

Annual Executive Board Meeting Minutes
Stoney Creek Hotel & Conference Center
Mosinee, WI

Present: Rob Schierman (Bayfield County-President), Brian Giebel (Calumet County-EC DR), Dean Johnson (Marathon County-1st Vice President), Jeff Brewbaker (Wood County-Central DR), Dan Everson (Dane County-Past President), Heather Marquardt (Walworth County-Secretary/Treasurer), Jen Croonborg-Murphy (Bayfield County-NW DR), Adam Wiegel (Green County-SW DR), Rob Colson (Dunn County-WC DR), Josh Rowley (Ashland County-2nd Vice President), Dave Sadenwasser (Vilas County-NE DR), Ben Greenberg (Waukesha County-SE DR), CeCe Tesky (Rusk County-Webpage Coordinator), Scott Godfrey (Iowa County-Conference Coordinator)

1) Call to order

The meeting was called to order by President Rob Schierman at 10:08am on Thursday, January 11, 2018. Motion to adjourn Jan. 11 meeting made by Everson, seconded by Brewbaker. Schierman closed meeting at 4:20pm.

2) Introductions

New members of executive board include Ben Greenberg from Waukesha County as the Southeast District Rep, Dave Sadenwasser of Vilas County as the Northeast District Rep, Rob Colson of Dunn County as the West-Central District Rep, and Josh Rowley of Ashland County as the 2nd Vice President.

3) Changes or additions to the agenda

Marquardt requested adding a discussion point for WCCA 50-year anniversary, which is 2019. Schierman added under 'plans and goals'. Motion by Wiegel, Seconded by Rowley to add discussion point for WCCA 50-year anniversary under plans and goals. Motion carried on a voice vote.

4) Review and approval of the October 11, 2017 executive board meeting minutes

Motion by Everson, Seconded by Rowley to approve the August 11, 2017 Executive Board meeting minutes. Motion carried on a voice vote.

5) Treasurer's report -Heather Marquardt

Scholarship account total is \$1,783.70. Total monies in both accounts \$25,896.25, with the year's end profit of \$3,247.65 net income; projected net income was \$670.00.

6) Audit of 2017 Financials- Audit Committee – Daniel Everson (CeCe Tesky)

Tesky reported 4 receipts/invoices that were absent from finance binder; Marquardt to print receipts that were absent. These included a charge from WIX (WCCA website charge), copy of

2017 raffle license renewal, copy of 2017 antivirus renewal, and lunch receipt from August business meeting in Stevens Point.

7) Review and approve WCCA 2018 operating budget- Heather Marquardt

Discussion was brought forth about raising 2019 membership dues; and was not voted in favor. Changes made to budget discussed:

Revenues: Membership dues were increased from \$6300 to \$7000; Spring Conference was decreased from \$11,000 to \$10,500; Fall Conference was increased from \$14,000 to \$14,500. these amounts were estimated from 2017 revenues. Special events income-other was increased from \$0 to \$5,500 to estimate incoming payments from leadership & training events put on by WCCA.

Expenses: The scholarship was voted to be increased to \$1,500 from \$1,000 in previous years; and either 2 \$750 scholarships or 3 \$500 scholarships be awarded, based on applicants.

Facilities for executive board meetings was increased from \$200 to \$225, meals from \$400 to \$750, and lodging from \$325 to \$1,558; increase due to 2-day annual meeting held at Stoney Creek facility in 2018 as opposed to 1-day 2017 annual meeting held at Marathon County building. Fundraising fees were increased to \$130 from \$100, based on 2017 cost of raffle tickets. Leadership training budget was increased from \$1,000 to \$4,700 to accommodate the early January POWTS & Soils training held at Stoney Creek, and possibly another leadership/training session throughout the year. Books/subscriptions/reference was increased from \$40 to \$260 to include a quickbooks training course for secretary/treasurer.

Postage/mailing was increased to \$25 from \$20, supplies was decreased from \$1,200 to \$200, and webpage expense was increased from \$120 to \$140 to provide for some webpage extras. For other types of expenses, membership dues were changed from \$100 down to \$15, based on what the expense was in 2017. A budget item was added for the 50th anniversary of WCCA, to be used to purchase 50th anniversary merchandise to give away/sell in 2019. For the conferences, entertainment was combined with speakers, and given a budget of \$1,500 per conference, to cover costs of conference speakers and/or entertainment together. Looking at 2017 conference costs, spring conference 'other' costs was decreased from \$1,200 to \$400, fall conference 'other' costs decreased from \$2,000 to \$700, and fall conference meals were increased from \$7,250 to \$8,000. With these changes, the 2018 budget is projected to have a year-end revenue of \$55.00.

A motion was made by Croonborg-Murphy to approve the 2018 budget, and seconded by Sadenwasser. Motion carried on a voice vote.

8) Items of Consideration

a) Mileage Reimbursement (Conference Speakers)

Discussion was held on reimbursement of speakers, and if it is OK to bring in speakers that will request reimbursement, and consensus of the group was that it is OK.

b) Internal Communications (Is Google Groups Best?)

Discussion if google groups is best mode of communication for WCCA. Tesky reported that only members of google groups are paid members of WCCA, and members of WCCA must have a position regulating zoning, POWTS, etc. Other members of google groups include outside agency members that assist in WCCA regulations and codes,

including Kay Lutze & Michelle Staff. Executive Board to continue communicating through a separate executive board email list which includes President, 1st & 2nd Vice Presidents, webpage coordinator, secretary/treasurer, conference coordinator, past president, and district representatives. It was suggested that district reps have email lists within their districts. Purpose of google groups is to be used for informational communication amongst WCCA members across the state to address zoning, POWTS, planning, shoreland, etc. issues.

c) Suggestions

Flow of communication in regards to legislative items was a question brought up, and any legislative comments and/or issues should first go to 2nd Vice President of WCCA, who will then decide what to do with the information. The 2nd Vice President will confer to President/1st Vice President- does it impact WCCA? Should we get involved? If so- District Reps are notified and asked to get input from districts, and report back to President/1st Vice President, who discuss/present ideas and/or concerns to lobbyist. Lobbyist may have further insight as to anything that has been discussed on legislative level.

In the past, WCA was not involved unless requested so by WCCA. More recently, the wheeler report is a major aid in informing counties of the current legislative issues. Schierman wants to send out an introduction letter with what the roles are of President, 1st & 2nd Vice President, & Past President in regards to outreach and contacts. He asked for suggestions of who should receive this kind of information. Board made suggestions of state agencies, state contacts, local and state departments, organizations, etc.

Idea was brought up of having a paid legislative position for WCCA for a person to hold indefinitely, which would potentially develop a trust/communicative bond with lobbyists and other organizations. This could be a permanent position of the executive board. This could address the concern of the 2nd VP being slammed with the legislative role as a 'new' board member. This position would not be a lobbyist. There was concern from districts that their interests are not being heard. Dan Bahr is a lobbyist for WCA, not WCCA, and he represents the interests of WCA; so who is representing WCCA's ideas? Another suggestion was to have 1st VP be the legislative role, since they have one more year of experience on the executive board, and are known by the lobbyist at this point. WCCA has come to rely on Bahr due to the amount of work of keeping up with proposed legislation. Another idea was developing a small group/subcommittee/task force led by a legislative person, for more support. This idea might create consistency, spreads out the work, and legislation would be monitored more evenly. There is a disconnect of where our (WCCA's) voice is and where it ends up. Do we consider a lobbyist? Check our mission statement? These concerns have come up due to changing times & difference from 49 years ago when WCCA began. Some concern from board members was what their' employing county's position is.

There was an idea of making a list of lobbyists for different organizations, having District Reps gather their district's opinions with supporting reasons, and then legislative person will present those to the lobbyist that best suits WCCA's interests for that specific bill.

9) Committee Assignments and Appointments for 2018 (See spreadsheet)

a) Executive Board representation on committees

-Awards/Scholarships committee- CeCe Tesky, Chair. Members Karl Jennrich, Phil Gaudet, Scott Godfrey, Steve Rannenberg, Tom Onofrey.

-Web Page- Dave Sadenwasser, Chair. Members Steve Rannenberg, CeCe Tesky, Rob Schierman.

-Leadership & Outreach committee- Dean Johnson, Chair. Members Dan Everson, Scott Godfrey, Rebecca Frisch, Phil Gaudet, Steve Rannenberg, CeCe Tesky.

-WCCA Appointments- Kevin Lien for DNR Mining Advisory Council chair, Nate Olson for DNR Mining Advisory Council chair, Dale Dimond for POWTS Code Council chair, Chris Olson for POWTS Code Council, Eric Wellauer for POWTS Technical Advisory, Scott Godfrey for WCA Ag/Environ/Land Use Steering committee.

-State Agency Liaisons- Matt Janzen, DSPS/Board Services; Michelle Staff & Kay Lutze, WI DNR; Lynn Markham & Anna Haines, UW Extension; Dan Bahr, WCA; Kyle Magyera, WWA; Jim VandenBrook, WI Land & Water; Alison Volk, DATCP.

b) Standing Committees

-Program committee- Dean Johnson, Chair. Members CeCe Tesky, Dan Everson, Brian Giebel.

-Legislation/Education committee- Josh Rowley, Chair. Members Dan Everson, Steve Rannenberg, Scott Godfrey, Doug Clary, Brian Giebel.

-Administrative Code committee- Dave Sadenwasser, Chair. Members Karl Jennrich, Chris Olson, Tom Onofrey, Terry Ochs, Sue VandenLangenberg.

-Nominating committee- Jen Croonborg-Murphy, Chair. Members Dave Sadenwasser, Brian Giebel, Jeff Brewbaker, Bob Colson, Adam Weigel, Ben Greenberg.

-Audit committee- Rob Schierman, Chair. Members CeCe Tesky, Heather Marquardt (currently vacant).

c) Ad Hoc Committees

-DSPS/POWTS committee- Chris Olson, Chair. Members CeCe Tesky, Lesley Roll, Brian Giebel, Missy Sorenson, Eric Wellauer, Jeff Brewbaker, Brian Cunningham.

-NR 115/Shoreland Wetland Advisory committee- Terry Ochs, Chair. Members Dan Everson, Jay Kozlowski, Pete Wegner, Dean Johnson, Dan Bowers.

-NR116 Advisory committee- Sue VandenLangenberg, Chair. Members Jeff Brewbaker, Karl Jennrich, Matt Heyroth, Brian Cunningham, Amy Barrows, Rod Eslinger, Scott Godfrey, Dustin Grant.

d) Program Coordinator

Motion made by Everson to accept Godfrey's 2018 Conference Coordinator proposal. Seconded by Sadenwasser. Motion carried on a voice vote, Godfrey elected as 2018 Conference Coordinator.

e) Web Page Coordinator

Motion made by Everson to appoint Tesky as 2018 Web Page Coordinator. Seconded by Wiegel. Motion carried on a voice vote, Tesky elected as 2018 Web Page Coordinator.

f) State Agency Liasons and Others

Dan Bahr was present and gave updates with a 'Legislative Update' handout. POWTS/Religious exemption- Bahr said him and Godfrey are going to testify soon; DSPS is 'cleaning up' language on legal interpretation of bill. State Budget Recap update- Big picture issues- child welfare funding, local transportation funding, next generation 911, and joint agency statute (applying more to WCCA) were WCA priorities. Joint agency statutes change: state mandates certain standing committees in county government and require it in a certain form- joint planning & zoning, joint conservation, planning & zoning, separate, etc. from WCA perspective- its up to the counties how they want to organize themselves. Some counties share other departments. Joint agency Statute would allow flexibility to have joint committees. Other funding highlights- county conservation cost-sharing grants- funding dropped after 1990s for staff, and is currently about \$9 million, about a 10% increase from recent years. More money was put in for aquatic invasive species. Federal swap (transportation)- WCA asked federal dollars to be swapped for state dollars, since it is easier to use and apply locally.

Regulation of aggregate industry veto- rock quarries- WCA was hoping to be able to control dust, sediment, work hours, location, etc., and to be more regulated on a state level.

Short-term rentals/primitive hunting cabins update- counties cannot prohibit short-term rentals, but can regulate them. This was an agreement between WCA & realtors association. Primitive Hunting Cabins- bring this up as a topic for the spring conference, seek guidance from WCA.

Upcoming Session- one bill related to POWTS is still a conflict.

Touched on fate of high-profile bills- uncertain. None that really pertain to WCCA.

Bill: related to development that would limit ability to regulate weekend work hours, reporting requirements, stormwater regulations, and eminent domain condemnation property.

Cell siting Bill- not sure if it is going anywhere.

Wetlands bill- would force county to adopt LOMAs into ordinance.

AB771- more on short term rentals- Bahr will look into it, he wasn't aware of it.

AB547/SB600 isolated wetlands bill- no impact on county zoning or land use policy per Andy Philips.

Special upcoming elections: 10th senate district, 58th & 66th assembly districts.

10) Plans and Goals for 2018

a) Executive Board Goals for 2018

Reviewing mission statement and statement of principles, since they are 50 years old. Learning where the lobbying line is? District reps to bring mission statement to districts and solicit incoming ideas/changes/additions, bring them to next executive board meeting.

-legislative position, leadership role, & mission statement- 2018 goals.

b) President's Goals for 2018

Schierman wants to improve communication, create a flow chart/document representation that WCCA can have in the future detailing how the communication should proceed.

c) *added* 50th Anniversary, 2019

Program committee was assigned as a subcommittee to get ideas together and present to executive board; free items for prizes/gifts, and merchandise to sell. Add a budget line item for 2018 to obtain prizes/gifts of \$2000 for giveaways. Motion by Sadenwasser, seconded by Rowley for \$2000 budget line item. Ideally the prizes/gifts/merchandise would be available for the 2019 spring conference, but merchandise would be for all members, not just conference attendees. Idea of putting historical stuff into decoder for 50th anniversary. Potential reunion for past WCCA members (dinner) in 2019.

Free item ideas: tumblers, pens, flash drives, shot glasses

11) Committee and Project Reports

a) Program Coordinator/Conference Committee

a. Fall 2017 survey monkey findings

Godfrey reported in summary: no more Devil's Head. Results were mostly comparable to past survey reports. Conference agenda item ideas provided. Breakdown of fall expenses: cost per attendee turned out to be about \$125. Godfrey asked for any questions to add to future surveys.

b. Draft agenda 2018 Spring Conference March 22-23, 2018, Stoney Creek

c. 2018 Fall Conference- Barkers Island, Superior, WI- October 2018

Vista Fleet cruise idea- goes around the harbor. Should it be subsidized or passed along as an expense on the registration form? Confirmed conference dates are October 10-12.

Godfrey wanted input for future spring conferences- should the venue remain at Stoney Creek, or should he look into other hotels in the area? Board was in favor of keeping at Stoney Creek for spring conferences.

b) Raffle-Heather Marquardt

Marquardt reported \$1130 in raffle ticket sales, payout of \$600 in prizes (usually \$700, donation of \$100 back from Sadenwasser) \$530 total towards scholarship fund from raffle. Suggestions on having other fundraising options; how to get raffle tickets to each county instead of just district reps, since not all districts meet between ticket distribution and drawing.

c) Scholarship Report-CeCe Tesky

Tesky will soon be sending out scholarship applications, which are due in March. Scholarship awards committee reviews the applications & chooses winners, scholarships are presented at spring conference. The past several years, WCCA has given out 2 \$500 scholarships. Since the scholarship fundraisers brought in over \$1000 in 2017, Tesky asked if WCCA should award one more? Generally about 5-6 applications come in annually. The applicants don't have to be in an environmentally related degree, but get extra points if they are. Suggestion of \$1500 in 2018 give away- 3x\$500 if good candidates, or 2x\$750. Wiegel made motion to up budget to \$1500 in scholarship awards for 2018. Seconded by Colson. Motion carried on a voice vote.

d) Annual Scholarship Fundraiser at Spring Conference-Raffle vs. Silent Auction/others?

Godfrey mentioned ideas on survey monkey; to maybe sell raffle tickets all year, beginning at spring conference, or give to District reps at spring conference? Chinese raffle? Buy-in for drinks? Dunk tank for staff? Casino night (been done before- goes well)- hired company to come in. Bucket raffle for silent auction items? 50/50 cash raffle at spring conference? Need bucket & tickets. District reps to send emails to districts, need silent auction items soon to advertise for spring conference.

e) Legislative Committee/Report-Josh Rowley (Johnson)

Every admin rule- the legislature sets up a calendar- every 7 years that admin rule, whoever is in charge of it, there's a process where they would have to complete a report to a committee- committee may say no- goes back for review- would have 2 yrs for proposal to get back on board, if not approved it goes away. WCCA's concern is people with agendas on certain time periods, there could be administrative rules for floodplain/shoreland could disappear/could be gaps. Motion by Sadenwasser for Rowley to contact Dan Bahr with 'letter of concern' for AB384/SB295, seconded by Croonborg-Murphy. Motion carried on a voice vote.

Wetlands bill- letter of opposition from NW District, who would like to see action of opposition on this bill. Counties regulate wetlands too, not just DNR.

Rowley & Johnson to contact Kyle Magyera of WWA in regards to AB547/SB600.

f) Administrative Code Committee-(Formerly Jeremy Johnson)

No report.

g) Nominating Committee-Jen Croonborg-Murphy

Croonborg-Murphy to get list of members interested on being on board/committees from membership list.

- h) Audit Committee-Dan Everson (earlier item discussed)
- i) NR 115 Shoreland/Wetland Committee-Dan Everson/Terry Ochs

Ochs put together some draft wording for the NR115 Guidebook with the most recent changes and handed it around. Everson will go through in more detail in the future.

- j) NR 116 Committee-Sue VandenLangenberg

VandenLangenberg emailed Schierman; 2 floodplain issues being discussed- SB601, a mutual agreement was made to schedule another meeting with FEMA regional 5 staff. Dan Bahr is in the process of setting up another meeting. Second issue is campgrounds located in Floodplain areas- upcoming meeting January 29th to discuss. Contact her with any questions on those.

- k) Mining Committee- Kevin Lien

No report.

- l) Awards/Scholarship Committee-(earlier item discussed)

Dick Mace lifetime achievement award- Rowley made motion to change the wording 'will be' to 'may be' awarded on yearly basis. Seconded by Sadenwasser. Motion carried on a voice vote. Past president to be added to the awards/scholarship committee.

- m) Web Page Committee-CeCe Tesky

Tesky created new POWTS resource page on website with forms that other counties use for different things, helpful information, soils information, component manuals, privy non-plumbing material, etc. Tesky requested and encouraged any counties who have anything they'd like to add to provide information to her.

Tesky would like to have more training for elevations, thought maybe a breakout session at the spring or fall conference?

- n) DSPS/POWTS Committee-Chris Olson

POWTS religious waiver issue remains ongoing, is still amidst Madison legislature. 2-day training seminar on POWTS & soils provided by Tesky. Additional training opportunities remain a discussion with WCCA, DSPS, & WOWRA.

- o) Executive Guidebook-Karl Jennrich

No report.

12) State Agency and Affiliated Organization Reports

- a) WI Dept of Safety and Professional Services-Matt Janzen

No report.

- b) WI Dept of Natural Resources-Michelle Staff & Kay Lutze

Michelle Staff provided a report. Act 115 related to drainage districts was passed. If you are a legal drain under Chapter 88, they are exempt from state floodplain requirements,

but do need to meet federal floodplain requirements. Most northern counties do not have these drainage ditches.

WCCA is represented by Jeff Henneman and Dustin Grant on the campground committee. There is discussion about campgrounds and the state and federal requirements. Campground owners would like there to be less restrictions. They would like to update NR116 about campgrounds specifically. WCCA may want to have an alternative to the members in case one can't show. The discussion started after issues were identified in a CAV.

Coastal mapping is moving forward. Floodplain mapping workshops will be held this summer along the coast. First will be Lake Michigan, followed by Lake Superior. DNR is trying to get additional funding to modernize and/or update maps – especially in Northwest part of state.

WME's have been reassigned. Two vacancies currently. See the webpage for your representative.

Shoreland/Wetland workshops with Kay will begin next week.

SB601 – LOMA bill. DNR has not been included in the writing and amending of this bill. Staff went over the current wording of the bill and different LOMA scenarios. Wisconsin gets about 737 LOMA's each year. The frustration with the situation that is causing this bill to be considered is the lack of accurate maps based on ten-foot contours. LOMA's are only good for the specific structure that was applied for at the time. An elevation certificate is required for a LOMA, but it doesn't have to be done by a surveyor. When reviewing LOMA's, FEMA doesn't look for state studies, site specific studies or dam failure analyses with new or changed BFE's. There was discussion among the board members on how to resolve the bad map issues for property owners in a way that is acceptable to all and will continue to protect the property owner in the end. WCCA continues to be opposed to this bill. If the bill goes through, Staff is prepared to assist the counties in education so that members are able to assist the public.

Kay sent an email for an update – she and Dale continue to work on ordinance. She is working on the technical sessions II they will be holding across the state.

- c) WI Dept of Ag, Trade and Consumer Protection-Alison Volk

Nothing to report.

- d) UW Stevens Point- Center for Land Use Education-Lynn Markham

Lynn provided a written report. BOA workshops will be held in Kaukana. Gave a legislative update to NE District. Next Megatrends will be on Forests.

- e) Wisconsin Wetlands Association-Kyle Magyera

Nothing to report.

- f) Wisconsin Counties Association-Dan Bahr (previous update)

- g) Wisconsin Land & Water Conservation Association-Jim VandenBrook

Nothing to report.

13) District Reports**a) Central**

a. Brewbaker reported that they met in December at Rockton. Michelle came and provided an update. Some members concerned about legislative activities. May do some type of training in summer for the district.

b) Northeast

a. Dave Sadenwasser reported that they met in December and January. WME Jennifer attended in December. Lynn Markham attended in January. They are planning the Kelly Lake seminar which is provided for plumbers and CSTs and hosted by 4 counties. A couple counties are dealing with the WVIC – 30' strip along with OHWM. 3 people are retiring - Oconto, Forest and Florence.

c) East central

a. Giebel reported – they met in December and had some training from Mark Finger and Tim Vanderleest on septic systems and new technologies. They are meeting in Appleton today and having a tour of the Outagamie airport with stormwater stuff.

d) West central

a. Bob Colson reported that they met in December. Discussion with DOT and signs. Concern about the LOMAs and also legislative concerns.

e) Northwest

a. Croonborg-Murphy reported that they met in mid-December. Elections were held and there were no changes. They took action on the wetland bill. Frank Dallam attended. He retired in December.

f) Southwest

a. Ben reported that they met recently and talked with a DNR liaison. Concern has been expressed by members about the LOMA bill.

g) Southeast

a. Wiegel reported September 14, 2017 meeting in Dodgeville; discussed cell towers, religious waivers, smells associated with large farm activity, & held district rep elections.

h) Executive Guide Book

a. District reps should be taking WCCA Mission Statement and Statement of Principles to their members to get input on what changes could be made.

i) Training Opportunities

- a. Discuss training opportunities for 2019 ahead of time with budgets – including leadership training and POWTS training.

2018 executive board meeting dates, other than at conferences: June 15th (option 1), June 22nd (option 2), August 10th (option 1), August 17th (option 2), at Schmeekle in Stevens Point. Godfrey will confirm dates.

14) Adjourn

-Motion to adjourn by Rowley, seconded by Everson. Motion carried, Schierman closed Friday January 12th annual meeting at 11:41pm.

Minutes prepared by Heather Marquardt and CeCe Tesky

Contact Information Regarding Agenda

Rob Schierman

Bayfield County Planning & Zoning

Office: (715) 373-6138

Email: RSchierman@Bayfieldcounty.org