

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
Conference Room 5, County Annex  
1462 Strongs Avenue, Stevens Point WI  
January 21, 2010

**Board Members present:** Joe Piechowski, Steve Bradley, Shane Wucherpfennig (Wood County designee), Hugh O'Donnell, Greg Lowe, Ed Hernandez, Chris Murphy

**Staff/Advisors/Others present:** Shannon Rohde, Bill Ebert, Patty Benedict

1. **Call to Order** – The meeting was called to order at 12:10 p.m. by President Piechowski.
2. **Introductions** – Introductions were made.
3. **Review/Approval – Minutes of December 14, 2009** – Motion by Bradley, second by Hernandez to approve minutes as presented. Motion carried by voice vote.
4. **Correspondence** – Piechowski signed Certificates of Appreciation for Dick Colby and Chuck Kostichka for their service on the CWWP Board.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Bradley, second by O'Donnell to approve vouchers, purchases and reimbursements as presented. Motion carried by voice vote.
6. **Staff Reports** – Rohde continues to contact customers for windbreak sales. He estimated he has just under 10 miles in possible sales at this time. He has received down payments from five customers and a couple more will probably commit. He is waiting for call backs from a number of customers. He said some repeat customers have indicated they do not have areas they want to plant windbreaks this year. Ebert suggested Rohde draft long range plans which identify and prioritize beneficial windbreak areas on customers' property. Piechowski suggested targeting a couple of customers and see how it works.

Piechowski 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.

7. **Discussion/Possible Action – CWWP Cost Share Funds** – In 2009, \$19,811.43 was used for cost sharing authorized to be taken from the equipment replacement account. Bradley asked if there is a demand in 2010. Rohde replied there are some private landowners that will not qualify for EQIP or SWRM cost sharing. Piechowski asked what is the status of the equipment? Rohde said both tractors are running fine and are maintained regularly. The new truck is running well and the 1997 truck has approximately 70,000 miles on it and runs fine. The large trailer is good, and the other trailer may need occasional repairs, but both are in good shape, as is the new brush trimmer. Rohde does not see a need for any new equipment for a couple of years. Piechowski said he does not mind using funds for cost sharing, but he does not want to deplete the equipment replacement account in the event new equipment is needed. (The projected equipment replacement account balance at the end of 2009 is \$84,437.91.) Rohde said the cost sharing funds will go farther if 50% is offered rather than 70%. There was discussion on how much to allocate. Rohde feels \$20,000 would be sufficient.

(Chris Murphy arrived at 12:35 p.m.)

There was discussion regarding adding a line item for cost sharing during the next budget process. Bradley said the only way to fund the cost sharing line item is through profits from selling more than 15.5 miles of windbreaks. He suggested maintaining a base amount in the equipment reserve account and put the remainder in a cost sharing account. If a piece of equipment is purchased, the account should be replenished. Rohde said the EQIP rate for windbreaks is \$2.71 per foot, which comes close to 70%, eliminating the need to piggyback with other funding sources. Rohde uses EQIP funds whenever possible. Motion by Bradley, second by Murphy to maintain a base of \$50,000 in the equipment reserve account and transfer the remaining (projected) \$34,437.91 to an account to be used for cost sharing windbreaks only if the customer is denied EQIP and SWRM cost sharing. Motion carried by voice vote.

Discussion took place regarding the percentage of cost sharing to offer to customers. It was also decided to revisit offering cost sharing each year during budget preparation. Motion by Bradley, second by Wucherpfennig to limit the CWWP cost share rate to 50%. Motion carried by voice vote.

**8. Discussion/Possible Action – Approve Board Representatives** – Murphy stated the person chosen to replace Dick Colby cannot serve as a representative. Benedict stated Mary LeMere, Acting Superintendent at the Hancock Ag Research Station (HARS), has agreed to serve on the CWWP Board to replace Chuck Kostichka, who retired. Murphy said they will attempt to fill the Adams County vacancy at their next LCC meeting on February 8. Rohde stated he will contact the current farmer representatives to see if they want to continue serving on the Board, and Dick Colby to see if he is interested in serving as a farmer representative. Motion by Murphy, second by Lowe to approve Mary LeMere to represent HARS on the CWWP Board. Motion carried by voice vote.

**9. Discussion/Possible Action – 2009 Plan of Work (POW) Accomplishments** – Rohde reviewed the accomplishments, shown in red on the POW. Murphy asked if there has been a response regarding the Izaak Walton grant, and Rohde replied they have not heard anything yet. Piechowski suggested Rohde attend an Ag Agent meeting. Rohde stated he contacted Ron Chamberlain, Adams County Highway Commissioner, and summarized the procedures for acquiring easements for living snow fences. Benedict noted she distributed copies of the 2010 approved Plan of Work prior to the meeting. (No action taken.)

**Next Meeting Date** – The next meeting is scheduled for April 12 at 9:30 a.m. at the Hancock Ag Research Station.

**Adjournment** – Motion by Murphy, second by Bradley to adjourn. Motion carried by voice vote. Meeting adjourned at 1:20 p.m.

Respectfully submitted,

Patty Benedict, Recording Secretary

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CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
April 12, 2010

**Board Members present:** Joe Piechowski, Ed Hernandez, Chuck Sibilsky, Steve Bradley, Mary LeMere

**Staff/Advisors/Others present:** Shannon Rohde, Stan Ewan, Peggy Lane, Patty Benedict

1. **Call to Order** – The meeting was called to order at 1:00 p.m. by President Piechowski.
2. **Introductions** – Introductions were made.
3. **Review/Approval – Minutes of January 21, 2010** – Motion by Bradley, second by Hernandez to approve minutes as presented. Motion carried by voice vote.
4. **Correspondence** – Benedict noted that Piechowski signed a Certificate of Appreciation for Bob Brilowski, who will no longer be on the CWWP Board. A replacement for Brilowski will be appointed at the May 4 Portage County LCC meeting.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Hernandez, second by Bradley to approve vouchers, purchases, and reimbursements. Motion carried by voice vote.
6. **Staff Reports** – Ewan reported he started on Wednesday, April 7. He and Rohde have been flagging windbreak sites and prepping some. The refrigerated trailer arrived on April 12 and trees will begin arriving April 13.

**Rohde** reported he has just under 10 miles of windbreaks sold. A number of landowners, had planned to install windbreaks this year, totaling approximately seven miles, but backed out, mainly for financial reasons. Once landowners have their sites tilled, planting can begin. Louie, the returning LTE, will begin on April 26 to help with planting and replants. Rohde mentioned he purchased a cordless telephone. He added call waiting for \$2.75/month with a one time fee of \$16.50, and turned in the three phones which were leased from Uniontel for \$10.50/month. Rohde stated three landowners will possibly use CWWP cost share funds for an estimated total of less than \$5,000.

Piechowski 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.

7. **Discussion/Possible Action – Approve New Board Members/Advisors** – Rohde contacted Gerry Cardo, who indicated he was not interested in remaining on the CWWP Board. Ewan stated John Wallendal said he is unable to attend meetings, but remains supportive of the CWWP. Rohde spoke with Dick Colby, who is willing to replace Cardo as a farmer representative. Motion by Bradley, second by Hernandez to replace Gerry Cardo with Dick Colby as a farmer representative on the CWWP Board. Motion carried by voice vote. Other vacancies will be approved at the next meeting, which will be the Annual/Reorganization meeting.

Bradley suggested addressing agenda item #8 after agenda item #10. The Board agreed.

**9. Discussion/Possible Action – Amendments to Bylaws** – Copies of the proposed changes were distributed. Bradley stated the two areas proposed for changes are eliminating the annual meeting, and the requirement to have five Board members present for a quorum. Any number of members present at a meeting would constitute a quorum. Piechowski believes an annual meeting is required according to the articles of incorporation. Benedict said Portage County's Corporation Counsel has not had an opportunity to review the proposed changes. It was decided to wait for the Corporation Counsel's opinion and bring back to the next meeting.

**10. 2009 Budget Report and #8 Discussion/Possible Action – RC&D Agreement** – Bradley distributed copies of the CWWP Financial Planning for Windbreaks spreadsheet and reviewed the figures from the 2009 Budget Status report which were distributed before the meeting. Benedict noted the figure for Portage County's administrative services is \$4,442.96 to be added to the expense total. Projected expenses for 2009 are \$161,714 and revenues are projected at \$155,919, for a loss of approximately \$5,800. For 2010, based on past actual costs and 10 miles of windbreaks, Bradley estimates expenses of \$141,500 and revenue of \$100,848 for a loss of \$40,652. The amount budgeted for LTEs is \$36,500. He feels LTE hours need to be decreased. There was discussion on how many LTE hours are necessary. Bradley also mentioned CWWP has applied for a \$2,000 matching grant for an intern. Rohde stated a third person is necessary to lay 10 foot fabric and they could use help so they do not get behind in windbreak maintenance. It was determined the grant would allow Louie to work approximately 286 hours. Rohde estimated the time it would take to plant all sites is between three and four weeks, if sites are prepped. He added transportation time will be less in 2010. Motion by Hernandez to allow 500 hours for LTEs, with Rohde deciding how to divide between Louie and Ewan. Bradley noted a dollar amount is needed for the RC&D Agreement. Motion died for lack of second. Motion by Hernandez, second by Bradley to authorize \$25,000 for the RC&D Agreement for LTEs. Motion carried by voice vote.

Rohde noted he and Ewan are meeting with potential customers that may want to cover a farmstead area with fabric, which could be additional revenue. Rohde also mentioned the seeder is available for rent.

**11. Next Meeting Date** – The next meeting is tentatively scheduled for Monday, June 21.

**12. Adjournment** – Motion by Bradley, second by Hernandez to adjourn. Motion carried by voice vote. Meeting adjourned at 2:00 p.m.

Respectfully submitted,

*/Patty Benedict/*

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION

June 21, 2010

**Board Members present:** Steve Bradley, Cathy Guth, Ed Hernandez, Richard Colby, Chuck Sibilsky, Joe Piechowski

**Staff/Advisors/Others present:** Shannon Rohde, Stan Ewan, Peggy Lane

1. **Call to Order** – The meeting was called to order at 9:30 a.m. by President Piechowski.
2. **Introductions** – Introductions were made.
3. **Discussion/Possible Action – Approve New Board Members/Advisors** – Cathy Guth, Portage County, and Glen Licitar, Adams County, are new Land Conservation Committee (LCC) representatives and Peggy Lane is a new advisor for the Natural Resources Conservation Service (NRCS). Motion by Hernandez, second by Sibilsky to approve the new Board members. Motion carried by voice vote.
4. **Election of Officers: President, Vice President, Secretary, Treasurer** – Piechowski called for nominations for President. Hernandez nominated Piechowski. Piechowski called three times for other nominations for President. Hearing none, Colby motioned to close nominations and cast a unanimous vote for Piechowski. The motion was seconded by Bradley and passed by a voice vote. Piechowski called for nominations for Vice-President. Sibilsky nominated Dick Colby. Piechowski called three times for other nominations for Vice-President. Hearing none, Hernandez motioned to close nominations and cast a unanimous vote for Colby. The motion was seconded by Guth and passed by a voice vote. Piechowski called for nominations for Secretary. Bradley nominated Sibilsky. Piechowski called three times for other nominations for Secretary. Hearing none, Guth motioned to close nominations and cast a unanimous vote for Sibilsky. The motion was seconded by Colby and passed by a voice vote. Piechowski called for nominations for Treasurer. Guth nominated Bradley. Piechowski called three times for other nominations for Treasurer. Hearing none, Hernandez motioned to close nominations and cast a unanimous vote for Bradley. The motion was seconded by Piechowski and passed by a voice vote.
5. **Review/Approval – Minutes of April 12, 2010** – Ewan noted his start date was April 7, not March 31. Motion by Bradley, seconded by Colby to approve the minutes with the correction noted. Motion carried by voice vote.
6. **Correspondence** – Bradley asked the new Board members for permission to put their name, address, phone number, and email on the CWWP web page. Guth, Sibilsky, and Lane agreed. Bradley distributed copies of the account balances for 2009 and gave an explanation.
7. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Colby, second by Sibilsky to approve the vouchers, purchases, and reimbursements. Motion carried by voice vote.

**8. Staff Reports – Ewan** reported he tilled five sites, at a rate of \$75 per hour, because customers did not have the proper equipment to prep the sites. Missing trees were hand planted on 2008 and 2009 sites. The weather so far this year is helping survival rates. Stock arrived from the nurseries in satisfactory condition. Planting and fabric installation was completed on June 14. In addition to the windbreaks, 493 trees were hand planted on a site, 113 of which had fabric installation, and 14 rows of 10 foot fabric and 125 trees were installed at a farmstead in Marquette County. Ewan stated a ½+ mile tree planting with fabric sold toward the end of the planting season was installed. Regarding LTE hours, Ewan said he has been working since April 7, with one week off. He will continue for one or two more weeks measuring sites, doing tree counts, and hand weeding. Louie started April 26, assisting with planting, fabric installation, and site maintenance. He will continue working, doing tractor and equipment maintenance. Because installing 10' fabric requires four people, Marty started on June 1. His last day will be June 25. Projects yet to be completed are hand weeding and mowing of 2008, 2009, and 2010 windbreak sites and getting accurate tree/shrub counts and fabric measurements for invoicing. Ewan reported problems from the 2010 planting season. One customer completely tilled a windbreak and approximately 500 trees on another site were tilled prior to fabric installation. Those customers will be invoiced for the tree planting. The sites are marked with red flags. Ewan mentioned they should have the 2010 windbreak sites hand weeded by the end of June. He said he will return to work in the fall to assist with site maintenance and final windbreak evaluations.

**Rohde** reported he made a couple of late windbreak sales, bringing the total to over 10 miles. When Ewan provides the site measurements and tree counts, Rohde will send out invoices to customers. He will continue helping with site maintenance and work on windbreak sales for 2011. He has several interested customers. Bradley suggested having the customers contact Lane regarding EQIP funding. Piechowski asked about the status of LTE hours. Rohde and Ewan feel they will be under the amount allowed (\$25,000).

Piechowski 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.

**9. Discussion/Possible Action – L. Feltz 2009 Windbreak Payment** – Rohde reported Feltz owed \$254.44 for a one row addition to an existing windbreak installed in 2009. Rohde explained Feltz is having financial difficulties. The matter was referred to Portage County Corporation Counsel. After several attempts to collect, Rohde stated Feltz paid \$200 and said he could not pay any more. After discussions with Corporation Counsel it was decided it is not worth taking legal action to collect the remaining \$54.44. Motion by Colby, second by Hernandez to dismiss the remaining balance of \$54.44 on Feltz' account. Motion carried by voice vote. At Corporation Counsel's request, Piechowski signed a letter to Feltz stating the balance of his account is dismissed.

In the future, Piechowski suggested getting the customer's signature approving installation of windbreaks prior to planting.

**10. Discussion/Possible Action – CWWP Bylaws Revision** – Bradley noted the only change is to Article V, Meetings and Voting, number 5, changing the number required for a quorum from five to three. Piechowski asked if the Corporation Counsel reviewed the change and Bradley replied yes. Motion by Bradley, second by Guth to change the bylaws as amended. Motion carried by voice vote.

**11. Discussion/Possible Action – Business Plan Review/Update** – Bradley stated Benedict made changes/updates to the Business Plan and asked if there are other revisions. Piechowski suggested adding “custom hand or machine tree planting” to the services offered in the Executive Summary. Rohde’s biography on page six was updated. The date on the cover page will be changed to 2010 and the last revision date will be noted. Updates will be made to the Milestone Schedule on page eight. Motion by Hernandez, second by Sibilsky to approve the updates to the Business Plan. Motion carried by voice vote. Copies of the updated Business Plan will be provided to Board members.

Ewan noted John Wallendal, a farmer representative on the CWWP Board, indicated he no longer wants to serve on the Board. A replacement is needed.

**12. Next Meeting Date** – The next meeting is tentatively scheduled for September 20 at 1:00 p.m., unless the budget process requires meeting earlier.

**13. Adjournment** – Motion by Guth, second by Sibilsky to adjourn. Motion carried by voice vote. Meeting adjourned at 10:30 a.m.

Respectfully submitted,

/Patty Benedict/

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
August 17, 2010

**Board Members present:** Steve Bradley, Glenn Licitar, Charles Sibilsky, Ed Hernandez, Joe Piechowski, Hugh O'Donnell

**Staff/Advisors/Others present:** Stan Ewan, Shannon Rohde, Patty Benedict

1. **Call to Order** – The meeting was called to order at 9:30 a.m. by President Piechowski.
2. **Introductions** – Introductions were made.
3. **Review/Approval – Minutes of June 21, 2010** – Motion by Bradley, second by Hernandez to approve the minutes as presented. Motion carried by voice vote.
4. **Correspondence** – No correspondence.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Bradley, second by Sibilsky to approve the vouchers. Motion carried by voice vote.
6. **Staff Reports – Ewan** reported this is his first day back since June 21. In September, he will do site evaluations, count missing trees for replanting in spring, and complete evaluation forms for customer folders.

**Rohde** reported he and Louie have been weeding and mowing sites, some multiple times. Because of the amount of moisture received and warm weather, trees and shrubs are doing well, but so are weeds. He stated 9.9 miles of windbreaks with fabric were installed. Portage County had just under 20,000 feet installed, Adams County had just over 18,000 feet, Juneau County had approximately 12,400 feet, and Waushara County had just under 2,000 feet. Fourteen rolls of 10 foot fabric were installed and 125 trees were hand planted on a project in Marquette County. In addition, 275 trees were hand planted on other sites and 2,500 trees were machine planted on a site. Rohde will be mailing invoices to customers. Rohde will recall Louie and Marty on August 23 to assist with maintenance for two weeks. Rohde continues to work on 2011 windbreak sales.

Piechowski 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. No one registered to speak.

7. **Discussion/Possible Action – 2010 Budget Projections/2011 Proposed Budget** – Copies of the budget were distributed. Bradley passed out copies and explained the financial planning worksheet, referring to projected expenses and revenues for 2010. He added the figures only include windbreaks. Miscellaneous hand and machine plantings and other revenue producing projects are not included. Bradley and Benedict explained the 2010 projected budget figures. Expenses are projected at \$151,860 and revenues at \$109,978, resulting in a shortfall

of \$38,582 to be transferred from the equipment replacement account to balance the budget. Regarding the proposed budget for 2011, Bradley stated salary and fringe for Rohde have increased, but most other line items remain the same as budgeted in 2010. Proposed expenses are \$172,831. Proposed revenues are based on 15.5 miles at \$1.91 per foot - \$156,314, leaving a deficit of \$16,517. Of the deficit, \$5,000 would be transferred from the interest account, approved for the purchase of easements, and the remaining \$11,417 transferred from the equipment replacement account. Bradley offered options of trimming expenses and/or raising fees. After discussion, it was decided to eliminate the \$5,000 budgeted from the interest account for easements and to decrease the line item for LTEs from \$36,500 to \$30,000. If there is a need for additional staff, Hernandez suggested using County technical staff. Another suggestion is to look into using inmates with Huber privileges. The Board stressed the importance of selling at least 15.5 miles of windbreaks to keep the CWWP going. Hernandez asked whether the most cost effective windbreaks are being installed. Rohde and Ewan explained the trees/shrubs are a very minimal part of the cost. Fabric, machine planting, and three years of maintenance are the largest costs. The majority of the maintenance takes place during the planting year and tapers off in the second and third years. There was discussion to increase maintenance or machine planting fees by five cents. Rohde said the increase would result in an average of \$130 additional cost to the customer for a ½ mile windbreak. Rohde will work up estimates and fee schedule changes will be on the agenda for the next meeting. Rohde was encouraged to promote seeder rental and seeding services. He was also reminded to work up windbreak plans on aerial photos for customers showing their existing windbreaks and potential future windbreak sites to use as a sales tool. Motion by Bradley, second by O'Donnell to approve the 2011 budget with the two agreed upon revisions. Motion carried by voice vote.

**8. Next Meeting Date** – The next meeting is scheduled for Monday, September 20 at 9:30 a.m. at the Hancock Ag Research Station.

**9. Adjournment** – Motion by Licitar, second by Hernandez to adjourn. Motion carried by voice vote. Meeting adjourned at 11:00 a.m.

Respectfully submitted,

/Patty Benedict/

Patty Benedict, Recording Secretary

Minutes approved at the September 20, 2010 CWWP Board meeting.

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
September 20, 2010

**Board Members present:** Joe Piechowski, Ed Hernandez, Steve Bradley, Greg Lowe, Chuck Sibilsky, Glenn Licitar, Hugh O'Donnell

**Staff/Advisors/Others present:** Shannon Rohde, Stan Ewan, Peggy Lane, Patty Benedict

1. **Call to Order** – The meeting was called to order at 9:30 a.m. by President Piechowski.
2. **Introductions** – Introductions were made.
3. **Review/Approval – Minutes of August 17, 2010** – Motion by Bradley, second by Hernandez to approve the minutes as presented. Motion carried by voice vote.
4. **Correspondence** – No correspondence presented.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Lowe, second by Bradley to approve vouchers. Motion carried by voice vote.
6. **Staff Reports – Rohde** reported this is Ewan's first day back since the last meeting. Rohde has been finishing site maintenance with Louie. They have one site remaining. The sites look good and are growing well. Ewan will begin site evaluations and may do some replants using stock from the nursery. Rohde has been working on windbreak sales. Rohde informed the Board there is equipment, i.e. computers, cameras, a drafting table, soil collectors, which is no longer used and asked for direction on disposing of the property. Bradley will check with Portage County's Purchasing and IT Departments to see if there are any ordinances to be followed. O'Donnell mentioned ODC in Wisconsin Rapids that takes old computers, disassembles them, and recycles the materials. Rohde was instructed to take inventory of the equipment, determine values, and give priority to partner counties. If none of the partner counties are interested, a suggestion was made to sell on Craig's List.

Bradley said, at the RC&D meeting the previous week, it was mentioned that Heartland Farms has contributed \$600,000 over the past five years to special nonprofit projects. A suggestion was made to have Rohde and Ebert approach Heartland Farms as a possible funding partner for living snow fence projects.

Piechowski 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. No one registered to speak.

7. **Discussion/Possible Action – CWWP Cost Sharing** – Bradley explained cost sharing for projects that may not be eligible to receive State or Federal funding has been taken from the equipment replacement account in the past. He stated the projected beginning account balance for 2011 is \$29,270.67. The account is also used for replacing equipment and budget shortfalls.

Piechowski asked if there is a need for new equipment in the coming years. Rohde and Ewan felt there may be a need for a new tree planter in the next two or three years. Bradley suggested waiting until Rohde knows how many miles of windbreaks are sold and which landowners may need cost sharing. Hernandez suggested applying for a Targeted Runoff Management (TRM) grant, possibly for 2012. No action taken.

**8. Discussion/Possible Action – 2011 Fee Schedule** – Rohde indicated an increase of five cents to the machine planting and maintenance fees would not be a significant increase to landowners and would apply to every linear foot of windbreaks installed. Machine planting would increase from \$.50 to \$.55 per linear foot and maintenance would increase from \$.30 to \$.35 per linear foot. Motion by Bradley, second by Hernandez to approve the increases to the fee schedule proposed by Rohde. Motion carried by voice vote.

**9. Next Meeting Date** – The next meeting is scheduled for Monday, December 20, 2010 at 9:30 a.m. at the Hancock Ag Research Station.

Lane suggested a way to advertise CWWP services is to hold informational meetings at town halls.

**10. Adjournment** – Motion by Hernandez, second by Lowe to adjourn. Motion carried by voice vote. Meeting adjourned at 10:20 a.m.

Respectfully submitted,

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
December 20, 2010

**Board Members present:** Steve Bradley, Cathy Guth, Richard Colby, Glenn Licitar, Hugh O'Donnell, Ed Hernandez, Joe Piechowski, Greg Lowe

**Staff/Advisors/Others present:** Tim Karcheski, Town of Plover Chair (Portage County), Shannon Rohde, Stan Ewan, Patty Benedict

**1. Call to Order** – The meeting was called to order at 9:35 a.m. by Vice President Colby.

**2. Introductions** – Introductions were made.

**3. Review/Approval – Minutes of September 20, 2010** – Motion by O'Donnell, second by Lowe to approve minutes as presented. Motion carried by voice vote.

(Joe Piechowski arrived at 9:40 and took over as chair.)

**4. Correspondence** – No correspondence.

**5. Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Colby, second by Hernandez to approve vouchers, purchases, and reimbursements. Motion carried by voice vote.

**6. Staff Reports – Rohde** reported Ewan has been off since the last meeting. Rohde has been working on windbreak sales and potentially has 13 miles at this time, if all go through. He also has other customers who have not responded yet. Rohde set up a booth at the WLWCA Conference in Wisconsin Dells. Bradley asked if a majority of the windbreak customers will be eligible for Environmental Quality Incentive Program (EQIP) funding. Rohde replied he is meeting with the District Conservationist from Adams, Marquette, and Waushara Counties to discuss the potential projects. He has also been in contact with the Portage County NRCS office regarding EQIP funding. Rohde stated he has been contacted by a Portage County landowner regarding a possible 47 acre Conservation Reserve Program (CRP) tree planting project. If the project goes through, Rohde stated there could be up to 30,000 trees and they may need help sorting and planting trees.

(Greg Lowe arrived at 9:45 a.m.)

Of the 13 potential miles, Colby asked how many living snow fences are planned. Rohde estimated between one and two miles.

Piechowski asked if Rohde has been in contact with the Village of Neshkoro regarding a possible nine or ten acre tree planting project. Rohde replied he faxed information, but has not heard back. Rohde stated he spoke with a Department of Transportation (DOT) representative, who indicated they have no money in the budget for living snow fences in 2011. Rohde said he will continue to contact county highway department superintendents. He spoke with Ron Chamberlain, Adams County, who may have one project along County Road N between County Road J and Highway 21. Rohde got a possible lead at the WLWCA Conference for a tree planting project for the City of Nekoosa. O'Donnell said Nekoosa is applying for grant funds to develop a business park, and would like to plant trees in other parts of the City. He gave Rohde the name of the public works director as the contact person.

Bradley asked when trees must be ordered. Rohde replied he can order up to mid March as long as the stock is available. He has reserved 5,000 silky dogwoods to make sure they receive the preferred size and quality stock. He may order some conifers from a different nursery, Badger Evergreen, Michigan.

Licitar said he viewed preliminary plans for Milksource, a dairy near Grand Marsh. Windbreaks are included in the plans. Construction is to start in March. Jim Ostrum is the contact person.

Piechowski 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.

**7. Discussion/Possible Action – CWWP Cost Sharing** – Rohde indicated a couple of projects may not qualify for State or Federal cost sharing. Benedict stated \$37,024 is anticipated to be needed to balance the budget from the equipment reserve account, \$3,300 will be used for vouchers from the interest account, and \$6,487 was used for cost sharing in 2010. (**NOTE:** After the meeting, it was discovered the final cost sharing figure for 2010 was actually \$4,682.80.) Bradley stated the projected 2010 ending balance for the equipment reserve account is approximately \$30,000. Rohde stated cost sharing offered through the CWWP is at a rate of 50%. At this time, Rohde said he only has a couple of small projects, but could not estimate how much cost sharing is needed. At a previous CWWP Board meeting, funds from the interest account were allocated to a living snow fence demonstration project. After discussion, it was decided offering cost sharing is a better use of the interest account funds. Motion by Bradley, second by Colby to rescind the allocation for living snow fences from the interest account and redirect the funds, up to \$7,000, for cost sharing windbreaks for customers not eligible for State or Federal funding at a cost share rate not to exceed 50%.

**8. Discussion/Possible Action – 2011 Plan of Work** – Rohde reviewed the 2010 Plan of Work accomplishments, noted in red on the handout. Guth suggested Rohde look into providing information about CWWP at Mid-State Technical College's night classes, held in various locations around the county. Contacts are instructors, Phil Ely and Mike Sabel. Bradley reminded Rohde he should provide customers with long range windbreak plans. Hernandez suggested investigating Targeted Runoff Management (TRM) grants to address wind erosion in water quality management areas. Bradley will inquire whether CWWP and/or Golden Sands RC&D are eligible to apply for the grants. Bradley stated the 2011 Plan of Work is basically the same as 2010 with the exception of the dates and salary and fringe figures were updated. Changes to be made are as follows: Under Objective C, Items #1 Remarks and #4 Action Item, replace Chuck Kostichka's name with Mary LeMere. Under Objective E, Action Item #1 delete "in 2011", and under Remarks delete "interest account". Piechowski noted he would like a windbreak tour held in the fall of 2012. Motion by O'Donnell, second by Lowe to approve the 2011 Plan of Work with the changes noted. Motion carried by voice vote.

**9. Next Meeting Date** – The next meeting is scheduled for Tuesday, April 5, 2011, 9:30 a.m. at the Hancock Ag Research Station.

**10. Adjournment** – Motion by Hernandez, second by Piechowski to adjourn. Motion carried by voice vote. Meeting adjourned at 10:50 a.m.

Respectfully submitted,  
/Patty Benedict/  
Patty Benedict, Recording Secretary