



**LAND CONSERVATION COMMITTEE
WEDNESDAY APRIL 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 – March 2, 2016.
4. Citizen Participation, Communications, and Announcements.
5. Bills/Encumbrances/Transfers.
6. Discussion on Proposed Board Rules of Procedure Changes – Sherry Oja, Finance Director.
7. Resolution: Amending the 2016 Land Conservation Department Budget to Offset Costs Associated with County Campus Site Restoration.
8. Approval of Agreement with Pheasants Forever to conduct prescribed burns at the County Campus Site Restoration Project.
9. Gypsy Moth Suppression Program Grant - Approval.
10. Farmland Preservation Program – Approval of Cancellation for the Notice of Non Compliance(s).
11. Land and Water Resource Management Program (LWRM)
 - A. Approval of Cost Share Agreement(s).
 - B. Approval of Joint DATCP/DNR Nonpoint Source Grant Application for Calendar Year 2017.
12. 2016 Personal Expense Chart for Cost Sharing – Approval.
13. Purchase of Agricultural Conservation Easements (PACE) Program – Program Update.
14. Adjourn.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
62-6200-0000-63100	OFC SUPP & EXP				
		P1600699	02/26/2016	STAPLES ADVANTAGE	23.43
		P1600995	01/27/2016	OFFICE PRO INC	89.70
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	154.24	267.34	113.13	465.29
62-6200-0000-63101	POSTAGE				
		P1601282	03/02/2016	UNITED STATES POSTMASTER	176.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	17.75	0.00	176.60	1,305.65
LAND CONSERVATION PROG TOTAL				289.73	
62-6280-0000-64928	COST SHARING				
		P1601335	03/04/2016	PRUDHON TRUST,GENE AND CAROL	1,329.31
		P1601435	03/18/2016	LAWRENCE,JAMES M	18,145.68
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	150,000.00	0.00	0.00	19,474.99	130,525.01
LWC PLAN IMPLEMENTATION GRANT PROG TOTAL				19,474.99	
62-6340-0000-62119	OTHER SERVICES				
		P1601402	03/14/2016	WISCONSIN DEPARTMENT OF NATUR.	812.69
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	0.00	0.00	812.69	1,187.31
GYPSY MOTH SUPPRESSION PROG TOTAL				812.69	
62-6350-0000-63110	ADMIN.EXPENSE				
		P1600160	01/29/2016	MENARDS	46.75
		P1601217	02/23/2016	COMBS AND ASSOCIATES INC	900.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,000.00	0.00	46.74	946.75	38,006.51
PDR/PACE PROG TOTAL				946.75	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$21,524.16**

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: **APR 06 2016**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1600750 PEID 034612

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 3/15/16

DEPARTMENT LAND CONSERVATION

COMMITTEE LAND CONSERVATION

VENDOR NAME ENGELS NURSERY

ACCOUNT NUMBER 62-6200-0000-64319

FUNDS DESCRIPTION TREE PURCHASE

AMOUNT OF INCREASE \$ 279.66

INCREASE FROM \$ 3,941.20 TO \$ 4,220.86

ACCOUNT BALANCE AVAILABLE \$ 1159.80 CM 03/16/16

REASON FOR AMENDMENT WE RECEIVED A LARGE ORDER AND CHECK
TO COVER 1,000 TREES. ORDERED MORE TREES TO FILL THIS ORDER
FOR THE CUSTOMER.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

FINANCE COMMITTEE _____
Chair Date
(If over \$10,000)

COUNTY BOARD _____
Resolution # Adoption Date
(If over \$10,000)

Resolution No. _____

Agenda No. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

April 6, 2016
DATE DRAFTED

**AMENDING 2016 LAND CONSERVATION DEPARTMENT BUDGET
TO OFFSET COSTS ASSOCIATED WITH COUNTY CAMPUS SITE
RESTORATION**

1 **WHEREAS**, the Land Conservation Department was allocated funding from the ATC Fund account in
2 2009, per Resolution 09-2B-219, to fund various conservation projects; and,
3

4 **WHEREAS**, a portion of the allocation was earmarked for the implementation of a site restoration /
5 invasive species control project on the County Campus at HWY 51 and County F; and,
6

7 **WHEREAS**, the north end of the project area was completed in 2012, which included removal of all
8 invasive species and the seeding of native grasses and forbs; and,
9

10 **WHEREAS**, in the Spring of 2014, the Land Conservation Department contracted the Wisconsin DNR
11 to seed the 5.0 acre abandoned agriculture field with native grasses and forbs; and,
12

13 **WHEREAS**, both aforementioned sites are at the point of needing a controlled burn to control invasive
14 species and to assist with the further propagation of forb plants; and,
15

16 **WHEREAS**, the Land Conservation Committee requests a transfer from the ATC Fund account and
17 amend its budget to reflect the costs associated with the components of the site maintenance plan
18 consisting of a controlled prairie burn at the County Campus at Hwy 51 and County F.
19

20 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
21 assembled this ____ day of _____, 2016, authorizes the Land Conservation Department to
22 enter in an agreement with DNR/Pheasants Forever and authorizes all payments for said activities
23 associated with the controlled prairie burn.
24

25 **BE IT FURTHER RESOLVED**, the Land Conservation Department's budget be amended as follows:
26

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 01/01/2016</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
62-6351-0000-46400	\$ 0	\$ 1,200	\$ 1,200
ATC Fund Balance			
<u>Use of Funds:</u>			
62-6351-0000-64900			
Other Supplies and Expenses	\$ 0	\$ 1,200	\$ 1,200

AMENDING 2016 LAND CONSERVATION DEPARTMENT BUDGET TO OFFSET COSTS
ASSOCIATED WITH COUNTY CAMPUS SITE RESTORATION

Page 2

Respectfully submitted:

LAND CONSERVATION COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Richard Bostwick, Chair

Reviewed and approved on a vote of _____

Alan Sweeney, Vice Chair

Mary Mawhinney, Chair Date

Tom Brien

Wes Davis

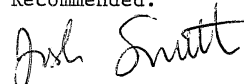
Phillip Owens

David Rebut, USDA-FSA

Larry Wiedenfeld

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Jeremy Zajac

FISCAL NOTE:

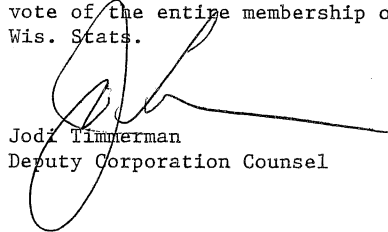
Sufficient funds are available in the ATC fund balance for the prairie burn.



Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jodi Timmerman
Deputy Corporation Counsel

EXECUTIVE SUMMARY

In 2010 the Land Conservation Department commenced with the County Campus site restoration project at Hwy 51 and County Road F, which included the removal of woody invasive species during the summer months of 2010. Restoration activities concluded in this area in 2012 with the establishment of an oak savanna community by establishing grasses and forbs. Ongoing maintenance has become the primary activity in this area.

The second phase of the project was the establishment a prairie community on the 5 acre abandoned agriculture field which was completed in 2014. Ongoing maintenance has become the primary activity in this area.

The Land Conservation Department will continue with ongoing maintenance efforts in the spring of 2016 in both areas with the completion of controlled prairie burns. The local Pheasants Forever burn crew, led by Brian Buenzow will conduct the burns in late spring.

This resolution requests a fund transfer from the ATC Fund account to the LCD budget to facilitate costs associated with completing the tasks associated with the aforementioned restoration projects.