



MINUTES
NATURAL RESOURCES COMMITTEE
REGULAR MEETING
TUESDAY, JUNE 4, 2024 – 9:00 AM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A regular meeting of the Natural Resources Committee was held in room A-200 at the Administration Center.

Attendee Name	Title	Status	Arrived
R. Holyoke	Chairperson	Present	
B. Ross	Vice-Chairperson	Late	9:02 AM
B. Jobs	Supervisor District 3	Present	
T. Matera	Supervisor District 7	Excused	
K. Schoessow	Supervisor District 23	Present	

Staff present: County Administrator Dzwinel, Land & Water Management Director Vogeler, Sanitation & Zoning Coordinator Pfister (9:10 AM), Sanitation & Zoning Specialist Austin (9:10 AM), Extension Community Development Educator Roback (9:19 AM), Planning & Parks Director Struck (10:38 AM - Zoom), and Deputy County Clerk Quaas.

Others present: Supervisor Vogel, Ted Hoffman (Program Manager inDepth Agronomy)

2. PROPER NOTICE

Chairperson Holyoke called the meeting to order at 9:01 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

There were none.

4. APPROVAL OF MINUTES

a. May 2, 2024

9:02 AM Supervisor Ross in attendance.

Motion to approve the May 2, 2024 minutes as submitted.

NATURAL RESOURCES COMMITTEE	
RESULT:	APPROVED [UNANIMOUS]
MOVER:	B. Jobs, Supervisor District 3
SECONDER:	K. Schoessow, Supervisor District 23
AYES:	Holyoke, Ross, Jobs, Schoessow
EXCUSED:	Matera

Chairperson Holyoke proposed moving ahead in the agenda to the Register of Deeds Management/Financial/Informational Reports until UW-Extension staff join the meeting.

5. UNIVERSITY EXTENSION OFFICE

a. Discussion Items:

1. County Partnership Guidance Document
Questions on legal review of the document.

10:24 AM Chairperson Holyoke proposed a brief recess. There were no objections.

10:24 AM Supervisor Vogel out of attendance.

b. Management/Financial/Informational Reports

1. UW-Madison Division of Extension Ozaukee County Reports
There were no questions.

6. REGISTER OF DEEDS/LAND INFORMATION

a. Management/Financial/Informational Reports

1. Register of Deeds/Land Information Report
There were no questions.

7. LAND AND WATER MANAGEMENT DEPARTMENT

a. Action Items:

1. Ozaukee County Demonstration Farm Network Contract

Mr. Hoffman introduced himself and explained how the demonstration farm network works. His tasks include: facilitating the program, providing advice, refining techniques, and disseminating information.

Discussion on program evaluations.

9:10 AM Sanitation & Zoning Coordinator Pfister and Sanitation & Zoning Specialist Austin in attendance.

Motion to approve the Notice of Grant and Agreement Award with the USDA-NRCS to continue the Ozaukee County Demonstration Farm Network.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: B. Ross, Vice-Chairperson

SECONDER: B. Jobs, Supervisor District 3

AYES: Holyoke, Ross, Jobs, Schoessow

EXCUSED: Matera

2. 2025 Wisconsin Clean Sweep Grant

Motion to approve the submittal and acceptance of a grant by the Land & Water Management Department to the Wisconsin Department of Agriculture, Trade and Consumer Protection for the 2025 Clean Sweep.

9:19 AM Extension Community Development Educator Roback in attendance.

NATURAL RESOURCES COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** B. Ross, Vice-Chairperson**SECONDER:** K. Schoessow, Supervisor District 23**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera**3. Submittal of Targeted Runoff Management Program Grant Application**

Motion to approve submitting an application to the Wisconsin Department of Natural Resources for the Targeted Runoff Management Grant Program for manure stacking pad within the Milwaukee River Watershed.

NATURAL RESOURCES COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** K. Schoessow, Supervisor District 23**SECONDER:** B. Jobs, Supervisor District 3**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera**4. Wisconsin Department of Agriculture, Trade & Consumer Protection (WDATCP) Reserve Fund Grant Submittal**

Motion to approve the acceptance of a Wisconsin Department of Agriculture, Trade & Consumer Protection Reserve Fund Grant for \$20,000 in reserve funds to support a manure runoff collection project.

NATURAL RESOURCES COMMITTEE**RESULT: ADOPTED [UNANIMOUS]****MOVER:** B. Ross, Vice-Chairperson**SECONDER:** K. Schoessow, Supervisor District 23**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera**b. Discussion Items:****1. Floodplain Ordinance**

Mr. Pfister reviewed the changes made after Corporation Counsel review.

Discussion on fee schedule and creation of a cost analysis.

2. Shoreland Protection Ordinance

Mr. Pfister highlighted the changes regarding boat houses and accessory structures.

Discussion on accessory structure allowances.

c. Management/Financial/Informational Reports**1. LWM May Reports**

Ms. Vogeler highlighted the student essay contest submissions to receive conservation

camp scholarships and no till rain simulation.

Chairperson Holyoke reverted to the agenda order.

8. PLANNING AND PARKS DEPARTMENT

a. Action Items:

1. Memorandum of Agreement Amendment with Sugar Maple Nature School for Providing a Temporary Public Nature-Based Charter School Site at Hawthorne Hills County Park

10:38 AM Meeting reconvened.

Mr. Struck explained why the Sugar Maple Nature School needs to extend their agreement with Ozaukee County an additional two years and addressed the cost sharing for utility services.

Questions on campground site location, water well installation, cost reimbursement mechanisms, potential financial impacts, and legal review.

Motion to approve and recommend to the Ozaukee County Board of Supervisors the resolution for review and approval of a Memorandum of Agreement Amendment with Sugar Maple Nature School to extend the agreement term to June 30, 2029 and for the school to be fiscally responsible for all construction, permitting, operation and testing of a new water well, new electrical service and new natural gas service to serve the school. This resolution will move forward to County Board for further action.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: B. Ross, Vice-Chairperson

SECONDER: K. Schoessow, Supervisor District 23

AYES: Holyoke, Ross, Jobs, Schoessow

EXCUSED: Matera

2. Bids and Contract for Hawthorne Hills County Park – Water Well for Sugar Maple Nature School and Future Campground and Bathroom

Motion to accept the bid from Complete Water Inc. and approve a contractual services contract, contingent upon Corporation Counsel approval, with Complete Water Inc. for a not to exceed sum of \$82,331, which includes an approximate 15% contingency to cover any potential change orders, for constructing and installing a public drinking water well for the Sugar Maple Nature School and future campground and bathroom at Hawthorne Hills County Park.

NATURAL RESOURCES COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** B. Ross, Vice-Chairperson**SECONDER:** K. Schoessow, Supervisor District 23**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera

3. Submittal and Acceptance of a Rails To Trails Conservancy Trail Grant for Professional Services for Design and Engineering and Public Education and Outreach for an East West Extension of the Ozaukee Interurban Trail Along STH 60

Mr. Struck explained the funding match to the Wisconsin Department of Transportation grant, funding gaps, and fundraising needs.

Motion to approve the submittal and acceptance of a grant application by the Planning and Parks Department to the Rails To Trails Conservancy 2024 Trail Grant for professional services for design and engineering and public education and outreach for an East/West Extension of the Ozaukee Interurban Trail along STH 60.

NATURAL RESOURCES COMMITTEE**RESULT: APPROVED [UNANIMOUS]****MOVER:** B. Ross, Vice-Chairperson**SECONDER:** B. Jobs, Supervisor District 3**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera

4. Submittal and Acceptance of a U.S. Department of Transportation - Federal Highway Administration Active Transportation Infrastructure Investment Program Grant for Professional Services for Design and Engineering for Repaving Municipal-Managed portions of the Ozaukee Interurban Trail

Questions on municipal trail maintenance responsibilities and past grant availability.

Motion to approve the submittal and acceptance of a grant application by the Planning and Parks Department to the U.S. Department of Transportation Federal Highway Administration Active Transportation Infrastructure Investment Program for professional services for design and engineering for repaving, reshouldering and widening of non-compliant sections (~ 3.7 miles) of the 14-miles of municipal-maintained Ozaukee Interurban Trail and new multi-use trail segments in the Ozaukee County Park System.

NATURAL RESOURCES COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** K. Schoessow, Supervisor District 23**SECONDER:** B. Ross, Vice-Chairperson**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera

5. Proposals and Contract for Professional Services for Design and Engineering for Repaving County-Managed Portions of the Ozaukee Interurban Trail

Motion to approve negotiation and signing of a two-party professional services contract, contingent upon contract terms satisfactory to the Planning and Parks Department and Corporation Counsel, with raSmith for a not to exceed sum of \$103,960, which includes an approximate 15% contingency for design and engineering services for repaving and reshouldering the County-managed portions of the Ozaukee Interurban Trail.

NATURAL RESOURCES COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** B. Ross, Vice-Chairperson**SECONDER:** K. Schoessow, Supervisor District 23**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera

6. Proposals and Contract for Professional Services for Design and Engineering for an East West Extension of the Ozaukee Interurban Trail Along STH 60

Motion to approve negotiation and signing of a three-party professional services contract, contingent upon contract terms satisfactory to the Planning and Parks Department and final WisDot approval, with Baxter & Woodman and WisDOT for a not to exceed sum of \$133,387 which includes an approximate 5% contingency for design and engineering services for the east west extension of the Ozaukee Interurban Trail along State Highway 60.

NATURAL RESOURCES COMMITTEE

RESULT: APPROVED [UNANIMOUS]**MOVER:** K. Schoessow, Supervisor District 23**SECONDER:** B. Jobs, Supervisor District 3**AYES:** Holyoke, Ross, Jobs, Schoessow**EXCUSED:** Matera

7. Proposal and Contract for Professional Services for Design and Engineering for Hawthorne Hills Golf Course Green Redesigns

Mr. Struck explained that this project is part of the long-range plan. Since this project is being done in conjunction with the course irrigation reconstruction, it will create cost efficiencies and would also cause less disturbances to the course and the golfers.

Motion to approve negotiation and signing of a professional services contract,

contingent upon contract terms satisfactory to the Planning and Parks Department, with Quinto Golf Designs, Inc. for a not to exceed sum of \$28,750 for design and engineering services for redesigning greens 2 and 7 at the Hawthorne Hills Golf Course.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: B. Jobs, Supervisor District 3

SECONDER: B. Ross, Vice-Chairperson

AYES: Holyoke, Ross, Jobs, Schoessow

EXCUSED: Matera

8. Proposal and Contract for Professional Services for Cultural Resource Investigations for an East West Extension of the Ozaukee Interurban Trail Along STH 60

Mr. Struck explained that the Wisconsin Department of Transportation requires cultural resource investigations to be conducted, however the cost was able to be reduced by directly contracting with the University of Wisconsin - Milwaukee.

Motion to approve negotiation and signing of a professional services contract, contingent upon contract terms satisfactory to the Planning and Parks Department and final WisDOT approval, with the University of Wisconsin-Milwaukee Cultural Resource Management Program Archaeological Research Center for a not to exceed sum of \$8,980 which includes an approximate 15% contingency to conduct cultural resource 8.a.8 Packet Pg. 298 investigations for an east west extension of the Ozaukee Interurban Trail along state Highway 60.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED [UNANIMOUS]**

MOVER: B. Ross, Vice-Chairperson

SECONDER: K. Schoessow, Supervisor District 23

AYES: Holyoke, Ross, Jobs, Schoessow

EXCUSED: Matera

b. Discussion Items:

1. Update on Hawthorne Hills County Park Multipurpose Maintenance Building Construction and Change Orders

Mr. Struck stated that the building is nearing completion and has been pleased with the work done by the contractor.

2. Update on Restoration at Clay Bluffs Cedar Gorge Nature Preserve

Tree seedlings have been planted by volunteers and staff and three Conservation Corps teams will continue the work in the coming weeks.

3. Update of Planning and Parks Department Capital Projects and Planning and Parks Department Ecological Division Grant Projects

Update on tree planting, trail work, invasive species work, and Virmond Park wetland restoration engineering and design.

c. Management/Financial/Informational Reports

1. Planning & Parks Department Management and Financial Reports

Parks and golf course revenue are up thus far in 2024.

9. NEXT MEETING DATE

TUESDAY, July 2, 2024

10. ADJOURNMENT

Motion made by Supervisor Schoessow, seconded by Supervisor Ross to adjourn. Motion carried. Meeting adjourned at 11:56 AM.

Tyler Quaas, Deputy County Clerk