

## Farmland Conservation Easement Commission Minutes

Jefferson County Courthouse, Room 202  
320 S. Main St.  
Jefferson, WI 53549

**Monday September 12, 2011 12:30 p.m**

Members: Margaret Burlingham (Chairperson), Amy Rinard (Vice-Chairperson), Mariah Hadler (Secretary), Steve Nass and Blane Poulson.

1. Call to Order  
The meeting was called to order by Chairperson Burlingham at 12:30 p.m.
2. Roll Call  
Commission members present included Burlingham, Rinard, Poulson, Nass, and John Molinaro (ex-officio.) Member absent was Hadler. County staff present was Michelle Staff.
3. Certification of Compliance With Open Meetings Law Requirement  
Burlingham verified that the meeting was being held in compliance with open meetings law requirements.
4. Review of Agenda  
No changes to agenda.
5. Public Comment  
Poulson commented that the County should be putting conservation easements on lands they own such as the County Farm. Burlingham stated that that item will be put on the next agenda for discussion.
6. Review & Approval of the August 8, 2011 minutes  
**Motion** by Rinard, seconded by Nass to approve the August 8, 2011 minutes. The motion was passed on a voice vote, with no objection.
7. Correspondence  
Molinaro stated that he received a letter and document from NRCS stating that they no longer want to fund the Schultz easement. The document for the funding still had Schultz money listed. Molinaro called NRCS and they will be sending a corrected document to Molinaro.
8. Discussion on 2012 Budget  
Molinaro updated the Commission on the proposed 2012 budget and the next steps in the process.
9. Discussion and Possible Action on Klaus & Susan van Zanten Interest Form  
Staff contacted Mrs. van Zanten via phone. She indicated that they were still interested in the donation but were not present at the meeting. Burlingham will contact them also.
10. Discussion and Possible Action on County/DATCP/Federal Funding, Grant Requirements for the 2010 Lea Conservation Easements

Jim Welsh from Natural Heritage Land Trust handed out an e-mail outlining the next steps in the Lea Conservation Easement. Welsh then explained each step to the Commission. Welsh stated the baseline report of the farm is almost completed. Welsh pointed out that there are three steps that need to be resolved as soon as possible, those being that Molinaro will contact Dave Ehlinger on financial issues, Welsh will contact Phil Ristow to review the purchase agreement, and Staff will contact Tom Wollin about a legal description of the homestead. It was mentioned that DATCP will reimburse the County for professional costs. Welsh will write a letter to Mr. Lea to inform him of the next steps.

11. Discussion and Possible Action on County/DATCP/Federal Funding and Grant Requirements for the 2010 Schultz Conservation Easement  
The County has letters from both DATCP and NRCS stating that they will not be funding the easement. The County cannot afford to purchase the easement without grant monies.
12. Discussion and Possible Action on 2011 PACE Applications  
The Commission hired the appraisals for Neupert, Gerner and Wilke. The appraisals should be completed by mid-October. Once they are completed, the Commission will be applying for grant monies through NRCS for 50% of the cost of the easement, the landowners will be donating a portion and the County will be purchasing the difference. Burlingham contacted Vicki Elkin from DATCP and found that the State will not be funding any additional easements for 2011.
13. Discussion and Possible Action on Resolution to Support Donation of Conservation Easement on Tom and Margaret Burlingham Property, Town of Palmyra in Conjunction with Federal Tax Laws  
Resolution was reviewed by the Commission. Motion made by Nass, seconded by Rinard to support the resolution and add the Farmland Easement Commission to the resolution. Motion passed on a voice vote, with no objection. Burlingham abstained.
14. Update from the Steering Committee on the Farmland Preservation Plan  
Nass gave an update on the Farmland Preservation Plan.
15. Update on Agricultural Enterprise Zones by DATCP  
Burlingham stated that she got an agreement with DATCP on her lands that are in the AEA. It was noted that there will be an informational session on AEAs on September 27<sup>th</sup>. Welsh indicated that he will be attending for his organization.
16. Work Plan, Outreach and Communications Implementation
  - A) Work Plan Review  
Burlingham stated that the work plan timeline needs to be updated. The Commission would also like to add alternative funding options. The Commission will contact Professor Steve Grabow to help them update the work plan.
  - B) Discuss and possibly take action on brochures, signs, and publicity.  
The signs are completed. Burlingham will send a letter to the donated easement holders (Miller and Zentner) that the signs are available.
  - C) Discussion on farm-related events  
Burlingham did not get to the sheep and wool fair. The Commission did not know of any other farm related events at this time.

D) Land Trust Alliance National Land Conservation Conference October 13-16  
Burlingham will not be able to attend the conference and other Commission  
members have commitments.

17. Future Meeting Dates

- a. ~~October 10, 2011 at 8:30 am~~ in Room 112 – Note: Date of meeting was changed  
to October 17<sup>th</sup> at 12:30 pm.
- b. November 14, 2011 at 12:30 pm in Room 202
- c. December 12, 2011 at 12:30 pm in Room 202

18. Suggestions for the Next Agenda

Starting review and updating the work plan. Will invite Steve Grabow to the  
Commission's next meeting. Discussion on removing development rights on County  
land.

19. Adjourn

Motion to adjourn the meeting at 1:13 p.m. was made by Poulson, seconded by Rinard.  
Motion carried on a voice vote with no objection.

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Mariah Hadler -- Farmland Conservation Easement Commission Secretary      Date

Minutes done by Michelle Staff, Zoning Department

\*\*\*The Commission may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-  
674-7101 24 hours prior to the meeting so appropriate arrangements can be made.