

DRAFT

Buffalo County Minutes

Committee/Board: Land Conservation and Resource Management Committee

Date of Meeting: Thursday, March 17, 2016

Electronic and Hardcopy Filing Date: Monday, March 21, 2016

The regular meeting of the Land Conservation and Resource Management Committee (LCRMC) was called order at 8:00 a.m. by Chairperson Dennis Youngbauer. Roll call showed that Dennis Youngbauer, Don Hillert, and Hank Weisenbeck were all present. Nettie Rosenow was excused.

Others present for all or part of the meeting: Carrie Olson, County Conservationist; Jason Poser, County GIS Technician; and Sonya Hansen, County Administrator.

By phone conference call: Peter Strand (Eau Claire County GIS Administrator), Justin Conner (Wood County Land Records Coordinator), and Ann Hempel (Trempealeau County Land Records Modernization Coordinator).

Approval of Previous Meeting Minutes Mr. Hillert made a motion to approve the February 18, 2016 minutes as presented, seconded by Mr. Youngbauer. All in favor. Carried.

Public Comments regarding posted agenda items No public comments.

Natural Resource Conservation Service (NRCS) Report No report.

Farm Service Agency (FSA) Report No report.

GIS and Land Information Office Report Jason Poser presented a status report and update on the GIS and Land Information parcel mapping project. The state has mandated completion of parcel mapping by 2017. Buffalo County's parcel map initiative website is updated daily to show the progress of this parcel mapping project. Currently the county is ahead of schedule with 74.65% mapped.

Resolution to modify GIS/Land Information Technician position to GIS/Land Information Coordinator

Ms. Hansen explained that the recent appeal process presented an opportunity to review classification of staff. Mr. Poser was hired as a technician, however the duties and responsibilities performed for two years exceeded the technician level. The new Position Description (PD) under review identifies the actual duties and responsibilities performed, including Land Information Officer (LIO) responsibilities, which accounts for 20-30% of time. There was a discussion on the history and supervision of the position. Mr. Poser invited three county staff with similar responsibilities from other counties on a conference call for discussion, including Peter Strand (Eau Claire County GIS Administrator), Justin Conner (Wood County Land Records Coordinator), and Ann Hempel (Trempealeau County Land Records Modernization Coordinator). Discussion included defining Technician vs. Specialist vs. Coordinator/Administrator and quantifying the amount of time spent on typical job duties. All three on the call confirmed that the new PD appropriately described the duties and responsibilities performed. Minor edits were recommended. Mr. Hillert made a motion to approve the resolution to modify the GIS/Land Information Technician position to a GIS/Land Information Coordinator, with edits. Mr. Weisenbeck seconded. All in favor. Carried.

Mr. Youngbauer made a motion to amend the resolution to match the position description to read "Land Records Coordinator/Land Information Officer". Mr. Weisenbeck seconded. All in favor. Carried.

Mr. Hillert made a motion to approve the amended resolution to modify the GIS/Land Information Technician position to a Land Records Coordinator/Land Information Officer. Mr. Weisenbeck seconded. All in favor. Carried.

Public Land Survey System (PLSS) Grant Disbursement The County Land Information Plan for 2016-2018 has been updated, reviewed, and approved by the members of the Land Information Council, and reviewed and approved by the Wisconsin Department of Administration. The plan directs the development of countywide Land Records Modernization planning and disbursement of grant funds. The plan recommended the remaining \$16,684 from the 2016 WLIP Base Budget grant be utilized for continuing PLSS remonumentation efforts. Joe Nelson, current county surveyor, recommends using the 2016 funds to continue surveying and documenting monuments in Waumandee and Glencoe Townships. Discussion was held. The committee recommended that townships that do not yet have remonumentation completed set aside match dollars for future monumentation work. Committee supported disbursement of grant funds as presented. Mr. Hillert made a motion to prioritize work to remonument the east townships currently in progress (Waumandee and Glencoe). Using existing grant funds now will allow towns to reimburse the County their 50% match at a later date. Mr. Youngbauer seconded. All in favor. Carried.

Resolution Assigning Signatory Authority to the County Conservationist for Targeted Runoff Management (TRM) Grants Ms. Olson explained that the County routinely applies for Targeted Runoff Management (TRM) grants on behalf of landowners that request assistance. The TRM program addresses sites where water quality is impacted by runoff. The resolution presented to the committee replaces an older resolution; updates were needed to correct the department and staff title name changes. Mr. Hillert made a motion to approve the resolution assigning signatory authority to the County Conservationist for Targeted Runoff Management Grants. Mr. Weisenbeck seconded. All in favor. Carried.

CapX2020 Fund Selection and Approval process Ms. Olson drafted a guidance document describing the CapX2020 funded bluff prairie and trout stream application selection criteria and approval process. The document will guide the decision making process for these restoration projects. Minor edits were recommended. The final document will be placed on the website for public transparency and involvement with this selection process. Mr. Youngbauer made a motion to approve the drafted 'CapX2020 Fund Selection and Approval Process for Restoration sites' document as amended with corrections. Mr. Hillert seconded. All in favor. Carried.

County Conservationists Report

- NR135 Non-Metallic Mining Reclamation Annual Report is due March 31 to WI-DNR and has been submitted. A summary of the report was distributed to the committee showing 34 active permits for 2015 and included program goals and accomplishments.
- Annual Land +Water Conservation Conference was attended by all 3 staff on March 2-4, 2016.
- Ms. Olson will be sitting on the newly created Mississippi River Basin Committee. Intent is to create a mechanism to discuss efforts that are underway in the Mississippi River watershed and explore ideas to successfully reduce N, P, and sediment deliveries to the river.
- Ms. Olson extended appreciation to Mr. Youngbauer for his leadership and support as Chair of the Land Conservation and Resource Management Committee.

Chairperson Report No Report.

Public Comments Not Relating to the Agenda None given.

The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Carrie Olson
County Conservationist