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May 6, 2015

Agenda
Economic Development and UW-Extension Committee meeting
May 11, 2015; 8:30 a.m.
Assembly Room, Sawyer County Courthouse

01. Meeting agenda
02. Minutes of the meeting of April 13, 2015
03. Audience recognition
04. Sawyer County Agricultural Fair Association report, including memorandum of understanding regarding Fair program
05. University of Wisconsin-Extension Department report, including annual Wisconsin Nutrition Education Program contract
06. Northwest Regional Planning Commission report
07. Hayward Area Visitor and Convention Bureau report
08. Recreation trails report
09. Winter Depot project
10. Monthly expense vouchers
11. Other matters for discussion only

KM

Kris Mayberry
Sawyer County Clerk

Minutes of the meeting of the Economic Development and UW-Extension Committee
Sawyer County Board of Supervisors
April 13, 2015; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

DRAFT

Committee Members Present: Tom Duffy, Bill Voight, Tweed Shuman, Warren Johnson, Dean Pearson, Hal Helwig

Others: Frank Zufall, Kris Mayberry, Sheldon Johnson, Chuck Aubart, Gary Gedart, Lori Laberee, Ariga Grigoryan, Lori Baltrusis

Meeting Called to Order by Chair Duffy at 8:30 a.m.

Approval of Agenda: Moved by Johnson, second by Pearson to approve agenda. Motion carried.

Approval of Minutes: Moved by Voight, second by Johnson to approve March 9th minutes. Motion Carried.

Sawyer County Agricultural Fair Association: Chuck Aubart, shared the 2015 Fair is set for August 13-16. Sponsor program beginning now. Financial update was provided. Carnival fee will not be included in the gate fee. The county committee members recognized the enthusiastic, dedicated volunteers for their work.

UW-Extension Agent Report: Lori Baltrusis, 60% Family Living Educator communicated with committee regarding upcoming UWEX civil rights review, conducted every five years to ensure programs are reaching underserved audiences in compliance with mission, vision and values. Discussion related in to how best to provide and educate committee on programming efforts conducted by UWEX staff and how to deliver information so the committee is able to communicate/advocate for the role of UWEX. A written report was provided and filed with minutes. CNRED Agent Grigoryan provided the county sales and use tax report. 4-HYD Agent Laberee informed the committee the Region Director, Julie Keown-Bomar will be at the June meeting.

Northwest Regional Planning Commission: Sheldon Johnson provided information packet on Fund Activity Report. Report on file with UWEX office. Regional Housing quarterly report was provided. Household Hazardous Waste collection information provided. Regional Comprehensive Plan advisory document was shared along with maps of overview of entire region were shared with those present.

Hayward Area Visitor and Convention Bureau report: No Report

Winter Depot Project: Kris Mayberry reported they are working with architect and engineers to revise the architectural plans of the Winter Depot Project, consider downsize of the plan to make project affordable and increase ability to secure more bids on the project. Ron Petit and Friends of the Tuscobia are volunteers working on the project. Sawyer County is fiscal agent, DOT and DNR grants funding the project.

Recreation Trails Report: Gedart updated the committee on the trails indicating the deadline for collecting easements extends into May. Construction will begin in August. Two trails will be under construction with Lac Courte Oreilles including "safe routes to school" and route to connect to county trail.

Chair Duffy left the meeting at 9:25 a.m., Voight presided over remainder of the meeting.

Approval of Vouchers: Moved by Shuman, seconded by Johnson to approve vouchers. Motion Carried.

Adjourn: Moved by Johnson, seconded by Shuman to adjourn. Motion carried. Adjourned, 9:35 A.M.

Respectfully submitted, Lori Laberee, UWEX Department Head, Recorder

Memorandum of Understanding between Sawyer County Fair Association and Sawyer County Cooperative Extension/Sawyer County 4H Program

PURPOSE

This Memorandum of Understanding establishes the guidelines for collaboration between Sawyer County Fair Association and Sawyer County Cooperative Extension Office and Sawyer County 4-H Program. The purpose of this MOU is to define the roles, relationships and obligations of both parties for the purpose of roles and responsibilities for Sawyer County Fair Exhibits and Exhibitor entries.

This agreement will be considered a long term agreement with review annually or deemed prudent by either party.

1. Sawyer County UW Extension will provide SCAFA with the MARTECH Fair Program and any fees to be paid for 2015 will be paid by SCAFA. From this time forward SCAFA will be the recipient and owner of the MARTECH Fair Program. SCAFA will contact MARTECH and transfer program to SCAFA and any fees associated from this time forward.
2. Sawyer County UW Extension/ 4-H Program will provide SCAFA with a list of all enrolled youth in the Sawyer County 4-H Program for 2014-15 by March 1, 2015 and again on July 1, 2015.
 - a. The list will consist of all youth names, addresses, all project areas, and club name.
 - b. List of all Clubs and Leaders.
 - c. A list of all Chartered Sawyer County 4-H Clubs and Special Groups, with would include Horse Project and MASC.
3. SCAFA will provide the UW Extension/ 4-H Office with envelopes for collecting fair entry forms and associated fees.
 - a. These envelopes will be picked up a minimum of 2 times per week by designated SCAFA personnel.
4. Sawyer County UW Extension/ 4-H Program will provide SCAFA with all Educational Fair materials.
 - a. The materials will consist of the school packet and any other documentation related to the educational fair.
 - b. A list of all schools and contacts for those respective schools.
5. If any questions of discrepancies arise in the Junior Department in regards to eligibility for the Junior Class SCAFA will determine if the entry should be entered in Open Class based on Fair Board Policy.
 - a. The Junior Class will be based off of the youth participants on the July 1st list mentioned above.

AUTHORIZED SIGNATURES

Signed,

Lori Laberee - Sawyer County UW Extension Department Chair/ 4-H and Youth Development Educator

NAME

TITLE

PRINT NAME

DATE: _____

Ron Kubarek - Sawyer County Agricultural Fair Association - President



NAME


TITLE



PRINT NAME

DATE: 3/12/15



**Wisconsin Nutrition Education Program (WNEP)
Fiscal Year - 2016
Sawyer County Agreement Letter - Extension Office**

The UW-Extension Wisconsin Nutrition Education Program (WNEP) has been offering nutrition education programming to the food stamp-eligible residents of *Sawyer County* since 1989. During the period of October 2013 to March 2014 **3,316** educational contacts were made in *Sawyer County* reaching **1,215** persons at locations such as *schools, WIC clinics, Head Start, Northwest Connections Family Resources and food pantries*. Participants learn to make healthy food choices, to manage their food dollars, and handle their food safely.

Much of the cost to provide WNEP educational programming is paid with the **\$160,000** in federal funds that WNEP is bringing into *Sawyer County* during this current year. WNEP Federal dollars pay the salaries, fringe benefits and direct teaching expenses for WNEP colleagues in the county office.

WNEP relies upon our County partners to provide office space and related overhead costs, as well as basic operating costs and resources such as internet service, IT support and basic software, office telephones, shared supplies and equipment in the Extension Office. These contributions from the County are essential to WNEP's work and presence in the County Extension Offices.

We ask that a representative of *Sawyer County* confirm continued support of the work of WNEP by signing below.

AGREEMENT STATEMENT:

During the period from October 1, 2015 to September 30, 2016, *Sawyer County* agrees to support Food Stamp Nutrition Education (also known as SNAP-Ed) as part of the UW-Extension Wisconsin Nutrition Education Program (WNEP) within the County Extension Department by contributing the following:

Physical Space--Offices and shared work spaces in the County Extension Office used by WNEP colleagues and other Cooperative Extension colleagues when they are working on WNEP efforts.

Shared Direct & Indirect Costs & Resources--Resources such as overhead, supplies, equipment, information systems support and county administrative costs (categories and amounts vary by county) to be used by WNEP colleagues in support of WNEP work. These resources are supplied to WNEP colleagues as they are to other Cooperative Extension colleagues in the office.

County Official

Date

County Extension Department Head

Date

Kris Mayberry

From: Kris Mayberry
Sent: Friday, May 01, 2015 9:44 AM
To: Ron Petit (ronpetit@yahoo.com)
Subject: FW: ID 8461-00-00 Village of Winter, Railroad Avenue, (CNW RR Depot Welcome Center), Non Highway, Sawyer County
Attachments: SMA funding 04-24-15.pdf

Ron

On April 24 you and I received this email about the revised state/municipal agreement. I assume this will need to be reviewed and approved by the County Board so that it can be signed. If I receive the revised agreement before the May 11th Economic Development and Planning Committee meeting I could have them review and recommend it to the County Board for approval May 21st. Regardless the Committee and Board will need someone at their meeting to explain the implications of approving and signing the agreement. I don't know enough about that to do it so I won't. Any thoughts on how to proceed?

Kris

From: Samantha Herheim [<mailto:SamanthaHerheim@kjohnsonengineers.com>]
Sent: Friday, April 24, 2015 3:46 PM
To: Ron Petit (ronpetit@yahoo.com); Kris Mayberry
Cc: William Zimmer; 'Vanlanduyt, Melissa A - DNR (Missy)'
Subject: ID 8461-00-00 Village of Winter, Railroad Avenue, (CNW RR Depot Welcome Center), Non Highway, Sawyer County

Hi Ron and Kris,

Bill Zimmer is finalizing the revised State/Municipal Agreement to shift funding from construction to design. It is my understanding that you would like the design fully funded. I have reviewed the current project charges to date and recommend making the changes reflected in the attached file. **Please review and respond to this email with your concurrence.**

Also, the project description currently is "Restoration of the existing 1905 Winter Railroad depot to house a historical display of early railroading, logging and settlers in the community. The office of the Winter Area Chamber of Commerce Welcome Center would also be housed in the depot." **Please confirm if this is all still true.**

Let us know if you have any questions.

Thanks,
Sam

Samantha D. Herheim, P.E.
Kjohnson Engineers, Inc.
701 Deming Way, Suite 110
Madison, WI 53717
P (608) 829-3858
T (800) 908-5546
F (608) 829-3996

State/Municipal Agreement Approved April 22, 2009

	Total Estimated Cost	TE Funds	%	Sponsor Funds	%
Design Costs					
Design Consultant	\$60,800.00	\$48,640.00	80	\$12,160.00	20
State Review	\$4,317.00	\$3,453.60	80	\$863.40	20
Construction Costs					
Construction	\$300,000.00	\$240,000.00	80	\$60,000.00	20
State Review	\$14,275.00	\$11,420.00	80	\$2,855.00	20
Total Cost	\$379,392.00	\$303,513.60	MAX	\$75,878.40	20

Revised State/Municipal Agreement

	Total Estimated Cost	TE Funds	%	Sponsor Funds	%
Design Costs					
Design Consultant	\$86,854.50	\$69,483.60	80	\$17,370.90	20
State Review	\$33,145.50	\$26,516.40	80	\$6,629.10	20
Construction Costs					
Construction	\$245,117.00	\$196,093.60	80	\$49,023.40	20
State Review	\$14,275.00	\$11,420.00	80	\$2,855.00	20
Total Cost	\$379,392.00	\$303,513.60	MAX	\$75,878.40	20