Farmland Conservation Easement Commission Agenda

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

Monday, June 08, 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 June Agenda
5. Review & Approval of the May 11, 2015 Meeting Minutes
6. Public Comment (members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Communications
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. Potential Farmland Preservation Fee and Strengthening AEA'S
14. Discussion on Future Events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach
15. Future Meeting:
    - July 13, 2015 @ 12:30 in Room 203
    - August 10, 2015 @ 12:30 in Room 203
    - September 14, 2015 @ 12:30 in Room 203
16. Suggestions for the Next Agenda
17. 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, 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:**
   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 Gerry Kokkonen, Land & Water Conservation Department (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 May 11, 2015 Agenda:**
   The May agenda was reviewed by the committee members. The members switched items # 8 and # 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 April Meeting Minutes:**
   Walt Christensen made a motion to approve the April 20, 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 and Jefferson County Corporation Counsel Blair Ward, have contacted NRCS for more information regarding the land contract between Neupert & Skalitzky. Dale Neupert said he had no knowledge that the sale of a separate parcel would be in violation of his easement. Margaret Burlingham will go over the easement language with Blair Ward, specifically requesting an amendment from NRCS.

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

   a. **Greg Wilke, Town of Waterloo**
      Margaret Burlingham told the commission that she has been in contact with Greg Wilke. He's working on a clear title, there have been no changes yet, and nothing has been recorded. Caleb Pourchot from Natural Heritage Land Trust has asked NRCS for an extension.

b. **Cliff Haberman, Town of Milford**
Margaret Burlingham told the commission that the LWCD sent a letter to Cliff Haberman asking him to remediate items listed as potential hazards in the environmental study. As of this meeting the LWCD has not received a response from the landowner. Gerry Kokkonen will be meeting with an NRCS ALE Planner at the Haberman farm. At that time further documentation of the environment issues will be gathered and these issues will be discussed with Cliff Haberman. In, addition NRCS Biologist, Christen Westad, questioned the exception of the farmstead on Fischer Lane, Mark Watkins responded to Christen Westad's concerns.

c. **Gary & Mary Ann Kunz Trust, Town of Sumner**
Margaret Burlingham talked to Gary Kunz and informed him that there will not be an easement with an underground tank. Gary Kunz is looking into having it removed.

d. **Duane Koch, Town of Farmington**
Nothing new at this time.

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

10. **90 Day Notice for any Easement Change Requests:**
Margaret Burlingham will look into this further and the commission will revisit this item at the next meeting.

11. **Discussion and Possible Action on Conservation Planning in regard to Farmland Easements:**
Margaret Burlingham assured the commission that NRCS will now be able to do the conservation planning - Agricultural Land Easements (ALE) planning - for the farmland easements.

12. **Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements:**
Gerry Kokkonen said the Wilke's farm report requires minimal revision. He has sent a draft to NRCS along with a survey map of the building envelope and is waiting for feedback NRCS or NHLT.

13. **Review New Easement Application:**
The commission agreed that the application presented during the last meeting is acceptable.

14. **Potential Farmland Preservation Fees and Strengthening AEA's:**
Steve Nass will research this item further, present his findings to either the task force or at the finance meeting and the commission will revisit this item at our next meeting.

Blane Poulson is working on strengthening AEA's with Blair Ward Jefferson County Corporation Counsel.

15. **Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach**
Jefferson County Dairy Breakfast - Blane Poulson spoke to the Fair Park and a farmland clip will play in a loop on the televisions in the lobby.

16. **Future Meeting:**
June 8, 2015 at 12:30 pm in Room 203.

17. **Suggestions for the Next Agenda:**
Items # 8 - # 12, # 14 - # 16

18. **Adjournment:**
Mariah Hadler made a motion to adjourn at 1:15 pm, Blane Poulson seconded. Motion carried 5/0.