

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

LAND CONSERVATION SUBCOMMITTEE

Supervisor Norb Dantinne, Chair;
Citizen Rep Stan Kaczmarek, Vice Chair
Supervisor Friberg, Supervisor Fuller,
Supervisor Landwehr, Supervisor Suennen

LAND CONSERVATION SUBCOMMITTEE
TUESDAY, JULY 25, 2023
5:30 PM
Room 200, Northern Building
305 E. Walnut Street
Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

Please Note: Cake will be served from 5 – 5:30 pm in Room 201, in honor of County Conservationist Mike Mushinski's Upcoming Retirement.

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 23, 2023.

Comments from the Public

Land and Water Conservation Department

1. Financials:
 - a. Budget Status Report for April 30, 2023 – Unaudited.
 - b. Budget Status Report for May 31, 2023 – Unaudited.
2. Project 2590-Wetland Restoration and Wildlife Habitat-Resource Recovery-Request for Approval
3. Director's Report.

Other

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantinne, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
LAND CONSERVATION SUBCOMMITTEE**

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the Brown County Land Conservation Subcommittee was held on Tuesday May 23, 2023, in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI.

Present: Chairman Norb Dantine, Supervisor Morgan Fuller, Supervisor Ray Suennen, Supervisor Dave Landwehr, Supervisor Tom Friberg
Excused: Vice Chair Stan Kaczmarek
Also Present: County Conservationists Mike Mushinski & Nicholas Peltier and other interested parties.

I. Call Meeting to Order.

The meeting was called to order by Chair Dantine at 5:30 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Friberg, seconded by Supervisor Suennen to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of March 28, 2023.

Motion made by Supervisor Landwehr, seconded by Supervisor to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

IV. Introduction of Newly Appointed Brown County Conservationist Nicholas Peltier.

Chair Dantine introduced and welcomed newly appointed County Conservationist, Nicholas Peltier.

Comments from the Public

Land and Water Conservation Department

1. Budget Status Financial Report for December 31, 2022 – Unaudited.

County Conservationist Mike Mushinski end-of-year they did very well and financially they came in within \$1,039.00 of their expenses and revenues.

2. Budget Status Financial Report for March 31, 2023 – Unaudited.

Mushinski informed they were going to be behind every year because of the way grants were reimbursed back to their department. They will see a negative, then it will pick up, and at the end of the year they will balance again. It was a slow process getting some of those revenues back as they expend them.

3. Director's Report.

a. Katie Woodrow, Keepers of the Fox program and Climate Smart initiative updates.

Mushinski introduced Katie Woodrow, noting she's been before the committee before, it was valuable that she was present because Brown County does support the efforts through Fox-Wolf Watershed Alliance financially, in a lot of different ways. Woodrow informed she was the Lower Fox River Program Director for the Fox-Wolf Watershed Alliance and oversaw the program that's focused on the watershed that drains into the lower Fox River and the Bay of Green Bay. Fox Wolf was supported through original coordination agreement with Brown County, Outagamie County and Oneida Nation and they provide regional coordination efforts across the basin to make sure they're all working towards water quality efforts together. She was here a year ago and was back to give them an update on the things they've been working on and what they have coming up. A handout was provided and briefly spoken to. |||

Other

4. **Such Other Matters as Authorized by Law.**

Mushinski provided handouts (attached) and noted they received an email from the WI Land+Water Association with the request to all counties to ask the Joint Finance Committee (JFC) to approve an increase to state funding for conservation programs. A letter was drafted and sent to the appropriate legislative people in Madison and throughout the state to support that increase. He informed the vote they wanted to take was to keep the funding level, as there was a mistake made, so their intent was to restore the funding to base levels they have now. The association was hoping for an increase, which the letter spells out, but it didn't go that way.

5. **Adjourn.**

**Motion made by Supervisor Landwehr, seconded by Supervisor Friberg to adjourn at 5:45 p.m. Vote taken.
MOTION CARRIED UNANIMOUSLY**

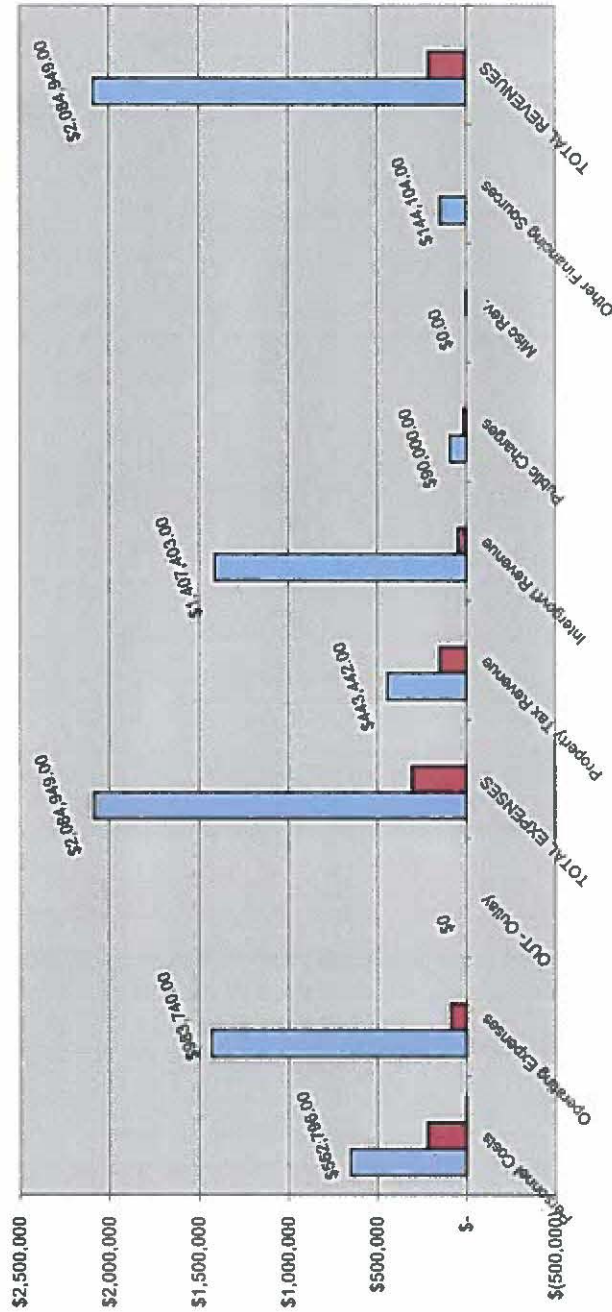
Respectfully submitted,

Alicia A. Loehlein
Legislative Specialist

**Brown County Land & Water Conservation
Budget Status Report (unaudited)
April 30, 2023**

	<u>2023 Amended Budget</u>	<u>2023 YTD Transactions</u>	<u>2022 Amended Budget</u>	<u>2022 YTD Transactions</u>
Personnel Costs	\$653,917.00	\$217,824.07	\$562,796.00	\$187,724.44
Operating Expenses	\$1,431,032.00	\$86,725.27	\$983,740.00	\$104,482.88
OUT- Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$2,084,949.00	\$304,549.34	\$1,546,536.00	\$292,207.32
Property Tax Revenue	\$443,442.00	\$147,814.00	\$453,463.00	\$151,154.32
Intergov'l Revenue	\$1,407,403.00	\$47,303.81	\$985,743.00	\$7,051.53
Public Charges	\$90,000.00	\$15,129.80	\$105,500.00	\$16,771.57
Misc Rev.	\$0.00	-\$20.00	\$0.00	\$0.00
Other Financing Sources	\$144,104.00	\$0.00	\$1,830.00	\$0.00
TOTAL REVENUES	\$2,084,949.00	\$210,227.61	\$1,546,536.00	\$174,977.42

Land and Water Conservation April 30, 2023





Budget by Account Classification Report

Through 04/30/23
 Prior Fiscal Year Activity Included
 Summary Listing

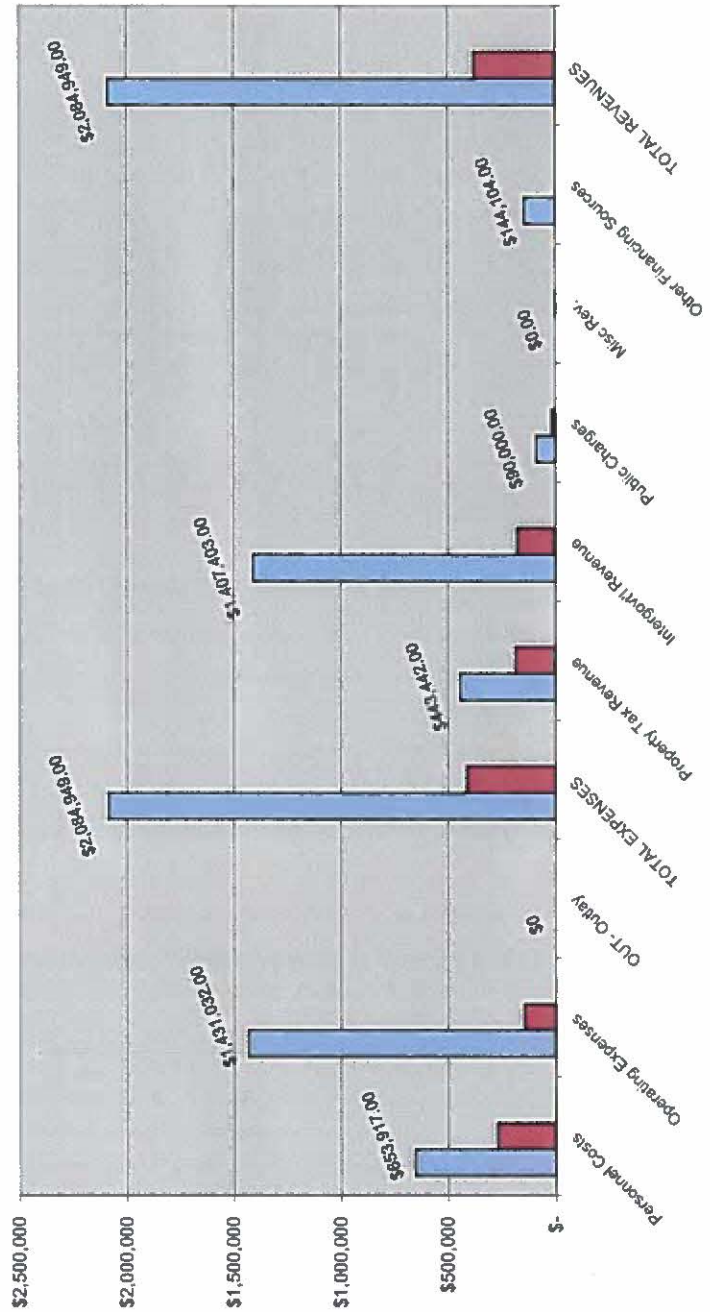
Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year YTD
Fund 100 - General Fund									
REVENUE									
Property taxes	443,442.00	.00	443,442.00	36,953.50	.00	147,814.00	295,628.00	33	151,154.32
Intergov Revenue	1,407,403.00	.00	1,407,403.00	6,767.24	.00	47,303.81	1,360,099.19	3	7,051.53
Public Charges	90,000.00	.00	90,000.00	277.42	.00	15,129.80	74,870.20	17	16,771.57
Miscellaneous Revenue	.00	.00	.00	(40.00)	.00	(20.00)	20.00	+++	.00
Other Financing Sources	2,288.00	141,816.00	144,104.00	.00	.00	.00	144,104.00	0	.00
REVENUE TOTALS	\$1,943,133.00	\$141,816.00	\$2,084,949.00	\$43,958.16	\$0.00	\$210,227.61	\$1,874,721.39	10%	\$174,977.42
EXPENSE									
Personnel Costs	653,917.00	.00	653,917.00	76,795.37	.00	217,824.07	436,092.93	33	187,724.44
Operating Expenses	1,289,216.00	141,816.00	1,431,032.00	9,416.20	108,893.92	86,725.27	1,235,412.81	14	104,482.88
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$1,943,133.00	\$141,816.00	\$2,084,949.00	\$86,211.57	\$108,893.92	\$304,549.34	\$1,671,505.74	20%	\$292,207.32
Fund 100 - General Fund Totals									
REVENUE TOTALS	1,943,133.00	141,816.00	2,084,949.00	43,958.16	.00	210,227.61	1,874,721.39	10%	174,977.42
EXPENSE TOTALS	1,943,133.00	141,816.00	2,084,949.00	86,211.57	108,893.92	304,549.34	1,671,505.74	20%	292,207.32
Grand Totals	\$0.00	\$0.00	\$0.00	(\$42,253.41)	(\$108,893.92)	(\$94,321.73)	\$203,215.65		(\$117,229.90)
Grand Totals									
REVENUE TOTALS	1,943,133.00	141,816.00	2,084,949.00	43,958.16	.00	210,227.61	1,874,721.39	10%	174,977.42
EXPENSE TOTALS	1,943,133.00	141,816.00	2,084,949.00	86,211.57	108,893.92	304,549.34	1,671,505.74	20%	292,207.32
Grand Totals	\$0.00	\$0.00	\$0.00	(\$42,253.41)	(\$108,893.92)	(\$94,321.73)	\$203,215.65		(\$117,229.90)

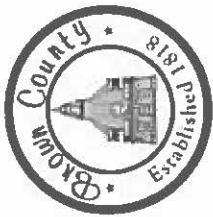
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**Brown County Land & Water Conservation
Budget Status Report (unaudited)
May 31, 2023**

	<u>2023 Amended Budget</u>	<u>2023 YTD Transactions</u>	<u>2022 Amended Budget</u>	<u>2022 YTD Transactions</u>
Personnel Costs	\$653,917.00	\$289,395.39	\$562,796.00	\$231,539.93
Operating Expenses	\$1,431,032.00	\$144,427.40	\$983,740.00	\$102,864.73
OUT- Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$2,084,949.00	\$413,822.79	\$1,546,536.00	\$334,404.66
Property Tax Revenue	\$443,442.00	\$184,767.50	\$453,463.00	\$188,942.90
Intergov'l Revenue	\$1,407,403.00	\$176,502.68	\$985,743.00	\$91,762.07
Public Charges	\$90,000.00	\$15,832.26	\$105,500.00	\$19,517.07
Misc Rev.	\$0.00	\$20.00	\$0.00	\$0.00
Other Financing Sources	\$144,104.00	\$0.00	\$1,830.00	\$0.00
TOTAL REVENUES	\$2,084,949.00	\$377,122.44	\$1,546,536.00	\$300,222.04

Land and Water Conservation May 31, 2023





Budget by Account Classification Report

Through 05/31/23
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 100 - General Fund									
REVENUE									
Property Taxes	443,442.00	.00	443,442.00	36,953.50	.00	184,767.50	258,674.50	42	188,942.90
Intergov Revenue	1,407,403.00	.00	1,407,403.00	129,198.87	.00	176,502.68	1,230,900.32	13	91,762.07
Public Charges	90,000.00	.00	90,000.00	702.46	.00	15,832.26	74,167.74	18	19,517.07
Miscellaneous Revenue	.00	.00	.00	40.00	.00	20.00	(20.00)	+++	.00
Other Financing Sources	2,288.00	141,816.00	144,104.00	.00	.00	.00	144,104.00	0	.00
REVENUE TOTALS	\$1,943,133.00	\$141,816.00	\$2,084,949.00	\$166,894.83	\$0.00	\$377,122.44	\$1,707,826.56	18%	\$300,222.04
EXPENSE									
Personnel Costs	653,917.00	.00	653,917.00	51,571.32	.00	269,395.39	384,521.61	41	231,539.93
Operating Expenses	1,289,216.00	141,816.00	1,431,032.00	57,702.13	66,714.92	144,427.40	1,219,889.68	15	102,864.73
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$1,943,133.00	\$141,816.00	\$2,084,949.00	\$109,273.45	\$66,714.92	\$413,822.79	\$1,604,411.29	23%	\$334,404.66
Fund 100 - General Fund Totals	1,943,133.00	141,816.00	2,084,949.00	166,894.83	.00	377,122.44	1,707,826.56	18%	300,222.04
EXPENSE TOTALS	1,943,133.00	141,816.00	2,084,949.00	109,273.45	66,714.92	413,822.79	1,604,411.29	23%	334,404.66
Fund 100 - General Fund Totals	\$0.00	\$0.00	\$0.00	\$57,621.38	(\$66,714.92)	(\$36,700.35)	\$103,415.27		(\$34,182.62)
Grand Totals									
REVENUE TOTALS	1,943,133.00	141,816.00	2,084,949.00	166,894.83	.00	377,122.44	1,707,826.56	18%	300,222.04
EXPENSE TOTALS	1,943,133.00	141,816.00	2,084,949.00	109,273.45	66,714.92	413,822.79	1,604,411.29	23%	334,404.66
Grand Totals	\$0.00	\$0.00	\$0.00	\$57,621.38	(\$66,714.92)	(\$36,700.35)	\$103,415.27		(\$34,182.62)

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Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 Phone (920) 448-4040 Fax: (920) 440-4036
 Web: www.co.brown.wi.us

Project Number: **2590**
 Project Name: **Wetland Restoration 657 & Wildlife Habitat**
 Type of Project (RFB, RFP, RFQ): **RFB**
 Purchasing Representative: **Dale DeNamur**
 Due Date: **July 10, 2023** Location: **Brown County Clerk's Office**
 Opening Date: **July 10, 2023** Location: **Bid Opening via WebEx**

CONTRACTOR	CITY, STATE	TOTAL COST	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON JULY 5, 2023	BIDDERS CERTIFICATE	BID BOND	Addenda Acknowledged?			Intent To Award
						ADD 1 - Site Visit	ADD 2 - Q&A, Updated Attachment B Cost Sheet, and Bid Opening Info		
1 Advance Construction - see below note	Green Bay, WI	Not read at bid opening	Yes	No	Yes	Yes	Yes		
2 Apple Valley Landscaping	DePere, WI	\$ 233,175.60	Yes	Yes	Yes	Yes	Yes		X
3 Drax Inc.	Madison, WI	\$ 579,303.00	Yes	Yes	Yes	Yes	Yes		
4 Highway Landscapers	Little Chute, WI	\$ 454,490.00	Yes	Yes	Yes	Yes	Yes		
5 Relyco	DePere, WI	\$ 293,502.50	Yes	Yes	Yes	Yes	Yes		
Note: Advance Construction did not submit the bidders certificate with their bid which resulted in the automatic rejection of their bid.									

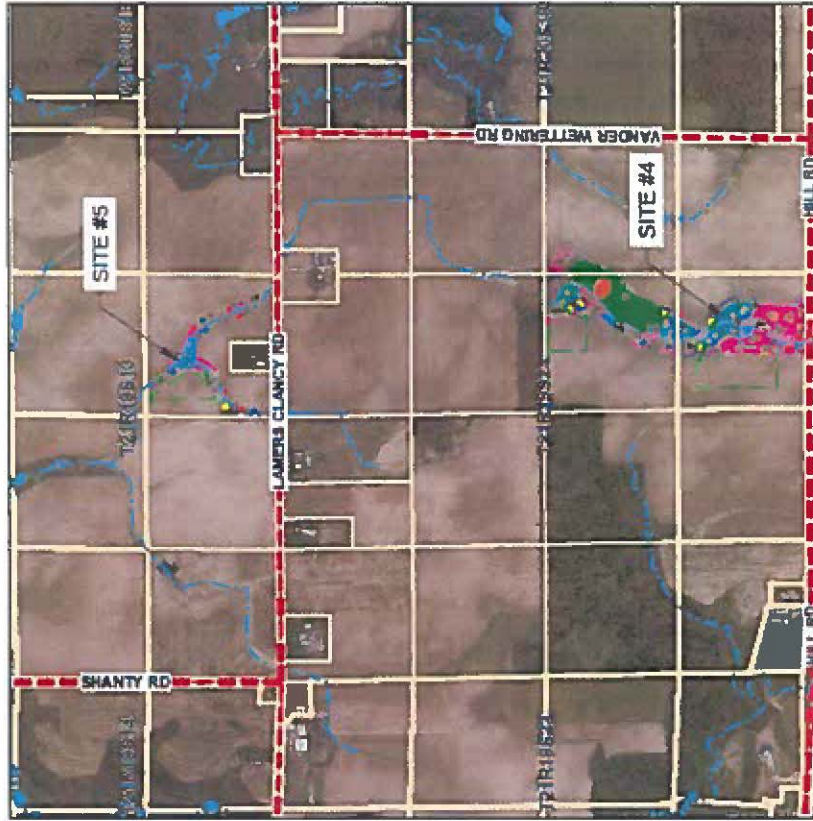


"FUNDING PARTNERS SHOWN IN CORNERS"



CONSTRUCTION PLAN

PRACTICE WETLAND RESTORATION 657 & WILDLIFE HABITAT
 LANDOWNER BROWN COUNTY RESOURCE RECOVERY
 ADDRESS 2561 SOUTH BROADWAY GREEN BAY, WI 54304
 LANDOWNER PHONE NO. 920-492-4950 COUNTY BROWN
 TOWNSHIP HOLLAND (HL-15, HL-107 & HL-108) T 21 N, R 19 E, Sec. 13&24
 FIELD OFFICE BROWN COUNTY LWCD TELEPHONE NO. 920-391-4620



LOCATION MAP

NOTICE TO LANDOWNERS AND EXCAVATORS

Any representation made by Brown County LWCD as to the approximate location or nonexistence of above or under ground hazards does not relieve the owner of the property or the excavator that is hired to complete construction, from notifying Diggers Hotline of the pending construction. You will be liable for damages resulting from construction activities.

Call Diggers Hotline! Ticket Number _____

CONSTRUCTION DRAWINGS AND SPECIFICATIONS ACCEPTANCE

I have reviewed and understand the construction plans and specifications and agree to complete the work accordingly. Failure to meet these plans and specifications may jeopardize any continued LWCD technical assistance or program cost sharing applied for. I understand that it is my responsibility to secure all necessary permits and licenses, and to complete the work in accordance with all local, state, and federal laws. Modification of these construction plans or specifications must be approved by Brown County LWCD before installation. I assume all responsibility for negotiations and contract agreements with the construction contractors.

Signed: _____ Date: _____
 Designed by: JAN HOSPER Date: 5/2/2023
 Checked by: Drew Zelle Date: 5/2/23
 Approved by: Drew Zelle Date: 5/2/23

The installed practices comply with applicable NRCS technical standards and specifications. The "revised" construction plans (as-built drawings) reflect changes made during construction.

Construction Approved by: _____ Date: _____
 Job Approval Class Class II

