NOTICE OF MEETING

SHEBOYGAN COUNTY PLANNING, RESOURCES,
AGRICULTURE AND EXTENSION COMMITTEE

November 24, 2026 3:30 PM

UW Extension Office
UW Sheboygan Campus
5 University Drive
Sheboygan, WI
Room 5024

Remote Access:
(312) 626-6799
Meeting ID: 956 6404 0989
Passcode: 856197
https://zoom.us/j/95664040989?pwd=dGJrYlZ5Tmx2RVcvRDFsdU5Ld0lXZz09

*** AGENDA ***

Call Meeting to Order

Certification of Compliance with Open Meeting Law
Approval of October 27, 2026 Minutes

Correspondence

Planning & Conservation –

Consideration of Third Quarter Variance

Consideration of Fee Waiver for KCME Rental

Consideration of Out of Cycle Adjustment

UW Extension-

Area Extension Director Report

Human Development and Relationship Educator Report- Jace Purdy

Consideration of the UW Extension third Quarter Variance Report

Other Department Project and Program Management Updates- *This report is a summary of key activities in the Department. No action will be taken resulting from the report unless it is a specific item on the agenda.*

Consideration and Approval of Attendance at Other Meetings/Functions
Travel Report and Report of Meetings and Functions Attended by Committee Members

Review and Approve Vouchers

Adjournment

Next scheduled meeting -December 22, 2026 at 3:30 PM

Prepared by:
Sharon Harvey, Recording Secretary
(920) 459-1370

Approved by:
Rebecca Clarke, Chairperson
(920) 395-6609

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 UW-Extension Office
5 University Drive
Sheboygan, WI
Room 5024

October 27, 2026 **Called to Order: 3:30 PM** **Adjourned: 4:20 PM**

MEMBERS PRESENT:	Chairman Rebecca Clarke, Supervisor John Nelson, Supervisor David Otte, Supervisor Joe Liebau Jr, Supervisor Brian Smith (online)
MEMBERS ABSENT:	Ag Community Member Travis Luedke
OTHERS PRESENT:	Aaron Brault, Tyler Betry (online), Sharon Harvey, Laura Grunwald-Rentmeester, Jayna Hintz, Michael Miller (online), Paide MTP (online)

Chairperson Clarke called the meeting to order at 3:30 PM and verified the meeting notice had been posted on October 23, 2026, at 11:00 AM and the meeting complied with the Wisconsin Open Meeting Law.

To recommend by resolution the 2026 update to the Sheboygan County Farmland Preservation Plan. According to Wisconsin Statute 66.1001, Sheboygan County must update their Farmland Preservation Plan no later than January 1, 2027 in order to continue the legally administer the Farmland Preservation Program which offers tax incentives to farmers that are eligible for the program.

Chairperson Clarke opened the public hearing at 3:37 PM.

Chairperson Clarke noted that the public hearing notice was posted on September 18th in compliance with state statute.

Ms. Grunwald-Rentmeester presented the updates made to the County Farmland Preservation Plan and answered questions from the committee.

Chairperson Clarke invited the members of the public in attendance to speak three times. There were no public comments.

Public Hearing closed at 3:41 PM.

Supervisor Nelson made a motion to approve the resolution. Supervisor Liebau seconded the motion. The motion carried with no opposition.

UW Extension-

Area Extension Director Report- Ms. Hintz provided an update on the staff reports for their programs, which can be found listed on their website. The program updates highlight educational programming, outreach efforts, partnerships, and community engagement activities conducted throughout the reporting period.

Area Extension Director Facilitate Extension Community Needs Assessment Discussion- Ms. Hintz asked members of the committee the items listed on the agenda attachment. The committee members engaged in discussions around the current goals, challenges, and opportunities for collaboration.

Positive Youth Development 4-H Educator Report- Sarah Feider- Ms. Feider presented on the completed projects and events of the program in the recent months.

Other Department Project and Program Management Updates- Mr. Brault updated the committee on the department's tree and shrub sale, the completion of the new Marsh storage building, the approval of the RCPP Grant, and discussed the latest news on the transmission lines.

Consideration and Approval of Attendance at Other Meetings/Functions. None

Travel Report and Report of Meetings and Functions Attended. None

Review and Approve Vouchers. Supervisor Liebau motioned and Supervisor Nelson seconded to approve the vouchers. Motion carried with no opposition.

Supervisor Liebau motioned to adjourn the meeting. Supervisor Nelson seconded the motion. Motion carried with no opposition. Meeting adjourned at 4:20 PM.

Next meeting is scheduled for Tuesday, November 24, 2026 at 3:30PM.

Sharon Harvey
Recording Secretary

Joe Liebau Jr.
Committee Secretary

VARIANCE REPORT FOR DEPARTMENT -- COUNTY PLANNING & RESOURCES
FOR THE QUARTER ENDING 9/30/2026

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Revenues		
X	Intergovernmental Revenues	(228,360.50)	Timing of Snowmobile Grant funds and DATCP Reimbursement, timing of brownfields and NG911 grant.
	Licenses and Permits	4,575.15	More revenue from erosion control, animal waste, sanitary, and shoreland permits than expected.
	Public Charges for Services	31,545.01	More revenue than expected for MDV program funds and more revenue than expected for addressing.
	Interest and Other Revenues	20,500.81	More revenue than expected for the KCME and NG911 grant reimbursement.
	Expenses		
	Wages & Benefits	33,947.98	Fulltime employee working less. Retirement of fulltime employee.Gap between retirement and hire of new employee.
X	Operating Expenses	35,066.36	Timing of Brownfield's and Marsh Boardwalk expenses. Timing of CBCW Elkhart Lake expenses.
	Interdepartmental Charges	24,234.14	Less expense than expected for highway department work. Less health benefits w/ retirements of fulltime employee
	Capital Outlay	1,101.00	Less expense than expected for new zero turn lawn mower.
	Variances Less Than Justification Threshold	**23,902.82**	
	TOTAL	**(53,487.23)**	**Negative**

Agriculture



If it happens on a farm or in a field, the Extension Institute of Agriculture works with you to achieve better results. Our innovative dairy management programs range from genetics to farm and business management. Extension researchers work hand-in-hand with row crop, forage and fresh produce growers to provide best practices for every aspect of the growing phase. We also advise communities on using sustainable practices to create inviting spaces free from invasive species.

Dairy | *Manuel Peña, Regional Dairy Educator*

An educational station for youth and other agricultural agents, where attendees learned about the general programming of Extension but also about the Mooving Cows app, that supports the active training of cow handlers at dairy farms developed by Dr. Jennifer Van Os at UW Madison. They also learned about our Bilingual newsletter "BoviNoticias", the intention is not only to promote its use but also to maintain communication/feedback with the users of it to provide the information they need to overcome their challenges.

- I was invited to attend the National 4-H Dairy Conference at the Crave Brothers Farm, which is located in the region I serve, and hosted participants from all around the country. The goal was to promote Extension's programing and contribute to build a sense of community in agriculture in Wisconsin and America. The event provided an opportunity to connect directly with 4-H youth, dairy industry partners, and adult participants from across the region. We set up an educational station with information and games to engage with participants and create meaningful interactions with 4-H youth, dairy industry partners, and adult attendees. Throughout the event, I shared information about Extension programs and resources, answered questions, and facilitated conversations about agriculture and youth development opportunities. By engaging participants from across Wisconsin and the United States, I helped promote Extension programming, strengthen relationships with industry stakeholders, and contribute to a welcoming environment that fostered a sense of community within agriculture. The event also provided an opportunity to increase awareness of local Extension efforts and build connections that may support future educational and outreach initiatives.A bilingual (English and Spanish) newsletter, Bovi-noticias, for dairy farm owners, managers, employees, and industry partners, where readers gain practical, research-based information that explains the reasons behind key farm management practices and supports everyday decision-making. Through this effort, dairy operations are better equipped to strengthen workforce engagement, improve communication and safety, enhance animal well-being, and support long-term farm sustainability and profitability.

Community Development



Community Development provides educational programming to assist leaders, communities, and organizations realize their fullest potential. We work with communities to build the vitality that enhances their quality of life and enriches the lives of their residents. We educate in leadership development, organizational development, food systems, community economic development, local government education and much more. In short, the Community Development Institute plants and cultivates the seeds for thriving communities and organizations.

Kirtis Orendorff, Community Development Educator

Alongside efforts to prepare data center educational materials for local governments, additional support has been provided to officials addressing day to day questions regarding land use and zoning topics. While the upcoming election has taken priority in recent weeks, this time can be used to prepare for upcoming events and discussion topics.

- Multiple municipalities in Sheboygan County are preparing ordinance updates regarding solar land uses, in order to bring their ordinances in compliance with recent state statute updates. To assist, Kirtis has been attending public hearings in Rhine and Lynden to provide technical insight and support when questions arise, as well as preparing and distributing any additional information relevant to a given meeting. In addition, Kirtis has been helping with specific questions as they arise in the county. These questions are typically regarding rezonings, subdivisions, and other planning and zoning related issues outside of the comprehensive planning process. One such example included assisting with the Conditional Use Permit process for a landowner interested in constructing a private airstrip on their property. Kirtis provided rationale, important considerations, and other municipality's ordinance as examples to the town of Holland. The clerk that Kirtis contacted expressed their thanks, writing via email "Thank you Kirtis! I truly appreciate the help and plan to save this information for future reference."

Sheboygan October 2026 Report

Human Development and Relationships



The Extension Institute of Human Development & Relationships provides the tools Wisconsinites need to thrive as well-rounded, capable individuals and families. We support families in caring for each other in ways that promote growth and understanding. Our programs promote aging-friendly communities, coach effective parents and help families put technology, mindfulness and financial awareness to use.

Jace Purdy, Human Development & Relationship Educator

Meeting with community collaborators. The goal is to see how we can work together to better serve our target audiences.

- Starting a new role, in a new community, requires a lot of face to face meetings with the existing organizations that are serving the target audiences my role will also be serving. These introductory meetings take plenty of communication and footwork. So far communications have been ongoing in order to meet potential collaborators and have face to face meetings. At this point we continue to communicate, set up meeting times and places, and talk about how to best support each other.

Extension
UNIVERSITY OF WISCONSIN–MADISON

Sheboygan October 2026 Report

Positive Youth Development



Positive Youth Development prepares the youth of today to become the effective, empathetic adults of tomorrow. Our research-based youth enrichment programs like teens in governance build youth and adult capacity and partnerships that help both sides grow. 4-H clubs, camps and after-school programs give young people the hands-on experiences they need to develop an understanding of themselves and the world.

4-H | *Sarah Feider, 4-H Program Educator*



A four-week hands-on Chick Quest program for three groups of 21 youth in 3rd grade, where participants incubated and observed chicks while learning about the chick and egg life cycles, identifying the parts of a chick and egg, and designing engineering solutions through egg-drop challenges. Through this experience, youth developed science, problem-solving, and observation skills while gaining a deeper understanding of animal development and agriculture.

- Youth have never incubated chicks or learned about their life cycle. This was an opportunity to allow youth to gain insightful information about chicks and watch them grow and change in real time. The 4-H Chick Quest program has been an excellent curriculum to reach the needs of teaching youth about food, animal science and agriculture. It also provided an excellent opportunity to partner with a local youth organization. Youth learned about the incubation environment, care for incubating eggs, chick development stages, egg science (parts of the egg), the hatching process and baby chick needs. It also gave me the opportunity to talk about 4-H and what our program offers.

"Yay, The chick lady is back!" - *Commented one student during the second week of Chick Quest.*

Positive Youth Development | *Diana Hammer, Youth Development Educator*

Planning a kickoff event for an eventual Youth Leadership Team in collaboration with Sheboygan County Youth Justice. The goal is to engage justice-impacted young people in a club that they shape and have ownership of in order to grow their leadership skills and potentially inform YJ procedures.

Young people who have been involved with the legal system are rarely asked for their opinion on how the system works or for recommendations on how it could be improved. Sheboygan County's Youth Justice Office has received state funding to engage current and former clients in a Youth Leadership Team and has asked Extension to help with group design and facilitation. Hammer and YJ colleague Jessica Bitter promoted a fun gathering this summer as a potential YLT kick-off, but no youth RSVP'd for this. Changing strategies, they decided to pick a topic to start from and try again. Research shows that people involved in the legal system have many characteristics suitable for business ownership, so Hammer suggested introducing the group to area business owners. In a meeting with Whitney Viglietti, Bitter & Hammer discussed the goals and made a plan to host the first meeting at the Viglietti's businesses. Students will get a tour, eat a delicious meal, meet people they might work with someday, and learn about navigating through failures and successes. So far, 8 students have RSVP'd for the gathering on 10/29/26.

Value Added *-Sheboygan County Community members actively engage in UW -Madison Extension Regional and Statewide Program offerings. Highlights of these programs are shared in this section of the report.*

Patrick Nehring, UW Extension Community Development Professor,

- Facilitated conversations with nonprofit leaders in Northeast Wisconsin, where participants learned ways to move beyond disconnected fundraising activities to build an intentional, relationship-based program to carry out the organization's mission.

UW Extension Health and Well Being Institute

- Over the past year, Covering Wisconsin has informed and engaged with 12 regional- and population-focused coalitions in which Wisconsin professionals interested or directly involved in health insurance enrollment gather to discuss changes to health coverage policy, share outreach and educational strategies, receive free professional trainings, and offer ideas for relevant consumer resource messaging and design. Through our efforts, a total of 64 coalition meetings were held, attracting 1,186 attendees, to focus on the health coverage issues affecting Wisconsin residents, especially immigrants, Spanish-speaking residents, Hmong residents, and those located in Central, East Central, Milwaukee, Northeast, Northwest, Southeast, Southwest, and Western regions. (Location type: Geography Served) Total Reach: 1,186 people attended 64 enrollment network meetings over the past year and 2,615 people were reached through the enrollment network email listserves
- Health insurance Navigator assistance for anyone in Wisconsin, where a total of 74,147 coverage services were provided directly to increase enrollment, retention, and appropriate use of benefits. Through this effort, our Navigators assisted 13,360 consumers with qualified health plan enrollments through the federal Health Insurance Marketplace and applications to Medicaid, supporting access to health care and improved health outcomes. (Location type: Geography Served) Total Reach: Statewide: - 74,147 coverage assistance services provided - 8,335 individuals assisted with Marketplace qualified health plan selection - 5,025 individuals assisted with Medicaid - 9,206 consumers educated in health insurance literacy

Jayna Hintz *Area Extension Director*	Sarah Feider *4-H Youth Educator*	Brandi Cha *Support Staff*
Manuel Peña *Regional Dairy Educator*	Diana Hammer *Positive Youth Development Educator*	Cassi Worster *Marketing Specialist*
Kirtis Orendorff *Community Development Educator*	Jace Purdy *Human Development and Relationships Educator*	

The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law.

VARIANCE REPORT FOR DEPARTMENT -- UW EXTENSION
FOR THE QUARTER ENDING 9/30/2026

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Revenues		
	Public Charges for Services	(1,941.80)	Extension Programs, such as summer camp, and 4-H Member fees are in process and will continue to be invoiced and accepted.
	Interest and Other Revenues	(7,083.64)	No miscellaneous reimbursements have been received as budgeted-reimbursements and other revenue is not a monthly occurrence and varies across the year based on programming and requests.
	Expenses		
	Wages & Benefits	41,384.66	We did not fill and do not plan to fill the 2nd Administrative Assistant position.
X	Operating Expenses	24,795.08	When budget planning expenses are divided across the year. The actual monthly cost will fluctuate and come in higher during some months than others.
	Interdepartmental Charges	39,481.91	Charges were lower than anticipated due to a change in employee benefits from what was budgeted
	Variances Less Than Justification Threshold	**-**	
	TOTAL	**96,636.21**	**Positive**

YTD Available Budget Report

Account Number	Account Desc	Original Budget	Transfers	Revised Budget	YTD Actuals	Encumbrances	Available Budget	% Used
194 UW-Extension		(1,133.00)	0.00	(1,133.00)	(97,769.21)	0.00	96,636.21	8629.21 %
41 Taxes		(303,462.00)	0.00	(303,462.00)	(303,462.00)	0.00	0.00	100.00 %
		(303,462.00)	0.00	(303,462.00)	(303,462.00)	0.00	0.00	100.00 %
42 InterGovtl Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
45 Public Chgs Service		(25,609.00)	0.00	(25,609.00)	(23,667.20)	0.00	(1,941.80)	92.42 %
		(25,609.00)	0.00	(25,609.00)	(23,667.20)	0.00	(1,941.80)	92.42 %
46 Interest-Other Inc		(11,464.00)	0.00	(11,464.00)	(4,380.36)	0.00	(7,083.64)	38.21 %
		(11,464.00)	0.00	(11,464.00)	(4,380.36)	0.00	(7,083.64)	38.21 %
51 Personnel Reltd Exp		70,805.00	0.00	70,805.00	29,420.34	0.00	41,384.66	41.55 %
		70,805.00	0.00	70,805.00	29,420.34	0.00	41,384.66	41.55 %
53 Operating Expenditur		209,851.00	0.00	209,851.00	185,055.92	0.00	24,795.08	88.18 %
		209,851.00	0.00	209,851.00	185,055.92	0.00	24,795.08	88.18 %
55 InterDptl Charges		58,746.00	0.00	58,746.00	19,264.09	0.00	39,481.91	32.79 %
		58,746.00	0.00	58,746.00	19,264.09	0.00	39,481.91	32.79 %
47 Interdeptl Revenue		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
		0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
	Grand Total:	(1,133.00)	0.00	(1,133.00)	(97,769.21)	0.00	96,636.21	8629.21 %