Call to Order
The meeting was called to order by Chairman Tom Milliren at 7:30 a.m.

Call of the Roll
Members present:
Tom Milliren, Dwight Jelle, Frank Milliren, Irene Wolf, and Ardyce Johnson

Others present:
Chase Cummings, Michael Travis, Mary Wood, Marie Ritscher, Jacki Drier, Patricia Malone, Michelle Weiss and Audrey Bauer

Public Comments
There were no public comments.

Approval of the agenda
Committee members approved the agenda as presented.

Consent Agenda Items
a) Approval of the Minutes:
A motion was made by Supervisor Jelle, seconded by Supervisor F. Milliren to approve the October 9, 2017 minutes. Motion carried by voice vote.

Reports from UW-Extension Department
Agent Reports:
Mary Wood- Family Living Agent
*She finished writing the final report of the Strategic Planning. She presented the report to the Executive Committee meeting last week.
*Family Relationships and Parenting, the Literacy link funding from UW-Madison received a $200,000.00 to be used State-wide, two-year grant. Focusing on children with parents in the correctional system. Mary will be working with three colleagues, a Professor from UW-Madison, State Specialist, County Agent at UW-Extension. They will be piloting in Buffalo, Pepin, Racine, and Dane Counties, which means designing the program and developing all the materials for the first year. And offering it the second-year state wide. With this grant, we can offer more interacting in literacy and the children to help for a more positive outcome.
*Working on a presentation for a webinar, with Mary focusing on Children in the Correctional System. An invitation was received from UW- Medical school and Wisconsin Department of Health Services to present this webinar again in April 2018 online.
* Parenting link, resource site for UW-Ext Family Living, Mary Wood being the author and manager of healthy relationships and co-contributor of Correctional System link.
* Raising America series, working with the schools to schedule events the effects of trauma and toxic stress for children and families. The schools can show and share ideas with school staff and parents. Mary would like to show a presentation to the County Board Supervisors about what the County can do to better understand these effects. Presentation to the County Board will be decided at a later date.
* Better Beginning for separating and divorce parents – an on-going program to helping children with dealing with divorce.
* Reality Check event has been set for March 29, 2018 at the Durand High School. If possible, would like to encourage the County Board Supervisors to attend and help or to come to observe this event.
* Civil Rights review was last week; last time was in 2010. This was to show compliance with outreach and went well.
* Transitioning out of the Department Heads, concerns about the process.
* In the process of the office relocation, should be moved in the next few days.
* Reconstruction of the UW-Ext. Madison

Michael Travis- Agricultural Agent
* Discussed about Water Quality, continue with nitrate education with monthly meeting. Working on a winter workshop.
* Starting at the beginning of 2018, changes in Michael's duties, with emphasis in natural resources. Asking the Committee for some direction with his position.

Marie Ritscher-4H & Youth Development Agent/Program Coordinator
* Marie presented the Buffalo/Pepin Teen Court 2017 Annual Report. She discussed how the Teen Court works. Wants to work more with the schools and police in the future for referrals.
* 4-H Program- Presented the State update on the 4-H program. Highlights of what is happening.
* Food Smart Families, a mentor program held at the Pepin School, showing highlights that is happening in the past year. 4-H teen leaders looked for ways to help the troops, so in the past and again this year, a candy drive was held collecting 285 pounds of candy and send out to the troops.
* Record books has been reviewed and 4H stories were shared.

Pepin County Fair Update
Marie Ritscher informed that in October, the two Extension Offices and Mike Travis met to discuss the combination of Pepin County Fair with Buffalo County Fair. After discussion, about combining with the Buffalo County Fair, 55% of families wanted to combine and 45% preferred otherwise. Marie Ritscher also met with the Buffalo County Fair Association and Fair Extension leaders who agreed that Pepin County exhibitors can show their exhibits at the Buffalo County Fair. The Pepin County Fair Association has agreed with the change of combining with the Buffalo County Fair Association. Guidelines were adopted and plans in the future is to have directors from the Pepin County on the Fair Board and eventually be called Buffalo-Pepin County Fair.

Budget Update
Marie Ritscher, 4H Coordinator, presented the September Budget report. It is on track, but will be asking for line items to be moved later in this meeting.

nEXTGen update, Contracts and agreements
Patricia Malone, UW-Ext. Director, presented of a Thank You letter that was received from Karl Martin, Dean and Director of the UW-Extension for the many years of support. At the December Land Conservation/UW-Extension and Community Resource Committee meeting, the Annual contract called 136 contract will be presented for approval. At the beginning of 2018, the Memorandum of Understanding agreement will be presented to the committee for approval also.
The reorganization has been approved by the Board of Region, and has 6 months to get that organized. Contract 133 has changed a little, offering service and will be billed two times a year. The Committee request to have job description for Michael Travis and Marie Ritscher.

**Business Items:**

- **Approving moving Pepin County Fair Budget line items/Approve purchase in excess of $500.00**
  - Marie Ritscher, 4H Coordinator, presented a request to purchase three I-Pads at $329.00 each at Walmart which is in the fair budget. Also purchasing three scanners and cases to use for the Buffalo County Fair and for other uses during the year. The request is to move $300 from Judges line item to Fair line item. Also requested the approval to spend the additional amount of $500.00 for the 2017 Budget. After discussion, the Committee directed her to wait for the December meeting and to have a process in place for purchasing hardware with Pam and our IT system. Motion was made to table till next month by Supervisor Dwight, seconded by Supervisor F. Milliren. All in favor, motion carried.

- **Approve Vouchers**
  - Motion made by Supervisor Jelle, seconded by Supervisor F. Milliren, to approve the vouchers as presented. All in favor, motion carried.

**Community Resources Department:**

- **Reports:**
  - **Disposal of demolition/construction waste for Pepin County Food Pantry**
    - Jacki Drier, Recycling manager, informed that Dan Richardson requested that the Committee consider allowing free disposal or a reduced rate of demolition materials at the dump for the Pepin County Food Pantry remodel. Discussion among the Committee, stating that the County is not allowed to give to a non-profit organization specifically a Food Pantry free disposal of demolition materials. Request denied.

- **Strategic Planning for Recycling/Solid Waste and Economic Development programs**
  - Maria Nelson, Economic Director, asked the Committee for ideas what we should be focusing as a department. Ideas that came up included: major updates on tourism, have a development team, promote local foods, supporting new and local businesses with education, create different opportunities for people to stay in the area, educate the youth about our opportunities, increase education on Recycling programs for tires and batteries.

- **Visitor’s Guide-2018**
  - Jacki Drier, Recycling manager, discussed ideas for next year’s Visitor’s Guide. Thinking of doing something different. Cost savings would include changing the map inside the back cover of the guide, instead on having an insert which is costly and placing the list of events by month.

**Business items:**

- **Closed session per Session 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility- Recycling/Solid Waste Department**
  - A Motion was made by Supervisor Jelle, seconded by Supervisor Wolf, to convene into closed session per State Statute 19.85 (1) (c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility- Recycling/Solid Waste Department at 9:06 a.m. Roll call: Dwight Jelle-yes, Frank Milliren-yes, Irene Wolf-yes, Ardyce Johnson-yes and Tom Milliren-yes.
Reconvene to open session
A motion was made by Supervisor Jelle, seconded by Supervisor F. Milliren to reconvene to open session. Voice vote taken, all in favor. Motion Carried.

Action from closed session
The committee members agreed to create a checklist of jobs that need to be done each day for the staff and to continue to monitor staff at the collection sites.

Approve 2018 Pepin & Pierce County Clean Sweep Cooperative Agreement
Discussion among the Committee, no changes from previous years. Motion made by Supervisor F. Milliren, seconded by Supervisor Wolf, to approve the 2018 Pepin & Pierce County Clean Sweep Cooperative Agreement. Voice vote taken, all in favor. Motion carried.

Approve Recycling/Solid Waste & Economic Development/Tourism bills paid
Jacki Drier, Recycling Manager, presented the vouchers to be paid to the Committee. Motion made by Supervisor Wolf and seconded by Supervisor Jelle to approve the Recycling/Solid Waste & Economic Development/Tourism bills as presented. Voice vote taken, all in favor. Motion carried.

Future agenda items and next meeting date
The Land Conservation/UW-Extension and Community Resources Committee will meet on Monday, December 11, at 7:30 a.m.

- Discuss presenting a Conservation award in behalf of Pat Poeschel for her dedication to Pepin County.
- Discuss purchase equipment for Pepin County Fair (I-Pads)

Adjournment
Motion made by Ardyce Johnson, seconded by Supervisor F. Milliren to adjourn the meeting at 9:20 a.m.

Respectfully submitted by:
Audrey Bauer, County Clerk

/s/ Tom Milliren
Land Conservation/UW-Extension and
Community Resources, Chairman

Date: December 11, 2017