

Agriculture & Extension Committee Meeting
November 12, 2013
Kewaunee County Administration Committee Room

Minutes

Call to Order:

Chairman David Mayer called the meeting to order at 4:00 pm.

Roll Call:

Members included: Dave Mayer, Don Delebreaux, Ron Paider, and Bob Garfinkel. Jill Jorgensen, 4-H Youth Development Educator and Claire Thompson, Community Development Educator were also present.

Approval of Agenda:

A motion made by Ron and seconded by Don to approve the agenda. Motion carried.

Review/Approval of Minutes:

A motion made by Don and seconded by Ron to approve the minutes. Motion carried.

Citizen Input:

None

Memorandum of Understanding with the Peninsular Agricultural Research Station:

The Memorandum of Understanding states the purpose of the Peninsular Agricultural Research Station which is to provide the commercial fruit growers of Door and Kewaunee Counties with information concerning fruit production, management, marketing, one-on-one consultation, enviroweather and diagnosing farmer's individual problems. The memorandum also details the financial obligations of UWEX/Cooperative Extension and Door and Kewaunee Counties. The Memorandum has been in effect and successful for years. This year there are two major changes. Kewaunee County's fee last year was \$2500 and will be increased to \$3000 this coming year (Door County is paying \$17,500). A second change is the Memorandum will be reviewed at the end of each year instead of every five years.

Educators' Reports: Complete Written Reports are attached.

Jill discussed the recent 4H Open House and the STAR program (Students Talking about Respect). Claire reported on the Local Food System Economy. The program supports local growers where they sell their products directly to specific markets such as hospitals, schools, institutions, etc.

Overtime:

None

Other Business as Allowed by Law:

None

Approval – Travel:

None

Approval of Bills:

Ron moved to approve all bills presented and Don seconded. Motion passed.

Set Next Meeting Date:

December 3, 2013 at 4:00 pm.

Adjourn:

Motion to adjourn by Don and seconded by Ron. Motion carried. The meeting was adjourned at 4:38 pm.

Respectfully Submitted

Bob Garfinkel
Secretary

MEMORANDUM OF UNDERSTANDING

between

**Door County Agriculture and Extension Education Committee
Kewaunee County Agriculture and Extension Education Committee,
University of Wisconsin Extension-Cooperative Extension
and
University of Wisconsin-Madison
College of Agricultural and Life Sciences
Peninsular Agricultural Research Station**

It is hereby mutually understood that pursuant to the authority vested in the Door and Kewaunee County Committee on Agriculture and Extension Education by Section 59.56 of the Wisconsin Statutes and the University of Wisconsin-Extension and the University of Wisconsin-Madison that:

1. **PURPOSE:** Door and Kewaunee Counties will purchase services from the Peninsular Agricultural Research Station for the purpose of providing educational information, counsel, and guidance to the commercial fruit industry, along with other aspects of horticulture, in Door and Kewaunee Counties.
2. Specific duties to be performed by the Peninsular Research Station included, but are not limited to:
 - ♦ Serve the educational needs of the commercial fruit growers and other horticultural areas in cooperation with the Door and Kewaunee County Agricultural Agents.
 - ♦ Provide research and other information regarding fruit production management and marketing to the Door and Kewaunee County Agriculture Agents.
 - ♦ Provide one-on-one consultation or group sessions with commercial growers regarding fruit production, management, and marketing.
 - ♦ Provide, on a regular basis, fruit, and other horticultural educational information through special systems such as Enviroweather, or other optional means per requests by Door and Kewaunee County Agricultural Agents.
 - ♦ Provide assistance and guidance in diagnosing problems from individuals or associated businesses in the area of horticulture either through referrals from Door and Kewaunee County UW-Extension offices or direct contact at the Peninsular Agricultural Research Station.

3. **APPROVAL:** This Understanding delineating the purchase of services shall require the approval of the Door and Kewaunee County Agriculture Extension Education Committees, University of Wisconsin-Madison, College of Agricultural and Life Sciences, and the University of Wisconsin-Extension Cooperative Extension Ag & Life Sciences Program Area.
4. **RENEWAL OF UNDERSTANDING:** The Memorandum of Understanding is for the period of January 1, 2014 through December 31, 2014. It will be reviewed annually, pending developing circumstances.
5. **PAYMENT:** Door County shall reimburse the UW-Madison Peninsular Agricultural Research Station \$17,500 annually. Kewaunee County shall reimburse the UW-Madison Peninsular Agricultural Research Station \$3,000 annually, and UWEX/Cooperative Extension will provide \$5,000 annually. The UW-Madison Peninsular Agricultural Research Station will bill Door and Kewaunee Counties on approximately January 1st and July 1st each year. Reimbursement from Cooperative Extension Ag & Life Sciences Program area will include \$600 for supplies and expenses.

"Door County's and the Agriculture and Extension Education Committee's financial obligations hereunder are conditioned upon and limited to the County Board's appropriation of funds and the availability of state funds and federal funds."
6. **OVERSIGHT COMMITTEE:** To assist in monitoring and evaluating this Memorandum of Understanding, an oversight committee is hereby designated. It shall consist of the Door and Kewaunee County Office Department Heads; the Chairs of the Door and Kewaunee Agriculture and Extension Education Committees, the Door and Kewaunee County Agriculture Agents; the University of Wisconsin-Extension Ag & Life Sciences Program Leader; the Director, College of Agricultural and Life Sciences, Agricultural Research Stations; the Superintendent of the Peninsular Agricultural Research Station; and the University of Wisconsin-Extension East-Metro Regional Director. (This committee will meet as necessary.)
7. **UNIVERSITY OF WISCONSIN-EXTENSION RESOURCES:** The University of Wisconsin-Extension agrees to support the horticultural educational needs with necessary educational information and to assign subject matter specialists as available to bring the horticultural resources of the University of Wisconsin System to Door and Kewaunee Counties to assist in meeting the needs of the horticultural industry.

MEMORANDUM OF UNDERSTANDING
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8. **REPORTS:** The UW-Madison Peninsular Agricultural Research Station shall provide and present annual impact reports as requested to the Door and Kewaunee County Agriculture and Extension Education Committees. Copies of the report will be available to members of the Oversight Committee, if requested.

The undersigned agree to the conditions spelled out in this Memorandum.

For the Door County Agriculture and Extension Education Committee:

Date: 11-6-13 Signature: Cleto Fontaine
Printed Name Cleto Fontaine

For the Kewaunee County Agriculture and Extension Education Committee:

Date: 11/12/13 Signature: David Mayer
Printed Name David Mayer

For the UWEX/Cooperative Extension Ag & Life Sciences Program Area:

Date: _____ Signature: _____
Printed Name _____

For the University of Wisconsin - East Metro Regional Director:

Date: _____ Signature: _____
Printed Name _____

For the UW-Madison Peninsular Agricultural Research Station Superintendent

Date: _____ Signature: _____
Printed Name _____

Aerica Bjurstrom
Agriculture Agent
Prepared for November 12, 2013

Agriculture and Natural Resources (ANRE) Annual Conference– Attended the ANRE Conference in Wisconsin Dells. The conference featured work team meetings, poster sessions, department meetings, and multiple professional development educational sessions. I met with the future hosts of the next three Wisconsin Farm Technology Days. We discussed any issues or concerns hosts counties have right now. We also had a wrap up of the 2013 Barron County FTD show. I am also a co-leader of the Livestock Team which is beginning work on short videos on animal care. Videos will be edited by extension agents and posted on the UW-Extension YouTube site. As a leader of the Livestock Team, I am working with my other co-leader to steer the livestock team in a new direction which includes sub-teams working together to cover topics that would normally be covered by specialists. The team plans to continue feeder steer clinics, cow/calf meetings, AI clinics around the state, and regionalized meetings depending on topic/species. I will be holding a horse production meeting in winter featuring UW-Extension horse specialist Liv Sandberg.

World Dairy Expo- Attended and worked in the UW-Extension Dairy Team booth at the World Dairy Expo in Madison. The World Dairy Expo is the largest dairy trade show in the world with over 700 exhibitors. Over 2,500 head of cattle also compete in breed shows at the Expo. Over 80,000 people attend the five-day show. Fond du Lac County Ag Agent Tina Kohlman and I coordinated the booth display and work schedule this year. I worked in the UWEX Dairy Team booth and met with Department of Ag, Trade, Consumer Protection Department representatives and industry sales representatives.

Beef Team Producer Meetings – Presented at two beef producer meetings as a member of the UW-Extension Beef Team. With the absence of an Extension Beef Specialist, four agriculture agents from Wisconsin have been covering topics for producers around the state. My specialty is beef reproduction, selection, and cow/calf management. I presented at two cow/calf meetings, one in Marinette County, and the other in Portage County. Both meetings were on-farm and focused on reproduction and cow health.

ReproMoney – Finished up a ReproMoney Team that started earlier in the year. The team meets four times to work through reproduction issues and challenges in the herd. This particular herd was already doing a very good job with reproduction, but wanted to develop a long-term plan to ensure good reproduction continued on the farm as the next generation takes over ownership. The team will continue to meet twice a year to evaluate current reproduction and update goals for the herd.

Program planning – Planning programming in dairy reproduction. I will be holding a dairy and beef artificial insemination course at Pagel's Ponderosa on November 4-5 and a Reproducing Profitability producer meeting on November 12.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Educator

November 12, 2013

Open House: To kick-off national 4-H week, 4-H members and leaders put together an open house to highlight the program. 4-H clubs and committees provided community members with examples of 4-H throughout Kewaunee County. This was an opportunity for anyone who is interested in learning about 4-H to meet different clubs and their leaders, learn about different projects, make small projects, and find out more about the 4-H organization as a whole. Numerous families walked away excited about enrolling in Kewaunee County 4-H. Several new members have joined 4-H this year and I continue to receive phone calls about being part of the program.

Super STAR Seminar: In October, I had the opportunity to work with community coalition partners from Human Services and the Violence Intervention Project to facilitate the Super STAR Seminar program. As you may recall, STAR (Students Talking About Respect) is a multi-week program where we work with 5th and 6th grade girls on the topics of treating each other with respect and relational aggression. Relational aggression is more commonly referred to as girl bullying. After the five-week program, I conducted an evaluation to have a better understanding of what the girls learned and areas where they would like more help. In response to those evaluations, we created the Super STAR Seminar. This booster session addresses the topics that the girls indicated that they would like more information about from the STAR program. In addition, it provides an opportunity to work with the girls in the fall of their 7th grade year and reiterate some of the topics that we worked on in the STAR program. The two specific topics we worked on during the Super STAR Seminar were cyber bullying and using "I feel" statements. We engaged the group through hands-on activities, discussions, reflection, and practicing new skills. In addition, during the 90-minute session, we reviewed the materials from the previous year, conducted a long-term evaluation, and conducted a program evaluation. When working with the girls, it is clear that bullying is something that has touched many of their lives and that they are looking for tools to help themselves and others.

4-H Club and Committee Charter Renewal Process: We are continuing to work on the charter renewal process for the club and committees in Kewaunee County. A 4-H audit committee, our Leader's Association treasurer and I have and will continue to work on this process over the next month. This is our third year working with this change and the groups seem to be handling this well. In addition, I will be entering the groups' 990N e-postcards to ensure that they are IRS compliant.

The Pension Reform Act of 2006 made significant changes in the IRS law and guidelines. In turn this affected many non-profit organizations including 4-H. WI 4-H and Cooperative Extension have been working on a state level to help the county extension educators through these changes. In addition, there are several steps that I will need to take to enter this information for the state 4-H office. Once all of the information is gathered and reviewed at a county level, it is then loaded to a state website and is reviewed by the State office.

New 4-H online enrollments: I continued to work with the club leaders, members, and families over the last month to familiarize them with the new 4-H online system. 4-H Online allows all members and leaders to enter their 4-H enrollments through an online system. Overall, the transition has been smooth but like with anything new there is a period of learning and adjustment. During the next few months, I will continue to work with families and provide ongoing training for leaders. Currently, we are working at running reports and will be teaching leaders how to use the system to access the information that they need.

Upcoming Events

Project Day: The Kewaunee County annual Project Day planning is under way for 2014. The event is tentatively scheduled for March 2014. We are currently seeking older youth and adult presenters as well as volunteers willing to help with the day's activities. Last year we had over 100 youth (both 4-H and non 4-H members) participate and this year we are anticipating more participants. Not only does the program provide the youth with new life-skills, but it also is a good method for promoting the 4-H program in Kewaunee County.

Winter Leadership Camp: Plans are underway for the 2014 Winter Leadership Camp. Eastern district agents are collaborating to help middle school youth improve their leadership skills focusing on teamwork, communication, decision-making, and planning and organizing through hands-on, interactive workshops. In addition to attending leadership sessions, youth will participate in a variety of recreational choices. I will be presenting workshops on communication and creating a fun and welcoming 4-H experience. Up to three youth and a chaperone will be able to attend this training.

Your county
extension office



UW
Extension
Cooperative Extension

University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Kewaunee County Agriculture and Extension Committee
Activities Report for October, 2013
Claire Thompson, Community Development Educator
Kewaunee County Cooperative Extension

Economic Development:

- Implemented Kewaunee County Buy Local Initiative *Taste of the County* and other 2013 *October is Buy Local Month* activities.
- Met with two individuals to conduct business planning education.
- Planning work for Kewaunee County Economic Development Corporation Education Committee's 2014 work plan.
- Participated in Lakeshore Industry Cluster Initiative Cross Cluster Workshop at Fox Hills Resort, Mishicot.

Local Food System Economy:

- Planning for November 7th workshop on Business Planning for Local Food Businesses and December 5th workshop on Legal Issues for Local Food held in conjunction with DTCAP
- Planning for November 22nd workshop on local food aggregation opportunities for Northeast Wisconsin, in conjunction with the Wisconsin Local Food Network and NWTC.
- Planning for December 5th workshop on Legal Issues for Local Food Producers, in conjunction with DTCAP.
- Continued facilitation and planning for Lakeshore Industry Cluster Initiative – Local Food (formerly Fruit and Vegetable) Cluster work to conduct aggregation feasibility study.
- Began planning to hold Hops and Malting Barley workshop this winter in partnership with the LICI and UWEX specialists.
- Completed and submitted proposal to support Hops Trials in Northeast Wisconsin from the Buy Local Buy Wisconsin Grant fund on behalf of Lakeshore Industry Cluster Initiative.
- Continued committee work to support development of the Farm Market Kitchen Incubator.

Organizational Development:

- Supported development of the Kewaunee County Nuclear Plant Decommissioning Task Force.
- Continued Performance Management and Appraisal system development, preparation for training program with supervisors at Kewaunee County Sheriff's Department.
- Continued planning with the Active Communities (ACE) workgroup to determine feasibility of a County-wide bicycle and pedestrian plan.
- Continued community planning in Algoma to develop swim programming for students in conjunction with the YMCA in Sturgeon Bay and the City of Algoma Youth Club, with support and participation from Ministry Health Care and Jill Jorgensen, UWEX Youth Development Educator.

Other:

- Continued work to research and record on-going impacts of the closure of the Kewaunee Power Station.
- Administrative/budget work associated with Department Head role.
- Attended UWEX CNRED Symposium in Madison.

Zoning Committee Meeting
November 12, 2013

Kewaunee County Administration Center
Minutes

Call to Order:

The meeting was called to order by Chairman David Mayer at 4:39 pm.

Roll Call:

Members present included David Mayer, Ron Paider, Don Delebreau, Bob Garfinkel and Glenn Selner, County Zoning Administrator.

Review and Approve Last Month's Minutes:

Don moved and Ron seconded the motion to approve the minutes. Motion passed.

Changes and Additions to Agenda:

Ron moved to approve the agenda as presented. Don seconded. Motion passed.

Reports from Department Personnel:

1. *Discuss Sanitary and Zoning Violations:*

Glenn handed out our Sanitary Ordinance concerning the inspection of existing private sewage systems prior to the transfer, sale or conveyance of property. The committee discussed possible changes. No action was taken. The committee will discuss the ordinance in December.

2. *Fee Schedule for 2014:*

Glenn handed out the current fee schedule and asked the committee to study it for possible changes for the December committee meeting.

3. Glenn gave each committee member a copy of a zoning permit application filled out by Dominion Energy. The committee questioned a number of items on the application. Glenn will meet with our corporate counsel before the next meeting and we will discuss the application again.

Communications:

None

Approval of Travel:

None

Such other Matters as Allowed by Law:

Bob requested an update of an old zoning issue in the Red River Area. Glenn brought the committee up to date.

Overtime:

None

Approval of Bills:

Ron moved to approve all bills presented. Don seconded. Motion carried.

Set Next Meeting Date:

After discussion, the committee agreed by consensus to meet on December 3, 2013 at 4:00 pm.

Adjournment:

Motion made by Ron and seconded by Don to adjourn. The meeting was adjourned at 5:17 pm

Respectfully submitted,

Bob Garfinkel
Secretary