

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION (HARS)  
April 10, 2012

**Board Members present:** Matt Repking, Jerry Storke, Hugh O'Donnell, Joe Piechowski, Richard Colby, Steve Bradley, Duane Maatz

**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 December 19, 2011** – Motion by Colby, second by O'Donnell to approve the December 19, 2011 minutes as presented. Motion carried by voice vote.
4. **Correspondence** – Benedict passed around a publication from Lawyer Nursery, which included an article titled “An Example of the Effects of a Windbreak on Wind Speed”.
5. **Review/Approval – Vouchers** – Benedict pointed out the Cold Stream Farm invoice is from 2011. Motion by Bradley, second by Piechowski to approve vouchers. Motion carried by voice vote.
6. **Staff Reports – Ewan** returned to work on April 9. He reported plans, flagging, and site preparation are being done for 2012 windbreak sites. Trees and shrubs are due in April 18, and then hand and machine planting can begin.

**Rohde** reported he attended LCC meetings in Marathon, Waupaca, and Wood Counties. He attended the Wisconsin Association of Land Conservation Employees (WALCE) Conference in Eau Claire. Eligible customers have been signed up for cost sharing through the Environmental Quality Incentive Program (EQIP). Rohde estimated 18.2 miles (96,090 feet) of windbreaks will be installed in 2012. Approximately 70% of the windbreaks are in Portage County, which should save travel costs. Most of the windbreaks are double row trees, which can be planted faster, and laying the six foot fabric tends to go smoother. The 10 foot fabric layer has been reinforced and is ready to go. Other tree plantings and food plot projects are possible. Rohde reported HARS is allowing use of a portion of a potato storage building to store trees and shrubs, which will eliminate the need for a refrigerated truck and fuel.

Rohde asked the Board to consider purchasing a small two wheel drive truck. A significant portion of their driving does not require using the large diesel trucks. He feels it could save approximately \$1,000 per year in fuel costs. Piechowski suggested getting prices and put on the agenda for the next meeting.

Historically, Rohde explained, windbreak designs have been installed using alternating species in rows, which increases disease resistance and aesthetics. At a meeting held in

the fall of 2011 with Greg Rebman, NRCS State Forester, and other NRCS representatives, windbreak designs were discussed. NRCS standards call for each row to be a single species. Initially, after viewing windbreaks installed by the CWWP, because the spacing between each species meets NRCS standards, Rebman gave verbal approval to alternate species in a row, but later said rows must be one species in order to meet the standard and be eligible for NRCS cost share funding. Rohde said customers prefer windbreaks with alternating species in a row and sales could be difficult in the future. Bradley said it is possible to request opening the standard for revision. For the next meeting, Bradley suggested drafting a letter to Pat Leavenworth, NRCS State Conservationist. Maatz offered backing on behalf of the WPVGA. Piechowski suggested including photos of windbreaks and customer reactions.

Bradley stated a 2011 windbreak customer was referred to Portage County's Corporation Counsel for collection of the balance of their windbreak payment. A letter was sent to the customer and payment has been received.

Rohde mentioned they will be hand planting approximately 40 spruce trees at the Red Granite Cemetery. Piechowski suggested Rohde provide brochures to county parks departments offering tree planting services.

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 – Pursue Tax Exempt Status for CWWP** – In 2003, Bradley stated the CWWP filed paperwork to become a Wisconsin non-stock nonprofit corporation, but did not apply for tax exempt status. Portage County's Finance Director and Corporation Counsel have recommended the CWWP pursue tax exempt status with the IRS. An accountant that works with Portage County has offered to prepare the paperwork and file for an estimated cost of \$2,500. Portage County's UWEX Community Development Educator has offered to help with the process, which could decrease the cost. Motion by Colby, second by Licitar to approve up to \$3,000 to be taken from the equipment reserve account to pursue tax exempt status. The expenses will be charged to the professional services budget line item. Motion carried by voice vote.
8. **Discussion/Possible Action – CWWP Sign** – Quotes were distributed from three companies for the sign at the entrance to the CWWP office. Benedict also noted she left a message for a Department of Transportation person requesting information whether permits are needed to place a sign along Interstate 39, but has not received a return call. Motion by Bradley, second by O'Donnell to choose the quote from Sign Creations and Graphic Design LLC in the amount of \$158.07. Motion carried by voice vote.
9. **Discussion/Possible Action – Agreement With Portage County for Administrative Services** – Portage County's Corporation Counsel suggested waiting to revise the agreement due to the possible application for tax exempt status. No action taken.
10. **Discussion/Possible Action – RC&D LTE Agreement** – Considering the number of miles of windbreaks planned, Bradley suggested setting the amount for LTE staff at \$36,000. If

additional funds are needed, an amendment can be done. RC&D's administrative rate was increased to 16% of restricted funds or 17.41% of total project costs, due to the recent loss of Federal funding, and increased insurance and administrative costs. Motion by Bradley, second by Licitar to approve the agreement for up to \$36,000. Motion carried by voice vote. Piechowski will take the agreement to the RC&D Council for approval.

**11. 2011 Budget Report** – The budget was reviewed. Benedict noted the downpayment for Hamerski Farms' 2011 windbreak was deposited and mistakenly applied to 2010 revenues. A profit of \$1,644.32 will be put in the equipment reserve account. Bradley pointed out \$6,616.95 from the interest account was used for cost sharing windbreaks not eligible for State or Federal funding.

**Other** – Matt Repking said he started March 1, 2012 as the Hancock Ag Research Station Superintendent. He plans to visit Rohde and Ewan to learn more about the CWWP.

Piechowski thanked Maatz for attending. Maatz said his time is mostly focused on water use and irrigation issues. He hopes to spend more time on soil issues and will make an effort to participate more. He said the WPVGA and CWWP have similar concerns with NRCS standards. Piechowski said he would like to see more grower participation on the CWWP Board. Maatz said he would approach WPVGA committees and ask to have representation on the CWWP Board. Maatz offered to contact WPVGA attorneys to investigate the NRCS windbreak standard.

Revised copies of the 2012 Plan of Work and the Business Plan were distributed.

**12. Next Meeting Date** – The next meeting is scheduled for Monday, June 25, at 9:30 a.m. in Hancock.

**13. Adjournment** – Motion by Licitar, second by Piechowski to adjourn. Motion carried by voice vote. Meeting adjourned at 11:05 a.m.

Respectfully submitted,

/Patty Benedict/

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
June 25, 2012

**Board Members present:** Charles Sibilsky, Richard Colby, Hugh O'Donnell, Greg Lowe, Ed Hernandez, Steve Bradley, Joe Piechowski

**Staff/Advisors/Others present:** Shannon Rohde, Stan Ewan, Patty Benedict, Duane Maatz, Jennifer Glad, Greg Rebman, Julie Ammel, Eleanor Horvath

1. **Call to Order** – The meeting was called to order at 9:30 a.m. by Piechowski.
2. **Introductions** – Introductions were made.
3. **Election of Officers: President, Vice President, Secretary, Treasurer** – Motion by Bradley, second by O'Donnell to keep the same officers – Joe Piechowski – President, Dick Colby – Vice President, Chuck Sibilsky – Secretary, and Steve Bradley – Treasurer. Motion carried by voice vote.
4. **Review/Approval – Minutes of April 10, 2012** – Motion by Colby, second by Bradley to approve the April 10, 2012 minutes as presented. Motion carried by voice vote.
5. **Correspondence** – No correspondence presented. Rohde mentioned the new CWWP sign is in place outside the office.
6. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Bradley, second by Piechowski to approve vouchers, purchases, and reimbursements. Motion carried by voice vote.
7. **Staff Reports** – Ewan reported tree and shrub stock was received on April 18 and stored in the cooler provided by HARS. The cooler provides easy access, is temperature controlled, and kept the stock in good condition. They were able to store the fabric in the cooler keeping it out of the weather. There were issues with the quality of some of the Norway spruce and hybrid poplar. They are considering changing suppliers. A suggestion was made to contact the supplier and request a price adjustment or replacements for the poor quality stock. In addition to the windbreaks, 4,800 trees were planted for a wetland restoration project at Mortenson Farms, five food plots were tilled and seeded for a customer near Wautoma, and fabric squares were installed around 75 customer planted trees. Ewan reported dead and missing trees were replaced in 2010 and 2011 windbreaks. Machine planting began April 24 and ended June 21. One site, 400 feet in length, remains to be hand planted and fabric squares installed. The first installation of six foot fabric took place on May 30 and the last installation was June 21. The first installation of 10 foot fabric was on June 4 and the last installation was June 13. Ewan gave an update on the LTEs: Louie started on April 23 and left for a full time job on June 8. Marty started on June 1 and will continue helping with maintenance. To replace Louie, Gregg was hired, started on June 4 and will continue working as needed through the summer. Ewan has been gathering data for 2012 sites, taking fabric measurements and tree and shrub counts.

Maintenance of 2010 and 2011 sites is being done, weeding fabric slots and mowing fabric edges. Ewan noted a tiller blade and some boards on the large trailer need to be replaced.

**Rohde** reported 18.4 miles (97,174 feet) of windbreaks were installed in 2012. He passed around an article mentioning the CWWP which appeared in the Stevens Point Journal, Wisconsin Rapids Tribune, and Marshfield New Herald regarding the recent dust storms Rohde will be working on sending invoices to customers. On June 20, Rohde and Bradley met with Brian Kelley, Portage County Highway Commissioner, and Steve Schlice, Assistant Highway Commissioner/State Superintendent, to discuss the possibility of installing living snow fences in Portage County. The discussion went well; however, the issue is finding landowners willing to give up land. Rohde will attend the Highway Department meeting on June 26 to promote possible demonstration sites. Kelley will request funds in their 2013 budget for a mile of living snow fences. Rohde has started selling 2013 windbreaks. Of the 18.4 miles installed in 2012, 13 miles were in Portage County, with other sites in Waushara, Adams, and Juneau Counties. Rohde said a large dairy operation is planned in the Town of Saratoga, Wood County, which could be a potential customer in two or three years. Colby asked if Milk Source, Grand Marsh, is planning any windbreaks. Rohde replied he left a phone message, but has not heard back. He will reconnect with them.

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.

8. **Discussion/Possible Action – Truck Purchase** – Rohde said the CWWP currently has F250 and F350 trucks. For trips that do not require hauling the larger equipment, Rohde estimates having a small, two wheel drive truck would save \$800-1,000 per year in fuel costs. He has looked online and at used lots and prices range from \$3,500-6,000. Hernandez suggested negotiating a no cost warranty from the dealer and having a mechanic check potential vehicles. Based on the additional miles of windbreaks, extra projects installed, and savings on lower fuel costs and the expense for refrigerated storage, Bradley estimated \$9,000 added revenue in 2012. Motion by Colby, second by Sibilsky to authorize up to \$6,000 from the Equipment Replacement account for the purchase of a suitable used truck, approved by Piechowski and/or Bradley. Motion carried by voice vote.
9. **Discussion/Possible Action – Computer Purchase** – Rohde said the computer is nearly 10 years old. It had been running slow, but has improved. Bradley will inquire about a replacement and maintenance through Portage County and report at the next meeting. No action.
10. **Discussion/Possible Action – Letter to NRCS Regarding Revising Windbreak Standard** – Bradley explained NRCS standards require a single species within rows. Bradley noted a large, long time customer was lost, and potentially others because they prefer multi species windbreaks. Bradley asked Greg Rebman, NRCS State Forester, for direction on how to revise the standard to allow multiple species in a row. Bradley pointed out established CWWP windbreaks are without gaps, functioning well, and look great. Rebman stated he has viewed the windbreaks. He talked about the theory of how wind reacts to obstructions, such as trees and vegetation. He explained concerns with mixing

conifers and hardwoods in the same row. Conifers have denser foliage during prevalent periods of wind erosion, generally in the spring before hardwoods leaf out. He added conifers are more resistant to the wind than deciduous trees, resulting in a tunneling action from the wind concentrating and increasing velocity to go around the barrier. Hence, at the most critical time of the year, the windbreak is not doing what is expected. A reason for designing windbreaks with a single species in a row is for uniformity and predictability. Rebman suggested setting up study plans and gather data on the windbreaks CWWP installs with multi species in a row, which could support changing design criteria. Rebman said when federal funding is used to cost share windbreaks, standards must be followed. Rohde estimated over 90% of the windbreaks they install are double row windbreaks. Maatz questioned whether the tunneling effect is different for double row windbreaks. Rebman replied it can be; however the benefit is not the same without having the same species in a single row; the wind will find a way to weave in and out between the species. He explained windbreaks are not meant to completely block the wind, but influence the velocity. Bradley asked if it is possible to request an interim standard while data is being collected. Rebman suggested a study through a research Conservation Partnership Innovation Grant, but it will take time. Rohde stated there are CWWP customers that prefer the two row, multiple species windbreaks because they work well and are aesthetically pleasing. Ewan said a common example for a windbreak has eight foot spacing between alternating spruce and poplar in one row and the second row offset alternating spruce and poplar. After the poplar have reached their life span, they can be removed and a solid barrier of spruce remains between the two rows, which would not be the case using single species rows. Rebman questioned the branch development in multiple species rows. Ewan replied the spacing does not interfere with the trees' growth, and as the windbreak matures in 14 years or so, the result is a solid windbreak. Bradley stated early in the wind erosion project, two staff attended a conference in Poland and learned of the concept of multiple row, multiple species windbreaks. Bradley isn't aware that any research exists in the U.S. on the design. He has books, which Rebman said he would like to see. Hernandez questioned whether having a windbreak that may not meet the standard to the letter, but it is effective is better than not having one at all. Rebman asked how to know for sure it is effective? If the standard is followed, it is known the windbreak will have a positive impact on the resources. He said he would like to work with the CWWP, but a change will not happen overnight and without proven science. Piechowski said research has been done on the windbreaks for the last 25 years in the Central Sands area. Rebman said he will review any information provided to him. Motion by Bradley, second by Hernandez, to draft a letter requesting an interim standard to continue planting multiple species row windbreaks until information is gathered and studied. Motion carried by voice vote. Colby asked about applying for the grant mentioned. Rebman said the CWWP can apply for the grant. He also asked for information on older single species windbreaks that have failed. He is working on a windbreak maintenance standard.

- 11. Discussion/Possible Action – Marketing and Grant Writing Consulting Services –**  
 Glad informed the CWWP that RC&D is available to help with issues such as marketing, public relations, grant writing, etc. They have staff and access to skilled people to help in those areas, as well as possibly compiling and interpreting data as was requested by Rebman. An hourly wage plus fringe benefits and administrative costs would be charged. She offered to provide bids for specific projects. No action taken.

- 12. Discussion/Possible Action – Signage Along I-39** – Benedict contacted the Department of Transportation. In order to have a sign, or add to the Research Station’s sign, a permit fee of \$175 applies, plus an annual fee of \$35-50 as well as the cost of the sign. The property must also be zoned properly. A new sign was placed outside the CWWP office, and signs are placed at the ends of windbreaks, which Rohde feels are effective advertising. It was decided not to pursue a sign on the highway.
- 13. Discussion/Possible Action – Resolution of Adopting Plan of Dissolution** – Bradley reported rather than pursuing 501(c)(3) status, the Portage County Finance Director and Corporation Counsel recommended the CWWP submit Articles of Dissolution and have the partner counties enter into an intergovernmental agreement with Portage County providing administration. Copies of draft documents were provided. Bradley noted the intergovernmental agreement document did not have a means to distribute assets, after liabilities and expenses are satisfied, should the partners disband. Bradley offered an option using a percentage equal to the percent of revenues generated by each county going back ten years. Piechowski feels the partner counties have all been active in promoting the CWWP and should receive equal shares. Once the Articles of Dissolution are filed, the CWWP bylaws are no longer in effect; however Bradley suggested bylaws could be replaced by guiding principles. Members were encouraged to read the documents and contact Bradley or Benedict with any questions and/or proposed changes. Benedict will send the documents out two weeks prior to the next CWWP Board meeting to allow partner counties time to review. Action may take place at the next meeting.
- 14. Next Meeting Date** – The next meeting is scheduled for Monday, August 20 at 9:30 a.m.
- 15. Adjournment** - Motion by O’Donnell, second by Bradley to adjourn. Motion carried by voice vote. Meeting adjourned at 11:10 a.m.

Respectfully submitted,

/Patty Benedict/

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERS BOARD MEETING  
HANCOCK AG RESEARCH STATION  
August 20, 2012

**Board Members present:** Joe Piechowski, Richard Colby, Glenn Licitar, Greg Lowe, Ed Hernandez, Steve Bradley

**Staff/Advisors/Others present:** Shannon Rohde, Stan Ewan, Matt Repking, 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 25, 2012** – Bradley pointed out a correction on page two under Staff Reports; in the first line it should read “windbreaks were installed in 2012”, not 2013. Motion by Hernandez, second by Bradley to approve minutes as amended. Motion carried by voice vote.
4. **Correspondence** – Bradley passed on information and education materials to Rohde.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Vouchers will be presented at the next meeting.
6. **Staff Reports – Ewan** reported the drought has affected plant survival and will result in a lot of replants. Both established and newly planted sites are struggling. Sites that are irrigated are doing okay. Maintenance for 2010, 2011 and 2012 sites is up to date. Regarding the LTEs, Ewan reported Marty’s last day was August 6 and Gregg’s last day was August 17. Equipment maintenance has been completed on the planters and fabric layers. Boards were replaced on one of the trailers. Major repairs were needed on the Kubota tractor, estimated between \$1,000 and \$1,500. Ewan said since Louie, a former LTE, left, they no longer have access to his auger, which was used for hand planting. The Board agreed to allow purchase of an auger, at a cost of approximately \$350. Ewan will begin site evaluations on September 24, a bit later than usual, in order to see the full impact of the drought and get a more accurate replant count. He assesses plant height and the condition of each site. Bradley said funds in the reserve account can be used if necessary to cover the cost of stock and labor for replanting.

**Rohde** reported 97,180 feet, or 18.4 miles, of windbreaks were installed. He noted some customers backed out because they prefer multi species windbreaks, versus single species as required by NRCS. Other projects completed were: tree plantings, food plots, installed fabric squares on a site, and mowed a site. Rohde calculated windbreak revenue only at \$198,562.62. With the additional projects, the revenue total is \$201,292.62. He has been preparing invoices for customers and assisting with site maintenance. Rohde noted the computer crashed and a new one was purchased. He will back up files on a thumb drive. He attended NRCS work group meetings with Adams, Marquette, and Waushara Counties. He also attended a potato field day at the Research Station and set up the display at a field day in Sparta. In the next months, he will continue weeding and mowing sites as needed. Rohde reported a 1999 Ford F150 extended cab truck was purchased from the Portage County Parks

Department for \$3,000. The truck is in good condition with 100,000 miles, runs well, came with a tool box, and was well maintained. Piechowski asked how the refrigerated storage provided by the Research Station worked this year. Rohde replied it worked great. Repking said storage space should be available next year, depending on the amount they need for potato storage. Rohde is working on sales for 2013. Regarding drought conditions, Rohde said he has asked customers to water the windbreaks if they have access to watering equipment. Rohde reported a windbreak customer in Marquette County called asking for assistance. About 85% of the pine trees were brown in the 4-5 year old windbreak. Bradley said it may be possible to consider it a failed best management practice (BMP) and the County may utilize cost share funds to replace. Based on language in the cost share contract, the landowner is responsible to maintain the BMP for 10 years. Rohde said the full effect of the drought on the windbreaks may not be known until next year when plants start growing again. Rohde said the Research Station has a tank with a hose fitting and considered loading on a truck to water nearby sites. Piechowski suggested contacting local fire departments and offering a donation for them to water sites.

Regarding looking into changing the NRCS windbreak standard, **Bradley** said he was unable to locate research/study data. Scientific documentation or research is needed to change the standard. At the least, he would like to pursue revising the standard to allow multiple species in a row for shrub windbreaks. Greg Rebman, NRCS Forester, has agreed to continue discussions. Piechowski suggested contacting George Greil or Eric Hurley, former employees, for windbreak research.

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 – Dissolution of the Central Wisconsin Windshed Partners, Inc.** – Bradley explained the CWWP incorporated in 2003 to be eligible to receive grant funding from DATCP. Those funds are no longer available, and remaining incorporated is not necessary. The CWWP will continue operation under Portage County through an intergovernmental agreement between the partner counties. Counties may decide whether they wish to take the agreement to their county boards. Motion by Colby, second by Hernandez to adopt the Directors' Resolution Adopting Plan of Dissolution. The Resolution was signed by Piechowski. The Dissolution Plan, containing a list of assets, was verified and signed by Bradley, as CWWP Treasurer. Internal Revenue Service Form 966, Corporate Dissolution or Liquidation was signed by Piechowski.

**8. Discussion/Possible Action – Establishment of the Central Wisconsin Windshed Partnership (CWWP) Group** – Bradley explained the intergovernmental agreement is similar to the original agreement signed by all the partner counties. He referred to the two options in Item 13 – Dissolution of the Group. After discussion, consensus was for option two, which distributes assets equally among the five partner counties after all liabilities are satisfied. Motion by Lowe, second by Licitar to approve the Intergovernmental Agreement for the Establishment of "The Central Wisconsin Windshed Partnership Group". Motion carried by voice vote. Representatives from member counties present signed the agreement. Wood County was not represented. Benedict will send the agreement to Wood County for a signature. She will send a signed copy to all counties.

**9. Discussion/Possible Action – CWWP Group Guiding Principles** – Benedict explained the guiding principles were copied from the former CWWP bylaws. Motion by Colby, second by Bradley to adopt the CWWP Group Guiding Principles. Motion carried by voice vote.

**10. Discussion/Possible Action – 2013 Preliminary Budget** – Bradley said the 2013 proposed budget includes increases for salaries and fringe for Rohde, and the LTE and fabric line items. Bradley distributed a spreadsheet CWWP Financial Planning for Windbreaks – 2012/13. After review, to balance revenues and expenses, an adjustment was made to the LTE account, decreasing from \$36,000 to \$24,000. Motion by Hernandez, second by Licitar. Motion carried by voice vote.

**11. Discussion/Possible Action – 2013 Fee Schedule** – Motion by Bradley, second by Hernandez to increase the 6 foot wide mulch fabric from \$.47 to \$.50 per linear foot and approve the 2013 fee schedule as amended. Motion carried by voice vote.

**12. Next Meeting Date** – The next meeting is scheduled for Monday, December 17 at 9:30 a.m. at the Hancock Ag Research Station.

**13. Adjournment** – Motion by Bradley, second by Hernandez to adjourn. Motion carried by voice vote. Meeting adjourned at 11:10 a.m.

Respectfully submitted,

Patty Benedict, Recording Secretary

CENTRAL WISCONSIN WINDSHED PARTNERSHIP GROUP BOARD MEETING  
HANCOCK AG RESEARCH STATION  
December 17, 2012

**Board Members present:** Joe Piechowski, Hugh O'Donnell, Jerry Storke, Ed Hernandez, Chuck Sibilsky, Glenn Licitar, Richard Colby, Steve Bradley, Barry Jacowski, Greg Lowe

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

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 20, 2012** – Motion by Colby, second by Jacowski to approve minutes as presented. Motion carried by voice vote.
4. **Correspondence** – Benedict asked members to take copies of the updated brochure.
5. **Review/Approval - Vouchers, Purchases, Reimbursements** – Motion by Jacowski, second by Licitar. Motion carried by voice vote.
6. **Staff Reports – Ewan** reported he did site evaluations in September and October. Because of the drought, many trees failed. Of the 13,814 plants installed in 2012, 3,334 did not survive (24.3%). On sites planted in 2010 and 2011, approximately 1,000 replants are needed. Ewan expects to lose additional plants to winter kill. A power auger was purchased and worked well on a site with clay soil. Because of high commodity prices, Ewan said there are landowners clearing land to plant crops. He feels a plan to control wind erosion should be required. Hernandez said the only plan needed is a nutrient management plan. Bradley asked how much additional work the replants will require in 2013, and will assistance from the counties be needed? Ewan replied it is likely the LTEs will all be new in 2013, and they will accept any help offered. Rohde ordered replant stock locally so they will be available earlier and can be planted as soon as the frost is out in the spring. There was discussion on finding and hiring LTEs. The season is generally from April through August, approximately 40-50 hours a week. The starting pay rate is \$10 per hour, with a \$2 per hour bonus paid if they remain through the entire season. Depending on their schedule, a college student could work out, but they will likely have classes the first part of the season.

**Rohde** reported 18.4 miles of windbreaks were established in 2012, nearly 3 miles more than the goal of 15.5 miles. A majority of the windbreaks were planted in Portage County. This helped save transportation costs as equipment could be moved in and did not have to be hauled back and forth each day. Other project: planted nearly 5,000 trees in a field; five ½ acre food plots were planted using the Brillion seeder; a site beyond the three year maintenance period in Wood County was mowed and maintained. Rohde will be lining up windbreaks for 2013. He is working on plans and cost estimates for six or seven customers, and will be contacting return/regular customers. Rohde reported repairs were needed on the 1999 F150 Supercab, and the F250 and F350 will have maintenance and repairs done so the vehicle are ready to go in the spring. The tractors are being stored in a building and

the rest of the equipment has been winterized and tarped. Discussion took place on evaluating positions and basing starting pay on a candidate's skills/experience. Rohde will attend the WPVGA Conference in February and the WLWCA Conference in March, and set up the display.

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 – Amendment to Intergovernmental Agreement for the Establishment of “The Central Wisconsin Windshed Partnership Group”** – Benedict explained Portage County's County Executive asked to add a statement that Portage County policies shall be followed, and a clarification that assets will be held by Portage County. Motion by Jacowski, second by Hernandez to approve the Agreement as amended. Motion carried by voice vote. The CWWP Board President and representatives from each county signed the agreement. Benedict will send a copy of the signed agreement to each county.

Piechowski asked Bradley to provide Golden Sands RC&D with a copy of Portage County's LTE policies.

- 8. Discussion/Possible Action – 2012 Accomplishments** – Rohde reviewed the 2012 Plan of Work accomplishments. Under Objective D, Item 4, Piechowski suggested researching private/endowment sources for grants. No action taken.
- 9. Discussion/Possible Action – 2013 Plan of Work** – There was discussion on increasing the average cost per foot under Objective A, Item 1. It was decided to leave the figure at \$1.91 per foot as the cost fluctuates depending on the number of miles of windbreaks installed. Estimates are given to customers for individual windbreaks. Under A-4, Hernandez asked if an acreage figure should be shown for seeding projects. Rohde said project requests are not consistent. Jacowski asked if they have a sprayer for chemical applications. Ewan is licensed, but the CWWP does not have the equipment at this time for chemical application. Jacowski said there is interest in the service. He has had people approach him. Rohde said customers can have the CWWP do the seeding, or they can rent the equipment and do it themselves. The following will be added to the remarks under A-4: “Promote seeding services to towns for publication in newsletters and posting on websites. Provide articles/press releases to media, agricultural publications, and other suitable outlets.” Under B-2, the following will be added to remarks: “Provide CWWP brochure to county Ag Agents.” Motion by Lowe, second by Jacowski to approve the 2013 Plan of Work with amendments. Motion carried by voice vote.
- 10. 2012 Budget Update** – Bradley explained the budget handout. Benedict noted the figures are not final, there are invoices expected for vehicle repairs/maintenance and may be others. She also explained a line item was added for general liability for equipment other than vehicles, which was previously budgeted under the vehicle insurance line item. No equipment purchases are anticipated for 2013.

- 11. Discussion/Possible Action – Business Plan** – Benedict stated the amendments were changing the name to Central Wisconsin Windshed Partnership Group throughout the document. The website link was updated. Reference to being registered with the Department of Financial Institutions was deleted as Articles of Dissolution were filed. Budget figures were also updated. Motion by Jacowski, second by Licitar to approve the Business Plan. Motion carried by voice vote. Benedict will provide updated copies.
- 12. Next Meeting Date** – The next meeting is scheduled for Tuesday, April 9 at 9:30 a.m. at the Hancock Agricultural Research Station.
- 13. Adjournment** – Motion by Jacowski, second by O'Donnell to adjourn. Motion carried by voice vote. Meeting adjourned at 11:00 a.m.

Respectfully submitted,

Patty Benedict, Recording Secretary