN AIS Program.
- Participated in Annual Statewide fall AIS Coordinator meeting.

Producer Led Watershed Group:

Applied for DATCP Grant, should know status of grant in early November.

Upcoming Events:

November 11, 2025 – Controlling Woody Invasive Species landowner workshop (Golden Sands RC&D) – Zobel Park

November 20, 2025 – Golden Sands RC&D Board Meeting – Stevens Point