

NOTICE OF MEETING

SHEBOYGAN COUNTY PLANNING, RESOURCES, AGRICULTURE AND EXTENSION COMMITTEE

December 9, 2025

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>

AMENDED AGENDA

Call Meeting to Order

Certification of Compliance with Open Meeting Law
Approval of November 11, 2025 Minutes

Correspondence

Public Hearing

To consider an application for a variance from the Sheboygan County Subdivision Ordinance for the property at N7972 Deer Run Lane, Section 28, Town of Rhine, to allow the creation of lots without a minimum of sixty-six feet of frontage on a public street as required under Section 71.22(2)(a) of said Ordinance.

Close Public Hearing

Consideration of Approving the Subdivision Variance Request

Register of Deeds-

Consideration of Register of Deeds Third Quarter Variance Report

UW Extension-

UW Extension Department Report

Planning & Conservation –

Consideration of Resolution to Apply for a WDNR Grant

Consideration of Farmland Preservation Plan Update Resolution

Consideration of Department Comp Time Policy

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 meetings - January 13, 2026 at 3:30PM (Planning & Conservation Focus)

- January 27, 2026 at 3:30PM (UW Extension Focus)

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

November 11, 2025

Called to Order: 3:30 PM

Adjourned: 4:07 PM

MEMBERS PRESENT:	Supervisor Henry Nelson, Supervisor John Nelson, Supervisor David Otte, Supervisor Joe Liebau Jr (remote)
MEMBERS ABSENT:	Chairman Rebecca Clarke, Ag Community Member Travis Luedke
OTHERS PRESENT:	Aaron Brault, Sharon Harvey, Tyler Betry (remote), Jayna Hintz (remote)

Supervisor Henry Nelson called the meeting to order at 3:30 PM and verified the meeting notice had been posted on November 6, 2025 at 3:00 PM and the meeting complied with the Wisconsin Open Meeting Law.

Correspondence- None.

Planning & Conservation-

Consideration of Travel Outside of the State- Mr. Brault requested approval for a GIS staff member in the department to travel to San Diego, CA for the ESRI National User Conference next year. Supervisor John Nelson moved to approve the request. Motion seconded by Supervisor Liebau. Motion carried with no opposition.

Consideration of Third Quarter Variance- Mr. Brault presented and took questions on the Planning & Conservation Third Quarter Variance. Supervisor Otte moved to approve the variance. Motion seconded by Supervisor John Nelson. Motion carried with no opposition.

Resolution Approving the 2035 Land and Water Resource Management Plan Update- Mr. Brault took questions on the Land and Water Resource Management Plan updates that were presented at the October 14th meeting. Supervisor John Nelson moved to approve the resolution. Motion seconded by Supervisor Otte. Motion carried with no opposition.

UW Extension-

Consideration of Third Quarter Variance- Ms. Hintz presented and took questions on the UW Extension Third Quarter Variance. Supervisor John Nelson moved to approve the variance. Motion seconded by Supervisor Liebau. Motion carried with no opposition

Area Extension Director Report- Ms. Hintz provided an overview of the Sheboygan October 2025 Report published by UW Extension and other updates within the department.

Other Department Project and Program Management Updates- Mr. Brault provided updates on the completion of the HHW building and the HHW events in the future. Mr. Brault also provided updates on the Marsh Management Plan and the opening of the department's tree sale.

Consideration and Approval of Attendance at Other Meetings/Functions. Supervisor David Otte requested approval to attend the Rural Broadband Expansion Meeting on November 17th. Supervisor John Nelson motioned to approve the request. Motioned seconded by Supervisor Liebau. Motion carried with no opposition.

Travel Report and Report of Meetings and Functions Attended. None.

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

Supervisor Otte motioned to adjourn the meeting. Supervisor John Nelson seconded the motion. Motion carried with no opposition. Meeting adjourned at 4:07 PM.

Next meeting (Planning & Conservation Focus) is scheduled for December 9, 2025 at 3:30 PM.
(Planning & Conservation Focus) is scheduled for January 13, 2026 at 3:30PM

Sharon Harvey
Recording Secretary

John Nelson
Committee Secretary



SHEBOYGAN COUNTY SUBDIVISION ORDINANCE VARIANCE REQUEST INSTRUCTIONS

This form is used to request the County Board's Planning, Resources, Agriculture, and Extension Committee (Committee) to consider a variance of the provisions of the Sheboygan County Subdivision Ordinance.

The form must be completed in its entirety to provide the Committee with an accurate picture of the request and justification for the variance. Failure to complete all questions may cause the request to be tabled until more information is provided. The applicant is not limited to the space on the form, and may attach additional pages, if necessary.

The form and associated information should be submitted to the following:

Sheboygan County Planning & Conservation Department
508 New York Avenue
Sheboygan, WI 53081
plancon@sheboygancounty.com
Fax: 920-459-1371

Information to be included is as follows:

- The original Subdivision Ordinance Variance Request Form, and five additional copies
- Six copies of any supplemental information, such as letters from the municipality or from neighbors, pictures, or useful illustrations
- A \$325 review fee, made payable to the Sheboygan County Treasurer if paid by check

Submitting additional supporting information is very important. The applicant, not the Committee, has the burden of proof regarding any claims, statements, or allegations provided in the application. For example, if the applicant claims there is a restrictive covenant on the property, a copy of that easement agreement should be included with the application. Or, if the applicant claims that he or she has received Town approval, documentation evidencing such should be provided.

SUBDIVISION ORDINANCE VARIANCE REQUEST FORM

OWNER(S) FULL NAME: _____

APPLICANT'S FULL NAME: _____

APPLICANT'S ADDRESS: _____

PHONE NUMBER: _____

EMAIL: _____

LAND DIVISION DESCRIPTION (i.e. for what purpose the proposed land division is taking place):

PROPERTY ADDRESS: _____

PARCEL IDENTIFICATION NUMBER(S): _____

PARCEL ACREAGE: _____

PARCEL LOCATION: _____ $\frac{1}{4}$ _____ $\frac{1}{4}$ Section _____ Town of _____

CURRENT IMPROVEMENTS (i.e. houses, garages, etc.): _____

PROPOSED IMPROVEMENTS:

Lot 1 _____ Lot 2 _____

Lot 3 _____ Lot 4 _____

CURRENT USE OF PROPERTY: _____

PROPOSED USE OF PROPERTY:

Lot 1 _____ Lot 2 _____

Lot 3 _____ Lot 4 _____

SECTION OF ORDINANCE FOR WHICH VARIANCE IS REQUESTED (i.e. sec. 71.16(A)(1)): _____

SIGNATURE OF APPLICANT(S) OR APPLICANT'S AGENT:

 Name:

 Date

 Name:

 Date

Please complete the questions on the following page. Attach additional pages if necessary.

What unique physical limitations does your property have that prevent you from accomplishing your land division within the parameters of the Subdivision Ordinance?

Physical limitations include lot size, lot shape, topography, steep slopes, or wetlands, among others. They are characteristics not shared by your neighbors' properties, and are not self-created.

How would strict compliance with the Subdivision Ordinance result in unnecessary hardship?

This exists when there is an inability to adhere to the Subdivision Ordinance because of special conditions that would prevent you from using your property for its intended purpose. Also, special conditions that would make it unnecessarily burdensome for you to comply with the Ordinance are considered.

The circumstances of the landowner (and not the property itself) are not grounds for the granting of a variance. Also, conditions created by you or the prior owner are not a basis for a variance. Loss of profit alone does not warrant a variance.

What impacts to the public interest would occur if the variance was granted?

For example, would the drainage of your neighbors' properties, the view from their properties, water quality, pollution, aesthetics, or the public health be impacted? A lack of opposition from your neighbors does not mean that the variance would not adversely affect the public interest.

What other options have you considered and why were they not chosen?

How does the variance uphold the intent and purpose of the Subdivision Ordinance, found in sec. 71.03?

The full Ordinance can be found on the Planning & Conservation Department's page of sheboygancounty.com, located under the 'Ordinances' section.

HEARING NOTICE

SHEBOYGAN COUNTY PLANNING, RESOURCES,
AGRICUTURE & EXTENSION COMMITTEE

Tuesday, December 9, 2025

3:30 P.M.

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

Please Take Notice: That the Sheboygan County Planning, Resources, Agriculture & Extension Committee of the Sheboygan County Board will hold a public hearing at the time, date and location set forth above for the following purpose:

- 1) To consider an application for a variance from the *Sheboygan County Subdivision Ordinance* for the property at N7972 Deer Run Lane, Section 28, Town of Rhine, to allow the creation of lots without a minimum of sixty-six feet of frontage on a public street as required under Section 71.22(2)(a) of said Ordinance.

Timothy Allman
Anke-Bettina Allman
N7972 Deer Run Ln
Elkhart Lake, WI 53020-2054

SHEBOYGAN COUNTY PLANNING, RESOURCES,
AGRICULTURE & EXTENSION COMMITTEE

John Nelson, Secretary

SH/tb

Dated at Sheboygan, Wisconsin, this 14th day of November, 2025

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 920/459-3060 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.

However, the same section within the Ordinance states, “Where the Committee, pursuant to Section 71.13 “Variances and Appeals,” approves access to any lot by a private road, lane, or drive, the said way shall have a minimum right-of-way access of fifty (50) feet and shall be continuous to a public street or acceptable private street.” Lots 1 and 2 of the Certified Survey Map already have in place a 50-foot private easement (Doc. No. 2172520) that is continuous to a public street, Deer Run Lane. The easement meets the required minimum width, as indicated on the CSM, and effectively grants access for current and future owners for both lots.

C. Alternatives

1. Approve the request for the variance for the proposed land division contingent upon the applicant receiving official approval from the Town of Rhine, completing a soil test for Lot 2, and having a maintenance inspection for the septic system on Lot 1.
2. Deny the variance request.

D. Recommendation

Per Chapter 71, County Code of Ordinances to grant a variance from this Ordinance, an applicant must convincingly demonstrate that:

- (a) literal enforcement of the provisions of the Ordinance will result in unnecessary hardship on the applicant;
- (b) the hardship is due to special conditions unique to the property; and
- (c) it is not contrary to the public interest.

Should the Committee determine it is appropriate to approve the variance request, Department staff recommends that the Committee incorporate the following conditions into the approval (along with any additional conditions that the Committee deems appropriate):

1. The following language must be placed on the face of the map: *“The land divider and future assignees who acquire ownership of these land parcels hold Sheboygan County and the Town of Rhine harmless for problems of access to and from the public road and the building sites.”*



Sheboygan County

Planning & Conservation Department

Administration Building

508 New York Avenue

Sheboygan, WI 53081-4126

P: (920) 459-3060

F: (920) 459-1371

E: plancon@sheboygancounty.com

Director

Aaron C. Brault

Staff Report

DATE: November 26, 2025

TO: Chairperson Rebecca Clarke and Members of the Planning, Resources, Agriculture, & Extension Committee

C: Timothy Allman
Rockland Dairy LLC
Town of Rhine
Aaron Brault, County Planning & Conservation Director

FROM: Tyler Betry, County Conservationist

RE: Allman Property Subdivision Ordinance Request for Variance

A. Background

Property Owner: Timothy Allman
N7972 Deer Run Lane
Elkhart Lake WI 53020

Property Location: Part of SW $\frac{1}{4}$ of the NW $\frac{1}{4}$, Section 28, Town of Rhine

The applicant, Mr. Tim Allman, is requesting the review and approval of a variance from section 71.22(2)(a) of the Sheboygan County Subdivision Ordinance (Chapter 71, County Code of Ordinances), which regulates land divisions within the unincorporated areas of Sheboygan County. Such land divisions, which can take several forms, are also subject to the requirements of Wis. Stat. Ch. 236.

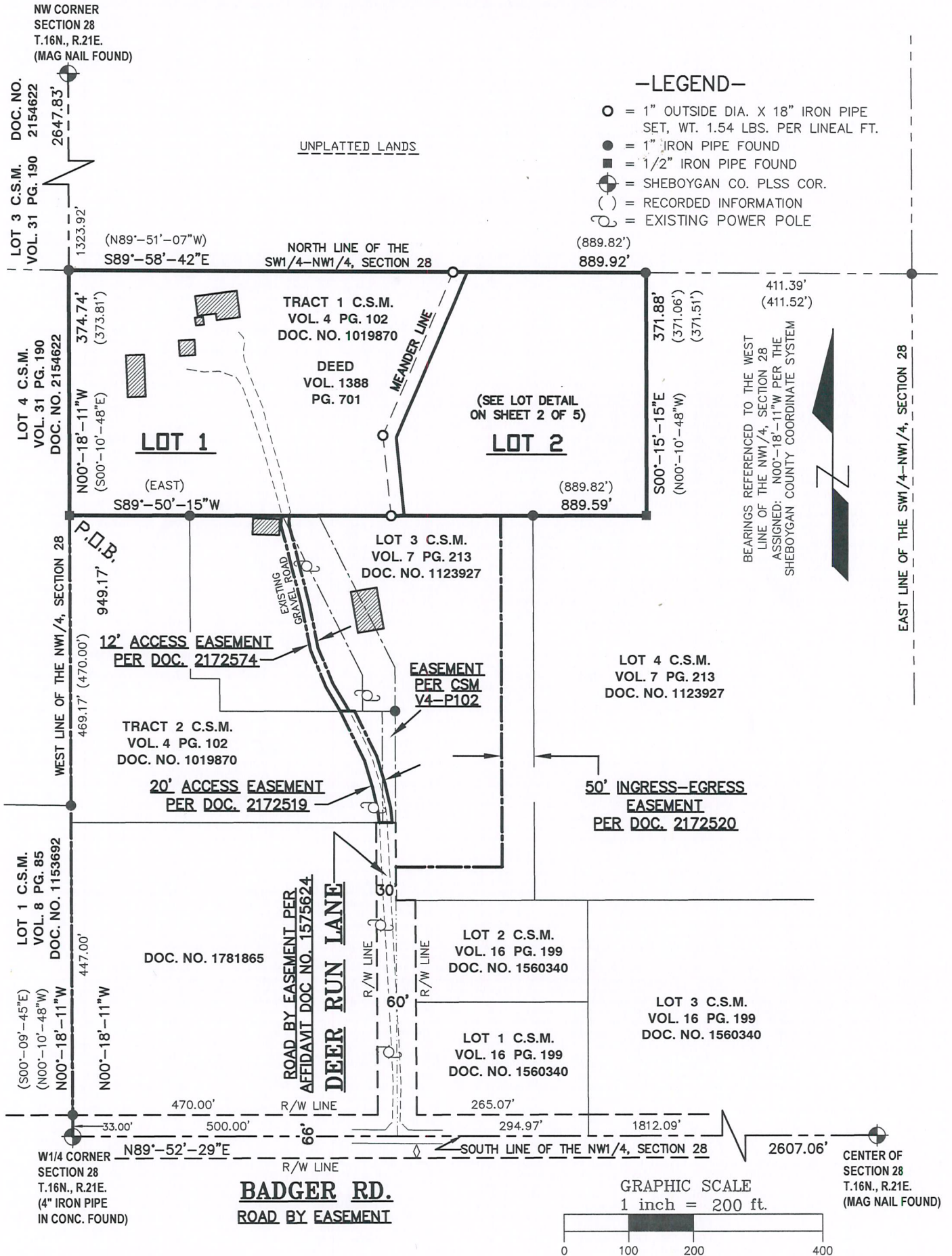
Mr. Allman has submitted a Certified Survey Map (CSM) to divide their 7.6 acre parcel into two separate lots. Both of these lots would be accessed via a 50-foot-wide easement (Doc. No. 2172520) that currently exists. This easement extends to Deer Run Lane which is a public road.

B. Analysis

As shown on the CSM, Lots 1 & 2 would not be in compliance with the Subdivision Ordinance per; sec. 71.22(2)(a) which states, "Each lot within the subdivision or land division shall have a minimum of sixty-six feet of frontage on a public street." These proposed lots would not be in compliance because in their current state, the lots do not have frontage on a public street.

CERTIFIED SURVEY MAP

ALL OF TRACT 1 OF CERTIFIED SURVEY MAP AS
RECORDED IN VOLUME 4 ON PAGE 102 AS DOC. NO. 1019870;
BEING PART OF THE SW1/4 OF THE NW1/4 OF SECTION 28,
T.16N., R.21E., TOWN OF RHINE, SHEBOYGAN COUNTY, WISCONSIN



MERIDIAN
SURVEYING, LLC

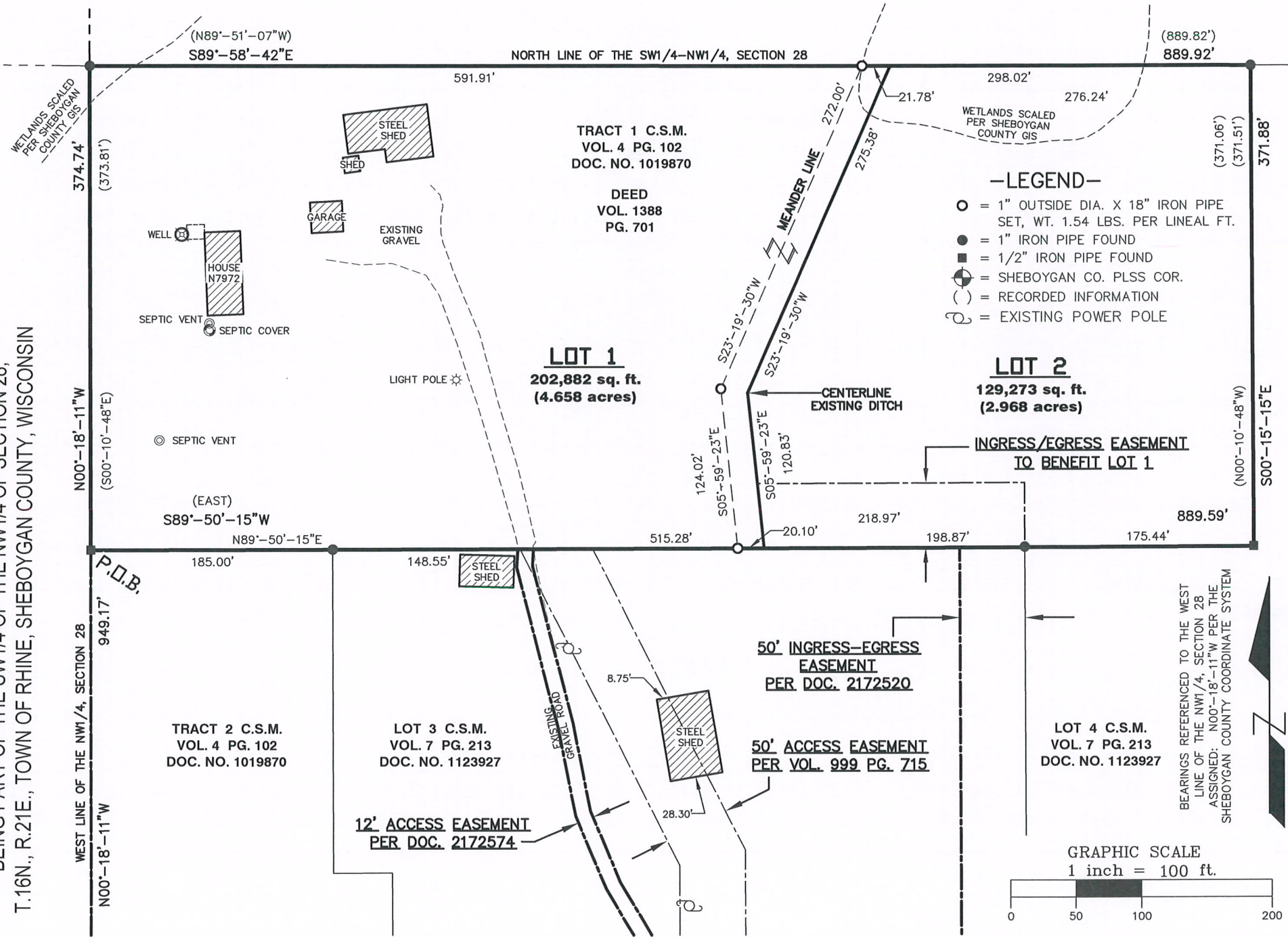
2020 Madison Street Office: 920-993-0881
New Holstein, WI 53061 Fax: 920-273-6037

SURVEYED FOR:
TIMOTHY A. ALLMAN
ANKE-BETTINA ALLMAN
N7972 DEER RUN LANE
ELKHART LAKE, WI 53020

DRAWN BY: BJB	FIELD WORK DATE: 02-03-21
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 12550	SHEET 1 OF 5

CERTIFIED SURVEY MAP

ALL OF TRACT 1 OF CERTIFIED SURVEY MAP AS
RECORDED IN VOLUME 4 ON PAGE 102 AS DOC. NO. 1019870;
BEING PART OF THE SW1/4 OF THE NW1/4 OF SECTION 28,
T.16N., R.21E., TOWN OF RHINE, SHEBOYGAN COUNTY, WISCONSIN



DRAWN BY: BJB	FIELD WORK DATE: 02-03-21
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 12550	SHEET 2 OF 5

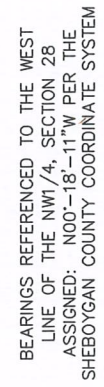
SURVEYED FOR:
TIMOTHY A. ALLMAN
ANKE-BETTINA ALLMAN
N7972 DEER RUN LANE
ELKHART LAKE, WI 53020

MERIDIAN
SURVEYING, LLC

2020 Madison Street
New Holstein, WI 53061

Office: 920-993-0881
Fax: 920-273-6037

ALL OF TRACT 1 OF CERTIFIED SURVEY MAP AS
RECORDED IN VOLUME 4 ON PAGE 102 AS DOC. NO. 1019870;
BEING PART OF THE SW1/4 OF THE NW1/4 OF SECTION 28,
T.16N., R.21E., TOWN OF RHINE, SHEBOYGAN COUNTY, WISCONSIN



MERIDIAN
SURVEYING, LLC

2020 Madison Street
New Holstein, WI 53061

Office: 920-993-0881
Fax: 920-273-6037

SURVEYED FOR:
TIMOTHY A. ALLMAN
ANKE-BETTINA ALLMAN
N9792 DEER RUN LANE
ELKHART LAKE, WI 53020

DRAWN BY: BJB	FIELD WORK DATE: 02-03-21
CHECKED BY: BB	FIELD BOOK: NOTES
JOB NO.: 12550	SHEET 3 OF 5

CERTIFIED SURVEY MAP

ALL OF TRACT 1 OF CERTIFIED SURVEY MAP AS
RECORDED IN VOLUME 4 ON PAGE 102 AS DOC. NO. 1019870;
BEING PART OF THE SW1/4 OF THE NW1/4 OF SECTION 28,
T.16N., R.21E., TOWN OF RHINE, SHEBOYGAN COUNTY, WISCONSIN

Sheet 4 of 5

SURVEYOR'S CERTIFICATE

I, Bradley A. Buechel, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, and mapped under the direction of Tim Allman, all of Tract One (1) of Certified Survey Map as recorded in Volume 4 of Certified Survey Maps on Page 102 as Document Number 1019870 of Sheboygan County Records; being part of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section Twenty-Eight (28), Township Sixteen (16) North, Range Twenty-One (21) East, Town of Rhine, Sheboygan County, Wisconsin containing 332,155 square feet (7.625 acres) of land and being described by:

Commencing at the West Quarter Corner of said Section 28; thence N00°-18'-11"W along the West line of the NW1/4 of said Section 28, a distance of 949.17 feet to the Southwest Corner of said Tract 1 and the point of beginning; thence continue N00°-18'-11"W along said West line, a distance of 374.74 feet the Northwest Corner of said Lot 1 and the North line of the SW1/4-NW1/4 of said Section 28; thence S89°-58'-42"E along said North line, a distance of 889.92 feet to the Northeast Corner of said Tract 1; thence S00°-15'-15"E 371.88 feet to the Southeast Corner of said Tract 1; thence S89°-50'-15"W 889.59 feet to the point of beginning; being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of Sheboygan County and the Town of Rhine in surveying, dividing, and mapping the same.

Dated this _____ day of _____, 2025.

Wisconsin Professional Land Surveyor
Bradley A. Buechel, S-2613

CERTIFIED SURVEY MAP

ALL OF TRACT 1 OF CERTIFIED SURVEY MAP AS
RECORDED IN VOLUME 4 ON PAGE 102 AS DOC. NO. 1019870;
BEING PART OF THE SW1/4 OF THE NW1/4 OF SECTION 28,
T.16N., R.21E., TOWN OF RHINE, SHEBOYGAN COUNTY, WISCONSIN

Sheet 5 of 5

OWNER'S CERTIFICATE

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, and mapped as represented on this map.

Dated this _____ day of _____, 2025.

Timothy A. Allman

Anke-Bettina Allman

CERTIFICATE OF PLANNING AGENCY

This Certified Survey Map has been reviewed and approved by the Sheboygan County Planning and Conservation Department.

_____ Dated

Sheboygan County Planning and Conservation Department

TOWN BOARD CERTIFICATE

This Certified Survey Map has been reviewed and approved by the Town Board of the Town of Rhine.

Dated this: _____ day of _____, 2025.

Town Chairman

Town Clerk

Dated this _____ day of _____, 2025.

Wisconsin Professional Land Surveyor
Bradley A. Buechel, S-2613

**VARIANCE REPORT FOR DEPARTMENT -- REGISTER OF DEEDS
FOR THE QUARTER ENDING 09/30/2025**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Public Charges for Services		
	General Government	59,398.32	Revenue fluctuates due to real estate and encumbrance activity which is
	Personnel Related Expenditure		
	Wages	11,537.32	Savings from staffing vacancy.
	Benefits	2,110.43	Savings from staffing vacancy.
	Operating Expenses		
x	Purchased Services	(8,974.43)	Increase in fees due to space issues for recorded documents.
	General Operating	4,745.35	Savings from postage due to new process with returning documents.
	Fixed Charges	2,232.42	Rental of Office Equipment less than anticipated.
	Variances Less Than Justification Threshold	5,815.33	
	TOTAL	76,864.74 Positive	



Agriculture Dairy Programming: Apr 25 to Oct-25



**Extension Dairy
Educator Manuel Peña**

Contributes to the structure and processes of dairy producers, conservation and financial groups and other dairy professionals, enhancing their ability to function effectively.

Supports informed decision making by providing research-based information

to achieve their objectives.

Continuous Needs Assessment in Sheboygan County

Discussions with dairy farmers, managers, workforce, and interns at different farms or events to build a holistic view of the current state of the county, while identifying common challenges, strengths, and opportunities for improvement within the local dairy industry.

Areas of Need Determined by Assessments:

- Safety/good practices
- Communication/language
- Calving and Nutrition Management
- Public Perception

New connections and cultivation of existing relationships over the summer have primarily taken place at agricultural events rather than through farm visits, due to the fieldwork typical of the spring and summer months. It has been time to create educational materials.

- Basics of Nutrition Article Series
 - o Dry Matter Explained
 - o Fiber Explained
 - o Protein Explained*
 - o Body Condition Score Explained*
- Articles – Collaborations
 - o Best Practices for Roasting Soybeans
 - o Beyond BMR: Securing the Future of High-Quality Corn Silage
 - o Dairy Feed Inventory Management
 - o Feeding for Milk Protein
 - o Navigating Low Colostrum Yields
 - o Troubleshoot Milk Fat Depression
- Presentations and others

- o Best practices for roasting soybeans
- o The nutrition of the transition cow - Calving Management Workshop Bilingual presentation.
- o What is fiber and how it affects milk production. El Break Info Lechero Webinar in Spanish

Regional impacts in Sheboygan County

- Bovi-News. Bilingual statewide newsletter, focused on educating the dairy farm workers.
 - o Partnered on design, topics and content
 - o Translation of information available on the UW Extension website.
 - o Addressing current local issues and events
- 2025 Wisconsin State Fair – Milking Demonstration.
 - o Bilingual educators were invited to participate of the first milking demonstration in Spanish at the WI State Fair.
- 2025 National Dairy Council of 4-H.
 - o I was invited to talk about maternity and calving management but also supported a hands-on station about nutrition and health/welfare practices.
- 2025 Corn Silage Harvest Moisture Monitoring
 - o The dairy and the crops educators partnered with the Fond du Lac Forage council to provide support to the dairies of this area of the state.
- 2025 Clean Farm Families Poker Run Stop
 - o UW Madison Extension Division had a booth at this event where we educated people on corn health and management.
- Wisconsin Bilingual Dairy Podcast Project
 - o A document with the idea and the plan of execution of this project was elaborated as well as the first episode (pilot) of it.
- “ProHand” Bilingual Dairy Project
 - o Research project with the USDA about proper animal handling. We are preparing the materials for coming surveys and the courses that will happen on farms.



Human Development and Relationships Programming: November 2025



Human Development and Relationship Educator

Truong Tran

Supports older adults, families, and communities by providing research-based education on Lifespan and Family Engagement.

Enhances decision-making and resilience through programming in

areas such as family caregiving, social connectedness, healthy aging, and future planning.

Needs Assessment

- Through conducting community based environmental scans, key themes emerged related to the needs and priorities of individuals, families, and communities.
 - Common challenges include increasing caregiver stress, financial insecurity, and the need for accessible mental health resources.
 - Opportunities exist to strengthen community support networks, enhance financial literacy education, and provide research-based programming to improve family well-being.

These insights will guide targeted outreach and educational efforts to promote resilience and improve overall quality of life in the community.

Completed Projects

- Planning AHEAD**
 - A 7-session research-based program that helps participants understand how to prepare for the end of life for themselves or a loved one, and why it's important to have a plan in place
- Powerful Tools for Caregivers**
 - A six-session class designed to provide family caregivers with the skills they need to take care of themselves. Two versions available with caregivers of adults with chronic conditions and classes for parents of children with special needs.

Upcoming Projects

- Planning AHEAD:** 2 new series planned for January and February
- Powerful Tools for Caregivers:** 2 new series planned for February and March
- WeCope:** An evidence-based program that helps adult cope with life stress. Participants develop a toolkit of self-care and coping skills centered around gratitude, self-compassion, everyday mindfulness, labeling feelings and goal setting.
- StrongBodies:** Continued partnership with ADRC; expansion to Hmong StrongBodies at the Hmong Center to increase equity in aging-friendly fitness programs.
- Caregiver Chats Launch (February):** Co-developed series providing monthly, low-barrier education and conversation for unpaid caregivers.
- Tech Talks for Older Adults:** Workshops focused on digital literacy, fraud prevention, online safety, and staying connected.
- Bilingual workshops for Hispanic families and youth:** Supporting healthy family communication, resilience, and school engagement.

As a result of Truong' facilitation in 2025:

The number of residents who increased confidence and readiness to discuss and complete end-of-life planning	92
The number of caregivers who strengthened their stress-management, communication, and self-care skills	42
The number of Hmong elders who will begin conversations with family about their health and financial wishes	10



Extension

UNIVERSITY OF WISCONSIN-MADISON

Agriculture: Crops & Soils Program Update



Extension Crops & Soils Educator Liz Gartman connects with crop growers, dairy producers, conservationists, and agricultural professionals to better manage the balance between crop production, nutrient management, and soil health.

Ongoing Regional Needs Assessment

- Discussions with ag producers including row crop grain producers, forage growers, dairy farmers & graziers
- Connect with agribusiness professionals including agency staff, agronomists, consultants, grazing planners, and ag lenders
- Partner with agriculture groups in 4 counties – particularly Land & Water Departments and Producer-Led Watershed Groups
- In depth reviews of current agriculture statistics

Additional Projects

- PEAQ Alfalfa Quality Management Project
 - Obtained grant funding to expand project across the state
 - Currently analyzing data & draft report
- Clean Farm Families Poker Run Stop
 - Focus on NOPP, SlugNet, Pest Trapping Opportunities
- 2025 UW Forage & Cover Crop Field Day
 - Hosted at Arlington ARS
 - 80+ in attendance
 - Focus on Forage & Cover Crop research
- Forage & Grazing Workgroup Facilitator

Current Projects

- Corn Silage Harvest Management Project
 - Launched tool for users to make harvest decisions based on local dry down results
- Forage Analysis Report Fact Sheets
 - Collaboration with Dairy Educators
 - Create guidance for dairy producers to better understand and compare forage results
- Nitrogen Optimization Pilot Program (NOPP)
 - Dornacker Prairie Acres – focus on Manure & Nitrogen Use – Year 2
 - Ramthun's Hickory View Farm – Legume Cover Crop & Nitrogen Use
- Beef Cow Nutrition Management Fact Sheet Series
 - Focus on managing grazing & forage to meet cow needs
- Badger Crop Connect Webinar Team
 - Provide timely crop management resources
 - August – provided update on Corn Silage Tool

- Articles in Popular Press
 - Silage Storage Maintenance – MFA Clippings E-News
 - Making Sense of Forage Testing Results – WI Agriculturist
 - UW Extension Corn Silage Harvest Tool: Tracking Whole Plant Moisture – WI State Farmer
 - Provided regional crop insight for WI State Farmer Article
- DATCP Pest Trapping Network
- Badger Crop Update Meeting Planning Team

Positive Youth Development Programming: November 2025



**Extension 4-H
Program Educator,
Sarah Feider,**
connects and develops
youth and engagement
in 4-H to enhance
youth development in
Sheboygan County.

Needs Assessment:

- Attendance at club meetings to inquire about what clubs are doing well and areas for improvement.
- Connections with libraries and schools in the county to bring outreach to youth who otherwise couldn't attend community clubs.
- Support of 129 adult volunteers for the county.

Completed Projects:

- Washington D.C. Trip
 - Youth in grades 7-12 spent 4 days at our nation's capital learning all about the history behind Washington D.C.
- Enchanted Forest/Open House
 - Community members worked collaboratively to bring youth to Camp Riversite in Hingham where they walked the trails of the woods, hay rides, bouncy houses and learned about what 4-H has to offer.
- Awards Banquet:
 - Youth and adult leaders came together to share 4-H achievements and milestones.

- Americorps Interns
 - Two promising youth created and completed programming at 8 libraries, and SASD Rec. Department this summer.
- Sheboygan Fun Festival
 - Promotion of 4-H handing out 206 flyers to potential 4-H members.
- Culver's Fundraiser
 - Youth worked at Culvers of Oostburg, bringing animals for patrons, raising \$1000 for 4-H.
- Outpost Camp
 - Over 100 youth participated in camp at Upham Woods in WI Dells this summer.
 - 24 youth staff led campers increasing their leadership skills.
- Officer/Leader Kick Off
 - Youth and club leaders came together from 13/20 clubs to enhance their engagement at club meetings.

Upcoming Efforts:

- Livestock Reality Store
 - Youth will travel to booths at Farm WI in March, learning how to raise healthy livestock. Challenges occur along the way.
- Project Day:
 - Youth will head to UWGB-Sheboygan Campus to ignite sparks and practice projects they haven't tried before.



Positive Youth Development: Youth Empowerment

November 2025



Extension Youth Development Educator Diana Hammer centers the voice of young people so they can contribute meaningfully to decisions, civic life, and volunteering in Sheboygan County.

Needs Assessment

- Meeting with young people and youth-serving organizations to learn about their priorities, identify gaps, and determine where educational programming should focus in 2026

Completed Projects

- 40 meetings to learn the purpose and priorities of Sheboygan County youth leaders, organizations, and committees including:
 - Sheboygan County Teen Court
 - Families and Neighbors Together
 - United Way of Sheboygan County
 - American Legion
 - Family Connections
 - Mental Health America
 - Sheboygan Outreach Collective
 - Youth Justice at Change Academy & 3 classes
 - National Night Out
 - Kohler High School
 - Central High School TAPP Program & 9th/10th grade students
 - Lakeshore CAP
 - Habitat for Humanity
 - Junior Leadership Sheboygan County
 - South High School Student Club Leaders
 - Plymouth High School
 - SASD Middle School Administrators & Recreation Department
 - Centro Comunitario La Cima

- County Health and Human Services & Deputy Administrator
- League of Women Voters
- North High School
- Sheboygan County Juvenile Detention
- Sheridan Elementary Family Club
- Boys and Girls Club at Longfellow Elementary
- Lakeland University, Alumni Relations
- Camp Y-Koda
- County Board Supervisors J. Nelson, H. Nelson, and R. Clarke
- Plymouth Alderperson Binder
- Sheboygan Alderperson Dekker & Mayor Sorenson
- Rogers Behavioral Health
- InspireWI
- Family Resource Center
- Workplace Literacy Program
- The Production Farm
- Sheboygan Youth Voters
- Many Extension colleagues in nearby counties and/or Youth Development roles

Current Projects

- Organizing a County Government Day for spring 2026 with Sheboygan County's Deputy Administrator, Kohler High School, and Sheboygan South High School.
- Finding an intersection of volunteering, civic engagement, and student interests to pursue in 2026.

As a result of Diana's relationship building efforts:

Student Club Leaders at South High shared their experiences of being included or excluded in decision-making.	Oct. 2025
Central High School 9 th and 10 th graders learned to cook a one-pot spaghetti dinner in a 4-H experiential learning activity.	Oct. 2025
County youth justice workers and an active high school student parent connected about expanding local volunteer opportunities for teens.	Nov. 2025

SHEBOYGAN COUNTY RESOLUTION NO. _____ (2025/26)

Re: Authorizing Application for Department of Natural Resources Surface Water Grant

WHEREAS, the Sheboygan County Planning & Conservation Department is interested in obtaining a grant from the Wisconsin Department of Natural Resources (WDNR) for the purpose of the annual Clean Boats Clean Waters Program and/or Lake Monitoring and Protection Network Grants; and

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, a grant agreement is requested to carry out the project.

NOW, THEREFORE, BE IT RESOLVED that the Sheboygan County Planning & Conservation Department will meet the obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the Planning & Conservation Director to submit and sign the grant application, enter into a grant agreement with the WDNR, submit necessary reports, and submit appropriate reimbursement requests to the WDNR, and to sign and submit other required documentation.

BE IT FURTHER RESOLVED that the Sheboygan County Planning & Conservation Department will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the agreement.

Respectfully submitted this 16th day of December, 2025.

PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE*

Rebecca Clarke, Chairperson

Henry Nelson, Vice-Chairperson

John Nelson, Secretary

Joe Liebau

David Otte

Opposed to Introduction:

SHEBOYGAN COUNTY RESOLUTION NO. __ (2025/26)

Re: **Approving Revisions to Farmland Preservation Plan**

WHEREAS, a County Farmland Preservation Agreement is a component part of the County's development plan under Wis. Stat. § 59.69(3); and

WHEREAS, one of the requirements necessary to enable farmland owners to enter into farmland preservation agreements is that the County adopt a Farmland Preservation Plan which is certified by the State as being compliant with Chapter 91 of the Wisconsin Statutes; and

WHEREAS, the Sheboygan County Planning & Conservation Department has developed a Farmland Preservation Plan for Sheboygan County which was last adopted by the Sheboygan County Board of Supervisors on January 16, 2024 as Resolution No. 21 (2023/24), which Plan was certified and certified by the Wisconsin Department of Agriculture; and

WHEREAS, the Planning, Resources, Agriculture, and Extension Committee (PRAECom) has determined that the Plan requires revision of certain provisions in light of changes that were made to the Town of Herman's Zoning Ordinance and/or Comprehensive Plan in order to remain consistent with the County's development plan and remain eligible for state certification; and

WHEREAS, the Planning, Resources, Agriculture, and Extension Committee (PRAECom) has determined that the Plan requires revision of certain provisions in light of changes that were made to the Town of Plymouth's Zoning Ordinance with the creation of the Town of Plymouth Agricultural Enterprise Area (AEA) and the County Boards' subsequent action on September 16, 2025 approving such AEA though Resolution No. 10 (2025/2026).

NOW, THEREFORE, BE IT RESOLVED that the Sheboygan County Board hereby approves the revisions to the Sheboygan County Farmland Preservation Plan, in the manner reflected in the copy on file in the County Clerk's Office and made a part hereof by reference hereto and makes it a part of Sheboygan County's Development Plan.

BE IT FURTHER RESOLVED that the Planning & Conservation Director and Corporation Counsel be directed to undertake such further action as necessary to confirm the certification of the Plan.

Respectfully submitted this 9th day of December, 2025.

PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE*

Rebecca Clarke, Chairperson

Henry Nelson, Vice-Chairperson

John Nelson, Secretary

Joe Liebau

David Otte

Opposed to Introduction:

Planning & Conservation Department

Compensatory Time Policy

1. Purpose

The purpose of this policy is to clearly outline expectations regarding work hours, overtime avoidance, compensatory time (comp time), and related approval processes for non-exempt employees in the Planning and Conservation Department. This policy ensures compliance with the Fair Labor Standards Act (FLSA) while supporting effective workload management and operational efficiency.

2. Standard Workweek Expectation

The standard work week for the Planning and Conservation Department is **Sunday through Saturday**. Employees are expected to manage their schedules to **primarily maintain a 40-hour work week**. Planning ahead and adjusting time worked within the same pay week is critical to minimizing overtime and supporting effective work-life balance.

3. Flexing Time Within the Same Pay Week (1:1 Ratio)

3.1 Flexing Time After Working a Longer-Than-Normal Day

If an employee works longer than normal earlier in the week, they are expected to **flex their schedule later in the same pay week** to return their total hours to 40.

Examples include:

- Coming in later for an approved reason
- Leaving earlier for an approved reason
- A night meeting

Flex time is applied at a **1:1 ratio**. For example, if an employee works **one hour longer** on Monday, they should reduce their schedule by **one hour** on another day of the same pay week.

3.2 Proactively Flexing Time for Anticipated Longer Days

If an employee anticipates needing to work a longer day later in the week, they should **proactively manage their time earlier in the week** to offset the additional hours and prevent overtime.

3.3 Requirement to Flex Within the Same Pay Week

All flexing of time must occur **within the same Sunday–Saturday pay week**. Flexing hours across multiple weeks is not permitted.

4. Overtime and Comp Time

4.1 Approval Requirement

All overtime must be approved in advance by:

- The **Planning and Conservation Director**, or
- In the Director's absence, the **County Conservationist**

If advance approval is not practicable due to urgent operational needs, the employee must notify the Director **as soon as practicable**, and no later than the **start of their next scheduled shift**.

Additional requirements:

- Employees must not work beyond their scheduled hours unless they have **prior approval** from the Director (or County Conservationist in the Director's absence) whenever practicable.

4.2 Overtime Compensation

If an employee works more than 40 hours in a pay week and these hours cannot be flexed within that same pay week, the employee will receive either:

- **Overtime pay at 1.5×** their regular hourly rate, **or**
- **Compensatory time at 1.5 hours for each hour worked** beyond 40.

The method of compensation (pay or comp time) will follow County policy and departmental practices.

5. Kohler Center for Marsh Education – On-Call Compensation

5.1 On-Call Status

Employees assigned on-call duty for Kohler Center for Marsh Education rentals will receive:

- **2 hours of comp time**, added to their comp time bank, **even if they are not called in.**

5.2 Call-In Compensation

If the employee is called in while on call, they will earn:

- **Comp time or overtime at 1.5×** for the hours spent on duty, **in addition to**
 - the **2 hours of comp time** earned for being on call.
-

6. Use of Comp Time

Employees are **strongly encouraged** to **use banked comp time before using other benefit time**, such as:

- Vacation
- Sick time
- Personal time (if applicable)

Comp time usage must be scheduled consistent with departmental staffing needs and supervisory approval procedures.

7. Comp Time Payouts

7.1 End-of-Year Payout

Any unused comp time remaining at the end of the calendar year will be **paid out on the first payroll check of the following year**.

7.2 Payout Upon Termination

Accrued but unused comp time will be **paid out on the employee's final paycheck** upon separation.

7.3 Transition to Exempt Status

If an employee transitions from a **non-exempt** to an **exempt** position, all accumulated comp time will be **paid out** at their current rate of pay prior to the transition.

8. Responsibility for Compliance

Employees are responsible for:

- Accurately tracking and reporting hours worked
- Managing schedules to avoid unnecessary overtime
- Seeking advance approval when overtime is anticipated
- Communicating proactively regarding workload and schedule adjustments

Supervisors and department leadership are responsible for ensuring compliance with this policy and approving overtime only when operationally necessary.