

NOTICE OF MEETING

SHEBOYGAN COUNTY PLANNING, RESOURCES,
AGRICULTURE AND EXTENSION COMMITTEE

November 10, 2020

3:30 PM

Sheboygan County Administration Building
508 New York Ave
Sheboygan, WI 53081
Room 302

If you would like remote access to the meeting, please call (920) 459-1370 at least 2 hours prior to the meeting, if possible. Please note that masks are required for in-person attendance and space is limited to allow for adequate social distancing. Any individual unable to wear a mask is encouraged to remotely access the meeting or will be provided an alternate meeting location to ensure the safety of other attendees.

AGENDA

Call Meeting to Order
Certification of Compliance with Open Meeting Law

Approval of Minutes
- PRAE Committee - Regular Meeting – October 13, 2020

Correspondence

Planning & Conservation

Consideration of 3rd Quarter Variance Report

Consideration of Budget Adjustment

Discussion on Marsh Dam Project

Other Department Project and Program Management Updates
Consideration and Approval of Attendance at Other Meetings/Functions
Travel Report and Report of Meetings and Functions Attended
Review and Approve Vouchers
Adjournment

Next scheduled meetings - November 24, 2020 at 3:30 PM (UW Extension Focus)
- December 8, 2020 at 3:30 PM (Planning & Conservation Focus)

Prepared by:
Karsen Gosh, Recording Secretary
(920) 459-1370

Approved by:
Keith Abler, Chairperson
(920) 207-9351

NOTE: The Committee welcomes all visitors to listen & observe, but only Committee members & those invited to speak will be permitted to do so, except for the Public Hearing portion of this meeting where any interested person can speak. Person with disabilities needing assistance to attend or participate should contact the

County Planning & Conservation Department at 920/459-1370 prior to the meeting so that accommodations may be arranged.

NOTE: A majority of the members of the County Board of Supervisors or any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

**SHEBOYGAN COUNTY PLANNING, RESOURCES,
AGRICULTURE, & EXTENSION COMMITTEE MINUTES**

Sheboygan County Administration Building
508 New York Ave
Sheboygan, WI
Room 302

October 13, 2020

Called to Order: 3:30 PM

Adjourned: 4:44 PM

MEMBERS PRESENT: Supervisor Keith Abler, Supervisor Rebecca Clarke (via phone), Supervisor Henry Nelson, Supervisor Mike Ogea, Supervisor Paul Gruber, and FSA Member Stan Lammers.

MEMBERS ABSENT: None

OTHERS PRESENT: Aaron Brault, Karsen Gosh, Ellen Schleicher, Tyler Betry, Attorney Crystal Fieber, Evan Grossen, Supervisor Robert Ziegelbauer, Supervisor Roger Te Stroete, Supervisor William Goehring, Supervisor Tom Wegner, Emily Straka, Eric Sandvig, Jeff Rauh, Supervisor Jackie Veldman, Greg Schnell, David Huenink, Frederick Swed, Laura Gumm, Don Becker

Chairperson Abler called the meeting to order at 3:30 PM and verified the meeting notice had been posted on October 9, 2020 at 3:00 PM and that the meeting complies with the Wisconsin Open Meeting Law.

Supervisor Ogea made a motion to approve the September 8, 2020 Planning, Resources, Agriculture and Extension Committee minutes. Supervisor Nelson seconded the motion. Motion carried unanimously.

Register of Deeds – Mrs. Schleicher gave an overview of the vacant position request and answered questions from the Committee. Supervisor Ogea motioned and Supervisor Nelson seconded to approve the request. Motion carried, no opposition.

Planning & Conservation – Mr. Brault gave an overview of the resolution and joint development agreement with the Town of Holland and Onion River Solar LLC. Emily Straka, of Ranger Power, gave a background on similar successful projects in the area as well as Rangers Power's plans for the facility in the Town of Holland. Ms. Straka addressed questions from the Committee members. Mr. Lammers announced that he was recusing himself from the motion and discussion due to a conflict of interest. Supervisor Ogea motioned to approve the resolution and agreement. Supervisor Gruber seconded. Motion to approve carried, with Mr. Lammers recusing himself.

Mr. Brault gave an update on various grants including a Sustain Our Great Lakes and National Resource Damage Assessment grant for Amsterdam Dunes, a Lakeshore Natural Resource Partnership grant for Amsterdam Dunes, and a State-level stewardship grant for the continuation of Old Plank Road Trail to break ground in late summer 2021. Mr. Brault also touched on an experimental phosphorous-reducing septic system on Elkhart Lake showing consistent reductions in recent water samples.

Mr. Brault gave a brief update on the Department including the upcoming use of the Department's garage located at the Aging, Disability, and Resource Center for drive-through COVID-19 testing by the National Guard, the Sheboygan Marsh building progress, and the aquatic invasive species coordinator position.

Supervisor Nelson motioned and Mr. Lammers seconded to allow for attendance at the Sheboygan Falls Rotary - ROOTS EAB Mitigation Kickoff Event and to the Sheboygan County Land & Water Resource Management Plan 5-year update presentation to the WI Land + Water Board, both on October 6th. Motion carried, no opposition.

Supervisor Nelson made a motion to approve the vouchers. Mr. Lammers seconded the motion. The motion carried with Supervisor Ogea voting nay.

Supervisor Ogea moved and Supervisor Gruber seconded to adjourn. Motion carried unanimously with adjournment at 4:44 PM.

Next meeting (UW-Extension focus) is scheduled for Tuesday, October 27, 2020. Next meeting (Planning & Conservation and Register of Deeds focus) is scheduled for Tuesday, November 10, 2020.

Prepared by:
Karsen Gosh
Recording Secretary

Approved by:
Keith Abler, Chairperson
(920) 207-9351

**VARIANCE REPORT FOR DEPARTMENT -- COUNTY PLANNING & RESOURCES
FOR THE QUARTER ENDING 09/30/2020**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Intergovernmental Revenues		
	Federal Grants	66,095.76	More revenue received from Brownfields and US Forest Service grants.
	State Grants	(2,780.42)	Less DATCP grant revenue received which is budget neutral under purchased services and snowmobile program wages exceed grant.
	Licenses & Permits		
	Other Permits and Fees	38,677.13	More revenue received from boat launch fees, sanitary and shoreland permit fees, nonmetallic mining permit fees, and City of Plymouth for wages.
	Fines, Forfeits, & Penalties		
	Law & Ordinance Violations	1,325.00	More revenue received from sanitary ordinance violations.
	Public Charges for Services		
	General Government	(3,462.30)	Less revenue received for rural numbering signs and wages for snowmobile program are being posted in snowmobile BU instead of transferring admin fee revenue to planning BU.
	Conservation and Development	60,093.45	More revenue received for tree sales program which is budget neutral under General Operating.
	Interest and Other Revenue		
	Rent Revenue	(1,291.00)	Less revenue from Marsh rent due to COVID.
X	Other Misc. Revenue	(5,354.93)	Van that was replaced not yet sold.
	Personnel Related Expenditure		
	Wages	16,151.30	Less wages paid out.
	Benefits	4,407.29	Less benefits paid out.

X	Operating Expenses		
	Purchased Services	(82,579.94)	More expense incurred for Brownfields, US Forest Service, and DATCP grants and buffer services. These expenses are budget neutral. Also paid Ayres for WROC 2020 Sheboygan County LIDAR enhancements which is covered on LIO.
	Repairs and Maintenance	15,426.29	More expense for vehicle repairs and snowmobile program of the latter which is budget neutral under State Grants.
	General Operating	(47,441.19)	More expense for tree sales program which is budget neutral under Conservation and Development.
	Fixed Charges	(1,360.48)	More expense for equipment rental for work out at the Dunes.
	Interdepartmental Charges		
	Employee Related Insurance	1,786.64	Less expense for health and dental insurance.
	Repairs & Maintenance Charges	(28,493.16)	More expense for bog removal at Marsh and work done on the OPRT SL400 trails, and at Dunes by Highway Dept.
	Capital Outlay	2,948.56	Less expense for new dept truck.
	Variances Less Than Justification Threshold	7,878.15	
TOTAL	42,026.15		



Sheboygan County ***Planning & Conservation Department***

Administration Building

508 New York Avenue

Sheboygan, WI 53081-4126

P: (920) 459-3060

P: (920) 459-1370

F: (920) 459-1371

E: plancon@sheboygancounty.com

Director

Aaron C. Brault

Memo

TO: PRAECom Members

FROM: Aaron Brault 

DATE: November 10, 2020

RE: Budget Adjustment

Non-lapsing accounts such as that associated with our stewardship program or our trail maintenance account offer accounting challenges at times. In the case of the stewardship program, the dollars may be budgeted in one year, but not spent until one or two years later once the project is implemented. This then creates an expense variance that makes it look like the department spent more than what was available even though that's not the case.

As such, I am asking for a budget adjustment to our stewardship account to account for what's described above. In 2020, we budgeted \$73,406.00 and the expense amount we expect to see at year end is approximately \$75,560.00. This is not a huge negative variance, but I would appreciate it if you would consider allowing for the budget adjustment.

Thank you for your consideration.