Farmland Conservation Easement Commission Agenda

Jefferson County Courthouse
311 S Center Ave, Rm 203
Jefferson, WI 53549

Monday, May 11, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the May Agenda
5. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Review & Approval of the April 20, 2015 Meeting Minutes
8. Discussion and Possible Action on PACE Applications
    - Greg Wilke, Town of Waterloo
    - Cliff Haberman, Town of Milford
    - Gary & Mary Ann Kunz Trust, Town of Sumner
    - Duane Koch, Town of Farmington
    - Timothy Hunn, Town of Aztalan
9. Discussion on the Landownership Changes, specifically the sale of Dale Neupert Parcel #030-0813-1733-002 to Kurt Skalitzky
10. 90 Day Notice for any Easement Change Requests
11. Discussion and Possible Action on Conservation Planning in regard to Farmland Easements
12. Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements
13. Review New Easement Application
14. Potential Impact Fee and Strengthening AEA'S
15. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
16. Future Meeting:
    - June 8, 2015 @ 12:30 in Room 203
    - July 13, 2015 @ 12:30 in Room 203
    - August 10, 2015 @ 12:30 in Room 203
17. Suggestions for the Next Agenda
18. Adjournment

**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.*

Farmland Conservation Easement Commission Minutes

Jefferson County Courthouse
311 S Center Ave, Rm 203
Jefferson, WI 53549

Monday, April 20, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. **Call to Order:**
   The monthly meeting was called to order by Margaret Burlingham at 12:30 pm. Committee members Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson were present. Also in attendance were Blair Ward, Jefferson County Corporation Counsel, Mark Watkins, Director, Land & Water Conservation Department (LWCD), Gerry Kokkonen, LWCD, Kim Liakopoulos, LWCD, and Michelle Staff, Planning & Zoning Department.

2. **Roll Call (Establish a Quorum):**
   A quorum was established.

3. **Certification of Compliance with the Open Meetings Law:**
   It was determined that the committee was in compliance with the Open Meetings Law.

4. **Review of the April 20, 2015 Agenda:**
   The April 20, 2015 agenda was reviewed by the committee members. Item # 8 was switched with item #9.

5. **Public Comment:**
   There were no comments at this time.

6. **Communications:**
   There were no communications at this time.

7. **Review & Approval of the March Meeting Minutes:**
   Walt Christensen made a motion to approve the March 16, 2015 meeting minutes as written, Blane Poulson seconded. Motion carried 5/0.

8. **Discussion on the landownership changes, specifically the sale of Dale Neupert parcel #030-0813-1733-002 to Kurt Skalitzky:**
   Margaret Burlingham notified the commission of Neupert's land contract with Skalitzky which goes into effect in 2017. NRCS informed Margaret Burlingham that the commission is obligated to follow the terms of the contract. Dale Neupert was unaware of the 90 day notice before any changes are made and said that Skalitzky is aware of the easement. Blair Ward said that if Neupert's land contract goes into effect he will be in violation of the contract. Blair Ward will be in contact with NRCS to see what needs to be done in order to have all parties be in compliance with the easement. Steve Nass made a motion to revisit this item at the next meeting when we have more information, Walt Christensen seconded. Motion carried 5/0.

9. **Discussion and possible action on PACE applications:**

Draft

a. **Greg Wilke, Town of Waterloo**
Margaret Burlingham informed the committee of the new closing date - 6/30/15. We are still waiting on confirmation of a clear title. As of this meeting, no recorded documentation is on file with the County. Gerry Kokkonen said that the final survey of the farm buildings and homestead with a legal description was prepared by the County Surveyor.

b. **Cliff Haberman, Town of Milford**
Margaret Burlingham talked about the environmental assessment reviewed by NRCS, which showed a few concerns they had with Haberman's property. Blane Poulson asked that the commission have Haberman clean up anything that NRCS is concerned about and then have NRCS revisit the farm.

c. **Gary & Mary Ann Kunz Trust, Town of Sumner**
Margaret Burlingham talked to the commission in regard to Kunz's underground tank, 2 farmsteads, pipeline easement, and splitting off a lot for his son. Kunz's haven't applied for the split yet and haven't addressed the tank. Blane Poulson made a motion to have Kunz remove the tank before the commission goes any further with the easement, Mariah Hadler seconded. Motion carried 5/0.

d. **Duane Koch, Town of Farmington**
Nothing new at this time. Duane Koch wants a paid easement.

e. **Timothy Hunn, Town of Aztalan**
Nothing new at this time.

10. **Discussion and possible action on conservation planning in regard to farmland easements:**
Mark Watkins voiced concern in regard to NRCS conservation planning, since they currently don't have planning staff in the Jefferson County field office. Margaret Burlingham asked to add this agenda item to the next meeting to discuss options further.

11. **Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements:**
Gerry Kokkonen had sent a draft to NRCS and is waiting for feedback to revise as needed for the Wilke easement. In addition, he will add the farmstead footprint to the documentation and forward to the NRCS contact.

12. **Review new easement application:**
See attached.

13. **Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach:**
4th Grade Farm Tour May 6th, Dairy Breakfast May 30th

14. **Future Meeting:**
May 11, 2015 at 12:30 pm in Room 203.

15. **Suggestions for the Next Agenda:**
Items # 8 - 12, 90 day notice for any easement change requests, show Gathering Waters movie at Dairy Breakfast.

16. **Adjournment:**
Walt Christensen made a motion to adjourn at 1:55 pm, Steve Nass seconded. Motion carried 5/0.