



# POLK COUNTY, WISCONSIN

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Sharon Jorgenson, County Clerk  
100 Polk Plaza, Suite 110, Balsam Lake, WI 54810  
Phone (715) 485-9226 Email Sharon.Jorgenson@co.polk.wi.us

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## AGENDA AND NOTICE OF MEETING

### ENVIRONMENTAL SERVICES COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810

County Board Room

Wednesday, June 26, 2019 at 9:00 a.m.

A quorum of the County Board may be present

1. Call to Order – Chairperson Kim O’Connell
2. Approval of Agenda
3. Approval of minutes for June 12, 2019
4. Public Comments – 3 minutes per person – not to exceed 30 minutes total
5. Receipt of Information on Matters Noticed from Supervisors not Seated as Committee Members
6. Extension - Dissolution of Associated County Extension Committees, Inc.
7. Lime Quarry Audit/Financial Updates
8. Tax Delinquent Properties:
  - a. Set prices on Tax Deed Property
  - b. Update on Straight River Property
  - c. Disposition of Woodley Property
9. Parks, Recreation and Trails
  - a. Discussion and Possible Response to City of Amery Letter Dated 5-20-2019
  - b. Trails update
  - c. Grant fund activity
  - d. Outdoor Recreation Plan – Develop Public Process
10. Planning and Zoning:
  - a. Codification of all Ordinances
  - b. Shoreland Protection Zoning Ordinance – Tourist rooming houses. Discussion and possible action.
  - c. Discussion and Recommendation for Filling Board of Adjustment Vacancy Currently Filled by Steve Arduser
11. Review and discussion of Functional Areas assigned to the Committee for the Purpose of scheduling Program Evaluation of Functional Assigned Areas
12. Committee Calendar and Identification of Subject Matters for Upcoming Meetings
13. Adjourn

Items on the agenda not necessarily presented in the order listed. This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk’s office (715-485-9226) at least 24 hours in advance of the scheduled

meeting time so all reasonable accommodations can be made. Requests are confidential.



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## MINUTES

### Environmental Services Committee

Government Center County Board Room  
100 Polk County Plaza Balsam Lake, WI 54810  
9:00 A.M. Wednesday, June 12, 2019

#### Member Attendance

Attendee Name	Title	Status
Kim O'Connell	Chair	Present
Tracy LaBlanc	Supervisor	Present
Doug Route	Supervisor	Present
Brad Olson	Vice Chair	Present
Jim Edgell	Supervisor	Present
Lyle Doolittle	FSA Representative	Present

Also present were Stephanie Fansler, Deputy County Clerk; Nick Osborne, County Administrator; Malia Malone, Corporation Counsel; members of the public and of the press.

#### Meeting called to order by Chair O'Connell at 9:05 A.M.

**Approval of Agenda-** Chair O'Connell called for a **motion** to approve the agenda. **Motion** (Route/LaBlanc) to approve the agenda carried by unanimous voice vote.

**Approval of Minutes** – Chair O'Connell called for a **motion** to approve the minutes of the May 22, 2019 meeting. **Motion** (Edgell/Olson) to approve the minutes of the May 22, 2019 meeting as published carried by unanimous voice vote.

**Public Comment** –One public comment received by the committee.

**Receipt of Information from non-committee Supervisors on Matters Noticed** – none offered.

Chair O'Connell recognized Kristin Bruder, UW-EXT. Dept. Head for the purpose of receiving information. Bruder provided and update on WEXA activities and programs. Bruder will present information on their work plan and results at a future meeting.

Chair O'Connell recognized William Johnson and Colleen Foxwell, representatives of the Tourism Council for the purpose of receiving information. Johnson and Foxwell provided the committee with information about their presence in the community and elsewhere and the amount of Tourism dollars brought into Polk County.

**Motion** (Olson/Route) to recess passed by unanimous voice vote. Chair O'Connell called for a recess at 9:56 a.m. Chair O'Connell called the meeting back in session at 10:05 a.m.

Public Hearing

Chair O'Connell opened the Public Hearing to consider proposed amendments to the Polk County Shoreland Protection Zoning Ordinance regarding tourist rooming houses and revocation of permitted uses and conditional use permits. Jason Kjeseth, Zoning Administrator presented a staff report and, read into the record, 11 Exhibits. Chair O'Connell called for public comments at 10:20 a.m. 16 public comments offered. Chair O'Connell closed the Public Hearing at 11:41 a.m. Discussion.

**Motion** (Edgell/LaBlanc) to recess passed by unanimous voice vote. Chair O'Connell called for a recess at 11:43 a.m. Chair O'Connell called the meeting back in session at 11:49 a.m.

Lime Quarry Audit/financial updates deferred until a future date.

Chair O'Connell recognized Amanda Nissen, Treasure for the receipt of information. Nissen provided an update on the number of tax delinquent properties. Discussion. Committee will defer setting prices on tax delinquent properties until a future date. Administrator Osborne offered comments on County owned property near Straight River.

Discussion and possible response to City of Amery Letter deferred until a future date.

Chair O'Connell called for a motion to convene in closed session at 12:12 p.m. **Motion** (Olson/Edgell) to convene in closed session, pursuant to Wisconsin Statute 19.85 (1)(g), to receive a verbal legal opinion from Corporation Counsel concerning strategy to be adopted by the committee as a recommendation to the county Board on, with respect to anticipated litigation in which the County is or is likely to become involved . **Motion** carried by unanimous voice vote.

Chair O'Connell requested the minutes reflect the attendance of Corporation Counsel Malia Malone, Administrator Nick Osborne, and Deputy County Clerk Stephanie Fansler.

**CLOSED SESSION 12:12** (Minutes separate and under seal)

Reconvened in Open Session at 12:40.

Chair O'Connell declared the meeting back in session at 12:40 p.m.

Chair O'Connell brought to the floor Resolution No. 25-19: Resolution Authorizing the Continuation of the Stower Seven Lakes Trail and the Cattail Trail (Polk County Segment) Master Planning Process. **Motion** (Edgell/Olson) to approve Resolution No. 25-19 and recommend passage to the full County Board passed by unanimous consensus.

Chair O'Connell brought to the floor discussion and recommendation for filling a vacancy on the Board of Adjustments. By unanimous consensus, the committee recommends the appointment of Mark Kopp to the Board of Adjustments and to forward to the full County Board for approval.

Administrator Osborne addressed the committee on the matter of development of County Board priorities in Environmental Services.

Next Meeting: June 26, 2019 at 9:00 A.M. Future agenda items: WDEX contract, Lime Quarry audit, trails update, set prices on tax deed property, Straight Lake Property, City of Amery letter, Woodley property disposition, Trail grant funds, Tourist Rooming House ordinance,

**Motion** (Olson/Edgell) to adjourn. **Motion** carried by unanimous voice vote. Chair O'Connell declared meeting adjourned at 12:58 p.m.

Respectfully submitted,

Stephanie Fansler  
Deputy Polk County Clerk

**CONSENT RESOLUTION OF THE MEMBERS OF  
ASSOCIATED COUNTY EXTENSION COMMITTEES, INC.**

The undersigned, being at least 80% of the members of Associated County Extension Committees, Inc., a Wisconsin non-stock corporation (the "**Corporation**"), does, pursuant to the provisions of Sections 181.0704 of the Wisconsin Statutes, hereby consent to and adopt the following recitals and resolutions:

**WHEREAS**, the undersigned members desire to dissolve the Corporation;  
and

**WHEREAS**, Section 181.1401 requires two-thirds of the members of a non-stock corporation to approve dissolution; and

**WHEREAS**, Section 181.0704 requires 80% of the members of a non-stock corporation to approve a resolution without a meeting; and

**WHEREAS**, the undersigned members have examined and hereby approve the attached Plan of Dissolution for the Corporation (the "**Plan**").

**NOW, THEREFORE, BE IT RESOLVED**, that the Plan is hereby adopted and approved in all respects, and that the officers of the Corporation are authorized to perform all acts and execute all documents necessary or appropriate to execute the Plan and to carry out the intent thereof; and

**BE IT FURTHER RESOLVED**, that the officers of the Corporation are empowered, authorized and directed to execute and file articles of dissolution with the Wisconsin Department of Financial Institutions in accordance with the Wisconsin Statutes, and that the execution thereof by any officer shall be the act and deed of the Corporation; and

**BE IT FURTHER RESOLVED**, that the officers of the Corporation are empowered, authorized and directed to carry out the provisions of these resolutions that may be necessary in liquidating and dissolving the Corporation in accordance with the expressed intent of the members hereunder and under the Plan; and

**BE IT FURTHER RESOLVED**, that the Board of Directors is authorized to adopt any further resolutions that may be necessary in liquidating and dissolving the Corporation.

This consent resolution may be executed in separate counterparts, each of which shall be deemed to be an original, and all counterparts shall constitute one instrument. Signatures transmitted by facsimile, portable document format (".pdf") or other electronic means shall be deemed to be original signatures for all legal and other purposes.

*[Signature page follows.]*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Signature: \_\_\_\_\_

\_\_\_\_\_

Print: \_\_\_\_\_

32688555\_2.DOC

*Approved as to Form:  
Melia Malone  
Corporation Counsel, Polk Co.*

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**From:** Malia Malone  
**Sent:** Tuesday, June 18, 2019 9:27 AM  
**To:** Nick Osborne <nick.osborne@co.polk.wi.us>  
**Cc:** Kim Mortensen <kim.mortensen@co.polk.wi.us>  
**Subject:** RE: Please Review Resolution: Dissolution of WACEC/Creation of WEXA

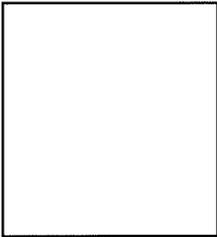
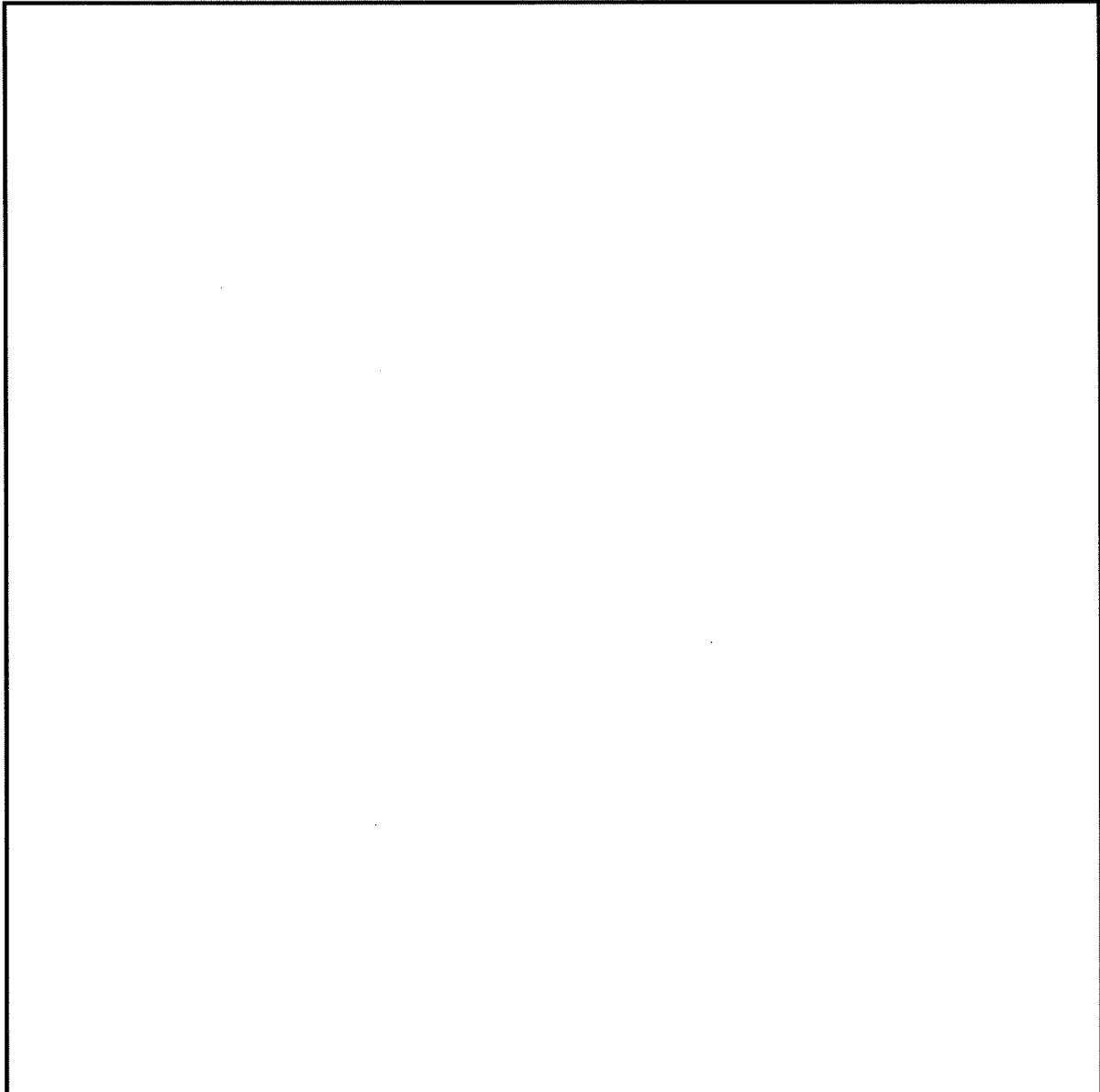
Hi Nick,

In this rare case, it is appropriate to have the ESC pass the resolution without forwarding to the full county board. The rationale for this is that the ESC, individually, is the named member of the Associated County Extension Committee, Inc. This is a 501(c)(3), non-profit corporation affiliated with UW-Extension. The full county board (county) is not the named member, so in order to effectuate the dissolution of the non-profit, the Committee itself needs to address the resolution. It is also for this reason that the format does not need to comply with the County's resolution format – it is not a county resolution, but a resolution of the non-profit.

Let me know if you have any questions.

Malia

Corporation Counsel  
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715-485-9210 (option #3)  
[malia.malone@co.polk.wi.us](mailto:malia.malone@co.polk.wi.us)



**MEMORANDUM**

**TO:** Wisconsin County Extension Committee Members

**FROM:** Chelsea Fibert, Government Affairs Assistant

**DATE:** May 20, 2019

**SUBJECT:** Dissolution of WACEC/Creation of WEXA

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Wisconsin Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) requesting that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. WCA has agreed to provide these administrative services, which include meeting logistics, preparation and distribution of agendas and minutes, as well as act as fiscal agent.

As part of this process, the current WACEC board recommended modifications to the WACEC bylaws. WCA and WACEC engaged the services of legal counsel to review the bylaws and make recommendations.

WACEC is currently incorporated as a 501(c)(3) entity, requiring annual corporate filings and tax returns. Legal counsel recommends the dissolution of WACEC as a 501(c)(3) entity, and its recreation as a tax-exempt entity under Chapter 184 of the Wisconsin State Statutes, eliminating the burden and expense of an IRC 501(c)(3) association. The current WACEC board recommends the dissolution of WACEC and its recreation under Ch. 184 of the Wisconsin State Statutes. The new organization would take on a new identity, known as Wisconsin Extension Association (WEXA).

Due to the fact that WACEC is an incorporated entity, state laws governing the corporate dissolution process must be adhered to. In order to accomplish the dissolution of WACEC, allowing for the creation of WEXA, 80% of the *individual members* of county extension committees must sign and return a **"Consent Resolution of the Members of Associated County Extension Committees, Inc."** A copy of the resolution is included for your review and signature.

To ensure county extension committee members understand what needs to occur and what the new association, WEXA, will look like, a number of documents are included below for your review:

- Plan for Dissolution of WACEC
- Bylaws for the newly-created Wisconsin Extension Association (WEXA)
- Map of current Extension districts

- Funds Transfer Agreement
- Fiscal Agency Agreement
- **Consent Resolution of the Members of Associated County Extension Committees, Inc. (This is the document you will need to sign and return to WCA).**

To assist extension committee members in understanding the documents and the transformation of WACEC into WEXA, WCA, in conjunction with legal counsel, will be hosting a webinar on **May 30, 2019 at 10:00 a.m.** in order for legal counsel to walk through the documents and answer specific questions that you may have. The webinar can be accessed utilizing the following link:

**<https://wicounties.adobeconnect.com/wexa/>**

If you have questions prior to the webinar, please send them over to Chelsea Fibert ( **[fibert@wicounties.org](mailto:fibert@wicounties.org)**) so the attorneys can address your concerns specifically when the webinar begins.

**The WACEC board, along with WCA, requests that all counties undertake the following actions to ensure the smooth transition of WACEC into WEXA:**

1. Hold a meeting of your county extension committee prior to **June 30, 2019** to ensure committee members execute the consent form.
2. Provide copies of these documents, including the consent form, to members of your committee who are **not** county board members (**WCA does not have contact information for your public members**).
3. Collect the consent forms following the meeting and send the forms to the WCA office in one of the following manners:
  - - Mail: Wisconsin Counties Association, 22 E. Mifflin Street, Suite 900, Madison, WI 53703
    - Fax: 608.663.7189
    - Email: **[fibert@wicounties.org](mailto:fibert@wicounties.org)**

**It is imperative that all counties return the signed consent form by June 30, 2019.**

If you have any questions about the transition of WACEC to WEXA, please do not hesitate to contact the WCA office at 608.663.7188. Thank you very much for your time.

Wisconsin Counties Association, 22 East Mifflin Street, Suite 900, Madison, WI 53703

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## ENVIRONMENTAL SERVICES COMMITTEE

### 2019 WORK PLAN

Date	Scheduled Agenda Items	Program Evaluation/Upcoming Issues
January	<ul style="list-style-type: none"> <li>• Finalize 2019 Work Plan</li> <li>• Timber Sales</li> <li>• Wildlife damage crop prices</li> </ul>	<ul style="list-style-type: none"> <li>• Rules of Order review/suggested changes – Jan thru May</li> </ul>
February	<ul style="list-style-type: none"> <li>• Tree Replacement schedule</li> <li>• Wildlife damage/Crop Claims</li> </ul>	<ul style="list-style-type: none"> <li>• Governor’s Budget &amp; impact</li> </ul>
March		
April	<ul style="list-style-type: none"> <li>• Tax Deed Listings</li> </ul>	
May	<ul style="list-style-type: none"> <li>• Review of repairs on dams owned by Polk County</li> <li>• Business Analysis of Lime Quarry</li> </ul>	<ul style="list-style-type: none"> <li>• Budget Development – end of May</li> </ul>
June	<ul style="list-style-type: none"> <li>• Annual Report Receipt</li> <li>• Tax Deed Update (1<sup>st</sup> mtg)</li> <li>• Set Prices for tax deed sales (2<sup>nd</sup> mtg)</li> </ul>	<ul style="list-style-type: none"> <li>• Lime Quarry Analysis</li> </ul>
July	<ul style="list-style-type: none"> <li>• Annual Reports – Tourism review</li> </ul>	
August	<ul style="list-style-type: none"> <li>• Review/Revise Comprehensive Forest Plan</li> <li>• Land and Water Public Hearing</li> </ul>	
September		
October	<ul style="list-style-type: none"> <li>• Budgets/Budget amendments</li> <li>• Annual Forestry Plan</li> </ul>	
November		
December	<ul style="list-style-type: none"> <li>• Develop 2020 Work Plan</li> </ul>	