



## Monroe County Natural Resource and Extension Committee

Regular Monthly Meeting – December 9<sup>th</sup>, 2020

Monroe County - Board Assembly Room –Sparta, WI

**Committee Members present:** N. VanWychen, D. Pierce, R. Luethe, R. Sherwood, K. Raymer (FSA Rep) and J. Schmitz (Virtual).

**Not Present:** None

**Also Present:** C. Saxe (UW-EXT Area Dir.), M. Mickelson (Forester) and C. Ziegler (Parks).

**Virtual Attendance:** B. Micheel (LC), J. Roll (History), B. Halfman (UW-EXT), J. Goede (4H), A. Anderson (Health Educator), V. Kast (UW-EXT), and T. Townsell (Fort McCoy)

The meeting notice was posted in compliance with the open meeting law.

**Call to Order:** Chairman N. VanWychen called the meeting to order at 8:30 a.m.

**Public Comment Period:** None

**Approve Minutes from the November 11<sup>th</sup> NR & Extension Meeting:** The committee reviewed the minutes. *A motion was made to approve the minutes as presented by D. Pierce, second by R. Luethe. Motion carried 5-0-1.*

**Deke Slayton/Bike Museum:** None

**Local History Room/Wegner Grotto:**

1. **Review November Report:** J. Roll reviewed report. (Report Attached)
2. **Review November Expenditures:** J. Roll reported nothing needed further explanation.

*Motion made by D. Pierce to accept Reports, second by R. Luethe. Motion carried 5-0-1*

*9:01 a.m. Kevin Raymer Arrived*

**County Farm Education Funds:** None

**Extension Office Business:**

1. **Review November Expenditures:** Reviewed monthly expenditures.
2. **Agriculture Report:** B. Halfman reviewed report. (Report Attached)
3. **4H & Youth Development Report:** J. Goede reviewed report. (Report Attached)
4. **Health & Well-Being/FoodWise Report:** A. Anderson reviewed report. (Report Attached)
5. **AED Update:** C. Saxe reported the draft for 2021 contract was finalized by Tina.

*Motion made by D. Pierce to accept Agents Reports, second by R. Luethe. Motion carried 6-0-0*

**NRCS Report:** None

**Fort McCoy Update:** T. Townsell reported Fort McCoy is continuing COVID prevention practices. Fort McCoy is still open for training. Gun season just ended, down 5% from 2019 for hunters. 1200 hunters signed up and almost 300 deer were harvested. Just under 100 deer were dropped off for aging and CWD testing. Locally on Veterans Day, this year the speakers taped their speech & or attended virtually. Had a drive through event for the Christmas lights.

**Land Conservation Department:**

1. **Review November Expenditures:** B. Micheel reviewed monthly expenditures.
2. **County Conservationist Report:** B. Micheel reviewed report. (Report Attached)
3. **Review/Approve – Fishing Easements**

*Motion made by R. Lueth to accept Henze and Wicklund Fishing Easement, second by R. Sherwood.*

*Motion carried 6-0-0*

4. **Cost-Share Review/Approve –**



**Monroe County Natural Resource & Extension  
Cost-Share Approval Form**

Meeting Date: 12/9/2020

<u>Landowner Name:</u>	<u>Practice:</u>	<u>Fund:</u>	<u>Total Cost-Share:</u>
Cormeg Farms LLC (Cory Braund)	590 Nutrient Management	Baraboo MDV	353 acres \$10ac/4yrs \$14,120.00
Chester, Esther, Harvey, & Lydia Borntreger	580 Streambank Restoration	Baraboo MDV	\$8,960.00
Dale Wicklund	580 Streambank Restoration	City of Tomah P – Trade w/ Maintenance Easement	\$6,275.00

*Motion made by R. Sherwood to accept Cormeg Farms, Borntreger, and Wicklund cost share agreements, second by R. Lueth. Motion carried 6-0-0*

5. **Land Use Planner Report:** (Report Attached)
6. **Soil & Water Conservationist Report:** (Report Attached)

**DNR Forestry Reports:**

1. **Warden:** None
2. **Forestry:** M. Mickelson reported we are still in a “fall” fire season. People are still encourage to get permits to burn. If you would like to go without one wait for full snow coverage. Tree sales through the state nursery many of the species are sold out. Nursery manager is encouraging people that want to order, to order as well as 4<sup>th</sup> grade teachers. Invasive species working group grants for 2020 cycle is completed. All of the sites did their work and submitted their paper work. One was pushed back to next year due to COVID. DNR building still remains closed to the public. Use Go Wild or the DNR help line for any license. Fire permits may be canceled for the spring time.
3. **Managed Forest Law Program:** None

**Forestry & Parks:**

1. **Forestry & Park Updates:** (Report Attached)
2. **Public Access on Copper Road, Review purchase option agreement:** C. Ziegler reviewed.
3. **Review/Approve Chapters of the Monroe County 15 Year CLUP:** C. Ziegler reviewed chapters 200, 300 and 400

*Motion made by R. Sherwood to accept Monroe County 15 Year CLUP chapters 200, 300 and 400, second by J. Schmitz. Motion carried 6-0-0*

4. **Review Forestry & Parks November Expenditures:** C. Ziegler reviewed the monthly expenditures.

**Next Meeting:** The next meeting will be held, Wednesday January 13<sup>th</sup>, 2020 at 8:30 a.m. at the Monroe County Board Assembly Room in Sparta.

**Adjourn:** Meeting was adjourned at 10:26 p.m.

*Recorder: Arin Gowan*



*Bringing history to life  
since 1976.*

## **LHR Director / County Historian's Report, November 2020**

Submitted by Jarrod Roll

### **Highlighted Projects and Activities**

- Acquired remaining toys needed for the “Toys We Love” exhibit; installed lights, vinyl lettering, artifacts, monitor for PONG, and title sign
- Researched dates of the toys on display, fabricated and installed object identification labels as well as instructional signage and stanchions
- Installed “Action Figure Toy Packaging” photo spot, including hanging fabric and instructional signage
- Attended 2021 County Budget Hearing
- Facilitated the second MCHS Bylaws amendment meeting
- Promoted opening of the exhibit via Facebook, website, eblast, and newspaper
- Constructed framework on museum lawn to install promotional exhibit banners
- Processed donations to the 2020 Annual Fund (enter donation amounts)
- Downloaded Monroe County Tourism images on behalf of the Economic Development and Tourism Committee

### **In addition to the projects listed above, the Director supervises the following volunteer and support staff who are currently coming into the History Room in person:**

- Hannah Scholze (Museum Services Associate): runs Facebook; teaches students; assists with research, exhibits, marketing, and most projects listed above, etc.
- Agnes Jenkins: indexing newspapers
- Dennis Burek: photo scanning projects; artifact cataloging; assist with clerical duties
- Barb Reedich: researching Monroe County schools; answer research requests; assist with exhibits
- Marilyn Beall: indexing county records; assisting with exhibits and collections
- Barb Reisinger: indexing student records
- Nicholas Zabloudil: grad student intern who performs collections management duties
- Sara Oostdik: provides collections management assistance

200 West Main Street Sparta, Wisconsin 54656-2141  
608-269-8680 • Fax: 608-269-8921

Email: [MCLHR@centurytel.net](mailto:MCLHR@centurytel.net) • [www.MonroeCountyHistory.org](http://www.MonroeCountyHistory.org) • [www.facebook.com/mclhr](https://www.facebook.com/mclhr)

# Monroe County



## NATURAL RESOURCES & EXTENSION

NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRNFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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**15120000 LOCAL HISTORY ROOM**

15120000 435528 COVID-19 ROUTE	0	-8,588	-8,588	-7,710.60	.00	-876.94	89.8%*
2020/11/000092 11/13/2020 CRP	-426.30 REF 82229		STATE OF WI				
2020/11/000168 11/19/2020 BUA	-876.94 REF 201119					COVID EXPENSE REIMB	
15120000 492800 TRNSFR FROM LOC	-33,302	-3,939	-37,241	-19,652.66	.00	-17,588.34	52.8%*
2020/11/000017 11/04/2020 CRP	-736.64 REF 81887		BREMER BANK - LOCAL			BREMER BANK-H.R. MMI -OCTOBER	
TOTAL UNDEFINED ROLLUP CODE	-33,302	-12,527	-45,829	-27,363.26	.00	-18,465.28	59.7%

**15120000 SALARIES & FRINGE BENEFITS**

15120000 511000 SALARIES	80,986	8,599	89,585	69,067.43	.00	20,517.32	77.1%
2020/11/000022 11/06/2020 PRJ	3,088.28 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	3,078.54 REF 201120					WARRANT=201120 RUN=1 BI-WEEKL	
2020/11/000168 11/19/2020 BUA	570.15 REF 201119						
15120000 515005 RETIREMENT	5,200	22	5,222	4,549.69	.00	672.31	87.1%
2020/11/000022 11/06/2020 PRJ	200.81 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	200.81 REF 201120					WARRANT=201120 RUN=1 BI-WEEKL	
15120000 515010 SOCIAL SECURITY	5,023	20	5,043	4,126.76	.00	916.24	81.8%
2020/11/000022 11/06/2020 PRJ	185.17 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	184.55 REF 201120					WARRANT=201120 RUN=1 BI-WEEKL	
15120000 515015 MEDICARE	1,177	4	1,181	965.12	.00	215.88	81.7%
2020/11/000022 11/06/2020 PRJ	43.31 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	43.15 REF 201120					WARRANT=201120 RUN=1 BI-WEEKL	
15120000 515020 HEALTH INSURANC	21,775	0	21,775	19,959.72	.00	1,815.28	91.7%
2020/11/000022 11/06/2020 PRJ	907.26 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	907.26 REF 201120					WARRANT=201120 RUN=1 BI-WEEKL	

# Monroe County



## NATURAL RESOURCES & EXTENSION NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRNFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15120 15120 LOCAL HISTORY ROOM							
15120000 515025 DENTAL INSURANC	974	0	974	891.99	.00	82.01	91.6%
2020/11/000022 11/06/2020 PRJ	81.09 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
15120000 515030 LIFE INSURANCE	18	0	18	16.50	.00	1.50	91.7%
2020/11/000022 11/06/2020 PRJ	1.50 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
15120000 515040 WORKERS COMP	50	1	51	41.42	.00	9.58	81.2%
2020/11/000022 11/06/2020 PRJ	1.86 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	1.85 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
<b>TOTAL SALARIES &amp; FRINGE BENEFITS</b>	<b>115,203</b>	<b>8,646</b>	<b>123,849</b>	<b>99,618.63</b>	<b>.00</b>	<b>24,230.12</b>	<b>80.4%</b>

**HR500 PROGRAM COSTS**

15120000 534005 OPERATING EXPEN	30,000	4,246	34,246	24,834.16	157.69	9,253.94	73.0%
2020/11/000022 11/06/2020 PRJ	60.32 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000041 11/06/2020 API	101.99 VND 001738 IN 32500				MENARDS	EXHIBITS	1051072
2020/11/000041 11/06/2020 API	66.52 VND 001738 IN 32255				MENARDS	EXHIBITS	1051072
2020/11/000041 11/06/2020 API	95.40 VND 002420 IN WITOM196603				FASTENAL COMPANY	FASTENAL BULK ORDE	1051041
2020/11/000041 11/06/2020 API	211.39 VND 002420 IN WITOM196436				FASTENAL COMPANY	FASTENAL BULK ORDE	1051041
2020/11/000044 11/05/2020 GEN	162.59 REF 201105					LOCAL HISTORY OCT COPIES	
2020/11/000081 11/13/2020 API	29.65 VND 001738 IN 32709				MENARDS	EXHIBITS	1051176
2020/11/000081 11/13/2020 API	575.18 VND 001982 IN 265/1				ALL AMERICAN DO IT C	EXHIBITS	4913
2020/11/000081 11/13/2020 API	21.98 VND 005194 IN A375294 13315				THE HARDWARE STORE	EXHIBITS	1051213
2020/11/000084 11/13/2020 API	5.24 VND 002764 IN 170344842				CENTURYLINK COMMUNIC	SHORETEL INTEGRATI	1051144
2020/11/000126 11/20/2020 API	303.53 VND 015514 IN 1X3M-FM3N-VLYH				AMAZON	OFFICE SUPPLIES	1051275
2020/11/000168 11/19/2020 BUA	306.79 REF 201119						
2020/11/000249 11/25/2020 API	105.69 VND 009809 IN 301284843 NOV 2020				CENTURYLINK	TELEPHONE & INTERN	1051372
2020/11/000249 11/25/2020 API	1,119.00 VND 015441 IN 1977				PICA GROVE LLC	EXHIBITS	1051412
2020/11/000249 11/25/2020 API	65.00 VND 017067 IN TOYS WE LOVE DISPLAY				OOSTDIK FREDRICK	EXHIBITS	1051408
<b>TOTAL PROGRAM COSTS</b>	<b>30,000</b>	<b>4,246</b>	<b>34,246</b>	<b>24,834.16</b>	<b>157.69</b>	<b>9,253.94</b>	<b>73.0%</b>

**HR617 REPAIR & MAINTENANCE**

15120000 524720 HR520 WEGNER GRO	0	0	0	19.76	.00	-19.76	100.0%*
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# Monroe County



## NATURAL RESOURCES & EXTENSION NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
15120 LOCAL HISTORY ROOM	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
TOTAL REPAIR & MAINTENANCE	0	0	0	19.76	.00	-19.76	100.0%	
TOTAL LOCAL HISTORY ROOM	111,901	365	112,266	97,109.29	157.69	14,999.02	86.6%	
TOTAL LOCAL HISTORY ROOM	111,901	365	112,266	97,109.29	157.69	14,999.02	86.6%	
TOTAL REVENUES	-33,302	-12,527	-45,829	-27,363.26	.00	-18,465.28		
TOTAL EXPENSES	145,203	12,892	158,095	124,472.55	157.69	33,464.30		

# Monroe County



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FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15121 WEGNER GROTTTO							
<del>15121000 WEGNER GROTTTO</del>							
15121000 492800 TRANSFER FROM W	-50,000	0	-50,000	-3,319.96	.00	-46,680.04	6.6%
2020/11/000017 11/04/2020 CRP	-1,061.94 REF 81869	BREMER BANK-WEGNER B				WEGNER GROTTTO- OCTOBER EXPENSE	
15121000 524720 HR520 WEGNER GROTTTO	4,690	0	4,690	3,007.78	.00	1,682.22	64.1%
2020/11/000022 11/06/2020 PRJ	9.88 REF 201106					WARRANT=201106 RUN=1 BI-WEEKL	
2020/11/000041 11/06/2020 API	22.07 VND 009405 IN 705199964	XCEL ENERGY				ELECTRIC USE AT GR	1051116
2020/11/000081 11/13/2020 API	121.87 VND 016184 IN 566771	OUTDOOR SERVICES				GROTTTO LAWN & PEST	1051186
15121000 524720 HR540 SPECIAL PR	50,000	0	50,000	6,246.45	.00	43,753.55	12.5%
2020/11/000041 11/06/2020 API	1,780.00 VND 002974 IN 200615 THRU 201016	KAST GERALD				GROTTTO SPECIAL PRO	1051054
2020/11/000041 11/06/2020 API	140.00 VND 017067 IN GROTTTO 201005/1016	OOSTDIK FREDRICK				GROTTTO SPECIAL PRO	1051081
2020/11/000041 11/06/2020 API	400.00 VND 017067 IN GROTTTO 200921/1002	OOSTDIK FREDRICK				GROTTTO SPECIAL PRO	1051081
2020/11/000081 11/13/2020 API	-21.99 VND 001982 IN 353/1 CREDIT	ALL AMERICAN DO IT C				GROTTTO PRESERVATIO	4913
2020/11/000081 11/13/2020 API	15.48 VND 001982 IN 641/1	ALL AMERICAN DO IT C				GROTTTO SPECIAL PRO	4913
2020/11/000081 11/13/2020 API	8.97 VND 001982 IN 587/1	ALL AMERICAN DO IT C				GROTTTO SPECIAL PRO	4913
2020/11/000249 11/25/2020 API	110.00 VND 017067 IN GROTTTO 201019/1106	OOSTDIK FREDRICK				SPECIAL PROJECTS G	1051408
TOTAL UNDEFINED ROLLUP CODE	4,690	0	4,690	5,934.27	.00	-1,244.27	126.5%
TOTAL WEGNER GROTTTO	4,690	0	4,690	5,934.27	.00	-1,244.27	126.5%
TOTAL WEGNER GROTTTO	4,690	0	4,690	5,934.27	.00	-1,244.27	126.5%
TOTAL REVENUES	-50,000	0	-50,000	-3,319.96	.00	-46,680.04	
TOTAL EXPENSES	54,690	0	54,690	9,254.23	.00	45,435.77	



**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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**15600000 UW-EXTENSION-OFFICE**

15600000 43528 COVID-19 ROUTE	0	-171	-171	.00	.00	-171.45	.0%*
2020/11/000168 11/19/2020 BUA	-171.45 REF 201119						
15600000 467700 OTHER EXTENSION	-900	0	-900	-1,080.11	.00	180.11	120.0%
TOTAL UNDEFINED ROLLUP CODE	-900	-171	-1,071	-1,080.11	.00	8.66	100.8%

**U0100 SALARIES & FRINGE BENEFITS**

15600000 511000 SALARIES	50,777	-771	50,006	38,050.29	.00	11,955.71	76.1%
2020/11/000022 11/06/2020 PRJ	1,588.00 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	1,588.00 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15600000 515005 RETIREMENT	2,862	-53	2,809	2,145.79	.00	663.21	76.4%
2020/11/000022 11/06/2020 PRJ	107.19 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	107.19 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15600000 515010 SOCIAL SECURITY	3,150	-48	3,102	2,357.72	.00	744.28	76.0%
2020/11/000022 11/06/2020 PRJ	98.46 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	98.46 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15600000 515015 MEDICARE	738	-12	726	551.47	.00	174.53	76.0%
2020/11/000022 11/06/2020 PRJ	23.03 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	23.03 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15600000 515020 HEALTH INSURANC	7,261	0	7,261	.00	.00	7,261.00	.0%
15600000 515025 DENTAL INSURANC	784	0	784	587.97	.00	196.03	75.0%
2020/11/000022 11/06/2020 PRJ	65.33 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	

**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11					JOURNAL DETAIL 2020 11 TO 2020 11			
ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
1560000 515030 LIFE INSURANCE	12	0	12	13.50	.00	-1.50	112.5%*	
2020/11/000022 11/06/2020 PRJ	1.50 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL		
1560000 515040 WORKERS COMP	32	-1	31	22.76	.00	8.24	73.4%	
2020/11/000022 11/06/2020 PRJ	.95 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL		
2020/11/000116 11/20/2020 PRJ	.95 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL		
TOTAL SALARIES & FRINGE BENEFITS	65,616	-885	64,731	43,729.50	.00	21,001.50	67.6%	
<b>U0200 OFFICE ADMINISTRATIVE COSTS</b>								
1560000 531000 OFFICE SUPPLIES	3,750	171	3,921	1,618.61	.00	2,302.84	41.3%	
2020/11/000041 11/06/2020 API	34.03 VND 001824	IN 3460433249			STAPLES ADVANTAGE	OFFICE SUPPLIES	1051094	
2020/11/000041 11/06/2020 API	171.45 VND 002420	IN WITOM196436			FASTENAL COMPANY	FASTENAL BULK ORDE	1051041	
2020/11/000081 11/13/2020 API	4.74 VND 001824	IN 3461408880			STAPLES ADVANTAGE	OFFICE SUPPLIES	1051209	
2020/11/000168 11/19/2020 BUA	171.45 REF 201119							
2020/11/000249 11/25/2020 API	12.99 VND 015514	IN 1DJX-QJVV-9TWH			AMAZON	OFFICE SUPPLIES &	1051364	
1560000 531050 POSTAGE	1,400	0	1,400	416.35	.00	983.65	29.7%	
1560000 532000 BOOKS/PUBLICAT/	1,043	0	1,043	91.82	.00	951.18	8.8%	
TOTAL OFFICE ADMINISTRATIVE COSTS	6,193	171	6,364	2,126.78	.00	4,237.67	33.4%	
<b>U0300 TECHNOLOGY &amp; EQUIPMENT</b>								
1560000 521415 COMPUTER OPERAT	500	0	500	500.00	.00	.00	100.0%	
1560000 522025 TELEPHONE	250	0	250	62.72	.00	187.28	25.1%	
2020/11/000041 11/06/2020 API	5.39 VND 016567	IN 723300	OCTOBER 2020	LVT CORP	ACCT #8100	10/1/20	1051069	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11				JOURNAL DETAIL 2020 11 TO 2020 11				
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
15600 UW-EXTENSION-OFFICE	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
15600000 553100 EQUIPMENT SERVI	4,200	0	4,200	3,430.67	.00	769.33	81.7%	
2020/11/000041 11/06/2020 API	66.94 VND 006687	IN 3535478					4894	
2020/11/000081 11/13/2020 API	250.28 VND 002162	IN 22073688					4922	
2020/11/000242 11/20/2020 API	149.89 VND 006687	IN 3569772					5029	
TOTAL TECHNOLOGY & EQUIPMENT	4,950	0	4,950	3,993.39	.00	956.61	80.7%	
<b>U0350 IT POOL</b>								
15600000 599000 TECHNOLOGY POOL	980	0	980	980.00	.00	.00	100.0%	
TOTAL IT POOL	980	0	980	980.00	.00	.00	100.0%	
<b>U0400 CONF / EDUCATION &amp; TRAVEL</b>								
15600000 533200 MILEAGE	208	0	208	.00	.00	208.00	.0%	
TOTAL CONF / EDUCATION & TRAVEL	208	0	208	.00	.00	208.00	.0%	
TOTAL UW-EXTENSION-OFFICE	77,047	-885	76,162	49,749.56	.00	26,412.44	65.3%	
TOTAL UW-EXTENSION-OFFICE	77,047	-885	76,162	49,749.56	.00	26,412.44	65.3%	
TOTAL REVENUES	-900	-171	-1,071	-1,080.11	.00	8.66		
TOTAL EXPENSES	77,947	-714	77,233	50,829.67	.00	26,403.78		

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
15610 UW-EXTENSION-AGENTS	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
<b>15610000 UW-EXTENSION-AGENTS</b>								
<b>UA100 SALARIES &amp; FRINGE BENEFITS</b>								
15610000 511000 SALARIES	95,250	0	95,250	92,532.74		.00	2,717.26	97.1%
15610000 514000 PER DIEM	50	0	50	50.00		.00	.00	100.0%
TOTAL SALARIES & FRINGE BENEFITS	95,300	0	95,300	92,582.74		.00	2,717.26	97.1%
<b>UA400 CONF / EDUCATION &amp; TRAVEL</b>								
15610000 533010 CONFERENCE/SEMI	1,278	0	1,278	317.00		.00	961.00	24.8%
15610000 533200 MILEAGE	6,760	0	6,760	1,242.28		23.92	5,493.80	18.7%
2020/11/000126 11/20/2020 API	164.84 VND 008949			IN OCT 20 MILEAGE REIMB GOEDE JOSHUA			MILEAGE EXPENSES F	5001
2020/11/000126 11/20/2020 API	40.56 VND 008949			IN AUG 2020 MILEAGE REI GOEDE JOSHUA			MILEAGE EXPENSES F	5001
TOTAL CONF / EDUCATION & TRAVEL	8,038	0	8,038	1,559.28		23.92	6,454.80	19.7%
TOTAL UW-EXTENSION-AGENTS	103,338	0	103,338	94,142.02		23.92	9,172.06	91.1%
TOTAL UW-EXTENSION-AGENTS	103,338	0	103,338	94,142.02		23.92	9,172.06	91.1%
TOTAL EXPENSES	103,338	0	103,338	94,142.02		23.92	9,172.06	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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15620611 LEADERSHIP PROGRAM

EP600 PROGRAM COSTS

15620611 579100 CONTRIBUTIONS E	0	6,319	6,319	.00	.00	6,318.98	.0%
TOTAL PROGRAM COSTS	0	6,319	6,319	.00	.00	6,318.98	.0%
TOTAL LEADERSHIP PROGRAM	0	6,319	6,319	.00	.00	6,318.98	.0%

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15620 UW-PROGRAM - NON-LAPSING							
<b>15620613 FAMILY LIVING AGENT</b>							
15620613 467700 FAMILY LIVING A	0	-2,048	-2,048	-2,047.50	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	0	-2,048	-2,048	-2,047.50	.00	.00	100.0%
<b>EP600 PROGRAM COSTS</b>							
15620613 579100 CONTRIBUTIONS E	0	6,112	6,112	2,789.57	.00	3,322.48	45.6%
TOTAL PROGRAM COSTS	0	6,112	6,112	2,789.57	.00	3,322.48	45.6%
TOTAL FAMILY LIVING AGENT	0	4,065	4,065	742.07	.00	3,322.48	18.3%

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15620 UW-PROGRAM - NON-LAPSING							
<b>15620614 AGRICULTURE AGENT</b>							
15620614 467700 AGRICULTURE AGE	0	-2,381	-2,381	-2,381.00	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	0	-2,381	-2,381	-2,381.00	.00	.00	100.0%
<b>EP600 PROGRAM COSTS</b>							
15620614 579100 CONTRIBUTIONS E	0	15,024	15,024	2,604.50	.00	12,419.63	17.3%
TOTAL PROGRAM COSTS	0	15,024	15,024	2,604.50	.00	12,419.63	17.3%
TOTAL AGRICULTURE AGENT	0	12,643	12,643	223.50	.00	12,419.63	1.8%

**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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**15620615 YOUTH DEVELOPMENT AGENT**

15620615 467700 YOUTH DEVELOPME	0	-4,226	-4,226	-4,895.51	.00	670.00	115.9%
2020/11/000092 11/13/2020 CRP	-10.00 REF 82251	BOBBI PAULSON			KITS		
2020/11/000092 11/13/2020 CRP	-10.00 REF 82252	DIANE HUBER			KITS - KOLBY		
2020/11/000092 11/13/2020 CRP	-10.00 REF 82253	DAWN SHARP			KITS - ALYZZA		
2020/11/000092 11/13/2020 CRP	-20.00 REF 82254	KIM VON RUDEN			KITS - EMMA & BRODY		
2020/11/000092 11/13/2020 CRP	-20.00 REF 82255	GWEN LAMB			KITS - LARA & FINNEAS		
2020/11/000092 11/13/2020 CRP	-10.00 REF 82256	JOLIENE LEE			KITS - CLAYTON		
2020/11/000092 11/13/2020 CRP	-500.00 REF 82257	WI 4H FOUNDATION			CAMP IN A BOX		
2020/11/000092 11/13/2020 CRP	-10.00 REF 82258	PEGGY CLEVEN			2021 4H CALENDAR		
2020/11/000092 11/13/2020 CRP	-80.00 REF 82260	BRANDE O'ROURKE			2021 4H CALENDARS (8)		
2020/11/000143 11/18/2020 BUA	-462.51 REF				10 DONATIONS		
TOTAL UNDEFINED ROLLUP CODE	0	-4,226	-4,226	-4,895.51	.00	670.00	115.9%

**EP600 PROGRAM COSTS**

15620615 579100 CONTRIBUTIONS E	0	4,484	4,484	1,101.86	.00	3,381.86	24.6%
2020/11/000126 11/20/2020 API	29.48 VND 015514	IN 1364-6H67-G69C		AMAZON	OFFICE SUPPLIES &	1051275	
2020/11/000143 11/18/2020 BUA	462.51 REF				10 DONATIONS		
TOTAL PROGRAM COSTS	0	4,484	4,484	1,101.86	.00	3,381.86	24.6%
TOTAL YOUTH DEVELOPMENT AGENT	0	258	258	-3,793.65	.00	4,051.86-1469.2%	



**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15620 UW-PROGRAM - NON-LAPSING							
<b>15620616 PESTICIDE CERTIFICATION</b>							
15620616 467700 PESTICIDE CERTI	0	-1,140	-1,140	-1,140.00	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	0	-1,140	-1,140	-1,140.00	.00	.00	100.0%
<b>EP600 PROGRAM COSTS</b>							
15620616 579100 CONTRIBUTIONS E	0	2,881	2,881	129.46	.00	2,751.72	4.5%
TOTAL PROGRAM COSTS	0	2,881	2,881	129.46	.00	2,751.72	4.5%
TOTAL PESTICIDE CERTIFICATION	0	1,741	1,741	-1,010.54	.00	2,751.72	-58.0%
TOTAL UW-PROGRAM - NON-LAPSING	0	25,026	25,026	-3,838.62	.00	28,864.67	-15.3%
TOTAL REVENUES	0	-9,794	-9,794	-10,464.01	.00	670.00	
TOTAL EXPENSES	0	34,820	34,820	6,625.39	.00	28,194.67	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
15630 FAIR	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

15630000 FAIR

FR950 GRANTS & CONTRIBUTIONS

15630000 579100 GRANTS AND CONT	14,000	0	14,000	.00	.00	14,000.00	.0%
TOTAL GRANTS & CONTRIBUTIONS	14,000	0	14,000	.00	.00	14,000.00	.0%
TOTAL FAIR	14,000	0	14,000	.00	.00	14,000.00	.0%
TOTAL FAIR	14,000	0	14,000	.00	.00	14,000.00	.0%
TOTAL EXPENSES	14,000	0	14,000	.00	.00	14,000.00	



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
MONROE COUNTY

Extension Monroe County  
206 South K Street  
Sparta, WI 54656  
Phone: (608) 269-8722  
Fax: (608) 366-1809  
Wisconsin Relay: 711

Agriculture Extension Agent: Bill Halfman

### **Agriculture Program Highlights November 7, 2020 through December 4, 2020**

The Ag Agent has continued to respond to people via phone calls, e-mails and press releases to help address various needs. Common questions that have been addressed over the past month were: livestock management questions, pasture and farm land rental rates, crops and soils information for next year's season, and farm program questions.

Private pesticide applicator certification has had some recent changes. Most farmers will get a year's extension on their expiring certification, similar to what Dept of Ag did last year. Two options will be available for those who do not have a certification or expired prior to allowance of an extension.

The Ag Agent and his Buffalo County counterpart updated the Agricultural Crop Land Lease Fact Sheet. The fact sheet provides information on considerations for developing a crop land lease agreement between and landowner and a tenant. It includes a number of items both parties should consider for develop a lease to meet their situation to prevent problems during the duration of the agreement.

The Annual Soil Fertilizer and Water Update series was held last week (also via web sessions) One of the in person locations has historically been held locally and well attended. This update provides area agronomy professionals and soil and water related agency people with the latest research information on soil, fertilizer, and nutrient management information.

The Ag Agent was a panelist for an in-service training for Extension Educators on farm transition topics to share some of the experiences he has had over the past 25 years in this area working with farm families.

The Ag Agent has participated in professional development webinar conferences on the following topics: Protein and Energy Nutritional Management of Beef Cows, Stockmanship and Stewardship for Improved Cattle Handling.

Farm management, dairy production and beef production series will begin in December. A listing of the numerous topics follows. Additional topics will be added as they are finalized.

### **Crops and Soils**

January 5<sup>th</sup>, Agronomy Update for Agronomy Professionals

**Continued on next page**

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## Extension

UNIVERSITY OF WISCONSIN-MADISON  
MONROE COUNTY

Extension Monroe County  
206 South K Street  
Sparta, WI 54656  
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Wisconsin Relay: 711

### **Farm Management Topics**

January 7, Western Wi Ag Lenders Conference  
January 8, Navigating Your Farm Business through 2021  
January 15, In It for the Long Haul – Cash Flow During a Crisis  
January 22, Farm-Gate Economic Outlook Forum  
February 5, Standing Strong and Resolute as a Guardian of Your Equity  
February 19, Is Fair Equal?  
March 5, Building a Positive Farm Business Culture, with Employee Safety & Health  
March 19, Your Farm Startup: Where to Begin and Who can Help?  
April 9, Healthy Minds, Healthy Farms  
April 23, FARMing for Health 2020

### **Dairy Management Topics**

December 8, Safe Operation of Skid Steer Loaders  
December 15, Optimizing Management for Calf Health and Welfare  
January 5, Feeding for profits - nutrient digestibility and milk components  
January 12, Preparing for an Emergency  
January 26, Emerging Reproductive Strategies: Using IVF embryo transfer  
February 2, Animal Care on the Farm and Beyond  
February 2, Getting the Most out of your Forages  
February 9, Preventing Injuries when Working with Cattle

### **Beef Management Topics**

December 8, Using the Estimating Hay Needs and Heifer Enterprise Budget Decision Tools  
January 12, An Update on Mineral and Vitamin Needs for Beef Cattle\*  
January 26 – 28 Driftless Region Beef Conference  
Register at: <http://www.aep.iastate.edu/beef/>  
February 9, Management of Newly Weaned Calves in the Feedlot\*  
February 23, Hairy Heel Wart: A Threat for Health & Production of Cattle in Beef Operations\*  
March 9, Pasture Weed Management  
March 23, Direct Marketing Meat and Introduction to Meat Suite

### **Small Ruminant Topics**

December 16, Sampling and Analysis: Why, How & Feeding the Forage to Your Flock  
January 20, Basic Lambing Skills for the Beginning Shepherd  
April 21, Designing your Sheep and Goat Grazing System  
Additional topics to be added



## Joshua L. Goede

### Enrollment 2020

There are over 230 enrollments in the system so far. This is roughly a 40% drop. We have also not worked out the details for Ft. McCoy which is usually around 100 youth. The state as a whole, looks like a 60% decrease. The deadline was moved to Dec. 1 in 2020 because of the late opening of the program. There will be no late fees for reenrollment this year either. This will allow families to join as the COVID situation hopefully starts to improve this spring.

### Agents 4 Change w/ Monroe County Safe Community Coalition

The Agents 4 Change are working on creating virtual tobacco and alcohol education programs for elementary students. These will be hybrid models of some pre-recorded video segments, augmented by live ZOOM content too. We hope to have these ready to show classes in mid-January 2021.

### KITS

Kids Inspired to Try Stuff is a project in a box where families receive materials to do two projects a month. We have complete 3 months' worth so far. December contained a woodworking project of making snow folks, and for arts & Crafts there is a bulb for painting. For December the projects will be a wooden snowman for the Woodworking Project and a painted ornament for the Arts Project. The enrollment opened back up for families to join the last 3 months of the project.

### Area 13 Activity Boxes

Area 13 has collaborated on a Box project where each agent produced a themed box of projects similar to the KITS in Monroe County. The boxes have been created to have minimal cost. They can either be purchased as full box of 3-5 project kits or the project kits can be bought individually in quantity for a group meeting to make the kits virtually, or in small <10 member meetings.

### 2021 Monroe County 4-H Plat Book

There have been post cards sent by a company for their 2021 plat book. It is not the company that Monroe County 4-H partners with to produce their Monroe County Plat Book. The Agent has contacted Mapping Solutions, our publisher to get the ball rolling for a updated book for September 2021. We will again seek input from Jared Roll at the Monroe County Local History Room for an old plat book and historical photos. These were great assets to the 2019 edition of our book.

### Project Saturday

The first county wide project meeting is now being planned for January 2, 2021. It will be 8 youth enrolled in one of 4 projects. The projects lined up so far are sewing pillowcases, face masks, and hats; Leather Crafting, Glass etching and, cake/cookie decorating. The groups will be separate for the whole 2 hours, and there will not be a gathering place. The youth will head to the rooms where their project meeting will take place. This event has been approved and project leaders are busy finalizing plans for participants.

### Holiday Care to Care Facilities

To help our care facilities in the county we have two clubs that will be creating videos of the kids singing, reading stories, dancing and other things to bring some holiday cheer to residents. Another club is looking at making a play day in Rolling Hills' yards to entertain the residents and have some fun themselves.

### Videos

The Agent has invested a lot of time in learning to create content and produce attractive videos, a skill that will have relevance when the pandemic subsides.

## April Anderson

### Monroe County Nutrition Coalition

At the time that I am writing this I have not heard if the facilitator would like me to host the next meeting, which is scheduled for the afternoon of Wednesday, December 9<sup>th</sup>.

### Monroe County Mental Health Coalition

The November meeting was cancelled due to the facilitator's Covid-19 workload. I offered to host future meetings if the facilitator is unable to.

### HEAL (Healthy Eating, Active Living)

Kari, Heather, and I have been preparing the marketing materials to promote our upcoming Aging Mastery Program class, which will begin Tuesday, January 5<sup>th</sup>. The Monroe county ADRC and the La Crosse county ADRC are partnering with us to help promote the class.

The "Highlights of Taking Care of You" virtual class for Area Health Educators on Tuesdays from 5:00-5:30 continues to go well! The last class will be Tuesday, December 8<sup>th</sup>.

The Schools Policy, Systems, and Environments work group continues to develop a Healthy School Champions training. We are currently planning each of the sessions. I am helping with the nutrition session.

### FoodWise

I heard back from the second-grade teachers at Norwalk-Ontario-Wilton Elementary about providing virtual nutrition lessons. The teachers shared that they are struggling to get in the regular curriculum, but they were open to short activities and materials that could be sent home. I sent a PowerPoint activity and videos that could be utilized in the classroom and a newsletter that could be sent home. The teachers replied that they appreciated having activities that were ready to go and easy to implement. I am going to send more activities and materials to the teachers soon.

I am working on the Cornell course: "Policy, Systems, and Environments". New educators are required to complete this course during their first year. I plan to

have it completed by the end of the month.

The video review group is reviewing the second round of videos, which are for preschoolers and caregivers.

I will be co-teaching a nutrition lesson on beans with a La Crosse county educator for the Wafer food pantry on Thursday, December 10<sup>th</sup>. I am filling in for a La Crosse county educator that will be on vacation.

### StrongBodies

More people continue to register for the virtual classes. I made arrangements for those who needed weights for the classes. The current session ends Wednesday, December 16<sup>th</sup>. The next session will begin January 4<sup>th</sup> and continue through March 24<sup>th</sup>. I have been working on health lessons using the Aging Mastery Program starter kit.

### Health Matters Newspaper Column

I submitted two articles to the newspaper in November. The first article was about virtual presentations on "Grief, Loss, and New Traditions During the Holidays". The second article was about safe food handling and sanitation practices for cooking a turkey.

### Professional Development

- Restorative Justice Summit (Day 1)
- Mobilizing Public Health to Achieve Environmental Justice
- Supporting Families and Schools in Addressing Student Health
- All Extension Conference (Day 1)

### Coming Soon

- December 8<sup>th</sup>- All Extension Conference (Day 2)
- December 9<sup>th</sup>- Nutrition Coalition meeting
- December 10<sup>th</sup>- Wafer Food Pantry Nutrition Lesson
- December 11<sup>th</sup>- Restorative Justice Summit (Day 2)/FoodWise Year End Conversation
- December 15<sup>th</sup>- All Extension Conference (Day 3)

# December 9<sup>th</sup>, 2020 - Staff Report

Bob Micheel - County Conservationist

## **LCD Business:**

- State Budget Listening Session – Participated on December 2<sup>nd</sup>, Conservation Bills (LCD staffing, clean water, FLP, etc.) that the assembly passed early in the year are still waiting for action from the Senate. Strong public support along with the Governor.
- Climate Change Task Force – Received first order of monitoring equipment for the Little La Crosse and Kickapoo River Watersheds. Equipment testing, photo opt and thank you to the businesses that provided financial support will go out on all media platforms this winter. All systems will be deployed in the spring. You can follow CCTF activities on our new web site.
- Wisconsin Initiative on Climate Change Impacts (WICCI) – I sit on the Agricultural working group to develop the second edition of recommendations. First meeting was held on December 2<sup>nd</sup>.
- Land Stewardship Awards – The Stewardship Awards Committee will postpone the January banquet until 2022 due to COVID19. Awards will be given out in January 2021 with publicity & interviews for each winner.
- County Farm – Plan to solicit bids for the county farm cropland in the next couple months, since we have extended the original agreements into 2020. Cropland acreage will be discounted (+- 10 acres) for the new nursing home on the east side of the farm. Cropland formally rented by Randy Girard, was enrolled into the CREP program this year will be seeded in the spring to warm season grasses. Existing waterways will need to be widened and potent new ones developed below the new nursing home site.
- Monroe County – Manure Storage Ordinance (Handout) – Plan to begin the re-write of the 2001 manure storage ordinance which is the first one adopted by the county that only addressed construction, modification and closure of storage facilities. The existing ordinance is aged, we need to consider all organic (manure) sources when applying, storing, and utilization on the landscape. Plan to utilize the Agriculture Advisory Team to serve in advisory role along with this NR&E committee and our local professionals (UWEX, NRCS, etc.). Development schedule may work in concert with Vernon County ordinance development effort.
- Nation Association of Conservation Districts (NACD) – As president of the WI Land & Water Association I'm involved with the NACD-North Central Regional. First meeting reviewed internal Governmental Affairs, when it comes to Conservation appropriations, farm bill, and the natural resources when conversing with the new administration.
- County Deer Advisory Council (CDAC) – Participated in the December 8<sup>th</sup> meeting. Review fall harvest and look at future herd goals and provided recommendations.

## **Meeting Schedule:**

- December 10<sup>th</sup> – Clean Water Initiative, MCISWG, 580 Standards Team
- December 11<sup>th</sup> – County Conservationist Meeting
- December 15<sup>th</sup> - Coon Creek Watershed meeting
- December 17<sup>th</sup> – WI Land & Water Board Meeting
- December 18<sup>th</sup> – County Conservationist Meeting
- January 6<sup>th</sup> – CCTF Meeting
- January 12<sup>th</sup> – 580 Standards Team
- January 13<sup>th</sup> - Natural Resource & Extension Committee meeting

NATURAL RESOURCES & EXTENSION  
NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL	TRNFRS/	REVISED	YTD	ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
16940 LAND CONSERVATION	APPROP	ADJSTMTS	BUDGET				BUDGET	USE/COL
<b>16940000 LAND CONSERVATION</b>								
16940000 432750 NRCS CONTRIBUTI	-21,237	0	-21,237	-8,935.91		.00	-12,301.09	42.1%*
16940000 435528 COVID-19 ROUTE	0	-9,949	-9,949	-9,708.91		.00	-239.90	97.6%*
2020/11/000092 11/13/2020 CRP	-1,445.39 REF 82229							
2020/11/000168 11/19/2020 BUA	-239.90 REF 201119							
STATE OF WI								COVID EXPENSE REIMB
16940000 435800 SOIL WATER RESO	-115,582	0	-115,582	.00		.00	-115,582.00	.0%*
16940000 445000 MANURE STORAGE	-200	0	-200	-100.00		.00	-100.00	50.0%*
16940000 468120 TREE SALES	-9,000	0	-9,000	-15,504.00		.00	6,504.00	172.3%
2020/11/000017 11/04/2020 CRP	-84.00 REF 81866							TREE SALES
2020/11/000017 11/04/2020 CRP	-68.00 REF 81867							TREE SALES
2020/11/000017 11/04/2020 CRP	-73.00 REF 81868							TREE SALES
2020/11/000051 11/09/2020 CRP	-73.00 REF 82036							TREE SALES
2020/11/000061 11/10/2020 CRP	-45.00 REF 82114							TREE SALES
2020/11/000061 11/10/2020 CRP	-40.00 REF 82115							TREE SALES
2020/11/000092 11/13/2020 CRP	-40.00 REF 82233							TREE SALES
2020/11/000092 11/13/2020 CRP	-45.00 REF 82234							TREE SALES
2020/11/000092 11/13/2020 CRP	-89.00 REF 82235							TREE SALES
BREY, JEFFREY								
MICHEEL, ROBERT								
BOLINT, GEORGE								
LASKO, GREGORY								
RHEAD, DOUGLAS								
MESSMER, MASON								
WATHKE, VICKY								
JOSTAD, MICHAEL								
PRAIRIE, GREGORY								
16940000 468200 NONMETALLIC MIN	1557 -17,500	0	-17,500	-18,100.00		.00	600.00	103.4%
16940000 482000 TRI CREEK WATER	-24,079	0	-24,079	-20,135.50		.00	-3,943.50	83.6%*
16940000 485000 AWARD BANQUET D	0	-2,429	-2,429	-2,429.00		.00	.00	100.0%
16940000 485000 LW405 GRANT - C	0	-4,145	-4,145	.00		.00	-4,144.50	.0%*
16940000 485100 CONTRIBUTION AG	-1,000	0	-1,000	-3,936.00		.00	2,936.00	393.6%
2020/11/000092 11/13/2020 CRP	-3,936.00 REF 82236							CUSTOMER TAG NRCS/TROUT UNLIMITED CONTRIBUT



**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
16940	LAND CONSERVATION								
TOTAL UNDEFINED ROLLUP CODE		-188,598	-16,522	-205,120	-78,849.32	.00	-126,270.99	38.4%	
<b>LC100 SALARIES &amp; FRINGE BENEFITS</b>									
16940000	511000 SALARIES	270,655	9,133	279,788	230,399.87	.00	49,388.04	82.3%	
	2020/11/000022 11/06/2020 PRJ	10,661.64	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	10,661.63	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16940000	515005 RETIREMENT	18,272	-39	18,233	15,513.20	.00	2,719.80	85.1%	
	2020/11/000022 11/06/2020 PRJ	719.66	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	719.66	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16940000	515010 SOCIAL SECURITY	16,785	-36	16,749	14,123.74	.00	2,625.26	84.3%	
	2020/11/000022 11/06/2020 PRJ	657.95	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	657.95	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16940000	515015 MEDICARE	3,927	-8	3,919	3,322.97	.00	596.03	84.8%	
	2020/11/000022 11/06/2020 PRJ	153.87	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	153.87	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16940000	515020 HEALTH INSURANC	30,851	0	30,851	31,281.80	.00	-430.80	101.4%*	
	2020/11/000022 11/06/2020 PRJ	1,587.95	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	1,587.95	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16940000	515025 DENTAL INSURANC	1,543	0	1,543	1,327.92	.00	215.08	86.1%	
	2020/11/000022 11/06/2020 PRJ	128.36	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
16940000	515030 LIFE INSURANCE	90	0	90	76.50	.00	13.50	85.0%	
	2020/11/000022 11/06/2020 PRJ	7.50	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
16940000	515040 WORKERS COMP	3,159	48	3,207	2,749.02	.00	457.98	85.7%	
	2020/11/000022 11/06/2020 PRJ	126.89	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	126.89	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	

**NATURAL RESOURCES & EXTENSION**  
NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR: 16940 LAND CONSERVATION	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL SALARIES & FRINGE BENEFITS	345,282	9,098	354,380	298,795.02	.00	55,584.89	84.3%
<b>LC200 OFFICE ADMINISTRATIVE COSTS</b>							
16940000 531000 OFFICE SUPPLIES	700	0	700	625.39	.00	74.61	89.3%
16940000 531050 POSTAGE	400	0	400	502.85	.00	-102.85	125.7%*
16940000 532500 DUES	1,800	0	1,800	1,800.00	.00	.00	100.0%
16940000 539075 CONSERVATION PR	1,000	0	1,000	685.45	.00	314.55	68.5%
2020/11/000041 11/06/2020 API	89.70	VND 001037 IN LCONSERVATION 2009		THE CASHTON RECORD	NEWS PAPER ADD FOR		1051099
TOTAL OFFICE ADMINISTRATIVE COSTS	3,900	0	3,900	3,613.69	.00	286.31	92.7%
<b>LC300 TECHNOLOGY &amp; EQUIPMENT</b>							
16940000 522025 TELEPHONE	1,140	0	1,140	1,626.25	.00	-486.25	142.7%*
2020/11/000041 11/06/2020 API	28.23	VND 016567 IN 713300 OCTOBER 2020		LVT CORP	ACCT #8100 10/1/20		1051068
2020/11/000080 11/06/2020 API	133.59	VND 002393 IN 9865597818		VERIZON LLC	VERIZON CELL PHONE		1051218
16940000 553100 EQUIPMENT SERVI	1,820	0	1,820	1,842.02	.00	-22.02	101.2%*
2020/11/000041 11/06/2020 API	69.83	VND 006687 IN 3535478		LOFFLER COMPANIES IN	CONTRACT CHARGES 0		4894
2020/11/000081 11/13/2020 API	94.67	VND 002162 IN 22073688		CANON FINANCIAL SERV	LEASE 001-0140257-		4922
2020/11/000242 11/20/2020 API	71.84	VND 006687 IN 3569772		LOFFLER COMPANIES IN	CONTRACT CHARGES 1		5029
TOTAL TECHNOLOGY & EQUIPMENT	2,960	0	2,960	3,468.27	.00	-508.27	117.2%
<b>LC350 IT POOL</b>							
16940000 599000 TECHNOLOGY POOL	1,754	0	1,754	1,754.00	.00	.00	100.0%

**NATURAL RESOURCES & EXTENSION**  
NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	TRANSFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
16940 LAND CONSERVATION	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
TOTAL IT POOL	1,754	0	1,754	1,754.00	.00	.00	100.0%	
<b>LC400 CONF / EDUCATION &amp; TRAVEL</b>								
16940000 515700 EMP. EDUCATION	3,000	0	3,000	1,440.00	.00	1,560.00	48.0%	
TOTAL CONF / EDUCATION & TRAVEL	3,000	0	3,000	1,440.00	.00	1,560.00	48.0%	
<b>LC600 OPERATING EXPENSE</b>								
16940000 521705 TREE SALES	8,000	0	8,000	7,297.03	.00	702.97	91.2%	
16940000 521708 COMPREHENSIVE P	0	4,145	4,145	962.30	46.07	3,136.13	24.3%	
16940000 539620 CC TASK FORCE	5,000	-5,000	0	.00	.00	.00	.0%	
TOTAL OPERATING EXPENSE	13,000	-856	12,145	8,259.33	46.07	3,839.10	68.4%	
<b>LC616 VEHICLE OPS &amp; MAINTENANCE</b>								
16940000 524510 MOTOR VEHICLE -	4,000	0	4,000	3,283.85	.00	716.15	82.1%	
2020/11/000081 11/13/2020 API	164.10	VND 002130 IN 502						
2020/11/000081 11/13/2020 API	251.39	VND 004972 IN 00362338 OCT 2020						
TOTAL VEHICLE OPS & MAINTENANCE	4,000	0	4,000	3,283.85	.00	716.15	82.1%	
<b>LC617 REPAIR &amp; MAINTENANCE</b>								
16940000 524600 EQUIPMENT MAINT	500	240	740	499.83	.00	240.07	67.6%	
2020/11/000168 11/19/2020 BUA	239.90	REF 201119						

**NATURAL RESOURCES & EXTENSION**  
NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11							
ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
16940	LAND CONSERVATION								
	TOTAL REPAIR & MAINTENANCE	500	240	740	499.83	.00	240.07	67.6%	
<b>LC618 RENT</b>									
16940000	553050 BUILDING RENT	20,175	0	20,175	18,493.75	.00	1,681.25	91.7%	
	TOTAL RENT	20,175	0	20,175	18,493.75	.00	1,681.25	91.7%	
<b>LC950 GRANTS &amp; CONTRIBUTIONS</b>									
16940000	579200 AWARD BANQUET D	0	5,685	5,685	4,775.40	.00	910.06	84.0%	
	TOTAL GRANTS & CONTRIBUTIONS	0	5,685	5,685	4,775.40	.00	910.06	84.0%	
	TOTAL LAND CONSERVATION	205,973	-2,355	203,618	265,533.82	46.07	-61,961.43	130.4%	
	TOTAL LAND CONSERVATION	205,973	-2,355	203,618	265,533.82	46.07	-61,961.43	130.4%	
	TOTAL REVENUES	-188,598	-16,522	-205,120	-78,849.32	.00	-126,270.99		
	TOTAL EXPENSES	394,571	14,168	408,739	344,383.14	46.07	64,309.56		

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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**16941000 P.L. 566 STRUCTURES (DAMS)**

**DM600 PROGRAM COSTS**

16941000 522040 FLOOD WARNING S	600	0	600	541.47	.00	58.53	90.2%
2020/11/000126 11/20/2020 API	49.69	VND 009809 IN 301385272	NOV 2020	CENTURYLINK		FLOOD WARNING SYST	1051282
16941000 534005 PL 566 STRUCTUR	5,500	0	5,500	1,547.57	.00	3,952.43	28.1%
<b>TOTAL PROGRAM COSTS</b>	<b>6,100</b>	<b>0</b>	<b>6,100</b>	<b>2,089.04</b>	<b>.00</b>	<b>4,010.96</b>	<b>34.2%</b>
<b>TOTAL P.L. 566 STRUCTURES (DAMS)</b>	<b>6,100</b>	<b>0</b>	<b>6,100</b>	<b>2,089.04</b>	<b>.00</b>	<b>4,010.96</b>	<b>34.2%</b>
<b>TOTAL P.L. 566 STRUCTURES (DAMS)</b>	<b>6,100</b>	<b>0</b>	<b>6,100</b>	<b>2,089.04</b>	<b>.00</b>	<b>4,010.96</b>	<b>34.2%</b>
<b>TOTAL EXPENSES</b>	<b>6,100</b>	<b>0</b>	<b>6,100</b>	<b>2,089.04</b>	<b>.00</b>	<b>4,010.96</b>	

**NATURAL RESOURCES & EXTENSION**  
NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:		ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>16943000 STATE COST SHARE PROGRAM</b>								
16943000	435800 STATE COST SHAR	-142,263	0	-142,263	-50,876.13	.00	-91,386.87	35.8%*
	2020/11/000051 11/09/2020 CRP	-21,577.38	REF 82039	DEPT OF ADMINISTRATI			STATE COST SHARE PROGRAM	
	TOTAL UNDEFINED ROLLUP CODE	-142,263	0	-142,263	-50,876.13	.00	-91,386.87	35.8%
<b>CS600 PROGRAM COSTS</b>								
16943000	534005 OPERATING EXPEN	6,000	0	6,000	5,286.74	.00	713.26	88.1%
	TOTAL PROGRAM COSTS	6,000	0	6,000	5,286.74	.00	713.26	88.1%
<b>CS950 GRANTS &amp; CONTRIBUTIONS</b>								
16943000	579100 GRANT EXPENSE -	142,263	0	142,263	66,175.43	.00	76,087.57	46.5%
	2020/11/000081 11/13/2020 API	2,000.00	VND 017201 IN COST SHARE	201026 PF FLOCK PHILIP A			2020 FARMLAND PRES	1051156
	2020/11/000126 11/20/2020 API	2,000.00	VND 017213 IN COST SHARE	MS			2020 FARMLAND PRES	1051339
	TOTAL GRANTS & CONTRIBUTIONS	142,263	0	142,263	66,175.43	.00	76,087.57	46.5%
	TOTAL STATE COST SHARE PROGRAM	6,000	0	6,000	20,586.04	.00	-14,586.04	343.1%
	TOTAL STATE COST SHARE PROGRAM	6,000	0	6,000	20,586.04	.00	-14,586.04	343.1%
	TOTAL REVENUES	-142,263	0	-142,263	-50,876.13	.00	-91,386.87	
	TOTAL EXPENSES	148,263	0	148,263	71,462.17	.00	76,800.83	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
16945 WILDLIFE DAMAGE & ABATEMENT								
<b>16945000 WILDLIFE DAMAGE &amp; ABATEMENT</b>								
16945000 435800 WILDLIFE DAMAGE	-25,000	0	-25,000	-13,371.06	.00	-11,628.94	53.5%*	
TOTAL UNDEFINED ROLLUP CODE	-25,000	0	-25,000	-13,371.06	.00	-11,628.94	53.5%	
<b>WD600 PROGRAM COSTS</b>								
16945000 521710 ABATEMENT PRACT	25,000	0	25,000	19,861.08	.00	5,138.92	79.4%	
TOTAL PROGRAM COSTS	25,000	0	25,000	19,861.08	.00	5,138.92	79.4%	
TOTAL WILDLIFE DAMAGE & ABATEMENT	0	0	0	6,490.02	.00	-6,490.02	100.0%	
TOTAL WILDLIFE DAMAGE & ABATEMENT	0	0	0	6,490.02	.00	-6,490.02	100.0%	
TOTAL REVENUES	-25,000	0	-25,000	-13,371.06	.00	-11,628.94		
TOTAL EXPENSES	25,000	0	25,000	19,861.08	.00	5,138.92		

## **CHAPTER 9**

### **ANIMAL WASTE STORAGE**

- 9.01 Authority
- 9.02 Title
- 9.03 Findings and Declaration of Policy
- 9.04 Purpose
- 9.05 Interpretation
- 9.06 Severability Clause
- 9.07 Applicability
- 9.08 Effective Date
- 9.09 Definitions
- 9.10 Activities Subject to Regulation
- 9.11 Standards
- 9.12 Application For and Issuance of Permits
- 9.13 Administration
- 9.14 Violations
- 9.15 Appeals



## **MONROE COUNTY ANIMAL WASTE STORAGE ORDINANCE**

**9.01 AUTHORITY** This ordinance is adopted under authority granted by sections 59.02, 59.03, and 92.16, Wisconsin Statutes.

**9.02 TITLE** This ordinance shall be known as, referred to, and may be cited as the Monroe County Animal Waste Storage Ordinance and is hereinafter referred to as the "ordinance".

**9.03 FINDINGS AND DECLARATION OF POLICY** The Monroe County Board of Supervisors finds that storage of animal waste in storage facilities not meeting technical design and construction standards is a threat to cause pollution of the surface and ground waters of Monroe County, and may result in harm to the health of county residents and transients; to livestock, aquatic life and other animals and plants; and to the property tax base of Monroe County.

The Monroe County Board of Supervisors further finds that the technical standards developed by the United States Department of Agriculture Natural Resources Conservation Service (USDA- NRCS), as applied by the Land Conservation Committee, provide effective, practical, and environmentally safe methods of storing and utilizing animal waste.

**9.04 PURPOSE** The purpose of this ordinance is to regulate the location, design, construction, installation, alteration, abandonment, and use of animal waste storage facilities, in order to prevent water pollution and thereby protect the health of Monroe County residents and transients; prevent the spread of disease; and promote the prosperity and general welfare of the citizens of Monroe County. It is also intended to provide for the administration and enforcement of the ordinance and to provide penalties for its violation.

**9.05 INTERPRETATION** In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of Monroe County, and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

**9.06 SEVERABILITY CLAUSE** If any section, provision, or portion of this ordinance is ruled invalid by a court, the remainder of the ordinance shall not for that reason be rendered ineffective.

**9.07 APPLICABILITY** This Chapter applies to the unincorporated areas of Monroe County.

**9.08 EFFECTIVE DATE** This ordinance shall become effective upon its adoption by the full Monroe County Board of Supervisors and required publication.

**9.09 DEFINITIONS**

- 1) “Abandoned Storage Facility” means any animal waste storage facility not used for its intended purpose for three (3) consecutive years, and will by all available evidence, not again be used to store animal waste and manure by an active livestock operation.
- 2) “Animal Waste” means excreta from livestock, poultry and other materials, such as bedding, rain or other water, soil, hair, feathers, and other debris normally included in animal waste handling operations.
- 3) “Manure or Animal Waste Storage Facility” means any earthen, concrete, wooden, steel or otherwise fabricated structure intended to temporarily store an accumulation of animal waste. For the purposes of this ordinance, any facility constructed or excavated for the purpose of storing animal waste shall be considered a waste storage facility.
- 4) “Applicant” means any person who applies for a permit under this ordinance.
- 5) “County Conservationist” means the department head for the Monroe County Land Conservation Department.
- 6) “Land Conservation Committee”, referred to as the “LCC”, means the committee of the Monroe County Board assigned the responsibility of supervising the functions and activities of the Monroe County Land Conservation Department.
- 7) “Land Conservation Department”, referred to as the “LCD”, means the county staff assigned the responsibility of enforcing and providing technical assistance for this ordinance.
- 8) “Nutrient Management Plan” means a written plan detailing the amount, form, placement, and timing of the application of plant nutrients, including animal waste. The plan must meet NRCS Standard 590 and must be written or approved by a person certified to do nutrient management planning.
- 9) “Permit” means the signed, written statement issued by the Monroe County Land Conservation Department under this ordinance authorizing the applicant to construct, install, reconstruct, enlarge, substantially alter, or abandon an animal waste storage facility and to use or dispose of waste from the facility.
- 10) “Permittee” means any person to whom a permit is issued under this ordinance.
- 11) “Person” means any individual, corporation, partnership, joint venture, agency, unincorporated association, municipal corporation, county, or state agency within Wisconsin, the federal government, or any combination thereof.
- 12) “Substantially Altered” means any modification that alters the integrity of the liner or the structure.
- 13) “Technical Guide” means the USDA Natural Resources Conservation Service Field Office Technical Guide as adopted by the Monroe County Land Conservation Committee and its’ Department.
- 14) “Water Pollution” means contaminating or rendering unclean or impure the ground or surface waters of the state, or making the same injurious to public health, harmful for commercial or recreational use, or deleterious to fish, bird, animal or plant life.

## **9.10 ACTIVITIES SUBJECT TO REGULATION**

- 1) **GENERAL REQUIREMENT** Any person who designs, constructs, installs, re-constructs, enlarges, or alters an animal waste storage facility; or who employs another person to do the same, on land subject to this ordinance, shall be subject to the provisions of this ordinance.

The requirements of this ordinance are in addition to any other permits or requirements that may apply to construction or abandonment of animal waste storage facilities.

- 2) **CLOSURE REQUIREMENT** An abandoned manure storage facility must be closed and restored to a safe and

sanitary condition in compliance with NRCS Technical Standard 313 within two (2) years of the time the storage facility is declared abandoned.

- 3) COMPLIANCE WITH PERMIT REQUIREMENTS A person is in compliance with this ordinance if he or she follows the procedures of this ordinance, receives a permit from the Land Conservation Department before beginning activities subject to regulation under this ordinance, and complies with the requirements of the permit.

## **9.11 STANDARDS**

Compliance with this Ordinance shall be through standards, specifications, and policies adopted by the Monroe County Land Conservation Committee. Standards and specifications are minimums. The following components of the USDA Natural Resources Conservation Service's Technical Guide will be used when a storage facility is to be designed, constructed, installed, moved, reconstructed, enlarged, removed, abandoned, or substantially altered:

- 1) STANDARDS FOR ANIMAL WASTE STORAGE FACILITIES The standards for design and construction of animal waste storage facilities is standard 313 (waste storage facility) and 634 (manure transfer) in the Technical Guide.
- 2) STANDARDS FOR ANIMAL WASTE MANAGEMENT AND UTILIZATION The standard for management of animal waste storage facilities and utilization of animal waste is standard 590 (nutrient management) in the Technical Guide.
- 3) SUBSEQUENT MODIFICATION OF STANDARDS The standards of the Technical Guide are adopted and by reference made a part of this ordinance as if fully set forth. Any future amendment, revision or modification of the Standards incorporated herein are made a part of this ordinance.

## **9.12 APPLICATION FOR AND ISSUANCE OF PERMITS**

- 1) PERMIT REQUIRED A permit from the Land Conservation Department is required for the following activities: a) construction or substantial alteration of a manure storage facility; b) to meet the requirements of Section 9.10 (2) for proper closure and restoration of a facility declared abandoned; c) to close any facility that is no longer used for storage.
- 2) EXCEPTION TO PERMIT REQUIREMENT Emergency repairs such as repairing a broken pipe or equipment, leaking dikes, or the removal of obstructions from transfer pipes may be performed without a permit. If repairs will substantially alter the original design and construction of the facility, the Land Conservation Department must be notified within two (2) work days of the emergency for a determination by the Land Conservation Department on whether a permit will be required for any additional alteration or repair to the facility.
- 3) EEE A non-refundable fee of ~~\$100.00~~ will be required for the permit. A non-refundable fee of ~~\$500.00~~ will be charged for a permit after any construction has commenced without a permit. No fee will be charged for an abandonment permit.
- 4) ANIMAL WASTE STORAGE FACILITY PLAN Each application for a permit under this section shall include an animal waste storage facility plan meeting NRCS 313 and 634 standards. At a minimum, the plan shall include:
- The number and kinds of animals for which storage is provided.
  - A plan view of the facility and its location in relation to buildings within 250 feet and homes within 500 feet of the proposed facility. The sketch shall be drawn to scale with a scale no smaller than 1 inch = 100 feet, and should include a north arrow and temporary bench mark.
  - The structural details, including dimensions, cross sections showing elevations, concrete thickness and quantity, reinforcing type and specifications.
  - Make and model of prequalified structure, if used. Concrete quantity not included in prequalified structure.
  - Agitation access layout, grading plan to keep clean water from entering structure, seeding specifications, and tile and drainfill layout, if needed.

- f. The construction and material specifications including but not limited to, applicable specifications for earthen fill, excavation, concrete, reinforcing steel, timber, and pipes.
- g. The location of any wells within three hundred (300) feet of the manure storage facility.
- h. The location of any sinkholes within four hundred (400) feet of the manure storage facility.
- i. The soil test pit locations and soil descriptions to a depth of at least three (3) feet below the planned bottom of the facility. Certain site conditions or liner materials may require soil descriptions to a depth of five (5) feet.
- j. The elevation of a high groundwater level or bedrock if encountered in the soil profile and the date of any such determination.
- k. Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater. If a navigable body of water lies within 500 feet of the facility, the location, elevation, and distance to the body of water shall be shown.
- l. A time schedule for construction of the facility.
- m. A description of the method to be used in transferring animal waste into and from the facility.
- n. A description of the location and type of fences, warning signs and safety features needed to meet the technical standards.
- o. Certification by a registered Professional Engineer (PE), Department of Agriculture Trade and Consumer Protection (DATCP), Land Conservation Department (LCD), or Natural Resources Conservation Service (NRCS) certified Agricultural Engineering Practitioner that the plans meet the requirements of the ordinance.
- p. A written operation, maintenance, and safety plan for the facility.
- q. A nutrient management plan meeting the NRCS 590 standard.

5) ABANDONMENT PLAN Each application for an abandonment permit under this ordinance shall include an abandonment plan prepared in accordance with Technical Standard 313 that specifies the following:

- a. A description of the type and size of the waste storage facility and an estimate of the amount of waste in the facility.
- b. A description of where and how the waste and soil saturated with manure will be land applied in accordance with Technical Standard 590.
- c. A description of where the liner, if any, will be disposed of.
- d. A description of how the transfer system will be removed or permanently plugged.
- e. A description of how the excavated area will be filled in and where the clean fill will come from.
- f. A plan view showing the final grade, the area to be reseeded, and how runoff will be diverted away from the site.
- g. Certification by a registered Professional Engineer (PE), Department of Agriculture Trade and Consumer Protection (DATCP), Land Conservation Department (LCD), or Natural Resources Conservation Service (NRCS) certified Agricultural Engineering Practitioner that the plans meet the requirements of the ordinance.

6) REVIEW OF APPLICATION The Land Conservation Department shall receive and review all permit applications. Permit applications must be received on forms approved by the LCD. The LCD shall determine if the proposed facility meets required standards set forth in this ordinance. Within fifteen (15) working days after receiving the completed application and fee, the Land Conservation Department shall inform the applicant in writing whether the permit application is approved or disapproved. If additional information is required, the Land Conservation Department shall so notify the permit applicant. The Land Conservation Department has 15 working days from the receipt of the additional information in which to approve or disapprove the application. If the applicant receives no response within fifteen (15) working days of application, the application will be considered approved and the applicant may proceed as if a permit had been issued.

7) PERMIT CONDITIONS All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

- a. Animal waste storage facility design, construction, management, and utilization activities shall be carried out in accordance with the LCD approved animal waste facility plans and applicable standards specified in Section 9.11 of this ordinance.
- b. The permittee shall give five (5) working days notice to the LCD before starting any construction activity authorized by the permit.
- c. Approval in writing must be obtained from the County Conservationist prior to any modifications to the approved

animal waste facility plan.

- d. Within thirty (30) days of completion, the facility must be certified as meeting standards, including as-built plans and design changes. The certification must be made by a registered PE, or by a DATCP, LCD, or NRCS certified Engineering Practitioner. This certification must be made before the storage facility is put into service.
  - e. Animal waste storage facility removal or abandonment shall be carried out in accordance with the facility abandonment plan and applicable standards. The plan shall be certified as meeting the requirements of this Ordinance by a registered PE, or by a DATCP, LCD, or NRCS certified Engineering Practitioner.
  - f. The LCD staff may conduct on site inspections during and after construction.
  - g. Activities authorized by permit must be completed within eighteen (18) months from the date of issuance after which such permit shall be void. Extensions of up to one year may be granted by the County Conservationist upon written request from the permittee.
- 8) **PERMIT REVOCATION**            The LCD may revoke any permit issued under this ordinance if the holder of the permit has misrepresented any material in the permit application or plans referenced in this ordinance, or if the holder of the permit violates any of the conditions of the permit.

### **9.13 ADMINISTRATION**

- 1) **DELEGATION OF AUTHORITY**            Monroe County hereby designates the Monroe County Conservationist to enforce this ordinance.
- 2) **ADMINISTRATIVE DUTIES**            In the administration of this ordinance, the County Conservationist or that person's representative shall:
  - a. Keep an accurate record of all permit applications, animal waste facility plans, permits issued, inspections made, and other official actions.
  - b. Review permit applications and issue permits in accordance with this ordinance.
  - c. Investigate complaints relating to compliance with the ordinance.
  - d. Monitor permitted activities for compliance with this chapter.
  - e. Provide technical services to the extent resources are available
  - f. Perform other duties as specified in this ordinance.
- 3) **INSPECTION AUTHORITY**            Pursuant to Sec. 92.07(14), Wis. Stats, the LCC and its agents, are authorized to enter upon lands affected by this ordinance to insure compliance. If the applicant or permittee refuses permission to enter the land, then the Monroe County LCC or its designee shall enter under its legal authority.
- 4) **ENFORCEMENT AUTHORITY**            The County Conservationist is authorized to post an order stopping work upon land which has had a permit revoked or on land in violation of this ordinance. Notice is given by both posting upon the land where the violation occurs, one or more copies of a poster stating the violation, and by mailing a copy of the order by certified mail to the person whose activity is in violation of this ordinance. The order shall specify that the activity must cease immediately and be brought into compliance within five (5) working days.

Any permit revocation or order stopping work shall remain in effect unless retracted by the LCC, the County Conservationist, or by a court of general jurisdiction; or until the activity is brought into compliance with the ordinance. The Land Conservation Department is authorized to refer any violation of this ordinance to the corporation counsel for commencement of further legal proceedings seeking penalties and other appropriate relief in enforcement of the ordinance.

## **9.14 VIOLATIONS**

- 1) **PENALTIES** Any person who violates, neglects, or refuses to comply with or resists the enforcement of any of the provisions of this ordinance shall be subject to the penalties provided by Monroe County Ordinance Sec. 25.04.
- 2) **ENFORCEMENT OF INIUNCTION** As a substitute for or as an addition to forfeiture actions, Monroe County may seek enforcement of any part of this ordinance by court action seeking injunctions or restraining orders.

## **9.15 APPEALS**

- 1) **AUTHORITY** Under authority of Chapter 68, Wis. Stats., the Monroe County Land Conservation Committee is authorized to hear and decide appeals where it is alleged that there is an error in any order, requirement, decision or determination by the County Conservationist in administering this Ordinance.
- 2) **PROCEDURE** Any appeal shall be made by written request, mailed or delivered to the Monroe County Land Conservation Committee, 820 Industrial Drive, Suite 3, Sparta, WI 54656. The request shall state the ground or grounds upon which it is contended that the decision should be modified or reversed. The Committee shall, as soon as reasonable, but no later than its next regular meeting, review the determination under appeal.
- 3) **WHO MAY APPEAL** Appeals may be taken by any person having a substantial interest, which is adversely affected by the order, requirement, decision, or determination made by the County Conservationist, the LCD, or the LCC.



## Monroe County Natural Resource & Extension Cost-Share Approval Form

Meeting Date: 12/9/2020

<u>Landowner Name:</u>	<u>Practice:</u>	<u>Fund:</u>	<u>Total Cost-Share:</u>
Cormeg Farms LLC (Cory Braund)	590 Nutrient Management	Baraboo MDV	353 acres \$10ac/4yrs <b>\$14,120.00</b>
Chester, Esther, Harvey, & Lydia Borntreger	580 Streambank Restoration	Baraboo MDV	<b>\$8,960.00</b>
Dale Wicklund	580 Streambank Restoration	City of Tomah P – Trade w/ Maintenance Easement	<b>\$6,275.00</b>

Natural Resource & Extension Vote: Yes \_\_\_ No \_\_\_

Committee Chair: \_\_\_\_\_

Date: \_\_\_\_\_

# December 2020 - Land Use Planner's Report

## Roxie Anderson

### Activities:

- Comprehensive Plans:
  - Continue to prepare Comprehensive Plan template for Towns along with the current Comprehensive Plans that are being updated. Progress has slowed down as other projects have been prioritized.
  - Print and prepare copies of Little Falls Comprehensive Plan 2020. Funding from Compeer Financial Grant was used to cover printing and binder costs.
- Grant Administration and Funding Opportunities:
  - DNR Municipal Flood Control (MFC) Grant for Voluntary Buyouts: Grant applications submitted on behalf of the Towns of Leon, Portland, and Sparta have been awarded grant funding to acquire and demolish structures for several voluntary buyout properties along the Little La Crosse River. The Town of Leon was awarded \$122,172, Portland \$17,511, Sparta \$83,202. The funding from the MFC grant will serve as the local match for FEMA grant funding that was awarded to the same properties earlier this year. I have been working with Alison Elliot to coordinate the funding for this project. I met with the Towns to provide a project update and also go over grant agreements and obtain signatures. I also drafted a Memorandum of Understanding (MOU) for the County and Towns to enter to ensure proper administration of funding and grant management. Offers to purchase have been drafted and are under review by County Counsel.
  - FEMA BRIC Grant Opportunity: Reviewed Notice of Funding Opportunity and determined that the installation of a real-time monitoring system within Monroe County's watersheds qualifies as an eligible project activity under the "Capability and Capacity Building" activities. The project period is up to 3 years and requires a 25% match. Application deadline is January 29, 2021.
- CCTF Monitoring System Update: Five monitoring stations were received on November 24. I provided update to Climate Change Task Force and showed equipment to meeting attendees online. Start reviewing installation guidelines and prepare to install one station to test devices and work with National Weather Service on Data management.
- Economic Development and Tourism Website merge: I am working with Tina and Adrian on the merging and update of the GO MONROE economic development and tourism websites.

### Meetings/Trainings:

- Dec. 9 – Mississippi Regional Planning Commission meeting
- Dec. 10 – Monroe County Invasive Species Working Group meeting
- Jan. 6 – Climate Change Task Force meeting



## **December 9, 2020-- Soil & Water Conservationist's Report**

### **Bryce Richardson**

- Continue to survey projects for 2021 construction season. Fifteen plus projects so far.
- Received court documents pertaining to Covia in regards to bankruptcy proceedings.
- Conducted annual inspections on 39 Nonmetallic mines. Will be sending out Annual Reports and Annual Fee Sheet to operators during the week of Dec. 28<sup>th</sup>.

### **Nick Smetana**

- **Activities**
  - Completed Streambank Restoration for Trent Ziegler including 1000 Ft of Bank Shaping in Portland Township (Trib to Cannon Creek)
  - Completed Farmland Preservation Walkovers for 2020
  - Site Visits to interest landowners for inventory, survey, design for 2021 construction. Projects include Riprap, Streambank Shaping, Grade Stabilization Structures, and Grassed Waterways.

## Forestry & Parks Report (December) – Ziegler

### Forestry:

- 3 active timber sales
  - 157-Town of New Lyme
  - 153-Town of New Lyme
  - 150- Town of Lafayette
- Recon updates
- Timber sale set up, Town of Scott/Lincoln
- Boundary Establishment: 1.9 miles.....Total 2020 = 7.2 miles

### Parks:

### Snowmobile:

### Other:

- Finance Meeting
- Department Head Meeting
- County Deer Advisory Committee

**PURCHASE OPTION  
AGREEMENT**

THIS PURCHASE OPTION AGREEMENT ("Agreement") is made as of the date of final signature hereto (such date, hereafter "Effective Date"), by and between Hi-Crush Operating, LLC, a Delaware corporation ("Hi-Crush") and Monroe County (the "County").

Name and Return Address
_____
_____
_____

See Exhibits A & B  
Parcel Identification Numbers

RECITALS

A. WHEREAS, Hi-Crush is the owner of certain property located in the Town of Byron, Monroe County, Wisconsin, as legally described and depicted on the attached Exhibit A, including all rights, easements and appurtenances pertaining thereto, and all buildings and other improvements located thereon, (collectively, "Property"); and

B. WHEREAS, in connection with the operation by Hi-Crush of a sand mine on the Property, Hi-Crush has received a permit under Chapter 30.19 of Wisconsin Statutes ("Chapter 30 Permit") permitting Hi-Crush to create a pond within 500 feet of the Lemonweir River as a result of mining; and

C. WHEREAS, as a condition of the Chapter 30 Permit, Hi-Crush is required to provide public access to the pond created as a result of Hi-Crush's sand mining activities on the Property following cessation of mining activities on the Property and completion of the approved reclamation plan for the Property; and

D. WHEREAS, in order to fulfill such public access requirement, Hi-Crush desires to grant the County an option to purchase a portion of the Property described on the attached Exhibit B (the "Purchase Option Property"), allowing the County the option to purchase the Purchase Option Property following cessation of mining activities on the Property and completion of the approved reclamation plan for the Property; and

## AGREEMENT

1. GRANT. Hi-Crush hereby grants to the County an option to purchase the Purchase Option Property (hereafter, the "Purchase Option"), on the terms set forth in this Agreement, following cessation of mining activities on the Property and completion of the approved reclamation plan for the Property.

2. PURCHASE PRICE. The purchase price (the "Purchase Price") to be paid by the County to Hi-Crush for the Option Property at Closing shall be One Dollar (\$1.00).

3. EXERCISE OF OPTION. Hi-Crush shall provide the County with not less than one hundred eighty (180) days' advance written notice of its intent to cease mining activities on the Property and shall provide written notice to the County within thirty (30) days following completion of all activities required under the approved reclamation plan for the Property (such notice, the "Completion Notice"). Both the notice of intent to cease mining activities and the Completion Notice shall include express notification of the Option rights of the County, a copy of this Option Agreement, and the date after which the County will be deemed to have relinquished or forfeited its Purchase Option rights hereunder. The County shall have ninety (90) days following receipt of the Completion Notice to exercise the Purchase Option by delivering written notice to Hi-Crush (the "Exercise Notice") of its intent to do so within such 90-day period. If the County exercises the Purchase Option granted under this Agreement, the parties shall close on the thirtieth (30<sup>th</sup>) day following the date of the County's notice of exercise (such day, hereafter, "Closing" or "Closing Date") or on such other date as the parties may agree. If the County does not timely delivery such notice, the Purchase Option shall be null and void, this Agreement shall terminate and neither party shall have any further obligations hereunder.

4. TITLE. Within fifteen (15) days following receipt of the Exercise Notice, Hi-Crush shall deliver to the County a commitment ("Commitment") for an owner's policy of title insurance for the Option Property issued in a nominal amount by a title company selected by Hi-Crush (the "Title Company"). The Commitment shall show fee title to the Option Property vested in Hi-Crush and shall be accompanied by complete, legible copies of all recorded instruments referenced therein. The County shall have ten (10) days from receipt of the Commitment to determine, in the County's sole discretion, whether the County will accept title to the Option Property in the condition shown in the Commitment. If the County has any objection to the condition of title, the County shall have the right within such ten (10) day period from receipt of the Commitment to terminate this Purchase Option by written notice to Hi-Crush, whereupon this Agreement shall terminate and neither party shall have any further obligations hereunder.

5. PROPERTY CONDITION. In electing to exercise the Purchase Option, the County agrees to accept the Option Property at Closing on an "AS IS, WHERE IS, WITH ALL FAULTS" basis and without any warranty or representation by Seller, other than the warranties of title to be provided by Seller as set forth herein, if any. The County acknowledges that it is the County's responsibility to review the condition of the Option Property and, in so doing, the County shall not rely on any representations made by Seller, including but not limited to merchantability, habitability or fitness for a particular purpose. If the County does elect to exercise the Purchase Option, at Closing, the County shall accept the Option Property in as-is condition and shall release Hi-Crush from any and all claim or liability related to the condition of the Option Property. The provisions of this paragraph shall survive Closing.

6. CLOSING AND POSSESSION. At Closing, full occupancy and possession of the Option Property shall be delivered by Hi-Crush to the County, subject to any matters appearing on the Commitment. In exchange for payment of the Purchase Price, Hi-Crush shall convey title to the Option Property to the County or the County's designee by quit claim deed in the condition set forth in the

Commitment. The parties shall join in completing and delivering the transfer return required by statute; a closing statement summarizing the financial settlement of the transaction; and such other instruments as may be reasonably required in order to effectuate the conveyance of the Option Property to the County. Hi-Crush shall pay the premium for a policy of title insurance. The County shall pay for any other endorsements required by the County.

7. NOTICES. All notices required or desired to be given under this Agreement shall be in writing and personally delivered, sent by confirmed electronic transmission, or sent by commercial overnight carrier. Notices personally delivered shall be deemed received when given. Notices sent by confirmed electronic transmission shall be deemed received on the day given, if prior to 3 p.m., recipient's local time, on a business day, otherwise on the next occurring business day. Notices sent by commercial overnight carrier shall be deemed received on the next business day following deposit, fees prepaid. Notices shall be addressed as follows:

If to the County                    Attn: Shelley Bohl  
   Monroe County Clerk  
   202 South K Street, Rm 1  
   Sparta, WI 54656  
   Telephone: 608-269-8706  
   Email: Shelley.Bohl@co.monroe.wi.us

with a copy to:                    Attn: Chad Ziegler  
   Monroe County Forestry & Parks Department  
   14345 County Hwy B, Suite 5  
   Sparta, WI 54656  
   Telephone: 608-269-8635  
   Email: chad.ziegler@co.monroe.wi.us

If to HI-CRUSH:                    Attn: Mark Skolos  
   Hi-Crush Inc.  
   1330 Post Oak Blvd., Suite 600  
   Houston, TX 77056  
   Telephone: 713-980-6200  
   Email: mskolos@hicrushinc.com

with a copy to:                    Attn: Jeffery Johnson  
   Hi-Crush Inc.  
   8850 State Highway 173  
   Tomah, WI 54660  
   Telephone: 608-372-4705  
   Email: jjohnson@hicrushinc.com

#### 8. MISCELLANEOUS.

a. Whenever in this Agreement a day appointed for Closing or the occurrence of any other event or expiration of any timeline shall occur on other than a business day, such date shall be deemed extended to the next regularly occurring business day.

b. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof. No amendment or modification of this Agreement shall be binding unless in writing and signed by each party hereto.

c. This Agreement shall be binding upon the undersigned parties and each of their respective successors and assigns.

d. Hi-Crush and the County agree to perform, execute and deliver such further reasonable acts and assurances as the other may reasonably require in order to consummate the transaction contemplated hereby.

e. This Agreement shall be governed and construed under the laws of the State of Wisconsin.

f. This Agreement may be executed in one or more counterparts, each shall be deemed an original, but all of which together shall constitute one and the same instrument.

g. Hi-Crush and the County mutually acknowledge and agree that time is of the essence with respect to each and every term, condition, obligation and provision hereof.

(Signatures appear on the following page)

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date of final signature hereto.

**HI-CRUSH OPERATING, LLC**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

State of Wisconsin                    )  
  ) ss.  
County of \_\_\_\_\_)

Personally came before me this \_\_\_\_\_ of \_\_\_\_\_, 202\_\_, \_\_\_\_\_,  
known to be to be the \_\_\_\_\_ of \_\_\_\_\_, who executed the above instrument  
and acknowledged the same.

\_\_\_\_\_  
( \_\_\_\_\_ )  
Notary Public, State of \_\_\_\_\_  
My Commission: \_\_\_\_\_

**MONROE COUNTY:**

By: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Dated: \_\_\_\_\_

State of Wisconsin                    )  
  ) ss.  
County of \_\_\_\_\_ )

Personally came before me this \_\_\_\_\_ of \_\_\_\_\_, 202\_\_, \_\_\_\_\_,  
known to be to be the \_\_\_\_\_ of \_\_\_\_\_, who executed the above instrument  
and acknowledged the same.

\_\_\_\_\_  
( \_\_\_\_\_ )  
Notary Public, State of \_\_\_\_\_  
My Commission: \_\_\_\_\_

This instrument was drafted by:  
Paul R. Jonas, Esq.  
Michael Best & Friedrich LLP



**EXHIBIT A**

A PARCEL OF LAND BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 EAST, TOWN OF BYRON, MONROE COUNTY, WISCONSIN. BEING FURTHER DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 9; THENCE N.00°04'36"W. ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 9, 1730.95 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N.00°04'36"W. ALONG SAID EAST LINE, 600.00 FEET; THENCE S.89°55'25"W. 824.75 FEET; THENCE S.00°04'36"E. 600.00 FEET; THENCE N.89°55'25"E. 824.75 FEET TO THE POINT OF BEGINNING. BEING SUBJECT TO EXISTING EASEMENTS AND HIGHWAY RIGHT OF WAYS.

TAX PARCEL #: 006-00180-1000

**EXHIBIT B**

LEGAL DESCRIPTION AND CERTIFIED SURVEY MAP OF OF PURCHASE OPTION PROPERTY

Lot 1 of Certified Survey Map No. 29 CSM 128, recorded with the Monroe County Register of Deeds on November 3, 2020 as Document No. 693523.

Certified Survey Map

Conditionally

APPROVED

County Department of Planning & Zoning

*[Signature]*  
Date 10-28-20

Signature

Date

Approved by  
County Surveyor

*[Signature]*  
November 3, 2020

693523

DEB BRANDT  
REGISTER OF DEEDS  
MONROE COUNTY, WI  
11/03/2020 10:51:26 AM  
PAGE COUNT: 2  
RECORDING FEE 30.00  
29 CSM 128

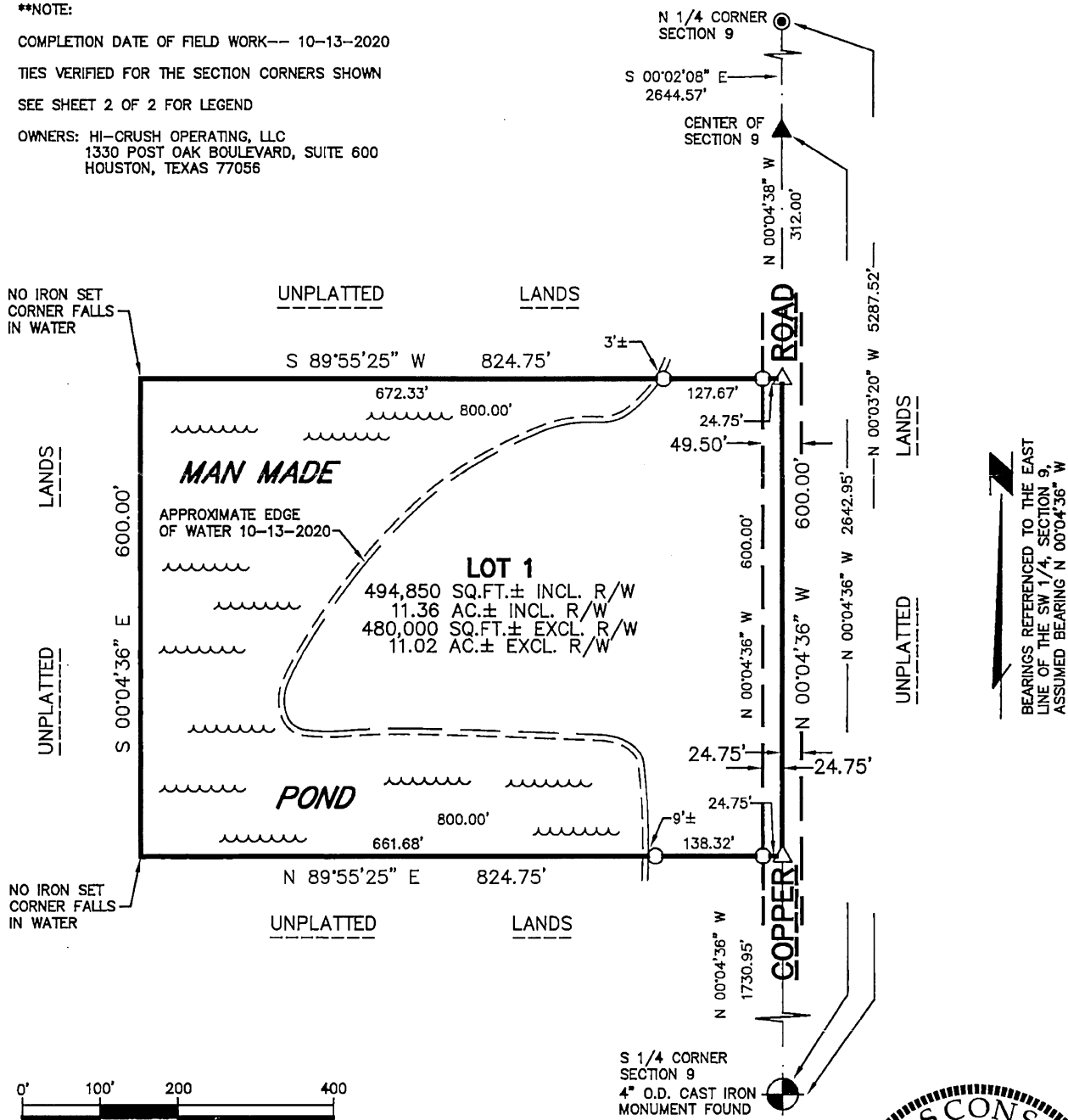
CERTIFIED SURVEY MAP NO.

PART OF THE NE 1/4 OF THE SW 1/4,  
SECTION 9, T18N, R1E,  
TOWN OF BYRON, MONROE COUNTY, WISCONSIN  
CAD NAME: HI-CRUSH201

**\*\*NOTE:**

COMPLETION DATE OF FIELD WORK-- 10-13-2020  
TIES VERIFIED FOR THE SECTION CORNERS SHOWN  
SEE SHEET 2 OF 2 FOR LEGEND

OWNERS: HI-CRUSH OPERATING, LLC  
1330 POST OAK BOULEVARD, SUITE 600  
HOUSTON, TEXAS 77056



SCALE 1" = 200'

BEARINGS REFERENCED TO THE EAST  
LINE OF THE SW 1/4, SECTION 9,  
ASSUMED BEARING N 00°04'36" W



SURVEYING SERVICES BY:  
HIESS-LOKEN & ASSOC., LLC  
PROFESSIONAL LAND SURVEYING  
4905 WEST PARK AVE.  
CHIPPEWA FALLS, WI 54729  
(715)-720-4000 PHONE  
(715)-832-3300  
WWW.HIESS-LOKEN.COM  
HLSURVEY@SBCGLOBAL.NET

*[Signature]*  
JASON R. HIESS, P.L.S.

DATED THIS 14th DAY OF October, 2020.

CERTIFIED SURVEY MAP NO.

PART OF THE NE 1/4 OF THE SW 1/4,  
SECTION 9, T18N, R1E,  
TOWN OF BYRON, MONROE COUNTY, WISCONSIN  
CAD NAME: HI-CRUSH201

SURVEYOR'S CERTIFICATE

I, JASON R. HIESS, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT BY THE DIRECTION OF HI-CRUSH OPERATING, LLC, I HAVE SURVEYED, DIVIDED AND MAPPED THE LAND PARCEL WHICH IS REPRESENTED BY THIS CERTIFIED SURVEY MAP.

THAT THE EXTERIOR BOUNDARY OF THE LAND SURVEYED AND MAPPED IS AS FOLLOWS: A PARCEL OF LAND BEING PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 9, TOWNSHIP 18 NORTH, RANGE 1 EAST, TOWN OF BYRON, MONROE COUNTY, WISCONSIN. BEING FURTHER DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 9; THENCE N.00°04'36"W. ALONG THE EAST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 9, 1730.95 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N.00°04'36"W. ALONG SAID EAST LINE, 600.00 FEET; THENCE S.89°55'25"W. 824.75 FEET; THENCE S.00°04'36"E. 600.00 FEET; THENCE N.89°55'25"E. 824.75 FEET TO THE POINT OF BEGINNING. BEING SUBJECT TO EXISTING EASEMENTS AND HIGHWAY RIGHT OF WAYS.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND MAPPED.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES, A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE, CHAPTER 35, MONROE COUNTY SUBDIVISION DIVISION ORDINANCE AND THE SUBDIVISION ORDINANCE OF THE TOWN OF BYRON.

*Jason R. Hiess*

JASON R. HIESS, P.L.S.

DATED THIS 14<sup>th</sup> DAY OF October, 2020.



LEGEND

- ⊙ --- P.K. NAIL FOUND
- ▲ --- 60d NAIL FOUND
- △ --- MAG NAIL SET
- --- 1" O.D. X 18" IRON PIPE WEIGHING 13 LBS./LINEAL FOOT, SET
- ( ) --- RECORDED AS
- N. --- NORTH
- S. --- SOUTH
- E. --- EAST
- W. --- WEST
- NE --- NORTHEAST
- NW --- NORTHWEST
- SE --- SOUTHEAST
- SW --- SOUTHWEST
- ' --- DEGREES
- ' --- MINUTES OR FEET
- " --- SECONDS
- T --- TOWNSHIP
- R --- RANGE
- O.D. --- OUTSIDE DIAMETER
- LBS. --- POUNDS
- SQ. --- SQUARE
- FT. --- FEET
- AC. --- ACRES
- INCL. --- INCLUDING
- EXCL. --- EXCLUDING
- R/W --- RIGHT OF WAY
- C.S.M. --- CERTIFIED SURVEY MAP
- NO. --- NUMBER
- AVE. --- AVENUE
- ST. --- STREET
- C.T.H. --- COUNTY TRUNK HIGHWAY
- VOL. --- VOLUME
- P. --- PAGE
- COR. --- CORNER
- P.L.S. --- PROFESSIONAL LAND SURVEYOR
- SEC. --- SECTION
- WI --- WISCONSIN
- LLC --- LIMITED LIABILITY COMPANY
- CO. --- COUNTY
- TAN. --- TANGENT
- BEAR. --- BEARING

SURVEYING SERVICES BY:  
HIESS-LOKEN & ASSOC., LLC  
PROFESSIONAL LAND SURVEYING  
4905 WEST PARK AVE.  
CHIPPEWA FALLS, WI 54729  
(715)-720-4000 PHONE  
(715)-832-3300  
WWW.HIESS-LOKEN.COM  
HLSURVEY@SBCGLOBAL.NET

COUNTY FOREST COMPREHENSIVE LAND USE PLAN

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REV: 05/21/19

CHAPTER 200

GENERAL ADMINISTRATION

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200 **GENERAL ADMINISTRATION**

Objectives

1. To comply with and implement the provisions of the County Forestry Ordinance.
2. To administer and manage the County Forest in accordance with s. 28.11, Wis. Stats.
3. To cooperate with the Department of Natural Resources and other agencies and organizations in the interest of furthering the optimum management of the forest on a sustainable basis.
4. To provide adequate financial support for the program by using county designated revenues and appropriations, along with funds available from federal and state sources.
5. To maintain an adequate system of accounts, records and reports for the orderly administration of the forest and evaluation of program needs and implementation.
6. To facilitate the administration of the forest by authorizing personnel, equipment and facilities necessary to assist the Committee and the administrator in carrying out their duties.

**Commented [PTT1]:** These are considered statewide program objectives. Leave as is, but add objectives as appropriate to your county

205 **ROLES**

The County and the Department have a mutual interest in administration of the County Forest. It shall be the policy of the County Board through the Natural Resources and Extension Committee to cooperate with county and Department personnel in carrying out the program on the county forest. The County/Department roles are further defined in the Public Forest Lands Handbook, 2460.5.

Monroe County has a County Administrator who supervises the day-to-day operations of all county departments and staff, directly and through department heads. The Committees and the County Board advise and make policy decisions concerning the operations of the county. The Natural Resource and Extension Committee is the committee of jurisdiction for the Forestry & Parks Department.

**Commented [PTT2]:** haInsert an introductory paragraph defining your county's administrative structure (County Administrator vs. Administrative Coordinator, Committee name, other items of importance.

205.1 **COUNTY BOARD OF SUPERVISORS**

**Commented [PTT3]:** The first 2 bullet points are program wide. Tailor additional as appropriate.

Powers of the Monroe County Board, relative to the management of county forest lands are defined in s.28.11(3) and additional authority may include:

- *Annual Budget and Work Plan*
- *Grants/Loans*
- *Land acquisitions*
- *Park and Recreation Policy*

#### 205.1.1 **Natural Resources and Extension Committee**

The Board of Supervisors assigns the administration of the County Forest to the Natural Resources and Extension Committee as detailed below.

1. *Preparation of an annual work plan and budget for the ensuing calendar year to be presented for the Board's approval.*
2. *Establishment and maintenance of the facilities necessary to conduct forest operations.*
3. *Negotiations for and acquisition of lands necessary to further the objectives of the county forest.*
4. *Review and approval of all proposed recreation projects on the county forest lands.*
5. *Cooperation with the Department of Natural Resources on all matters pertaining to natural resource management on the county forest.*
6. *Participation in all other activities involved in the execution and administration of forestry operations in the county forest program.*
7. *Employ personnel to administer and implement the county forest program.*
8. *Hold committee meetings as necessary to carry out the above duties.*

#### 205.1.2 **Forestry & Parks Administrator**

1. *The Forest Administrator will act as the agent of the committee and will carry out its orders, as well as execute assignments outlined in the comprehensive plan, and an annual plan, all within the framework outlined in s. 28.11, Wis. Stats.*
2. *The Forest Administrator will prepare an agenda for and will be present at all*

**Commented [PTT4]:** Edit to include formal Committee name.

**Commented [PTT5]:** These are example Committee duties. Add or delete as appropriate.

**Commented [PTT6]:** Edit to reflect position title.

These are example Administrator duties. Add or delete as appropriate.



*Natural Resource and Extension Committee meetings.*

3. *The Forest Administrator will record minutes of each meeting and distribute as appropriate, as well as maintain a permanent minutes record.*
4. *The Forest Administrator will serve as the Director of the Forestry Department in coordinating the programs of work of staff members and other matters as directed by the Committee.*
5. *The Forest Administrator will supervise the timber sale program, tree planting, site preparation, timber stand improvement, road and firebreak construction and maintenance, land acquisition, entry and withdrawal of county forest lands, trespass investigations, and long and short term planning, all within the restrictions of s. 28.11 Wis. Stats.*

## 205.2 DEPARTMENT OF NATURAL RESOURCES

The role of the Department in the County Forest program is to:

1. Encourage technically sound management of the County Forest resources.
2. Protect the public rights, benefits and investments in County Forest lands.
3. Administer state compensation to the county for the public rights, benefits and privileges the county forest lands provide as required by s. 28.11-(8) Wis. Stats.
4. Provide County Forest assistance consistent with those identified per the [Public Forest Lands Handbook](#).

### 205.2.1 Division of Forestry

It is the function of this Division to:

1. Certify and make forest aid payments (variable acreage and project loans) to the county and audit county expenditures of the forestry fund account pursuant to s. 28.11(8)(b), Wis. Stats.
2. Certify and make acreage payments to towns pursuant to s. 28.11(8)(a), Wis. Stats.
3. Maintain and certify County Forest acreage by township, and audit distribution of severance share payments (s. 28.11(9) Wis. Stats.) made

**Commented [PTT7]:** All of Section 205.2 referencing DNR is static language and should remain intact.

annually by the counties.

4. Collect severance share payments of not less than twenty percent of actual stumpage sales value on timber cut from the County Forest pursuant to s. 28.11(9)(a), Wis. Stats.
5. Administer various aids and grants pertaining, but not limited to, the County Forest program.
6. Assist with development and implementation of the County Forest Comprehensive Land Use Plan.
7. Interpret and administer the laws and regulations set forth by the Legislature and the Natural Resources Board.
8. Review and approve or deny applications for withdrawal and entry of lands into the County Forest Law program.
9. 3-year Audit Programmatic and Financials

#### 205.2.2 Local Office

Field representatives of the Department are available to provide technical advice and assistance to the county in natural resources management. This assistance includes, but is not limited to the following:

##### 205.2.2.1 Forest Management

The forester designated by the Department to serve as liaison to the Committee will provide technical assistance in managing the resources of the county forest. The forester's duties include the following, but not limited to:

1. Attend all Committee meetings and any county board meetings as requested.
2. Assist in establishing, inspecting, and administering timber sales in cooperation with county forest personnel.
3. Process timber sale approvals, cutting notices and reports.
4. Maintain for the Department a record of forest management accomplishments, forms and maps.
5. Assist in preparation of projects, plans and estimates.
6. Provide assistance to the Committee in the preparation of the annual work

plan and the County Forest Comprehensive Land Use Plan.

7. Assist in County Forest timber theft and larceny investigations.
8. Organize and prepare minutes of annual partnership meeting as required in the [Public Forest Lands Handbook](#).
9. Coordinate with the Forestry & Parks Administrator all WDNR activities that occur on or affect the county forest to promote integrated management.

#### 205.2.2.2 Other DNR Program Functions

1. Fire Management - Maintain a system of communications, equipment, and trained personnel to prevent and suppress forest fires, assist with prescribed burns: and enforce forest fire related laws.
2. Forest Pest Control - Provide technical services for prevention, detection and suppression of forest pests in the district.
3. Wildlife Management - Conduct surveys of wildlife populations, habitat, and public use. Wildlife personnel use this information when providing technical assistance on long term ecosystem planning as well as wildlife habitat management, habitat improvement and wildlife health. Attend committee meetings as requested.
4. Fisheries Management - Maintain the quality of the fishery resource in the waters of the Forest to produce a balanced return to the angler, consistent with sound management principles.
5. Law Enforcement - Enforce state natural resource laws and regulations and assist in the enforcement of county and federal natural resource laws and ordinances.
6. Environmental Protection - Enforce and provide technical assistance in matters related to water and shore land management, pollution detection and waste disposal.
7. Endangered Resources - Provide technical expertise on rare, threatened or endangered species and natural community surveys, identification and management. Assist other DNR functions and the county in identifying local and landscape level issues.

**210 COOPERATION**

To meet the obligation of the county to the public in accordance with s.28.11, it is in the best interest of Monroe County to cooperate with public agencies, non-profit organizations, tribal nations, and others.

**215 FINANCIAL SUPPORT**

An annual budget shall be prepared by the Committee. This budget shall contain county, state, private, non-profit and federal funds needed to carry out the forestry, park and recreation program on the forest.

**215.1 REVENUE FROM OPERATIONS**

The following procedure will apply in crediting income from the forest:

**Commented [PT8]:** Insert language on process for accounting for program revenue on your forest, including disposition of funds by program type. Add or delete sections as appropriate.

**215.1.1 Timber Sale Revenue**

All revenue received from the sale of timber stumpage or cut forest products, shall be deposited in the Forest Revenue account. All severance taxes incurred as result of such sales shall be segregated into a separate account from timber sales income and paid as required by statute.

**215.1.2 Parks and Recreation Revenue**

All revenue including, but not limited to, camping fees, rental fees, day use and trail use fees shall be deposited in the park revenue account. At year end any revenue in excess of the expenditures is transferred into the non-lapsing Long Range Capital Improvements Account.

**215.1.3 Other County Forest Revenue**

All revenue collected from fees and use permits, sale of building materials, sale of surplus materials and equipment, fire or other damage collections, or other revenue received shall be deposited in the forestry revenue account.

## 215.2 OUTSIDE SOURCES OF REVENUE

### 215.2.1 State Funds

In addition to other state funds that may subsequently become available for county use, the following state funding sources will be used where appropriate in administration of the Forest:

1. Variable Acreage Share Loan (s. 28.11(8)(b)1., Wis. Stats.). The county may apply for variable acreage share loans in the amount of up to fifty cents per acre of regular entry County Forest land by December 31. Payment is made to the county on or before March 31st of each year and deposited in the State Forest Aid fund. Application is made by County Board Resolution.
2. Project loans (s. 28.11(8)(b)2., Wis. Stats.) are available to undertake acquisition and development projects of an "economically productive nature". Fish and game projects or recreation projects do not qualify. Application is made by County Board Resolution.
3. County Forest Administration Grant Program (s. 28.11-(5m) Wis. Stats). Annual grants are available to fund up to 50% of the salary and fringe benefits of a professional forester in the position of county forest administrator or assistant county forest administration. Benefits may not exceed 40% of salary. Application is made by County Board resolution with payment by April 15<sup>th</sup> of each year.
4. Sustainable County Forest Grants. Annual grants made for short-term unanticipated projects that promote sustainable forestry. Details are contained in s. NR 47.75, Wisconsin Administrative Code.
5. County Fish and Game Projects s. 23.09(12), Wis. Stats.).
6. Wildlife Habitat Development Grant (s. 23.09(17m), Wis.Stats).
7. County Forest Road Aids funds are available for each designated mile of County Forest road. The certification is done on a biannual basis.
8. Knowles-Nelson Stewardship Program: Grants available to assist Counties in purchasing additional lands to add to the County Forest land base, usually funded at 50% of the purchase price.

**Commented [PTT9]:** Statewide language. Do not edit.

**Commented [BKL10]:** Await state budget decisions.  
This section will need to be edited once state budget is adopted.

215.2.2 Federal funds and programs

In addition to others that may be available, the following funds and programs will be used where practical:

1. Land and Water Conservation Fund Act (LAWCON) This fund provides up to 50% matching grants for the acquisition, development and renovation of local parks.
2. Resource Conservation and Development (Technical Services).
3. Pittman-Robertson fund. This fund provides for wildlife management and habitat improvement.
4. Sport Fish Restoration (Dingell-Johnson) fund. This fund provides financing for fish management projects administered by DNR.
5. Federal Endangered Species fund. This fund provides cost sharing and grants for surveys, monitoring and management programs that conserve a threatened or endangered species. Contact the DNR Natural Heritage Conservation for information.

**Commented [PTT11]:** Statewide language. Do not edit.

215.2.3 Other Funds

Monroe County receives revenue from renting out tree planters to private landowners and from the U.S. Government for a 1,400 acre military training lease in the Town of New Lyme.

Other potential funding sources are groups such as Ducks Unlimited, Ruffed Grouse Society, Trout Unlimited, Whitetails Unlimited, National Wild Turkey Federation, local sportsman's clubs, service organizations, etc.

The Committee will consider donations, endowments and other gifts, whether real estate, equipment or cash. The county corporation counsel may be consulted to ascertain whether such gifts benefit the county.

**Commented [PTT12]:** Described any other external revenue sources here.

215.3 COUNTY EXPENDITURES

**Commented [PTT13]:** Reference your County procurement policy document if applicable..

All purchases and expenditures shall comply with County purchasing policy, and state statutes.

THE POLICIES DESCRIBED IN THIS SECTION APPLY TO ALL PURCHASES MADE BY MONROE COUNTY. THIS POLICY ASSUMES THAT ALL PURCHASES HERUNDER WILL BE BUDGETED IN A DEPARTMENT'S ANNUAL BUDGET. PURCHASE PROCEDURES OF VARIOUS MATERIALS AND SERVICES FOR MONROE COUNTY ARE EXPLAINED IN THIS SECTION.

Monroe County requires the practice of ethical, responsible, and reasonable procedures related to purchasing, agreements and contracts, and related forms of commitment. The policies in this section describe the principles and procedures that all staff shall adhere to in the completion of their designated responsibilities.

The goal of these procurement policies is to ensure that materials and services are obtained in an effective manner and in compliance with the provisions of applicable federal statutes and grant requirements.

#### **Responsibility for Purchasing**

ALL Department Heads have the authority to initiate purchases on behalf of their department, within the guidelines described here. Department Head shall inform the Finance Department of all individuals that may initiate purchases or prepare purchase orders. The Finance Department shall maintain a current list of all authorized purchasers for proper setup in the purchasing system.

The Finance Department shall be responsible for processing purchase orders. The Finance Director has approval authority over all purchases and contractual commitments according to the approved authorization thresholds, and shall make the final determination on any proposed purchases where budgetary or other conditions may result in denial.

The Purchasing and Procurement Coordinator should be utilized to facilitate and oversee requests for the purchase of goods, services or equipment. They shall receive a copy of any finalized contract and attach with any addition information in Tyler.

#### **Code of Conduct in Purchasing**

*(2 CFR Part 200.318 (c)(1))*

Ethical conduct in managing the County's purchasing activities is absolutely essential. Staff must always be mindful that they represent the [County Board] and share a professional trust with other staff and funding sources.

- Staff shall discourage the offer of, and decline, individual gifts or gratuities of value in any way that might influence the purchase of supplies, equipment, and/or services.
- Staff shall notify their immediate supervisor if they are offered such gifts.
- No officer, board member, employee, or agent shall participate in the selection or administration of a vendor if a real or apparent conflict of interest would be involved. Such a conflict would arise if an officer,

board member, employee or agent, or any member of his or her immediate family, his or her spouse or partner, or a County that employs or is about to employ any of the parties indicated herein, has a financial or other interest in the vendor selected.

- Officers, board members, employees, and agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from vendors or parties to sub-agreements.
- Unsolicited gifts with a value of \$25 or less may be accepted with the approval of the Department Heads.

### **Competition**

*(2 CFR Part 200.319)*

In order to promote open and full competition, purchasers will:

- Be alert to any internal potential conflicts of interest.
- Be alert to any noncompetitive practices among vendors that may restrict, eliminate, or restrain trade.
- Not permit vendors who develop specifications, requirements, or proposals to bid on such procurements.
- Award contracts to bidders whose product or service is most advantageous in terms of price, quality, and other factors.
- Issue solicitations that clearly set forth all requirements to be evaluated.
- Reserve the right to reject any and all bids when it is in the County's best interest.
- Not give preference to state or local geographical areas unless such preference is mandated by Federal statute. *(200.319(b))*
- "Name brand or equivalent" description may be used as a means to define the performance or requirements *(200.319(c)(1))*

### **Nondiscrimination Policy**

All vendors who are the recipients of County funds or who propose to perform any work or furnish any goods under agreements with Monroe County, shall agree to these important principles:

1. Vendors will not discriminate against any employee or applicant for employment because of race, religion, color, sexual orientation, or national origin, except where religion, sex, or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the vendors.
2. Vendors agree to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for meeting the intent of this section.

### **Procurement Procedures**

The following are Monroe County's procurement procedures:



1. Monroe County shall avoid purchasing items that are not necessary or duplicative for the performance of the activities required by a federal award. *(2 CFR Part 200.318(d))*
2. Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical and practical procurement for the federal government. *(2 CFR Part 200.318(d))*. This analysis should only be made when both lease and purchase alternatives are available to the program.
3. Purchasers are encouraged to enter into state and local inter-governmental or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. *(2 CFR Part 200.318(e))*
4. Purchasers are encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs. *(2 CFR Part 200.318(f))*
5. Documentation of the cost and price analysis associated with each procurement decision in excess of the simplified acquisition threshold (\$150,000) shall be retained in the procurement files pertaining to each federal award. *(2 CFR Part 200.323)*
6. All pre-qualified lists of persons, firms or products which are used in acquiring goods and services must be current and include enough qualified sources to ensure maximum open and full competition. *(2 CFR Part 200.319(d))*
7. Monroe County will maintain records sufficient to detail the history of procurement, including: *(2 CFR Part 200.318(i))*
  - a. Rationale for the method of procurement;
  - b. Selection of contract type;
  - c. Vendor selection or rejection; and
  - d. The basis for the contract price.
8. Monroe County shall make all procurement files available for inspection upon request by a federal or pass-through awarding agency.
9. Monroe County shall not utilize the cost-plus-a-percentage-of-costs or percentage of construction cost methods of contracting. *(2 CFR Part 200.323(d))*

All staff members with the authority to approve purchases will receive a copy of and be familiar with *2 CFR Part 200.400 – 475, Cost Principles*.

#### **Capital Outlay Purchases**

Capital outlay is an expenditure of \$5,000 (\$1,000 Rolling Hills) or greater and having a useful life of not less than three years. This includes real property acquisition, construction, equipment, and repairs, or updating of an existing capital item which extends the life and value of the item, as opposed to normal recurring operating maintenance and repairs. The costs that are considered outlay are:

- The cost of the item itself
- Preservation costs
- Additions

- Improvements
- Ancillary cost (freight, etc.)

Outlay is determined by expenditure level, regardless of funding source. If an item is paid for fully by grants there must still be an expenditure for the full amount of cost, with an equal revenue for the funds provided by the grant.

Capital outlay items must be on a capital outlay list approved during the budget process. Changes to the list must be approved by the oversight committee, Finance Committee and County Board through either a Budget Adjustment or Repurpose of Funds action form. Requests to spend incurred savings or to substitute items on the approved outlay list must be authorized through an approved Budget Adjustment or Repurpose of Funds action.

Computer hardware or software purchases shall be made by the Information Systems (IS) Department in cooperation with the department requesting the items. Departments who can receive reimbursement for these purchases through grants or other means shall inform the IS Department. Costs of the equipment or software and ongoing maintenance shall be charged back to the user department.

**Levy Outlay Purchases**

All Levy-funded outlay expenditures must be for item on the approved outlay list. Oversight Committee, Finance Committee and County Board approval must be obtained for any other expenditure of appropriated outlay dollars.

**Authorizations and Purchasing Limits**

All purchase requisitions must be completed by the department requesting the purchase. The requisition should be approved by the appropriate personnel through the workflow process. A purchase order (PO) is required before items are ordered.

1. County Authorization (pg. 55)
2. Capital Outlay Purchases (pg.56)
3. Federal Grant Authorization (pg. 57)

The following table summarizes the required approval levels and solicitation processes:

<b>COUNTY AUTHORIZATION:</b>	
<b>Threshold</b>	<b>Procedures</b>
Less than \$5,000	[Department Head] are authorized to spend up to \$5,000 for any line items that is part of their approved budget subject to the availability of funds.

<b>COUNTY AUTHORIZATION:</b>	
<b>Threshold</b>	<b>Procedures</b>
\$5,000 - \$9,999	<p>Three documented price quotes are required. The quotes are to be returned to the project manager. As part of the review process the Staff member requesting the expenditure shall enter a requisition and attach the price quotes in the financial system for approval to purchase through workflow by the appropriate personnel (Department Head, Finance Director and County Administrator). Once the PO has been created with the appropriate approvals the project manager can order/award the purchase.</p> <p>If the circumstances are such that the purchaser is unable to obtain three price quotes, the circumstances shall be documented and reported to the County Administrator.</p>
Over \$10,000	<p>Sealed Bids will be required and there is to be a class 1 public notice published in the County's official newspaper. Upon the deadline of the sealed bids the department head shall open the sealed bids with at least one other Monroe County staff member present and create a bid sheet to be submitted to the oversight committee. As part of the review process the Staff member requesting the expenditure shall state his/her recommendation to the oversight committee for which quote to accept, why, and identify the line item of the budget from which funds will be drawn when the County is invoiced for the purchases. Upon recommendation of the most advantageous bid by the department head the oversight committee will decide to award the bid.</p>
Exceptions	Approved by [County Board] resolution or ordinance, or Statute. Bid is covered by state contract pricing

<b>CAPITAL OUTLAY PURCHASES:</b>	
<b>Threshold</b>	<b>Procedures</b>
\$5,000 - \$9,999	<p>Three documented price quotes are required. The quotes are to be returned to the project manager. As part of the review process the Staff member requesting the expenditure shall enter a requisition and attach the price quotes in the financial system for approval to purchase through workflow by the appropriate personnel ([Department Head], [Finance Director] and [County Administrator]). Once the PO has been created with the appropriate approvals the project manager can order/award the purchase.</p> <p>If the circumstances are such that the purchaser is unable to obtain three price quotes, the circumstances shall be documented and reported to the County Administrator.</p>

Over \$10,000	Sealed Bids will be required and there is to be a class 1 public notice published in the County's official newspaper. Upon the deadline of the sealed bids the department head shall open the sealed bids with at least one other Monroe County staff member present and create a bid sheet to be submitted to the oversight committee. As part of the review process the Staff member requesting the expenditure shall state his/her recommendation to the oversight committee for which quote to accept, why, and identify the line item of the budget from which funds will be drawn when the County is invoiced for the purchases. Upon recommendation of the most advantageous bid by the department head the oversight committee will decide to award the bid.
Exceptions:	Approved by [County Board] resolution or ordinance, or Statute. Bid is covered by state contract pricing

When the procurement involves the expenditure of federal assistance of contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal law and regulations. Nothing in this policy shall prevent any County employee from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

**220 COUNTY RECORDS**

The County Forest administrator will keep concise and orderly records and accounts of all revenue received, expenditures incurred and accomplishments resulting from the operations of the forestry department. A job description, time and expense report, and training record will be kept on each employee.

220.1 **ACCOUNTS**

220.1.1 State Aid Forestry Account

Variable acreage share loans (s. 28.11(8)(b)1., Wis. Stats.), project loan funds (s. 28.11(8)(b)(2.)Wis. Stats.), and sustainable forestry grants (s. 28.11(5r), Wis. Stats., and s. NR 47.75, Wis. Adm. Code) that are distributed by the DNR are deposited in this account. Expenditures of variable acreage share funds from this account are restricted to the purchase, development, preservation and maintenance of the county forest. Expenditure of project loan funds are governed by the conditions of project approval. Sustainable Forestry grants from this account must be spent specific to the approved project. Revenue received from the sale of equipment purchased with State Aid Account money must be redeposited in the State Aid Account.

**Commented [PTT14]:** Provide information on your budget account structure as appropriate. State Aid Forestry Account is listed as an example.

220.1.2 **Other County Forest Accounts**

1. Forestry revenue
2. Salaries & Fringe Benefits
3. Office & Administrative Costs
4. Technology & Equipment
5. IT Pool
6. Conferences/Education/Travel
7. Program Costs
8. Repair & Maintenance
9. Road Maintenance
10. Loan Payments
11. Snowmobile trails maintenance account

**Commented [PTT15]:** Add language based on account framework, to include accounts such as parks, road aids, land acquisition, etc.

220.1.3 **Account Numbers**

\*\*Accounts beginning with a “4” are revenue accounts

\*\*Accounts beginning with a “5” are expense accounts

**Commented [PTT16]:** Insert Account types and numbers as appropriate.

DEPARTMENT	ACCOUNT	TITLE	ACCT DESCRIPTION
PARK	435700	CULTURE & RECREATION	ADMINISTRATOR GRANT-PARK
	467200	PARK FEES	
	467900	OTHER PARK REVENUE	
	485000	DONATION REVENUE	
	511000	SALARIES	
	511200	OVERTIME	
	515005	RETIREMENT	
	515010	SOCIAL SECURITY	
	515015	MEDICARE	
	515020	HEALTH INSURANCE	
	515025	DENTAL INSURANCE	
	515030	LIFE INSURANCE	
	515040	WORKERS COMP	
	515100	UNEMPLOYMENT COMP	
	515700	EMP. EDUCATION & TRAINING	
	521340	CONTRACTED SERVICES	
	522010	ELECTRICITY	

	522025	TELEPHONE	
	524505	BLDG REPAIRS AND MAINT	
	524510	MOTOR VEHICLE-OPER & MAINT	
	531050	POSTAGE	
	531060	PRINTING	
	534125	PARK SUPPLIES	
	553050	BUILDING RENT	
	553100	EQUIPMENT SERVICE CONTRACTS	
	579200	DONATION EXPENSE	
	599000	TECHNOLOGY POOL	
<b>SNOWMOBILE</b>	435700	CULTURE & RECREATION	SNOWMOBILE STATE AID
	579100	GRANTS AND CONTRIBUTIONS	GRANT EXPENSE
<b>FORESTRY</b>	231700	PERFORMANCE BONDS	
	244600	SEVERANCE TAX DUE DISTRICTS	
	433000	FORESTRY-FT MCCOY AGRMNT	
	451691	FORESTRY RESTITUTION REV	
	468100	FORESTRY REVENUE	
	468109	FORESTRY REVENUE - STATE LOAN	
	468120	PRIVATE TREE PLANTING	
	489900	OTHER COUNTY REVENUE	
	491600	STATE LOAN	PROJECT LOAN PROCEEDS
	511000	SALARIES	
	515005	RETIREMENT	
	515010	SOCIAL SECURITY	
	515015	MEDICARE	
	515020	HEALTH INSURANCE	
	515025	DENTAL INSURANCE	
	515030	LIFE INSURANCE	
	515040	WORKERS COMP	
	515700	EMP. EDUCATION & TRAINING	
	521455	BOUNDRY MAINTENANCE	
	521730	SITE CONVERSION	
	523530	ROAD MAINTENANCE	
	524600	EQUIPMENT MAINT./REPAIRS	
	531000	OFFICE SUPPLIES	
	531050	POSTAGE	
	531060	PRINTING	
	532500	DUES OR SUBSCRIPTIONS	
	533010	CONFERENCE/SEMINARS	
	534120	FORESTRY SUPPLIES	
	553100	EQUIPMENT SERVICE CONTRACTS	
	556000	PROPERTY TAX PAYMENTS	
	569600	LOAN PAYABLE	PROJECT LOAN PAYABLE

	599000	TECHNOLOGY POOL	
	435700	CULTURE & RECREATION	ADMIN GRANT FORESTRY
	435800	CONSERVATION/DEVELOP AIDS	WILDLIFE HAB (NICKEL/ACRE)
	435802	SUSTAINABLE FORESTRY REVENUE	SUSTAINABLE FORESTRY REV
	435807	STEWARDSHIP GRANT	STEWARDSHIP GRANT
	436400	FOREST CROP/MANAGED REV	
	491600	STATE LOAN	PROJECT LOANS
	534050	GRANT SUPPLIES	NICKEL/ACRE GRANT SUPPLIES
	579100	GRANTS AND CONTRIBUTIONS	ADMIN GRANT EXPENSE
	579110	SUSTAINABLE FORESTRY EXPENSE	
	534005	OPERATING EXPENSES	OPERATING EXPENSES
	521700	REFORESTATION	REFORESTATION
	580100	LAND PURCHASES	LAND PURCHASES
<b>PARK</b>	581000	CAPITAL EQUIPMENT	CAPITAL EQUIPMENT
	582000	CAPITAL IMPROVEMENTS	CAPITAL IMPROVE - PARKS
	582500	LONG RANGE CAP IMPROVEMENTS	
<b>FORESTRY</b>	580100	LAND PURCHASES	LAND PURCHASES

## 220.2 TIMBER SALES

### 220.2.1 Active Files

Active timber sale files (hardcopy or e-copy), at a minimum, should contain or reference the following items:

1. Timber sale cutting notice and report (Form 2460-1)
2. Timber sale narrative (Form 2460-1A)
3. Contract and all addendums
4. Timber sale map
5. Ledger account of scale
6. Timber sale inspection journal / notes
7. Pertinent correspondence
8. Liability insurance
9. FISTA training
10. Financial assurance (performance bonds, ILC, etc...)
11. Field scale sheets
12. Lock box tickets (if applicable)

**Commented [PTT17]:** Minimum requirements for determined by DNR. Do not edit.

220.2.2 **Closed Files**

Once sales have been completed and audited by DNR only the following items need to be maintained in the file as a permanent record:

1. Timber sale notice and cutting report
2. Contract and addendums
3. Timber sale map
4. Pertinent correspondence
5. Financial ledger/summary

**Commented [PTT18]:** Do not edit.

**225 PERSONNEL**

The Forestry & Parks Administrator shall have authorization to organize the workload of the forestry department employees and contractors. Personnel of the forestry department will be governed by the work policies as set forth by the county, and their respective work policies.

**Commented [PTT19]:** Edit to reflect department head title and department name.

225.1 **COUNTY FOREST STAFF**

The following positions are essential for the operation of the Forest:

- Forestry & Parks Administrator
- Accountant I (20% Forestry & Parks time)
- Camp Host
- Grounds Keeper/Laborers (3-4 positions)

**Commented [PTT20]:** List as appropriate.  
*Forest administrator, parks administrator, assistant county forester, deputy forests and parks administrator, two field foresters, scaler, forestry foreman, two parks foremen, three equipment operators, one forestry laborer, the custodian, nine part-time caretakers and one part-time clerk typist. Other labor is hired on a part-time basis or for training positions as needed.*

225.2 **HIRING PERSONNEL**

**Commented [PTT21]:** Insert County hiring policy or reference policy document

**EMPLOYMENT PLAN**

**4.10 POSITION VACANCIES.**

- (1) All position vacancies must be approved prior to filling the position by the County Administrator. <5/10> Backfilling of positions must be approved by the County Administrator, and there is an exception to the vacancy review process for positions that must be filled due to statutory or regulatory requirements. <6/10> Further exceptions include Rolling Hills nursing and dietary positions, and any other



approved positions that have been filled for less than 90 days <10/10>.

- (2) When the County determines that a vacancy or new position shall be filled, position vacancies may be filled by promotion, transfer, demotion, or new hire. It shall be policy to promote career advancement opportunities while filling positions with the best qualified employees. It is not necessary to recruit outside applicants for vacant positions when the position is filled by promotion or transfer.<10/86><05/19>
- (3) If the vacant position is one covered by union contract, it shall be posted pursuant to the union contract. Union employees may apply according to their respective contracts.

#### **4.11 OUTSIDE RECRUITMENT.**

- (1) NOTICE OF VACANCY. When a vacancy has been approved for filling, the department head shall notify the Personnel Department of the position, title, salary, grade, job description, and the date the position is to be filled.
- (2) FULL-TIME & PART-TIME VACANCY. The department head shall approve a copy of the ad as present by the Personnel Department prior to publication and open posting. All full-time vacancies may be advertised in the local papers at the discretion of the Personnel Department to assure that the general public is aware of the opportunity for employment. The vacancy shall also be posted in at least the following places:

Rolling Hills Nursing Home            14345 Co Hwy B, Sparta  
Personnel Department                124 North Court St, Sparta  
Personnel Department's Website and Social Media Platforms  
County wide email announcement to all staff  
Job Center of Wisconsin online

<12/98><12/99><05/19>

- (a) All applications for employment shall be made on forms prescribed by the Personnel Director. Application forms are available in the Personnel Department and on the Personnel Department's webpage. <05/19>
- (b) Applications shall only be accepted for positions currently posted as vacant. All applicants shall file completed application forms in the Personnel Department or the application shall be rejected. Following the deadline date, applications for the vacant position shall be screened by the Personnel Department prior to review by the department head or designated staff member. <05/19>
- (c) The Personnel Director may require proof of application statements and may reject any application if the applicant:

1. Does not meet the minimum qualifications established for the position.
2. Deliberately falsifies the application.
3. Has been convicted of a crime which renders the applicant unsuitable for the immediate position the County is attempting to fill.
4. Is not within legal age limits prescribed for the position or for County employment.
5. Has established an unsatisfactory employment record which demonstrates unsuitability for the position.

(d) When an application is rejected the candidate will be notified of the rejection promptly. <05/19>

(3) EXCEPTION TO THE OPEN RECRUITMENT POLICY.

- (a) Limited Term Employee. An LTE position is for a temporary period of three months or less and no more than a maximum of six consecutive months. In all instances, the rate paid to an individual in an LTE position shall be approved by the Personnel Director. A completed County application form must be forwarded to the Personnel Department before employment begins. An LTE is not entitled to benefits. An LTE is used to fill an immediate vacancy or need in a department; therefore, the County Administrator may choose to temporarily bypass the recruitment process. <6/93> At the end of the three month period, should the need for the position still exist, a review of the position shall be made by the Personnel Director and the County Administrator. An extension of three months, creating a total of not more than six months, may be approved by the County Administrator. At the end of any three month period, a New Position Analysis form may be instituted. An LTE may not be placed in a regular position unless placement follows the recruitment policies. Should an LTE be successful in gaining a regular position, no credit is given for time worked or any benefits from the time worked in the LTE position. <05/19>

The full Monroe County Personnel Policy Manual can be found at:

<http://www.co.monroe.wi.us/wp-content/uploads/2019/11/2019-Monroe-County-Personnel-Policy-Manual-UPDATES-IN-PROGRESS-11.2019.pdf>

225.3 OTHER SOURCES OF LABOR

The Forest Administrator will consider supplemental resources that can be utilized on the forest, following county procurement policy.

225.5 TRAINING

The Forester Administrator will be responsible for scheduling and providing appropriate training to keep staff current with safety requirements, BMP's, silviculture, pesticides, new technologies, and other training appropriate to manage the Monroe County Forest. A training record will be retained for each employee identifying the course name, content and date of attendance.

230 **EQUIPMENT**

All equipment and supplies will be coordinated by the Forest Administrator. The Forest Administrator will be responsible for locating equipment, considering the most economical alternatives of buying, borrowing, renting or constructing. The Forest Administrator will also be responsible for maintaining an inventory, to be updated annually, of equipment under his/her jurisdiction. Any forestry department employee may purchase equipment and supplies when he / she has prior approval from the Forest Administrator or the department foreman. Equipment shall be purchased by competitive bidding as per county policy.

**Commented [PTT22]:** Consider itemized list of equipment considered necessary for operations.

230.1 **FACILITIES**

Maintenance of the facilities is assigned to the Forest Administrator and includes the following:

1. Office space/equipment storage – Rolling Hills Nursing Home and Rehabilitation Center
2. McMullen Memorial County Park – located in the Town of Lincoln, includes 71 campsites, shower building with flush toilets, park office, maintenance shop, picnic shelter, boat launch, four privies and a well house/storage.
3. Angelo Wayside and Day Use Area, parking lot and boat launch, small shelter, picnic tables and grill.

**Commented [PTT23]:** List county facilities and locations to include office, shop, parks, day use, etc.



COUNTY FOREST COMPREHENSIVE LAND USE PLAN

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REV: 06/06/19

CHAPTER 400

**FOREST OWNERSHIP**

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## CHAPTER 400 OBJECTIVE

The purpose of Chapter 400 is to identify policy and procedures relating to:

1. The acquisition of land to be enrolled in County Forest pursuant to s. 28.11(4)(b), Wis. Stats. or other lands possessing special or unique values areas that are not suited primarily for timber production to be entered under s. 28.11(4)(c), Wis. Stats., special use classification.
2. The acquisition of lands throughout the county for the purpose of future trading for priority parcels to be enrolled in County Forest pursuant to s. 28.11(4)(b), Wis. Stats.
3. The acquisition of land interests such as conservation easements, first right of refusal, or other land rights of the benefit to county forests.
4. Location, identification, and protection of county forest ownership boundaries.

### 400 COUNTY FOREST OWNERSHIP

The majority of the County Forest lands throughout the State were previously in private ownership and came under public ownership in a substantially degraded condition, by way of real estate tax delinquency and subsequent tax deed to Counties. Continued attempts to sell much of the degraded tax deeded lands were unsuccessful. In response to the lack of demand from private owners, counties worked in cooperation with State and Federal Agencies to restore these lands into productive forests and recreational assets. (“The County Forests of Wisconsin”, WI Conservation Dept., 1938)

Over time, counties have realized benefits from continuing to retain select tax deeded land, acquiring select land from willing sellers by purchase, trade, or gift, and the continual protection of county forest ownership boundaries. Over the years the county has purchased land from the State of Wisconsin and private landowners as additions to the Monroe County Forest. The county has traded land, sold lands that were encroached upon and sold land to other government agencies.

### 405 LAND OWNERSHIP GOALS

It is the goal of Monroe County to acquire land from willing

**Commented [PTT1]:** This section should be edited to reflect any specific nuances to how your forest was acquired/developed.

**Commented [PTT2]:** This is a generic statement on acquisition goals. Edit to reflect your County's policy on land acquisition.

landowners for fair prices established pursuant to Uniform Standards of Professional Appraisal Practices, ~~or by trading land or~~ other method approved by the County. See section 420 for criteria on how to achieve these goals.

**410 COUNTY FOREST BLOCKING**

Since the beginning of the County Forest Program in the State of Wisconsin, counties established boundaries for the purpose of distinguishing between lands that were best suited for forestry and lands best suited for agricultural production. This boundary became referred to as a “Blocking Boundary” and provided public information, assisted long-term planning, and guided management decisions.

In the early stages of the development of County Forests, counties commonly traded tax deed parcels that were located outside of the Blocking Boundary for the remaining privately-owned parcels within the Blocking Boundary. A primary purpose for these trades was to promote agricultural economic development by assisting farmers with obtaining the most productive agricultural lands available in a given County.

Blocking Boundaries are dynamic and should be evaluated on a routine basis to evaluate adequacy relative to the current priorities. Forestry staff will notify the Committee as parcels become available within the Blocking Boundary.

County Forest Blocking Boundaries are established by Committee and by subsequent approval of the Monroe County Board. A map of the official boundaries is found in the Appendix 1000.2.

**Commented [PTT3]:** The process described here is likely what occurred on a majority of forests. Edit as appropriate.

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**415 PRIVATE INHOLDINGS**

Monroe County recognizes that extensive private landholdings lie within the forest boundaries. The County will respect the rights of the private landowners who are its neighbors. The County may approach private landowners with proposals for land purchases or trades, but will not coerce landowners to sell or trade. ~~It would not be the intent of County Forest to pursue properties through condemnation.~~

**Commented [PTT4]:** Edit to reflect current committee/board policy or stance on land acquisition of inholdings.

Monroe County may wish to list priority properties to be pursued as they



become available.

#### 420 ACQUISITION OF LAND WITHIN THE COUNTY FOREST BLOCKING BOUNDARY

The land within the blocking boundary includes private land as well as land owned by Monroe County and other government entities. It is not the deliberate intent of Monroe County to acquire all lands within the blocking boundary.

Determination of a parcel's value to the County and the State of Wisconsin shall be made by the Committee in consultation with the County Forest Administrator.

Certain lands ~~are considered to be~~ considered to be of higher priority for acquisition due to:

1. Lands that improve management efficiencies such as reducing the length of private/public boundaries or improve access to existing county forest.
2. Lands that will increase the counties inventory of productive timberland and provide a consistent source of raw material to the forest products industry.
3. Lands that conserve surface and groundwater, maintain undeveloped shoreline, and increase public access to water features.
4. Lands that are threatened by private development or fragmentation that may result in a long-term negative impact on adjacent public lands.
5. Lands that are threatened by private development or fragmentation that may result in a long-term net negative impact to local and county governments.
- ~~6. Lands that will provide for priority trail connections and expansions or reduce or eliminate existing user conflicts.~~
- 7-6. Lands that contain threatened or endangered plant, animals, or communities; or other natural features considered to be of high conservation value.
- ~~8. Lands that, when acquired by the county, will not result in an unreasonable negative impact to local tax collections as determined by the Committee in consultation with the affected Towns. (Include if applicable to your county.)~~

**Commented [PTT5]:** If your program is actively acquiring property, consider documenting priorities for land purchase using criteria provided or developing your own.

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425 **ACQUISITION OF LAND OUTSIDE THE COUNTY FOREST BLOCKING BOUNDARY**

Counties may consider acquisition of lands outside the blocking boundary in instances where:

1. Land becomes available to the County which possess values consistent with the priority criteria listed above and is eligible to be enrolled as County Forest Special Use under s. 28.11(4)(c) Wis. Stats.
2. Land becomes available to the County that, if acquired by the County, will facilitate a fair trade or other transaction resulting in county ownership of land within the county forest blocking boundary.

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**Commented [PTT6]:** Edit as appropriate to define any policies for acquiring lands outside the blocking boundary.

430 **ACQUISITION OF LAND RIGHTS**

In addition to acquiring fee simple land ownership, Counties may find it advantageous to acquire other interests in private or public lands within the blocking boundary such as:

1. Conservation easements for such purposes as:
  - A. Limiting residential density.
  - B. Managing runoff that affects county land.
  - C. Achieving greater silvicultural consistency, pest management, invasive species control, research, or other on adjacent private lands.
2. First right of refusal.
3. Flowage easements.
4. Ingress and egress easements for county management purposes

**Commented [PTT7]:** This may not apply, but provide detail of how your program may acquire land rights.

435 **METHODS AND AUTHORIZATION FOR ACQUISITION LAND TITLE OR RIGHTS**

Acquisition may be by outright purchase or trade based on competent appraisal of the value or values involved, or by gift, bequest or action to foreclose tax liens. The County Forest Administrator will be the agent of the Committee in making first contact with potential sellers and in carrying on acquisition activities.

In the event that the County Forest Administrator determines that a land or land rights acquisition is in the best interest of the County, in consideration of the factors described above, the County Forest Administrator shall present a recommendation to the Committee. Upon approval of the Committee, an authorizing resolution shall be forwarded for consideration by the County Board.

County Board authorization is required for execution of any legal instruments that bind the county to acquiring title or other land rights. In the event that any legal documents are signed by an agent(s) of the county, prior to County Board authorization, said legal documents must include an explicit contingency requiring County Board approval.

#### 440 **FINANCING**

County Forest Administrators shall propose financing options as part of any recommendations to acquire land that are forwarded to the Committee. Typical funding sources include:

1. Fund balance that has resulted from previous county forest withdrawal proceedings.
2. Fund balance that has resulted from the sale of tax deed parcels.
3. Funds appropriated through the County's capital budgeting procedure.
4. Grants and Loans, including:
  - A. Loans
    - i. County Forest Project Loans ([s. 28.11\(8\)\(b\)\(2\), Wis. Stats](#))
    - ii. Variable Acreage Share Loans ([s. 28.11\(8\)\(b\)\(1\), Wis. Stats](#))
    - iii. Board of Commissioners of Public Lands State Trust Fund Loan Program ([s. 24.61\(3\)\(a\)\(2\), Wis. Stats.](#))
  - B. Grants
    - i. Warren Knowles-Gaylord Nelson Stewardship Program ([s. 23.0953, Wis. Stats.](#))
    - ii. County Forest Stewardship Subprogram ([s. 23.0953, Wis. Stats.](#))
    - iii. Acquisition and Development of Local Parks Subprogram ([s. 23.09\(20\), Wis. Stats.](#))
    - iv. Lake Protection ([s. 281.68 Wis. Stats.](#))
    - v. River Protection ([s. 281.70 Wis. Stats.](#))

**Commented [PTT8]:** Even if your county does not acquire lands, it may be appropriate to include financing options.

**Commented [PTT9]:** # 1-3 depend on your specific policies.

**Commented [PTT10]:** Grants and loans should be considered a comprehensive statewide list and not edited unless you have access to other locally derived grants.

- vi. ~~Sustainable Forestry (s. 28.11(5r), Wis. Stats.)~~
- vii. County Forest Wildlife Habitat ([s. 20.370\(5\)\(as\), Wis. Stats.](#))
- viii. County Forest Fish and Game Projects ([s. 23.09\(12\), Wis. Stats.](#))
- ~~viii.~~ —ATV/UTV Trail Aids ([s. 23.33\(9\), Wis. Stats.](#))
- ~~iv.~~ —Snowmobile Trail Aids ([s. 23.09\(26\), Wis. Stats.](#))
- xii. Federal Funding ([s.20.370\(5\)\(cy\), Wis. Stats.](#))
- [vi. Sustainable Forestry \(s. 28.11\(5r\), Wis. Stats.\)](#)
- [xii. Any Other Grants That Are Made Available For Land Acquisition.](#)

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#### 445 ENTRY OF LANDS

Lands to be entered under the regular classification of the County Forest Law must be suitable for forestry purposes and be within the County Forest blocking boundary. Lands designated for classification as County Forest -Special Use need not be contained within the county forest blocking boundary nor suitable primarily for timber but they must be suitable for scenic, outdoor recreation, public hunting and fishing, water conservation or other multiple-use purposes.

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#### 445.1 TIME OF ENTRY

Application for entry of newly acquired lands under the County Forest Law will be made as soon as possible. Applications for entry will be prepared with the assistance of the DNR Forestry Leader. The County Forest Administrator will secure the signatures of the proper county officials and transmit the application to DNR's County Forest Specialist.

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#### 450 WITHDRAWAL OF LANDS FROM COUNTY FOREST LAW

Lands within the County Forest blocking boundary will not normally be considered for withdrawal from the County Forest Law. Applications for the purchase of these lands by the private sector will be discouraged by the committee, unless a greater public benefit can be demonstrated. If, in the opinion of the committee and county board, the land will be put to better and higher use and will benefit people of the county and State to a greater extent by being withdrawn from the County Forest Law program, the County should follow the withdrawal procedure as outlined by the [Public Lands Handbook](#). The legal means by which counties may apply for withdrawal of lands from County Forest status is provided by

Commented [PTT13]: Static Language. Do not edit.

s. 28.11, Wis. Stats. Initially the County Forest Administrator notifies the DNR Forestry Liaison Forester of the County Forestry Committee meeting at which the proposed withdrawal will be considered. At that meeting DNR personnel and the County will discuss the proposed withdrawal and, if approved by the County Forestry Committee, the withdrawal will be recommended by the Committee by resolution to the County Board. If approved by the Board by the necessary 2/3 majority, the application is prepared by the county and submitted to the appropriate DNR designee. The DNR may ask for additional information from the County ~~and will then coordinate the public notice~~. Pending the results of any investigatory hearings deemed advisable, the DNR will act on the withdrawal application. If the application is denied, the County may appeal as provided in s. 28.11(11)(a)4., Wis. Stats.

#### 450.1 WITHDRAWAL PROCEDURE

The purpose of this section is to provide general information in formulating and processing applications for withdrawal of County Forest lands under s.28.11(11) Wis. Stats. and ch. NR 48, Wis. Adm. Code. The legal means by which counties may apply for withdrawal of lands from county forests is provided by s.28.11(11)(a) Wis. Stats. This section states in part: “The County Board shall first refer the resolution to the county forestry committee which shall consult with an authorized representative of the department in formulating its withdrawal proposal.” Section. 28.11(11)(a) Wis.Stats. also states: “The county board shall not take final action thereon until 90 days after such referral or until the report thereon of the forest committee has filed with the board.”

Consequently, if the county board takes final action on a withdrawal application without referring it to the County Forestry Committee, the application is not valid. On the other hand, if the County Forestry Committee does not report to the county board within 90 days after receipt of the referral, the Board may act upon the application without a Committee recommendation.

~~The District Forestry Leader is designated as the authorized representative of the DNR who shall consult with the forestry committees in formulating withdrawal proposals. The District Forestry Leader may appoint designees to represent them if circumstances warrant. All~~

**Commented [BKL14]:** Doug will create language for Section 450.1 to match the updated Public Lands Handbook language once the handbook is finalized. Note: Public Land Handbook revision Ad Hoc team efforts do not start until Jan 2020.

**Commented [PTT15]:** Leave a placeholder for statewide static language on withdrawal procedure.

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~~DNR communications concerning withdrawal of county forestlands shall be coordinated through the District Forestry Leader. The final decision for requests for withdrawal presently rests with the DNR's Division of Forestry.~~

#### 455 LAND SURVEYING

The importance of survey corner monumentation is recognized in the interest of avoiding the problems of trespass both by and against the County, facilitating the settlement of those cases which would occur, and aiding in the proper transfer of property.

**Commented [PTT16]:** Most of the Land Surveying Section reflects statutory language and what could be referred to as "best practices" to avoid conflict with Chapter 59 as well as timber trespass and other statutes. Team recommends not editing unless you need to add specific safeguards that you use.

##### 455.1 LEGAL SURVEYING

Of prime importance are the forest boundaries and property lines in common with other owners. All such surveying shall be under the supervision of a registered surveyor. When the office of the county surveyor is not staffed, the committee will comply with the provisions of Chapter 59, Wisconsin Statutes by hiring registered surveyors to perform the necessary running of property lines. Section corners, one-quarter corners and forty corners (1/16 corners) will be reestablished where needed and Certified Land Corner Restoration forms filled out in duplicate as time permits, under the direction of registered land surveyor.

##### 455.2 LOCATION OF LINES BY OTHER THAN LEGAL SURVEY

Forestry personnel who are not registered surveyors may, with all possible prudence, establish lines for forest management purposes including those necessary for ordinary management activities such as timber sales and road / trail locations using available equipment including, but not limited to, air photos, quadrangles, county surveyor's records and known corners. In the absence of known corners, lines abutting other ownership may be established by mutual agreement to avert trespass claims. At a minimum, notify the adjoining landowner(s) of the management boundary in writing. This documentation should be retained in the timber sale file.

Monroe County is in the process of installing steel fence posts that are located by GPS equipment at intervals of 150-200 feet on all county forest boundaries to facilitate timber sale establishment, user awareness of the boundaries and reduce the likelihood of trespass.

455.3 PRESERVATION OF LANDMARKS, MONUMENTS, AND CORNER POSTS

Section 59.74, Wis. Stats., provides:

1. Penalties for destruction of landmarks, monuments and corner posts established by government survey, the county surveyor or a surveyor or public record.
2. A procedure for notification of intent to destroy such surveying evidence and referencing prior to destruction.
3. The assignment of enforcement responsibility to the Department of Natural Resources, [District Attorneys, and professional land surveyors](#);

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All personnel with land management responsibilities are directed to:

1. Make a reasonable search for the above-mentioned surveying evidence prior to implementing any soil moving or cover type manipulation projects, including timber sales, that could result in covering, destruction or removal of such evidence.
2. In the event such evidence is found:
  - A. If practical, redesign the project so that the evidence will not be disturbed or
  - B. If destruction is unavoidable, [\(s 59.74\(2\)\(b\), Wis. Stats.\)](#) notify the county surveyor at least 30 days prior to destruction giving the legal description of the monument and the reason for destruction or other obliteration. [The notice shall include a description of the landmark, monument of survey, or corner post and the reason for removing or covering it.](#) ~~If the county surveyor does not re-reference the evidence within 30 days notice, the project supervisor will determine if the evidence has future value to the state and, if it does, will arrange for a re-reference by a registered surveyor or engineer.~~
3. If reasonable search fails to uncover survey evidence in the suspected vicinity, conduct an additional search if he / she sees fit.
4. In order to further reduce the possibility of inadvertent destruction of invaluable survey evidence:
  - A. Each forester with county forest responsibilities should discuss with county administrators the need for including adequate protective clauses in easements, rights-of-way, timber sale contracts, and other agreements that might result in destruction of monuments.

Commented [BK117]: Statutory reference is now referenced and linked. Counties can insert any additional requirements, if needed.

- B. Personnel advising landowners regarding forestry or other land management
  - practices should alert such owners to possible monument destruction that may
  - be caused by them.
- C. Any instances of potential or accomplished obliteration of survey
  - monumentation discovered in the course of field operations should be brought
  - to the county surveyor’s attention.

**460 TERMS OF LAND SALE OR TRADE**

All sale or trading of county lands within the forest boundaries shall be subject to terms established between the Natural Resources and Extension Committee and the party which will receive land from the County.

**Commented [PTT18]:** This section is intended for counties that still have opportunities to enhance blocking through land trades.

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**460.1 VALUES AND ACREAGE OF LAND SALE/TRADES**

~~List your County policy/requirements, if any. See examples below.)~~

1. For outright land sales, the sale price shall not be less than twice the appraised value of the land being sold.
2. For land trades, the acreage received shall not be less than twice the acreage traded. The appraised value of the land received shall not be less than twice the appraised value of the land being traded.
3. Combinations of land and cash may be considered, but the 2:1 ratios described above will be observed. An example would be a 1:1 land trade, plus the appraised cash value or the land being traded. Other similar combinations are possible.
4. Transactions at less than a 2:1 land/value ratio can be considered, but only when there is exceptional advantage to the County in terms of land value, blocking, etc.

**Commented [PTT19]:** The items below are listed as options that certain counties use when considering lands for trade. In most cases, if withdrawal is needed, public gain must be documented. Use, add, edit as appropriate. Options are trading on a ratio of acreage or value. Some or 2:1 ratios or more.

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**460.2 ASSOCIATED COST**

All costs such as appraisals, legal surveys, abstracts, title insurance, transfer fees, recording fees, notices, etc. shall be borne by the party initiating the land transaction, unless otherwise agreed upon. Withdrawal applications shall clearly state the person or entity responsible for such costs.

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460.3 PUBLIC HUNTING AND FISHING RIGHTS

*(Insert your County's policy here. See below for example.)*

The public right of ingress and egress for the purpose of hunting and fishing shall may be retained whenever lands are sold or traded. Retention of these rights shall be included on the deed to the land. ~~Exceptions may be made to this policy only in cases of mutual benefit, or for reasons of public health, safety, or welfare. Any proposed exceptions must be opened to public comment at the public meeting required for land sale/trade proposals and must be specifically approved by the Board of Supervisors as part of the resolution to sell or trade the land. Section \_\_\_\_\_ of the \_\_\_\_\_ County Code of Ordinances also refers to the suspension of public hunting and fishing rights on certain lands developed for cranberry culture. Unless allowed by the ordinance above, \_\_\_\_\_ County shall retain all currently owned public hunting and fishing rights. These public rights are not subject to sale, trade, repurchase, barter, loan or rent.~~

**Commented [PTT20]:** Some programs retain some level of public rights whenever lands are sold or traded. Delete if not needed.

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460.4 MINERAL RIGHTS

*(Insert your County's policy here. See below for example.)*

The County shall retain mineral rights on all lands sold or traded and will not accept lands in trade unless accompanied by all rights of ownership, including mineral rights. Exceptions will be allowed only in unusual circumstances, upon explicit approval of the County Board following a recommendation by the Natural Resource and Extension Committee.

**Commented [PTT21]:** Insert any policy on retention of mineral rights.

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460.5 DEED RESTRICTIONS

*(Insert your County's policy here. See below for examples.)*

All land sales and trades ~~must~~ be accompanied by a deed restriction, approved by the Board of Supervisors, which identifies the specific uses, reservations, and other conditions attached to the lands being released from public ownership. The restriction shall shall include a reversion clause whereby ownership of the land shall revert, without compensation, to the County if terms of the restriction are not observed.

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County may wish to obtain deed restriction for first right of refusal if the property is ever sold.

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460.6 LAND ACQUISITION ACCOUNT

*(Insert your County's policy here. See below for example.)*

Commented [PTT22]: If you have a land acquisition account, provide detail on how it is funded and used.

~~(All, 50%, etc...)~~ monetary proceeds from the sale of lands enrolled in the County Forest Law shall be deposited in a non-lapsing account of the General Fund known as ~~the County Forest Land Acquisition Purchases Account (16919000 580100) Account~~. The account shall be used only for the acquisition of other lands for addition to the County Forest. Lands acquired from this fund shall be immediately applied for entry into County Forest under the provisions of ~~the~~s. 28.11 Wis. Stats.

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465 PROPERTY RIGHTS CONVEYANCES

The instrument used for property right conveyance shall be the one which relinquishes the least amount of County control over public land. All property right conveyances will be made on a case by case basis. Examples are listed below:

Commented [PTT23]: This section (all of 465) will be static and should be consistent across all plans. There is a need to create consistent application of conveyances across all county forest. Leave as a placeholder pending additional edits by DNR and Legal Counsel. Remember, easements to individuals are an exclusive right on a public access and are not legal.

- A. Easements: An easement is a permanent right that entitles the easement owner to use of the land of another for a special purpose not inconsistent with the general property rights of the owner. Easements run with the land and do not expire. They may be appropriate for public utilities, such as gas, electric and communication uses, and public road rights-of-way.

Easements shall not be used for access to private lands unless there is exceptional advantage to the County Forest, and unless the easement further promotes the purposes of the County Forest program. The committee may consider easement requests on a case by case basis. The County Forest Administrator will consult with DNR's County Forest Specialist on these cases.

Easements shall not be used for access to private lands unless there is

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~~exceptional advantage to the County Forest, and further promotes the County Forest program. The committee may consider easement requests on a case by case basis. The County Forest Administrator will consult with the County Forest Specialist on these cases.~~

- B. Lease: A lease is a written document which grants use of real property and/or improvements to another party for a specified period of time, for monetary or other consideration. Specific County Forest Law provisions regarding leases can be found in ss. 28.11(3)(i) and (j), Wis. Stats. Leases on County Forest lands shall be negotiated for the shortest possible period of time and in no case shall they exceed ninety-nine years.
- C. Permit: A permit is a written document conferring a right, power or privilege to do a particular act or series of acts on land of another without possessing any interest therein. A permit can be revoked with cause and cannot be assigned to other parties. A permit, unlike an easement, does not imply an interest in the land and is not transferred with the land. Permits issued on County Forest lands shall be issued for the shortest possible period of time and in no case shall they exceed ninety-nine years.

Permits shall be the preferred property rights conveyance for private driveways and most other activities dealing with the private individuals using County Forest lands. Driveway permits expire when the land changes ownership. A prospective new property owner may receive a driveway permit in advance of completing a property purchase. Advance permits will not become effective until the new property purchase is recorded by the Register of Deeds office. The County will retain the right to revoke a driveway permit with cause. "Cause" can include, but is not limited to, violation of permit terms, misuse of County land, damage to County property, and noncompliance with County ordinances.

- E. Agreement: An agreement is a written document executed by two or more persons or entities expressing a mutual and common purpose. An agreement

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details the responsibilities, obligations, conditions, liabilities, etc. of all parties concerned and would be an appropriate instrument for dealing with activities such as public school forests, flowages, gravel crushing operations, and concessions. Agreements shall be effective for the shortest possible time.

#### 465.1 TERMS OF PROPERTY RIGHTS CONVEYANCES

Any agreement, license, permit, lease or easement must contain at least the following information, requirements and terms. More restrictions may be added as needed to protect the interests of the public.

- A. Location by legal description
- B. Permitted uses under the conveyance
- C. Fee for the use of the land
- D. Expiration date
- E. Right of the County to cancel or suspend the conveyed rights with cause
- F. Requirement for restitution to original condition upon expiration or cancellation of the conveyance.

#### 465.2 PROCEDURES FOR PROPERTY RIGHTS CONVEYANCE

Proposals to use County Forest lands for private purposes without purchasing the land may be approved depending on the nature of the proposal and its consistency with the purpose of the forest. The following steps are required to consider property rights conveyance to a second party:

1. All proposals must be filed with the Forestry & Parks Department on the appropriate form with the required processing fee and supportive documentation. (Reference Annex). Municipalities, other units of government, and public utilities may be exempted from the processing fee by the Natural Resources and Extension Committee.
2. If the proposal can be addressed through a permit or agreement as defined in Section 520, then a report shall be presented at a regular meeting of the Natural Resources and Extension Committee. The Committee shall consult with the DNR Liaison on the matter. The Committee may then approve, deny, or modify the proposal.

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~~3. If the proposal for addition is approved, the \_\_\_\_\_ Committee shall apply to the Wisconsin Department of Natural Resources to enter the land under the County Forest Law.~~

470 **TAX DEED LAND**

Occasionally tax delinquent lands revert to the County. The lands may lie within the County Forest boundaries and may be added to the County Forest lands. The following procedure shall be observed:

1. The ~~Property and Maintenance~~ \_\_\_\_\_ Committee advises the Forest Administrator who examines the property and determines if it should be added to the County Forest.
2. The Forest Administrator advises the \_\_\_\_\_ Natural Resources & Extension Committee, which considers the proposal and decides whether or not to add the land to the County Forest. The Forest Administrator advises the Property and Maintenance \_\_\_\_\_ Committee of the Natural Resources & Extension \_\_\_\_\_ Committee's decision.
3. If the proposal for addition is approved, the Natural Resources & Extension \_\_\_\_\_ Committee shall apply to the Wisconsin Department of Natural Resources to enter the land under County Forest Law.

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**Commented [PTT25]:** If you have a policy addressing Tax Deed Land in relationship to County Forest Lands, see below for examples. Otherwise, delete this section.

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>15200000 PARKS</b>							
15200000 435528 COVID-19 ROUTE	0	-179	-179	-179.44	.00	.00	100.0%
15200000 435700 ADMINISTRATOR G	-24,000	0	-24,000	-23,656.37	.00	-343.63	98.6%*
15200000 467200 P1000 ANGELO WAY	-500	0	-500	-500.00	.00	.00	100.0%
2020/11/000112 11/17/2020 CRP	-500.00 REF 82325	TOWN OF ANGELO					
FY - ANGELO WAYSIDE							
15200000 467200 P2000 WARRENS PA	-3,000	0	-3,000	-3,082.47	.00	82.47	102.7%
15200000 467200 P2001 WARRENS PA	-900	0	-900	-437.91	.00	-462.09	48.7%*
15200000 467200 P2002 WARRENS PA	-450	0	-450	-169.08	.00	-280.92	37.6%*
15200000 467200 P2003 WARRENS PA	-165,000	0	-165,000	-126,056.87	.00	-38,943.13	76.4%*
2020/11/000047 11/06/2020 CRP	-514.69 REF 81973	MCMULLEN PARK					
2020/11/000070 11/11/2020 CRP	-399.05 REF 82147	MCMULLEN PARK					
2020/11/000141 11/20/2020 CRP	-333.65 REF 82446	MCMULLEN PARK					
PK - CAMPING REGISTRATIONS							
PK - CAMPING REGISTRATIONS							
PK - CAMPING REGISTRATIONS							
15200000 467200 P2004 SANITARY P	-3,000	0	-3,000	-2,189.57	.00	-810.43	73.0%*
15200000 467200 P2005 DUMPING FE	-100	0	-100	-75.84	.00	-24.16	75.8%*
15200000 467900 OTHER PARK REVE	-500	0	-500	-615.45	.00	115.45	123.1%
15200000 485000 PARK DONATION R	0	-44	-44	-44.00	.00	.00	100.0%
2020/11/000143 11/18/2020 BUA	-2.00 REF						
10 DONATIONS							
TOTAL UNDEFINED ROLLUP CODE	-197,450	-223	-197,673	-157,007.00	.00	-40,666.44	79.4%

**PK100 SALARIES & FRINGE BENEFITS**

# Monroe County



## NATURAL RESOURCES & EXTENSION NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
15200	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
15200000	PARKS							
15200000	511000 SALARIES	59,847	335	60,182	48,656.78	.00	11,525.66 80.8%	
	2020/11/000022 11/06/2020 PRJ	4,682.76 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	1,660.49 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515005 RETIREMENT	2,425	11	2,436	2,113.27	.00	322.73 86.8%	
	2020/11/000022 11/06/2020 PRJ	93.49 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	93.49 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515010 SOCIAL SECURITY	3,713	12	3,725	2,880.07	.00	844.93 77.3%	
	2020/11/000022 11/06/2020 PRJ	280.02 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	97.21 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515015 MEDICARE	869	3	872	675.21	.00	196.79 77.4%	
	2020/11/000022 11/06/2020 PRJ	66.55 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	22.72 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515020 HEALTH INSURANC	8,165	0	8,165	7,483.86	.00	681.14 91.7%	
	2020/11/000022 11/06/2020 PRJ	340.18 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	340.17 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515025 DENTAL INSURANC	431	0	431	395.22	.00	35.78 91.7%	
	2020/11/000022 11/06/2020 PRJ	35.93 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
15200000	515030 LIFE INSURANCE	10	0	10	9.10	.00	.90 91.0%	
	2020/11/000022 11/06/2020 PRJ	.83 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
15200000	515040 WORKERS COMP	775	2	777	626.35	.00	150.65 80.6%	
	2020/11/000022 11/06/2020 PRJ	61.42 REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
	2020/11/000116 11/20/2020 PRJ	21.16 REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
15200000	515100 UNEMPLOYMENT CO	1,500	0	1,500	.00	.00	1,500.00 .0%	
	TOTAL SALARIES & FRINGE BENEFITS	77,735	363	78,098	62,839.86	.00	15,258.58 80.5%	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15200 PARKS							

**PK200 OFFICE ADMINISTRATIVE COSTS**

15200000 531050 POSTAGE	100	0	100	.00	.00	100.00	.0%
15200000 531060 PRINTING	926	0	926	347.53	.00	578.47	37.5%
2020/11/000041 11/06/2020 API	.54 VND 006687 IN 3535478			LOFFLER COMPANIES IN	CONTRACT CHARGES 0	4894	
2020/11/000242 11/20/2020 API	.54 VND 006687 IN 3569772			LOFFLER COMPANIES IN	CONTRACT CHARGES 1	5029	
TOTAL OFFICE ADMINISTRATIVE COSTS	1,026	0	1,026	347.53	.00	678.47	33.9%

**PK300 TECHNOLOGY & EQUIPMENT**

15200000 522025 TELEPHONE	1,020	0	1,020	538.12	.00	481.88	52.8%
2020/11/000041 11/06/2020 API	9.59 VND 016567 IN 723200 OCTOBER 2020			LVT CORP	ACCT #8100 10/1/20	1051069	
2020/11/000080 11/06/2020 API	47.29 VND 002393 IN 9865597818			VERIZON LLC	VERIZON CELL PHONE	1051218	
15200000 553100 EQUIPMENT SERVI	192	0	192	173.58	.00	18.42	90.4%
2020/11/000081 11/13/2020 API	15.78 VND 002162 IN 22073688			CANON FINANCIAL SERV	LEASE 001-0140257-	4922	
TOTAL TECHNOLOGY & EQUIPMENT	1,212	0	1,212	711.70	.00	500.30	58.7%

**PK400 CONF / EDUCATION & TRAVEL**

15200000 515700 EMP. EDUCATION	200	0	200	.00	.00	200.00	.0%
TOTAL CONF / EDUCATION & TRAVEL	200	0	200	.00	.00	200.00	.0%

**PK600 PROGRAM COSTS**

15200000 534125 PARK SUPPLIES	4,650	0	4,650	1,326.93	.00	3,323.07	28.5%
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# Monroe County



## NATURAL RESOURCES & EXTENSION NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	TRNFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
15200 PARKS	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
TOTAL PROGRAM COSTS	4,650	0	4,650	1,326.93	.00	3,323.07	28.5%	
<b>PK613 PROFESSIONAL SERVICES</b>								
15200000 521340 CONTRACTED SERV	8,038	0	8,038	3,395.00	.00	4,643.00	42.2%	
2020/11/000041 11/06/2020 API	550.00 VND 017198 IN 410083					HORNACK DAN INVOICE # 410083	1051049	
2020/11/000126 11/20/2020 API	115.00 VND 009220 IN 500,113583					MODERN DISPOSAL SYST INVOICE # 500,1135	1051318	
TOTAL PROFESSIONAL SERVICES	8,038	0	8,038	3,395.00	.00	4,643.00	42.2%	
<b>PK616 VEHICLE OPS &amp; MAINTENANCE</b>								
15200000 524510 MOTOR VEHICLE -	5,550	0	5,550	2,151.62	.00	3,398.38	38.8%	
2020/11/000081 11/13/2020 API	91.43 VND 004972 IN 00362338 OCT 2020					KWIK TRIP ACCT# 00362338	1051164	
2020/11/000126 11/20/2020 API	24.54 VND 006717 IN 39581					BRENENGEN FORD INC INVOICE # 39581 M	4997	
TOTAL VEHICLE OPS & MAINTENANCE	5,550	0	5,550	2,151.62	.00	3,398.38	38.8%	
<b>PK617 REPAIR &amp; MAINTENANCE</b>								
15200000 524505 BLDG REPAIRS &	4,550	0	4,550	204.99	.00	4,345.01	4.5%	
TOTAL REPAIR & MAINTENANCE	4,550	0	4,550	204.99	.00	4,345.01	4.5%	
<b>PK700 UTILITIES</b>								
15200000 522010 ELECTRICITY	23,001	0	23,001	14,357.67	.00	8,643.33	62.4%	
2020/11/000081 11/13/2020 API	186.31 VND 001291 IN 14105003 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	
2020/11/000081 11/13/2020 API	338.96 VND 001291 IN 14105002 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	
2020/11/000081 11/13/2020 API	57.75 VND 001291 IN 14105004 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	
2020/11/000081 11/13/2020 API	238.83 VND 001291 IN 14105005 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	
2020/11/000081 11/13/2020 API	178.27 VND 001291 IN 14105006 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	
2020/11/000081 11/13/2020 API	36.42 VND 001291 IN 14105001 OCT 2020					OAKDALE ELECTRIC COO MCMULLEN PARK-OAKD	1051183	

1036.54

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT	
15200 PARKS	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL	
15200000 PARKS								
TOTAL UTILITIES	23,001	0	23,001	14,357.67	.00	8,643.33	62.4%	
<b>PK950 GRANTS &amp; CONTRIBUTIONS</b>								
15200000 579200 DONATION EXPENS	0	5,629	5,629	.00	.00	5,629.40	.0%	
2020/11/000143 11/18/2020 BUA	2.00 REF					10 DONATIONS		
TOTAL GRANTS & CONTRIBUTIONS	0	5,629	5,629	.00	.00	5,629.40	.0%	
TOTAL PARKS	-71,488	5,769	-65,719	-71,671.70	.00	5,953.10	109.1%	
TOTAL PARKS	-71,488	5,769	-65,719	-71,671.70	.00	5,953.10	109.1%	
TOTAL REVENUES	-197,450	-223	-197,673	-157,007.00	.00	-40,666.44		
TOTAL EXPENSES	125,962	5,993	131,955	85,335.30	.00	46,619.54		

**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15300	SNOWMOBILE							
<b>15300000 SNOWMOBILE</b>								
15300000	435700 SNOWMOBILE STAT	-200,000	0	-200,000	-183,904.63	.00	-16,095.37	92.0%*
	TOTAL UNDEFINED ROLLUP CODE	-200,000	0	-200,000	-183,904.63	.00	-16,095.37	92.0%
<b>SM950 GRANTS &amp; CONTRIBUTIONS</b>								
15300000	579100 GRANTS AND CONT	200,000	0	200,000	116,961.98	.00	83,038.02	58.5%
	TOTAL GRANTS & CONTRIBUTIONS	200,000	0	200,000	116,961.98	.00	83,038.02	58.5%
	TOTAL SNOWMOBILE	0	0	0	-66,942.65	.00	66,942.65	100.0%
	TOTAL SNOWMOBILE	0	0	0	-66,942.65	.00	66,942.65	100.0%
	TOTAL REVENUES	-200,000	0	-200,000	-183,904.63	.00	-16,095.37	
	TOTAL EXPENSES	200,000	0	200,000	116,961.98	.00	83,038.02	

**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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**16910000 FORESTRY**

16910000 433000 FORESTRY FORT M	-750	0	-750	-750.00	.00	.00	100.0%
16910000 435528 COVID-19 ROUTE	0	-341	-341	-179.44	.00	-161.37	52.7%*
2020/11/000168 11/19/2020 BUA	-161.37	REF 201119					
16910000 451691 FORESTRY RESTIT	0	0	0	-67.50	.00	67.50	100.0%
16910000 468100 FORESTRY REVENU	-60,000	0	-60,000	-52,623.94	.00	-7,376.06	87.7%*
2020/11/000014 11/03/2020 CRP	-3,010.00	REF 81836	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
2020/11/000014 11/03/2020 CRP	-9.00	REF 81837	JOHN PIOTROWSKI			FY - FIREWOD PERMITS	
2020/11/000061 11/10/2020 CRP	-1,023.89	REF 82104				2020/ 1833	
2020/11/000112 11/17/2020 CRP	-3,010.00	REF 82335	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
2020/11/000112 11/17/2020 CRP	-1,050.00	REF 82338	WOOD DAWG'S LOGGING			FY - FORESTRY REVENUE - STATE	
2020/11/000112 11/17/2020 CRP	-175.00	REF 82342				2020/ 1820	
2020/11/000240 11/24/2020 CRP	-3,010.00	REF 82557	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
16910000 468109 FORESTRY REVENU	-30,000	0	-30,000	-15,004.54	.00	-14,995.46	50.0%*
2020/11/000014 11/03/2020 CRP	-860.00	REF 81836	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
2020/11/000061 11/10/2020 CRP	-292.54	REF 82104				2020/ 1833	
2020/11/000112 11/17/2020 CRP	-860.00	REF 82335	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
2020/11/000112 11/17/2020 CRP	-300.00	REF 82338	WOOD DAWG'S LOGGING			FY - FORESTRY REVENUE - STATE	
2020/11/000112 11/17/2020 CRP	-50.00	REF 82342				2020/ 1820	
2020/11/000240 11/24/2020 CRP	-860.00	REF 82557	LAMBERT FOREST PRODU			FY - FORESTRY REVENUE - STATE	
16910000 468120 PRIVATE TREE PL	-500	0	-500	-60.00	.00	-440.00	12.0%*
2020/11/000047 11/06/2020 CRP	-60.00	REF 81978	TORKELSON FUNERAL HO			FY - TREE PLANTER RENTAL	
16910000 489900 OTHER COUNTY RE	-500	0	-500	.00	.00	-500.00	.0%*
TOTAL UNDEFINED ROLLUP CODE	-91,750	-341	-92,091	-68,685.42	.00	-23,405.39	74.6%

**FY100 SALARIES & FRINGE BENEFITS**

16910000 511000 SALARIES	37,397	497	37,894	32,740.32	.00	5,153.49	86.4%
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# Monroe County



## NATURAL RESOURCES & EXTENSION

NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT	
16910 FORESTRY	APPROP	ADJSTMTS	BUDGET	ACTUAL		BUDGET	USE/COL	
16910000 FORESTRY								
16910000 511000 SALARIES								
2020/11/000022 11/06/2020 PRJ	1,557.53	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	1,745.03	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
2020/11/000168 11/19/2020 BUA	161.37	REF 201119						
16910000 515005 RETIREMENT	2,425		2,436	2,113.34	.00	322.66	86.8%	
2020/11/000022 11/06/2020 PRJ	93.49	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	93.49	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16910000 515010 SOCIAL SECURITY	2,322		2,331	1,893.32	.00	437.68	81.2%	
2020/11/000022 11/06/2020 PRJ	86.27	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	102.46	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16910000 515015 MEDICARE	544		547	444.57	.00	102.43	81.3%	
2020/11/000022 11/06/2020 PRJ	21.24	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	23.96	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16910000 515020 HEALTH INSURANC	8,164		8,164	7,484.06	.00	679.94	91.7%	
2020/11/000022 11/06/2020 PRJ	340.18	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	340.19	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
16910000 515025 DENTAL INSURANC	431		431	395.33	.00	35.67	91.7%	
2020/11/000022 11/06/2020 PRJ	35.94	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
16910000 515030 LIFE INSURANCE	10		10	9.10	.00	.90	91.0%	
2020/11/000022 11/06/2020 PRJ	.83	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
16910000 515040 WORKERS COMP	477		478	414.52	.00	63.48	86.7%	
2020/11/000022 11/06/2020 PRJ	19.80	REF 201106				WARRANT=201106	RUN=1 BI-WEEKL	
2020/11/000116 11/20/2020 PRJ	22.30	REF 201120				WARRANT=201120	RUN=1 BI-WEEKL	
TOTAL SALARIES & FRINGE BENEFITS	51,770		52,291	45,494.56	.00	6,796.25	87.0%	
<b>FY200 OFFICE ADMINISTRATIVE COSTS</b>								
16910000 531000 OFFICE SUPPLIES	425		425	370.32	.00	54.68	87.1%	

**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
16910000 FORESTRY								
16910000 531050 POSTAGE	75	0	75	.00	.00	75.00	.0%	
16910000 531060 PRINTING	106	0	106	17.30	.00	88.70	16.3%	
2020/11/000041 11/06/2020 API	.84 VND 006687 IN 3535478			LOFFLER COMPANIES IN CONTRACT CHARGES 0			4894	
2020/11/000242 11/20/2020 API	.36 VND 006687 IN 3569772			LOFFLER COMPANIES IN CONTRACT CHARGES 1			5029	
16910000 532500 DUES	1,965	0	1,965	.00	.00	1,965.00	.0%	
TOTAL OFFICE ADMINISTRATIVE COSTS	2,571	0	2,571	387.62	.00	2,183.38	15.1%	
<b>FY300 TECHNOLOGY &amp; EQUIPMENT</b>								
16910000 553100 EQUIPMENT SERVI	192	0	192	173.58	.00	18.42	90.4%	
2020/11/000081 11/13/2020 API	15.78 VND 002162 IN 22073688			CANON FINANCIAL SERV LEASE 001-0140257-			4922	
TOTAL TECHNOLOGY & EQUIPMENT	192	0	192	173.58	.00	18.42	90.4%	
<b>FY350 IT POOL</b>								
16910000 599000 TECHNOLOGY POOL	160	0	160	160.00	.00	.00	100.0%	
TOTAL IT POOL	160	0	160	160.00	.00	.00	100.0%	
<b>FY400 CONF / EDUCATION &amp; TRAVEL</b>								
16910000 515700 EMP. EDUCATION	100	0	100	31.65	.00	68.35	31.7%	

**NATURAL RESOURCES & EXTENSION**  
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FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL		
16910 FORESTRY									
16910000 533010 CONFERENCE/SEMI	600	0	600	.00	.00	600.00	.0%		
TOTAL CONF / EDUCATION & TRAVEL	700	0	700	31.65	.00	668.35	4.5%		
<b>FY600 PROGRAM COSTS</b>									
16910000 521455 BOUNDRY MAINTEN	2,000	0	2,000	1,200.00	.00	800.00	60.0%		
2020/11/000041 11/06/2020 API	1,200.00 VND 008988 IN 201027 SURVEY FOREST			DECHANT SURVEYING LL SURVEYING FOR MONR		1051034			
16910000 521730 SITE CONVERSION	2,300	0	2,300	.00	.00	2,300.00	.0%		
16910000 534120 FORESTRY SUPPLI	2,400	0	2,400	1,150.50	.00	1,249.50	47.9%		
2020/11/000081 11/13/2020 API	1.69 VND 001982 IN 1248/1			ALL AMERICAN DO IT C INVOICE # 1248 ALL		4913			
TOTAL PROGRAM COSTS	6,700	0	6,700	2,350.50	.00	4,349.50	35.1%		
<b>FY617 REPAIR &amp; MAINTENANCE</b>									
16910000 524600 EQUIPMENT MAINT	500	0	500	.00	.00	500.00	.0%		
TOTAL REPAIR & MAINTENANCE	500	0	500	.00	.00	500.00	.0%		
<b>FY619 ROAD MAINTENANCE</b>									
16910000 523530 FOREST ROAD MAI	2,751	0	2,751	164.73	452.20	2,134.07	22.4%		
TOTAL ROAD MAINTENANCE	2,751	0	2,751	164.73	452.20	2,134.07	22.4%		
<b>FY950 GRANTS &amp; CONTRIBUTIONS</b>									
16910000 579100 GRANTS AND CONT	750	0	750	750.00	.00	.00	100.0%		

# Monroe County



## NATURAL RESOURCES & EXTENSION NOVEMBER 2020

FOR 2020 11		JOURNAL DETAIL 2020 11 TO 2020 11						
ACCOUNTS FOR:		ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
16910	FORESTRY							
	TOTAL GRANTS & CONTRIBUTIONS	750	0	750	750.00	.00	.00	100.0%
<b>FY960 LOAN PAYMENTS</b>								
16910000	569600 PROJECT LOAN PA	30,000	0	30,000	19,785.95	.00	10,214.05	66.0%
	TOTAL LOAN PAYMENTS	30,000	0	30,000	19,785.95	.00	10,214.05	66.0%
	TOTAL FORESTRY	4,344	180	4,524	613.17	452.20	3,458.63	23.5%
	TOTAL FORESTRY	4,344	180	4,524	613.17	452.20	3,458.63	23.5%
	TOTAL REVENUES	-91,750	-341	-92,091	-68,685.42	.00	-23,405.39	
	TOTAL EXPENSES	96,094	521	96,615	69,298.59	452.20	26,864.02	



**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11			JOURNAL DETAIL 2020 11 TO 2020 11					
ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
16913 FORESTRY STATE AID								
<b>16913000 FORESTRY STATE AID</b>								
16913000 435700 ADMINISTRATOR G	-48,000	0	-48,000	-47,312.74	.00	-687.26	98.6%*	
16913000 435800 NICKEL AN ACRE	0	0	0	-347.73	.00	347.73	100.0%	
16913000 436400 FOREST CROP/MAN	-21,000	0	-21,000	-21,015.81	.00	15.81	100.1%	
TOTAL UNDEFINED ROLLUP CODE	-69,000	0	-69,000	-68,676.28	.00	-323.72	99.5%	
<b>FS950 GRANTS &amp; CONTRIBUTIONS</b>								
16913000 534050 NICKEL AN ACRE	0	399	399	395.73	.00	3.30	99.2%	
TOTAL GRANTS & CONTRIBUTIONS	0	399	399	395.73	.00	3.30	99.2%	
<b>FY950 GRANTS &amp; CONTRIBUTIONS</b>								
16913000 579100 GRANT EXPENSE	24,000	0	24,000	23,656.37	.00	343.63	98.6%	
TOTAL GRANTS & CONTRIBUTIONS	24,000	0	24,000	23,656.37	.00	343.63	98.6%	
TOTAL FORESTRY STATE AID	-45,000	399	-44,601	-44,624.18	.00	23.21	100.1%	
TOTAL FORESTRY STATE AID	-45,000	399	-44,601	-44,624.18	.00	23.21	100.1%	
TOTAL REVENUES	-69,000	0	-69,000	-68,676.28	.00	-323.72		
TOTAL EXPENSES	24,000	399	24,399	24,052.10	.00	346.93		



**NATURAL RESOURCES & EXTENSION**  
 NOVEMBER 2020

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
16916 FIRE SUPPRESSION							
<b>16916000 FIRE SUPPRESSION</b>							
<b>FI600 PROGRAM COSTS</b>							
16916000 534005 OPERATING EXPEN	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL PROGRAM COSTS	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL FIRE SUPPRESSION	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL FIRE SUPPRESSION	5,000	0	5,000	.00	.00	5,000.00	.0%
TOTAL EXPENSES	5,000	0	5,000	.00	.00	5,000.00	

**NATURAL RESOURCES & EXTENSION**  
**NOVEMBER 2020**

FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
16919 FORESTRY ACQUISITION							
<b>16919000 FORESTRY ACQUISITION</b>							
<b>FQ600 PROGRAM COSTS</b>							
16919000 521700 REFORESTATION	0	1,471	1,471	.00	.00	1,471.13	.0%
16919000 580100 LAND PURCHASES	0	49,255	49,255	.00	.00	49,254.58	.0%
TOTAL PROGRAM COSTS	0	50,726	50,726	.00	.00	50,725.71	.0%
TOTAL FORESTRY ACQUISITION	0	50,726	50,726	.00	.00	50,725.71	.0%
TOTAL FORESTRY ACQUISITION	0	50,726	50,726	.00	.00	50,725.71	.0%
TOTAL EXPENSES	0	50,726	50,726	.00	.00	50,725.71	

**NATURAL RESOURCES & EXTENSION**  
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FOR 2020 11 JOURNAL DETAIL 2020 11 TO 2020 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
17620 CAPITAL OUTLAY - PARKS							
<b>17620620 CAPITAL OUTLAY - PARKS</b>							
<b>PK815 CAPITAL OUTLAY</b>							
17620620 581000 CAPITAL EQUIPME	14,000	0	14,000	.00	.00	14,000.00	.0%
17620620 582000 CAPITAL IMPROVE	8,000	527	8,527	.00	.00	8,527.19	.0%
17620620 582500 LONG RANGE CAP	50,047	89,885	139,932	.00	.00	139,931.93	.0%
TOTAL CAPITAL OUTLAY	72,047	90,412	162,459	.00	.00	162,459.12	.0%
TOTAL CAPITAL OUTLAY - PARKS	72,047	90,412	162,459	.00	.00	162,459.12	.0%
TOTAL CAPITAL OUTLAY - PARKS	72,047	90,412	162,459	.00	.00	162,459.12	.0%
TOTAL EXPENSES	72,047	90,412	162,459	.00	.00	162,459.12	