MINUTES
CENTRAL WISCONSIN WINDSHED PARTNERSHIP GROUP
ADVISORY COMITTEE MEETING
HANCOCK AGRICULTURAL RESEARCH STATION (HARS)
N3909 COUNTY RD V, HANCOCK WI
AND VIA MICROSOFT TEAMS
NOVEMBER 3, 2022

Members present: Bill Clendenning, Ed Hernandez, Steve Bradley, Barry Jacowski, Chuck Sibilsky; Remote – Shane Wucherpfennig

Staff/Advisors/Others present: Carolyn Pralle, Roy Diver, Shannon Rohde, Patty Benedict; Remote – Kendra Kundinger, Tamas Houlihan

1. **Call to Order –** The meeting was called to order at 9:05 a.m. by Chair B. Jacowski.

2. **Introductions –** Introductions took place.

3. B. Jacowski read the **PUBLIC NOTICE**: Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

4. **Discussion/Possible Action – Minutes of April 4, 2022** – Motion by Clendenning, second by Bradley to approve the minutes as presented. Motion passed by voice vote.

5. **Correspondence –** A copy of the Facility Agreement with the University of Wisconsin that runs through June 30, 2023 was included in meeting packets. The agreement is renewed annually and will be presented for approval at the April 2023 meeting.

6. **Review Vouchers/Procurement Card Purchases –** Vouchers and procurement card purchases were reviewed.

7. **Staff Reports –** A written report was included in meeting packets. Rohde also reported that he and Diver are participating on a team to revise the windbreak standard. The team toured the windbreaks at HARS in July. Rohde mentioned some unused equipment was sold on the Wisconsin surplus online auction. The Ford F350 will be put on the auction soon.

8. **Discussion/Possible Action – Portage County/Golden Sands Resource Conservation and Development Council Inc. Limited Term Employee (LTE) Agreement Revision –** Motion by B. Jacowski, second by Hernandez to approve the LTE Agreement revisions. Motion passed by voice vote.

9. **Discussion/Possible Action – 2022 Plan of Work Accomplishments/2023 Plan of Work –** Objective A4 was not included in the 2023 Plan of Work, but after discussion it was

decided it should be left in. Motion by Clendenning, second by Hernandez to remove Objective B. After discussion, Clendenning amended his motion to have Objective B remain. Sibilsky seconded the amendment. Motion passed by voice vote.

10. **Discussion/Possible Action – 2022 Budget Projections/2023 Budget –** The budget was reviewed. Bradley referred to the financial planning spreadsheet and noted he will amend the 2022 figures, removing the revenue from the equipment sold as he uses only expenses and revenues for windbreaks and living snow fences in his calculations and does not include equipment sales and purchases. The 2022 figures include the fee increases approved in April.

11. **Discussion/Possible Action – 2023 Fee Schedules –** Bradley stated no changes were made to the 2023 fee schedules. Rohde noted, depending on distance and site conditions, he may add additional fees for projects to cover time and fuel costs, which is noted at the bottom of the fee schedules. Under Other Services, Custom Native Grass Seeding will be removed as the seeder was sold. Because Rohde does not have an applicators license, Custom Spraying and Hand Spraying will be removed. Motion by Bradley, second by Sibilsky to approve the revisions to the fee schedules. Motion passed by voice vote.

12. **Future Agenda Items –** Fee schedules, renewal of the Facilities Agreement.

13. **Next Meeting Date –** Benedict will send a Doodle poll in March for a meeting in early April.

14. **Adjournment –**.Motion by Bradley, second by Hernandez to adjourn. Motion passed by voice vote. Meeting adjourned at 9:50 a.m.

Respectfully submitted,

Patty Benedict, Recording Secretary