



**LAND CONSERVATION COMMITTEE
WEDNESDAY, MARCH 7, 2012, 7:15 P.M.
LAND CONSERVATION CONFERENCE ROOM
440 N US HWY 14
JANESVILLE WI**

1. Call Meeting to Order.
2. Approval of Agenda.
3. Approval of Minutes – February 1, 2012.
4. Citizen Participation, Communications, and Announcements.
5. Bills/Encumbrances.
6. Appeal of Penalty for an after the fact Erosion Control Permit - Rock River Threshere, Inc
7. Resolution: Amending the Land Conservation Budget - Tree and Shrub Sales Program.
8. Farmland Preservation Program –
 - A. Cancellation of Notice of Non-Compliance for Robert and Nyla Heisz.
 - B. Notice of Non-Participation for William Wright.
9. Approval of the Joint DATCP/DNR Non Point Source Grant Application for Calendar Year 2013.
10. Next Land Conservation Committee Meeting is scheduled for Tuesday, April 3, 2012. Set Time for Meeting.
11. **EXECUTIVE SESSION** Per Section 19.85(1)(c) - Performance Evaluation of County Conservationist.
12. Adjourn.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6262000000-63200	PUBL/SUBCR/DUES	2,120.00 8.2%	175.00	0.00	1,945.00		
	P1200867-PO# 03/01/12 -VN#038724					50.00	
	P1201170-PO# 03/01/12 -VN#046258					1,810.97	
			CLOSING BALANCE		84.03		1,860.97
	LAND CONSERVATN.		PROG-TOTAL -PO			1,860.97	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,860.97 INCURRED BY LAND CONSERVATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

AGRICULTURE/LAND CONSERVATION COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

DATE _____ CHAIR

MAR 07 2012

PURCHASE ORDER NUMBER P1200010 PEID 030395

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT LAND CONSERVATION

COMMITTEE LAND CONSERVATION COMMITTEE

VENDOR NAME LAURA'S LANE NURSERY

ACCOUNT NUMBER 62-6200-0000-64319

FUNDS DESCRIPTION Tree Purchase

AMOUNT OF INCREASE \$ 165.00

INCREASE FROM \$ 2,664.50 TO \$ 2,829.50

ACCOUNT BALANCE AVAILABLE \$ 1,488 *pending approval of resolution*

REASON FOR AMENDMENT Customers ordering more trees and shrubs *8/2/20*
than we anticipated.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1200012 PEID 043472

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Land Conservation

COMMITTEE Land Conservation Committee

VENDOR NAME ALPHA NURSERIES

ACCOUNT NUMBER 62-6200-0000-64319

FUNDS DESCRIPTION Tree Purchase

AMOUNT OF INCREASE \$ 338.72

INCREASE FROM \$ 633.84 TO \$ 972.56

ACCOUNT BALANCE AVAILABLE \$1,488 pending approval of resolution

REASON FOR AMENDMENT Customers ordering more trees and shrubs
than we anticipated. *or 2012*

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1200011 PEID 034612

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT LAND CONSERVATION

COMMITTEE LAND CONSERVATION COMMITTEE

VENDOR NAME ENGEL'S NURSERY

ACCOUNT NUMBER 62-6200-0000-64319

FUNDS DESCRIPTION Tree Purchase

AMOUNT OF INCREASE \$ 131.10

INCREASE FROM \$ 2,565.08 TO \$ 2,696.18

ACCOUNT BALANCE AVAILABLE \$ 1,488 pending approval of resolution

REASON FOR AMENDMENT Customers ordering more trees and shrubs
than we anticipated. ⁸⁵ 2/27/12

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(if over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(if over \$10,000) Resolution # _____ Adoption Date _____

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

February 27, 2012
DATE DRAFTED

**AMENDING 2012 LAND CONSERVATION DEPARTMENT BUDGET
TREE AND SHRUB SALES PROGRAM**

1 **WHEREAS**, The Land Conservation Department annually sponsors a tree and shrub sales program; and,
 2
 3 **WHEREAS**, The 2012 program's projected sales are greater than anticipated; and,
 4
 5 **WHEREAS**, The Land Conservation Budget must be amended to increase both the program's revenues
 6 and expenditures to compensate for the projected increases; and,
 7
 8 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
 9 assembled this _____ day of _____, 2012 hereby amends the Land Conservation Department's
 10 2012 Budget as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 02/27/12</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
62-6200-0000-44100 Fees	\$ 9,500	\$ 1,500	\$ 11,500
<u>Use of Funds:</u>			
62-6200-0000-64319 Tree Purchase	\$ 6,000	\$ 1,500	\$ 7,500

Respectfully submitted:

LAND CONSERVATION COMMITTEE

Richard Bostwick, Chair

Larry Wiedenfeld, Vice Chair

Eva Arnold

Ronald Combs

David Innis

Alan Sweeney

James Quade, USDA-FSA

Fred Yoss

AMENDING 2012 LAND CONSERVATION DEPARTMENT BUDGET
TREE AND SHRUB SALE PROGRAM

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FINANCE COMMITTEE:

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

David Diestler

J. Russell Podznilni

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

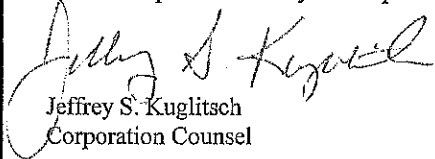
FISCAL NOTE:

This resolution amends the Land Conservation budget to reflect the increased reserves and expenditures anticipated from increased tree and shrub sales.


Sherry Oja
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Land Conservation Department annually sponsors a tree and shrub plant sales program. The 2012 program is expected to exceed the forecasted sales. A budget amendment for revenues and expenditures is being requested. This resolution requests an additional \$1,500.00 in expenditure authority that will be offset by the additional \$1,500.00 in revenues generated by the additional sales.