



**LAND CONSERVATION COMMITTEE
WEDNESDAY JANUARY 6, 2016 7:15 P.M.
LAND CONSERVATION DEPARTMENT
CONFERENCE ROOM
440 N US HWY 14
JANESVILLE WI**

AGENDA

1. Call Meeting to Order.
2. Approval of Agenda.
3. Approval of Minutes – December 2, 2015.
4. Citizen Participation, Communications, and Announcements.
5. Bills/Encumbrances/Transfers.
6. Farmland Preservation Program (FPP) - Approval of Voluntary Program Withdraws.
7. Land and Water Resource Management Program (LWRM) - Approval of Cost Share Agreements.
8. Purchase of Agricultural Conservation Easements (PACE) Program Update.
9. Semi Annual Report – Attendance at Conferences and Conventions.
10. Authorization to attend the 2016 Wisconsin Land and Water Conservation Association Conference March 2 – March 4, 2016.
11. Set time and date for the March 2016 LCC Meeting.
12. Adjourn.

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
62-6200-0000-63100 ENC	OFC SUPP & EXP	R1600150	01/01/2016	SYNCHRONY BANK	200.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	0.00	0.00	200.00	800.00
62-6200-0000-64316 ENC	TREE PLANTING	R1600150	01/01/2016	SYNCHRONY BANK	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	(100.00)	100.00	0.00
62-6200-0000-64319 ENC	TREE PURCHASE	R1600148	01/01/2016	ENGELS NURSERY	3,941.20
ENC		R1600149	01/01/2016	LAURAS LANE NURSERY	3,799.00
ENC		R1600150	01/01/2016	SYNCHRONY BANK	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	0.00	0.00	7,840.20	1,159.80
62-6200-0000-65321 ENC	BLDG/OFC LEASE	R1600147	01/01/2016	SILHA LLC,DAN	11,424.96
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,425.00	0.00	0.00	11,424.96	0.04
LAND CONSERVATION PROG TOTAL				19,565.16	

I have examined the preceding bills and encumbrances in the total amount of **\$19,565.16**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JAN 06 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
62-6200-0000-63200	PUBL/SUBCR/DUES	P1600075	01/01/2016	WISCONSIN LAND AND WATER CONSERVATION	1,860.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,040.00	0.00	0.00	1,860.00	180.00
				LAND CONSERVATION PROG TOTAL	1,860.00

I have examined the preceding bills and encumbrances in the total amount of **\$1,860.00**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
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Date: **JAN 06 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
62-6280-0000-64928	COST SHARING				
		P1503656	11/23/2015	RAYMOND,JAMES S	544.85
		P1503745	11/30/2015	BALLMER,DANIEL	6,552.70
		P1503759	11/20/2015	NELSON,ERIC	350.00
		P1503760	11/09/2015	SHOTLIFF,MELVIN	5,005.00
		P1503870	10/27/2015	WELLNITZ,DAVID AND LYNETTE	490.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	150,000.00	75,283.15	490.47	12,943.02	61,283.36
LWC PLAN IMPLEMENTATION GRANT PROG TOTAL					12,943.02
62-6351-0000-64900	OTHER SUPPL/EXP				
		P1503854	11/30/2015	AGRECOL LLC	2,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	100.00	2,000.00	(2,100.00)
COUNTY CAMPUS RESTORATION PROG TOTAL					2,000.00

I have examined the preceding bills and encumbrances in the total amount of **\$14,943.02**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR Date 12/16/2015 Transfer No. 15-123
 Requested By Land Conservation Department Thomas Sweeney Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 19-1922-0000-64904 Description: Contingency Account Current Balance: \$91,693	\$2,000.00	Account #: 62-6351-0000-64900 Description: Other Supplies and Expenses	\$2,000.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Unused balance in contingency fund.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

This request is a result of a farm field that was being reactivated for agriculture. During the reactivation process, it was discovered that this field was used for the farm buildings demolition disposal site, making the reactivation of the field near impossible. During the same time, the tree lines along the community garden area were removed due to safety issues, which decreased the habitat for pollinators necessary for the pollination of crops and the community garden area. A dense prairie mix was seeded in the now abandoned agricultural field, which in the end will enhance the pollinator habitat and provide a permanent cover for the area.

FISCAL NOTE:

Sufficient funds are available for transfer. *12-16-15*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* *12-16-15*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Memorandum

To: Land Conservation Committee/Josh Smith, County Administrator
From: Tom Sweeney, County Conservationist
Date: January 6, 2016
Re: Semi Annual Report – Attendance at Conventions/Conferences

Per resolution 06-9A-087, each department head is responsible for reporting on a semi annual basis all out of state training conventions or conferences along with associated costs per event, per employee and of all instances of attendance at all training, conventions, and conferences that exceed costs of \$1,000 per event, per employee. This memorandum is for informational purposes.

Please be advised that no Land Conservation Department employee attended an out of state event or any event that exceeded the \$1,000 threshold per event, per employee for the second half of 2015.