

AGENDA

CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, October 7, 2026
TIME: 9:00 AM
LOCATION: Courthouse – Room 300

1. Call meeting to order
2. Declaration of Quorum
3. Public Comments (*brief comments/statement regarding committee business*)
4. Approve minutes of September 2, 2026, meeting
5. Approve vouchers, staff reports, & committee reports
6. Risk and Injury Report
7. Private Sewage
8. Land Records
9. County Surveyor
10. Planning & Zoning
 - a. Wood County Comprehensive Plan Update
 - b. Town of Lincoln Zoning Ordinance Amendment
11. Economic Development
 - a. Consider release of 2026 economic development grant funds for Alexander Field (South Wood County Airport) for general economic development in the amount of \$15,000.
 - b. Consider release of 2026 economic development grant funds for the City of Marshfield Building Revitalization grant program in the amount of \$8,000.
12. Land & Water Conservation Department
 - a. Discussion and potential action on ARPA projects
13. Extension
 - a. New Associate 4-H Educator, Rainna Simone
14. Committee requests for per diem for meeting attendance
15. Schedule next regular committee meeting – Wednesday, November 4, 2026
16. Agenda items for next meeting
17. Schedule any additional meetings if necessary
18. Adjourn

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Webinar number: 2483 622 8676

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MINUTES

CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, September 2, 2026

TIME: 9:00 AM

PLACE: Courthouse – Room 300

MEMBERS PRESENT: Bill Leichtnam, Tom Buttke, Russ Perlock, Tim Hovendick, Wayne Schulz, George Gilbertson

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. There were no public comments.
3. The minutes of the August 5, 2026, meeting were presented. Motion by Buttke/Schulz to approve the minutes as presented. Motion carried unanimously.
4. Motion Hovendick/Buttke to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
5. Jason Sachs, from the Aqua Skiers, requested REDI Grant funds to move forward with design on revised plans for an addition on the pavilion, instead of a standalone building. After reevaluating the needs, they determined this was a more realistic and more usable space. Motion by Schulz/Hovendick to approve the release of \$3,813 of REDI Grant funds for the above purpose. Motion carried unanimously.
6. Jeff Gaier from the Marshfield Airport gave a report on the activities of the airport and requested the release of economic development grant funding. It was noted that one of the meeting rooms at the airport will be named in memory of former County Board Vice Chair Ed Wagner. Motion by Buttke/Hovendick to approve the release of \$15,000 of economic development grant funding to the Marshfield Airport. Motion carried unanimously.
7. Extension Educator Scott provided an update on the Bike Share program and how it is taking this year to re-group and decide a new direction, now with the advent of e-bikes and such. More information will follow as plans are developed.
8. Extension Area Director McNelly reviewed the current status of the Health & Well Being Educator position and how the funding mechanism that made it a full-time position runs out October 1st. There is funding available, due to vacancies, to continue this position at full time, instead of the 0.80 FTE, through the end of the year with no additional cost to the county. Motion by Hovendick/Perlock to approve the funding to continue this position at full time through the end of 2026. Motion carried unanimously.
9. McNelly presented the 2027 budgets to the committee and reviewed the components therein. Motion by Hovendick/Schulz to tentatively approve the 2027 Extension budgets and forward onto the Finance Dept. Motion carried unanimously.

10. County Surveyor Boyer presented quotes for the transportation project plat on CTH F between CTH HH & CTH C. He reviewed the process and the rationale behind these projects. The quotes were: MSA = \$49,950; Gremmer = \$36,375; Quest = \$25,800. Quest has done the previous plats and there have been no issues. Motion by Buttke/Hovendick to approve the quote from Quest in the amount of \$25,800 for the above-mentioned transportation project plat. Motion carried unanimously.
11. Planning & Zoning Director presented the 2027 Planning & Zoning proposed budgets and highlighted areas of interest. Motion by Schulz/Perlock to tentatively approve the budgets as presented and forward onto the Finance Dept. Motion carried unanimously.
12. Simkowski presented a resolution for a zoning amendment for the Town of Saratoga. It does not conflict with any county zoning. Motion by Buttke/Leichtnam to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
13. Grueneberg presented the proposed 2027 Transportation & Economic Development budget to the committee for review. Motion by Hovendick/Schulz to tentatively approve the budget as presented and forward onto the Finance Dept. Motion carried unanimously.
14. County Conservationist Wucherpfennig presented the various 2027 Land & Water Conservation Dept. budgets for review and highlighted areas of interest. Motion by Hovendick/Perlock to tentatively approve the budgets as presented and forward onto the Finance Dept. Motion carried unanimously.
15. Wucherpfennig reviewed the new bidding standards that were approved last month.
16. Wucherpfennig provided a high-level overview of the UW-Stevens Point well water study on 30 hot spot areas in the Grand Rapids & Nekoosa areas, and compared it studies previously done. A final report from UWSP will be forthcoming.
17. The annual North Central Land & Water Conservation Association summer tour is coming up on September 10th in Marathon County.
18. Leichtnam requested per diem and mileage for a meeting held with Extension concerning position vacancies and other matters. Motion by Buttke/Perlock to approve this expense. Motion carried unanimously.
19. The next regular meeting will be on Wednesday, October 7, 2026, at 9:00 AM.
20. Chair Leichtnam declared the meeting adjourned at 11:00 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

Conservation, Education, & Economic Development Committee
September 2, 2026

[illegible]

Committee Report

County of Wood

Report of claims for: EXTENSION

For the period of: SEPTEMBER

For the range of vouchers: 30260092 - 30260099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
30260092	AMAZON CAPITAL SERVICES	MISC SUPPLIES	08/11/2026	\$118.39	P
30260093	UW MADISON ACCOUNTING SERVICES	WI DISC BUS REIMBURSEMENT	08/18/2026	\$6,999.00	P
30260094	UW MADISON ACCOUNTING SERVICES	WI DISC LODGING REIMBURSEMENT	08/18/2026	\$4,469.22	P
30260095	US BANK	US BANK SEPTEMBER	09/23/2026	\$137.13	P
30260096	BORES TRINA	AUG/SEPT EXPENSES	09/30/2026	\$128.59	
30260097	EBERLEIN BENJAMIN	JULY-SEPT EXPENSES	09/30/2026	\$240.41	
30260098	ROMBALSKI KAYLA-ROSE	SEPTEMBER EXPENSES	09/30/2026	\$201.21	
30260099	YOUNG WENDY	SEPTEMBER EXPENSES	09/30/2026	\$257.64	
Grand Total:				\$12,551.59	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

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Committee Member:

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Committee Member:

Committee Report

County of Wood

Report of claims for: Land & Water Conservation Dept.

For the period of: September 2026

For the range of vouchers: 18260092 - 18260112

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
18260092	BREU KEVIN AND KELLY	Cost-share residue management	08/14/2026	\$273.80	P
18260093	BREU KEVIN AND KELLY	Cost share residue management	08/14/2026	\$403.30	P
18260094	BULGRIN TYLER	Cost-share nutrient management	09/03/2026	\$4,950.60	P
18260095	PHEASANTS FOREVER	Seed purchases 2026 (M.M.)	01/08/2026	\$32.40	P
18260096	PHEASANTS FOREVER	Seed purchase 2026 sale (A.S.)	01/01/2026	\$125.10	P
18260097	WATER AND ENVIROMENTAL ANALYSIS LAB	Water Testing 4mile Watershed	08/18/2026	\$667.00	P
18260098	CHILI IMPLEMENT CO	No till drill parts	08/24/2026	\$178.64	P
18260099	CHILI IMPLEMENT CO	No till drill parts	08/31/2026	\$6.29	P
18260100	WATER AND ENVIROMENTAL ANALYSIS LAB	Water tests Fourmile watershed	09/10/2026	\$489.00	P
18260101	WATER AND ENVIROMENTAL ANALYSIS LAB	Water tests Fourmile watershed	09/11/2026	\$163.00	P
18260102	WATER AND ENVIROMENTAL ANALYSIS LAB	Water tests Nepco/Wazeecha	09/10/2026	\$815.00	P
18260103	WATER AND ENVIROMENTAL ANALYSIS LAB	Water tests Nepco/Wazeecha	09/11/2026	\$326.00	P
18260104	NORTH CENTRAL LAND & WATER CONSERVATION	Summer tour registration fee	09/17/2026	\$60.00	P
18260105	AMAZON CAPITAL SERVICES	Office, truck & field supplies	09/18/2026	\$184.41	P
18260106	AMAZON CAPITAL SERVICES	Calibration solution/DO meter	09/22/2026	\$85.00	P
18260107	US BANK	Smith Bros Meats & supplies	09/17/2026	\$1,194.43	P
18260108	PEPLINSKI GLEN A	Year 2 CS Incentive Payment	10/29/2025	\$9,787.50	
18260109	PEPLINSKI GLEN A	Year 2 CS Incentive Payment	10/29/2025	\$612.50	
18260110	PEPLINSKI GLEN A	Year 2 CS Incentive Payment	10/29/2025	\$1,957.50	
18260111	PEPLINSKI GLEN A	Year 2 CS Incentive Payment	10/29/2025	\$11,745.00	
18260112	PEPLINSKI GLEN A	Year 2 CS Incentive Payment	10/29/2025	\$577.50	
Grand Total:				\$34,633.97	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Report

County of Wood

Report of claims for: Planning & Zoning

For the period of: September 2026

For the range of vouchers: 22260065 - 22260071 38260018 - 38260019

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
22260065	INDUSTRY SERVICES DIVISION	PS-Sanitary Permit Fees	09/01/2026	\$1,800.00	P
22260066	HEART OF WI COMMUNITY INCUBATOR	PL-Training/Conference	09/09/2026	\$187.50	P
22260067	MASTER GRAPHICS	MasterGraphics Inc	08/31/2026	\$722.22	P
22260068	STAPLES ADVANTAGE	PS-Office Supplies	09/02/2026	\$883.57	P
22260069	AMAZON CAPITAL SERVICES	PL-Office Supplies	09/17/2026	\$40.29	P
22260070	WCCA (COUNTY CODE ADMINISTRATORS)	PS-Training/Conference CPE	09/23/2026	\$525.00	P
22260071	US BANK	LR/ED Credit Card Charges	09/17/2026	\$654.81	P
38260018	AQUA SKIERS INC	ED-REDI	09/06/2026	\$3,813.00	P
38260019	CITY OF MARSHFIELD	ED-Grant	09/23/2026	\$15,000.00	P
Grand Total:				\$23,626.39	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Extension Wood County staff led, delivered, planned or collaborated on all of the following activities:

4-H POSITIVE YOUTH DEVELOPMENT

Laura Huber, 4-H Program Educator

Rainna Simone, Associate 4-H Educator

- An in-person enrichment program for youth in the Pittsville After School Program in which students practiced following directions while building air pressure powered straw rockets. Youth built their own rocket, conducted test launches, and learned how to modify rockets and launch techniques to improve flight. This lesson helped youth learn basic STEM concepts and persistence.
 - **Total Reach:** 12 students in grades 5-8

AGRICULTURE

Matt Lippert, Agriculture Educator

- Planning for a Pasture Walk for dairy producers where graziers and prospective graziers will learn improved pasture management and livestock care to improve profitability for animal well-being on dairy farms.

COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- A Community Resilience workshop for local government staff and officials, in collaboration with Wisconsin's Green Fire. Participants engaged in a collaborative, cross-disciplinary workshop where they learned about nature-based solutions and green infrastructure solutions, in an effort to reduce weather-related risks and costs and deliver multiple community benefits.
- Partnering on a Wisconsin Partnership Program - Community Impact Grant (2025-2027) with CAP Services, Inc. and the UW Center for Community and Non-Profit Studies to grow and improve CAP Services' housing repairs programming. A goal of this project is to improve the accessibility and timeliness of their services in order to improve housing conditions for low to moderate income individuals and improve health equity in housing.

HEALTH AND WELL-BEING

Ka Zoua Thao, Bilingual (Hmong) Community Health Worker

Hannah Wendels Scott, Health and Well-Being Educator

Behavioral Health

- A six-week WeCOPE series for Wood County Health and Human Services employees, where participants are learning practical strategies for resilience, stress management, and healthy coping. Facilitated by UW-Madison Extension staff Hannah Wendels Scott and Ka Zoua, the series also



provides participants with the opportunity to earn a 300-point wellness program incentive. Through this program, employees are building skills to support their mental well-being, enhance resilience in the workplace, and promote a healthier workforce.

- **Total Reach:** 48 participants
- A six-week WeCOPE series for Wood County Health Department employees, where participants are learning practical strategies for resilience, stress management, and healthy coping. Facilitated by UW-Madison Extension staff Hannah Wendels Scott and Ka Zoua, the series also provides participants with the opportunity to earn a 300-point wellness program incentive. Through this program, employees are building skills to support their mental well-being, enhance resilience in the workplace, and promote a healthier workforce.
 - **Total Reach:** 16 participants
- A weekly program for incarcerated men in the Wood County Jail, where participants practiced healthy coping strategies, built emotional awareness, and strengthened skills for managing stress in daily life. Through this effort, men gained tools that support their well-being during incarceration and increase their capacity to navigate re-entry with resilience and confidence.
 - **Total Reach:** 4 incarcerated males
- A monthly gathering for participants where they connect with one another and learn ways to care for their mental and social well-being. Through this effort, they will strengthen community bonds and build healthier habits.
 - **Total Reach:** 10 participants
- Building and maintaining relationships and engaging with partners to address health needs with the community of Wood County.
- An as needed meeting with community members, where I met one-on-one with them to listen to their needs, offer support, and help them identify and access local health and community resources. Through this effort, participants will gain personalized support, clearer pathways to services, and greater confidence navigating systems.
 - **Total Reach:** 10 one-on-one clients
- A monthly food pantry pick-up for community members in Wood County, where I support families in choosing foods that their household needs and share information about additional local resources. Through this effort, residents gain reliable access to healthier food options and feel better connected to community supports.
 - **Total Reach:** 12 families
- The support group serves as a monthly gathering for women and allies of women to engage in discussions about often overlooked topics within their community. This initiative aims to foster relationships among participants and empower them to advocate for the recognition of their voices.
 - **Total Reach:** 7 participants

HEAL (Healthy Eating and Active Living)

- A press release for community members, partners, and stakeholders, where the transition of the River Riders and Marshfield Community Bike Share programs was announced and the programs' decade-long contributions to active transportation, recreation, and community wellness were highlighted. Through this communication effort, awareness was raised about the programs' impact while reinforcing ongoing collaboration with community partners to explore sustainable approaches for maintaining bicycle access and promoting healthy, active lifestyles in Wood County.
- A nutrition education experience for families participating in Parents as Teachers, where participants engaged in interactive nutrition activities, sampled new fruits and vegetables, and learned how to navigate the Wisconsin Rapids Downtown Farmers Market. Families also received information about accepted payment methods and food access programs, including SNAP and Double Dollars. Through this educational opportunity, families increased their knowledge of healthy food choices and local food resources, helping make nutritious foods more accessible, affordable, and approachable.
- A meeting with Pittsville and McMillan Memorial Library staff, where opportunities to establish Little Free Pantry locations at community libraries were explored as a strategy identified through local food security conversations. Discussions resulted in Pittsville Library seeking board input on the project and McMillan Memorial Library advancing to implementation planning following administrative approval. Through this effort, community partners are working to expand access to food and essential items through trusted, accessible locations, helping address food insecurity and strengthen community support systems.
- A series of after-school lessons for elementary and middle school students at Pittsville Elementary School, where students learn about the five food groups, how they benefit their overall health and well-being, and how to make healthy food and physical activity choices both at home and at school.
- Presented at the Wisconsin Family and Consumer Sciences Education Conference, providing educators with practical tools to enhance nutrition education for adolescents. Through interactive activities and peer discussion, participants explored strategies to increase student engagement, build food literacy skills, and create positive food learning experiences. The session helped expand educators' capacity to deliver relevant, hands-on nutrition education that supports lifelong healthy habits among youth.
- An ongoing series of strength training sessions (StrongBodies) for older adults/adults in the Pittsville community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health and enhance social connectedness. This series is led by three Extension StrongBodies volunteers.
- A series of lessons for adults who are incarcerated participating in the STRONG Recovery Pod Program in the Wood County Jail. Through this series, participants will participate in the StrongBodies program that improves their physical and mental health and provides them with another connection during their recovery journey. Lessons will also include rotating nutrition topics.
 - **Total Reach:** 10 participants
- Planning and early implementation efforts are underway to expand the Student Wellness Advisory Group (SWAG) at Howe Elementary School to engage 4th and 5th grade students in leadership



development and wellness promotion. Through this expansion, students will build leadership skills, increase their knowledge of healthy behaviors, and actively participate in promoting wellness initiatives within their school community.

- Planning for a Falls Prevention Resource Fair in Marshfield in collaboration with the ADRC of Central WI, Marshfield Fire Department, and Marshfield Clinic. The Falls Prevention Resource Fair will focus on providing resources for individuals interested in learning more about how to prevent falls, offer screenings for risk of falls, and provide demonstrations of exercises one can do to improve their balance and bone density. Resource Fair will be held in October.
- A collaboration between the Health Communities Coalition, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.

HORTICULTURE

Janell Wehr, Horticulture Educator

- A Community Resilience workshop for local government staff and officials, in collaboration with Wisconsin's Green Fire. Participants engaged in a collaborative, cross-disciplinary workshop where they learned about nature-based solutions and green infrastructure solutions, in an effort to reduce weather-related risks and costs and deliver multiple community benefits.

HUMAN RELATIONSHIPS & DEVELOPMENT

Ben Eberlein, Human Development & Relationships Educator

- A monthly parenting program for fathers where participants learn skills to build their children's social and emotional learning. This series is designed to improve understanding of positive parenting practices, while providing social connections for fathers and father figures.
- A 6-session course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, those with negative rental records and those new to renting are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.



LAND AND WATER CONSERVATION DEPARTMENT

STAFF REPORTS – SEPTEMBER 2026

Barb Peeters

Conservation Administrative Specialist

- 9/1/26 - After reading the “First Amendment Audit FAQ” from Human Resources, I suggested signage, obtained approval of County Conservationist and created/laminated sign to post outside LWCD office door.
- Processed cost-share contracts and landowner payments for residue management utilizing SWRM grant funds totaling \$677.10 (K. Breu).
- Assisted landowners with pond exemption application and general pond information.
- 9/2/26 - Attended CEED meeting at courthouse (approval of proposed 2027 LWCD budget).
- Generated cost-share contract for cover crops utilizing Mill Creek grant funds totaling \$5,978.00 (C. Dorshorst).
- Worked on drafts of fall newsletter, tree/seed sale order forms and tree sale/seed descriptions.
- Processed cost-share contract payment to landowner for nutrient management utilizing Mill Creek grant funds totaling \$4,950.60 (T. Bulgrin).
- 9/8/26 - Attended Wellness Committee meeting and shared updates with LWCD staff & Parks/Forestry staff.
- 9/9/26 - Assisted with planning/set-up/take-down and attended “Cover Crops and Drones” Field Event at Kevin Heeg’s farm in Marshfield sponsored by our department. Kevin Heeg (landowner) and his son/brother put on a great event to discuss cover crops and drone usage, set up their specialized equipment for viewing and provided a drone demonstration. There were beneficial discussions during the event with 38 people in attendance. Processed online payment for the lunch catered by Smith Brothers Meats utilizing ARPA grant funds.
- 9/10/26 - Attended the North Central Land Water Conservation Association (NCLWCA) Tour in Marathon County (Athens area). The tour was very informative with tour stops to view/discuss: cover crops/harvestable buffers/soil health at Pat Socha Farms (they are the 2027 Conservation Farm Family of the Year); Lechleitner Farm/rotational grazing; the Village of Athens municipal wellhead protection project (the 30-acre Guden Prairie Project has resulted in a gradual decrease in nitrate levels annually for all 3 wellheads since implementation in 2025); Red Door Family Farm/organic vegetable operation (cover crops, soil health, composting); and to end the tour, a quick stop at the “center of the northwestern world” 45°N 90°W geographical marker (the second most visited spot in Marathon County (after Marathon Park). Also attended the short NCLWCA business meeting to approve 2027 NCLWCA budget and discuss proposed increase in annual NCLWCA dues.
- Worked with PlantCo sales rep for over 3 weeks regarding ongoing issues with delivery of a pallet of tree bags for the annual tree sale. Shout out & thanks to Highway Dept. who brought pallet indoors when it was delivered after hours and left out in the rain. PlantCo rep followed up with freight company regarding after-hours delivery.
- Shared DATCP Monthly Report for September 2026 with LWCD staff and downloaded updated DATCP documents.
- Finished converting hundreds of LWCD Publisher brochures and documents to Word/Canva documents and/or converted Publisher documents to PDFs for future accessibility due to the fact Publisher will no longer be supported or available for use effective 10/1/26. Worked with I.T. to have brochures updated on LWCD website as completed. Appreciated the advance notice from I.T. for sufficient time to work through 20+ years of documents!
- Updated 2027 poster contest registration form and worked with I.T. to have poster contest information updated on the LWCD website. The 2027 poster theme is “From Source to Sea. Every Drop Has a Journey.”
- Created a Wood County LWCD Citizen’s Complaint fillable form and shared with LWCD staff.
- 9/18/26 - Read and reviewed Wisconsin State Legislature Chapter NR 135 on nonmetallic mining reclamation. Reviewed Wood County Ordinance 802 – Nonmetallic Mining Reclamation for preliminary edits and shared findings with County Conservationist for the upcoming codification process of Wood County Ordinances.
- 9/21/26 – Attended virtual meeting to begin planning/logistics for the North Central Land Water Conservation Association (NCLWCA) Winter Meeting that we will host on January 28, 2027 (includes the NCLWCA speaker and poster contests) with Kirstie Heidenreich/Marathon County Conservationist/NCLWCA President and Kendra Wilhelm/Conservation Technician.
- Assisted with drop-off/pick-up of 2017 blue work truck for service (battery issues) at highway department.

- Started working on NCLWCA Winter Meeting logistics (program, slide show, supplies, caterer, contacted potential candidates to serve as judges for the poster contest and confirmed two of the three judges needed, etc.).
 - 9/22/26 - Scheduled, set agenda, attended and took minutes at staff meeting.
 - Responded to customer inquiries by phone and email about the upcoming tree sale.
 - Submitted 4 cost share contract reimbursement requests to DATCP totaling \$3,626.90 (Weiler, Gilbertson, Breu(2)).
 - Generated cost-share contracts for well decommissioning utilizing SWRM grant funds totaling \$4,060.00 (J. Olsen & P. Mueske).
 - 9/24/26 – Assisted Kendra Wilhelm with DO (dissolved oxygen) meter testing and streamflow collections at 9 sites in Wood County.
 - 9/28/26 - Processed 5 cost-share reimbursements for harvestable buffer year two incentive payments utilizing ARPA grant funds (\$14,280.00) and Surface Water grant funds (\$10,400.00). (G. Peplinski)
 - 9/29/26 – Drafted letter to landowners regarding free nitrate testing of private wells utilizing ARPA grant funds (funds earmarked for groundwater testing of nitrates) and submitted to County Conservationist for review.
 - Completed LWCD payroll percentages and forwarded to Finance prior to the September 3rd and 17th payrolls.
 - Reviewed payroll reports and verified distribution by accounts/department.
 - Organized CEED packet and County Board packet materials and electronically submitted to County Clerk's office.
 - Served as point of contact for LWCD staff as needed.
 - Processed department invoices/vouchers and deposits weekly for submission to Finance/Treasurer.
 - Updated Wellness bulletin board with quarter 4 materials.
 - Generated cost-share contract for cover crops utilizing SEG grant funds totaling \$8,958.00 (A. Weiler).
-

Emily Salvinski

Conservation Specialist

- **Wednesday, September 2.** Took samples to be tested for total phosphorus and total suspended solids within the Mill Creek Watershed. Prepared bottles, paperwork, saved photos.
 - **Thursday, September 3.** Added testing results to spreadsheets. Contacted farmers for soil test receipts.
 - **Tuesday, September 8.** Met with farmer to go over future cost-share. Prepared contract.
 - **Wednesday, September 9.** Helped with and attended field day.
 - **Thursday, September 10.** Added a new NMP to the database.
 - **Tuesday, September 15.** Organized bottles for sampling coming up. Put together reduction numbers for conservation practice and added that to the database.
 - **Wednesday, September 16.** Reviewed a nutrient management plan a farmer turned in for the first time. Added map of plan with a lot of new acreage to the NMP database.
 - **Thursday, September 17.** Added Mill Creek water results to excel. Calibrated meter for next week's water monitoring.
 - **Monday, September 21.** Field checked farmer's cover crops for cost-share with Kendra. Added fields that were cost-shared to GIS database.
 - **Tuesday, September 22.** Attended staff meeting. Worked on well radius map. Gathered information on parcels/owners for nutrient management cost-share contract.
-

Kendra Wilhelm

Conservation Specialist

- Emailed over 300 Wood County teachers regarding the 2026-2027 Conservation Poster Contest.
- Attended the regional nutrient management update meeting.
- Picked up contract and verified no-till fields for cost-sharing.
- Two field visits regarding shoreline health and stabilization to provide technical support for the Healthy Lakes & Rivers grant program.
- Answered questions via phone and email regarding the no-till drill.
- Transported the no-till drill to 1 farmer.

- Attended the HIRC meeting on September 3rd.
- Assisted with supply pickup for the field day Land & Water hosted at Heeg Farms Inc.
- Attended and assisted with Heeg Farms Inc Cover Crops and Drones field day.
- Attended the North Central Area Summer Tour in Marathon County.
- Wrote and submitted a management plan implementation surface water grant through the DNR.
- Worked with the DNR Aquatic Invasive Species Biologist to plan for the 2027 Lake Monitoring and Protection Network grant project.
- Presented at Pittsville High School regarding the rusty crayfish trapping project and the 2027 conservation poster contest. Rusty crayfish traps were deployed on Thursday, September 16th.
- Took water chemistry and water clarity samples at Dexter and Wazeecha Lakes. Samples were mailed to the State Laboratory of Hygiene.
- Attended the Citizens Water Group meeting.
- Been in touch with multiple people and organizations regarding a positive identification of invasive jumping worms in a compost site in Wood County.
- Participated in a cranberry marsh tour with the goal to learn more and create better education and outreach materials related to invasive species.
- Communications with Portage County Land & Water Conservation regarding nutrient management plans for farmers who have fields in both counties.
- Participated in a water quality work group with the Nepco Lake District.
- Attended a planning meeting for the North Central Land and Water Conservation Area winter meeting that our department is hosting on January 28th, 2027.
 - Began outreach for speaking contest judges.
 - Planned for poster contest logistics.
 - Looked into trophies and medals for top three places in the poster and speaking contests.
 - Looked into catering options.
- Assisted with ensuring delivered tree sale bags were not damaged.
- Participated in the September 22nd staff meeting.
- Presented on invasive species at the Master Gardeners of Wood County September meeting.
- Completed September streamflow.
- Took Fourmile Creek Watershed water quality samples to Water and Environmental Analysis Lab at UW-Stevens Point.
- Verified harvestable buffers.

Kyle Andreae

Engineer Technician

- September 1 – No-Till Drill Repair, Cashen Site Visit
- September 2 – NE Area Technical Tour
- September 3 – No-Till Drill Repair, Olsen Design
- September 4 – Mueske Design, Olsen Design
- September 7 – Holiday
- September 8 – Off
- September 9 – Wilke Contractor Coordination, Heeg Field Day, Heiman Construction Inspection
- September 10 – Wilke Site Visit, Heiman Follow-up
- September 11 – Off
- September 14 – Email Correspondence
- September 15 – Lippert As-Built, Heiman Follow-up, Miller Coordination
- September 16 – Miller Site Visit
- September 17 – Heckel Permit Correspondence
- September 18 – Miller Permitting Research, Vehicle Transport for Repair
- September 21 – Heckel Permit Correspondence

- September 22 – Staff Meeting, Olsen Project Communications, Mueske Project Communications, Heckel Permit Correspondence
 - September 23 – Mueske Site Visit, Drone Training
 - September 24 – Drone Training
 - September 25 – Olsen Site Visit, Peplinski Drone Flight
 - September 28 – Drone Training
 - September 29 – Drone Software Research, Wilke Contractor Coordination
 - September 30 – Manure Spill Training, Wilke Redesign
-

Rodney Mayer

Conservation Program Manager

- Met with Kolros – went over wildlife damage rules, enrollment forms – signatures. Processed to DNR database – email to DNR informing site conditions, additions, prev. harvest info, etc.
- Correspondence with processors and pantries with deer donation testing issues.
- Town of Sigel – Vision correspondence. Reviewed Town minutes, sent update to Corp Counsel and updated timeline summary.
- Behrend Act 82 wildlife damage – map fields, acre calcs, enrollment application and permit application drafted, signatures, process to DNR, etc.
- Vobora Act 82 wildlife damage – assess additional fields for enrollment, map fields, acre calcs, enrollment app and permit app. drafted, signatures, process to DNR, etc.
- Email reminders sent for amendments to plans needed for compliance to Weichelt and Kolo.
- Marti Act 82 changes to enrollment. Acreage updates, map changes, additional signature, database update, biologist and Marti updates sent.
- Met with landowner and assisted with pond exemption application.
- Drafted 2026 NMM inspection route listing with updates.
- Researched elk in cranberry marsh – correspondence – issue will be handled by DNR for now.
- Reviewed and updated Earth Biron financial assurance. Spreadsheet, software, and file.
- Drafted and prepared 2026-27 NMM tracking spreadsheet for acres, fees, FA, contacts, etc. Draft calling pre inspection spreadsheet for all operator contacts.
- Newby Act 82 wildlife damage - map fields, acre calcs, enrollment app and permit app. drafted, signatures, process to DNR, etc. Created damage pics document.
- Called all operators regarding upcoming 2026-27 NMM inspections – made notes on 49 mine sites for activities over the 2026 season (several days to complete).
- Drafted email to engineer for needed amendments to Weichelt Hwy T NMM reclamation plan.
- Drafted email to Corp Counsel for follow-up planning on Brehm site issues and future meeting.
- Researched and emailed draft to engineer for possible borrow pit expansion on solid waste disposal site with rules and exemption possibilities.
- Phone meeting with DNR stormwater regarding issues/updates and concerns.
- Schuh pond exemption – reviewed exemption application, approval letter, updated file and spreadsheet, approval sent.
- Phone meeting with Corp Counsel to discuss Brehm issues regarding possible complaint. After researching, confirmed it was for a different site.
- Knuth wildlife damage appraisals (corn and soybeans) of 12 fields. Calculated and mapped acres, loss calculations, forms updated, DNR database updates, etc.
- Raikowski wildlife damage appraisals (corn) of 2 fields. Calculated and mapped acres, loss calculations, forms updated, DNR database updates, etc.
- Schneider financial assurance review – updated spreadsheet, software, and file.

- Deer donation correspondence and processor questions.
 - Email to Brehm reminding stop work order remains in effect on Brehm site. Correspondence to DNR for wetland issues, disturbed areas, etc.
 - Tork site pics – confirmed site has not been reclaimed – sent to DNR.
-

Shane Wucherpfennig

County Conservationist

- Continued contacting landowners on N Bioreactor installations in the Fourmile Watershed. Had many discussions with Partners on the projects and still trying to secure site for installation.
 - Drone flight of Cashton/Land rip-rap site on 10 Mile Creek.
 - Attended Wisconsin Drought Task Force – virtually.
 - Reached out to landowners/sites for visits at the CEED tour in October.
 - Attended Sept. 2nd CEED meeting.
 - Approved LWCD staff time sheets for Sept. 3rd & 17th payrolls.
 - Hosted a Cover Crop & Drones field day at Heeg Farms Inc. West of Marshfield on Sept. 9th. We attended!
 - Reviewed/approved staff activity reports for October CEED/County Board packet
 - Reviewed Oct 7th CEED meeting packet for CEED review/approval.
 - Met with Landowner to discuss Cover Crop funding & resources.
 - Attended CWG meeting.
 - Met with Landowner on Ten Mile to assess streambank erosion & cost-sharing.
 - Attended Golden Sands RC&D meetings in St. Point.
 - Attended PACRS meeting at Necedah Wildlife Refuge.
 - Met with Health Dept. (Ben & Logan) to discuss Nitrates & Water Testing campaign.
 - All attended - LWCD Employee Recognition Meal.
 - Anchor Bay discussion with Portage County P&Z & local Anchor Bay residents.
 - Monthly Staff Report.
 - Scheduled Blue 2017 truck – Battery discharge problem with Highway shop.
 - Met with Rod for NMM sites & compliance.
 - Met with Rod for Weichelt NMM sites & compliance.
 - Met with landowner in Grand Rapids to explain their results with the well sampling study.
 - Approved LWCD staff time sheets for Oct. 1st payroll.
-



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Emmett Simkowski, County Planner
Paul Bernard, Land Records Coordinator
Brad Cook, Code Administrator
Kayla Koziczowski, Code Technician
Victoria Wilson, Program Assistant
Julie Mancl, Program Assistant

RE: Staff Report for October 7, 2026

1. Economic Development (Jason Grueneberg)

Helen Connor Laird Fine Arts Building Renovation – On September 9 the Laird Fine Arts Building Renovation Advisory Committee interviewed 4 firms for design services for the project. On September 17 the Committee Selected Somerville as the firm to provide design services for the renovation. Somerville is in the process of being onboarding to the project and will tour the facility and review floor plans in October. The contract for design services will be drafted and acted on by the Advisory Committee as well as a process and timeline for completion.

Central Wisconsin Economic Development (CWED) Fund – On September 16 I participated in the CWED Board of Directors' Meeting. At the meeting two gap financing loans of \$750,000 each were approved. Other agenda items included a Loan Committee update and a Portfolio Summary and Loan Pipeline Report.

Wood County Leadership Retreat – On September 24 I participated in the first day of a 3-day leadership retreat for County department heads and managers. The session focused on improvement in the areas of greatest opportunity including leadership effectiveness, vision and direction, work processes, and recognition.

Wisconsin Economic Development Corporation (WEDC) Summit – On September 30 and October 1 I attended the WEDC Annual Summit in Eau Claire. The Summit provides an outstanding opportunity to learn about WEDC programs and network with staff. Additionally, there was a wide variety of presentations and discussion on topics such as innovation, entrepreneurship, workforce development, and reimagining the economies of communities.

Conservation, Education, and Economic Development (CEED) Committee Tour – On October 2 staff from Planning & Zoning, Land and Water Conservation, and Extension conducted a tour to highlight projects that staff and CEED Committee members have been involved with in the past year. The tour was well-attended with 26 participants visiting sites including the Saratoga Solar Project, Historic Pointe Basse, Pittsville Elementary School, the Helen Connor Laird Theater, the Marshfield Fair Grounds, and a rip rap project.

2. Planning & Zoning (Emmett Simkowski)

Planning and zoning activity has been busy in September throughout the County. October 8th, we have a Wisconsin County Code Administrators sponsored soil tester training hosted by

Wood County at Powers Bluff. The Wood County Towns Association along with the Center for Land Use Education (CLUE) with UWSP is also hosting a Zoning Board of Appeals and Plan Commission Workshop in Pittsville on October 13th. A few Townships have zoning ordinance and map amendments in the works, and I have been working with them consistently. Subdivision review has been consistent and it's likely that 2026 will be higher than previous years in regard to land divisions.

3. Land Records (Paul Bernard)

- Address Mapping
- Parcel Mapping
- Custom Mapping requests
- Significant progress on replacement for the outdated "Real Estate Recon" web mapping application.
- Work on permit collection

4. Code Administrator (Brad Cook)

9-01-2026- (1) SL permit reviewed and issued TN:22, (1) conventional insp TN: 18; (1) mound inspections <24, abs. cell TN:21, gather information for phone calls and inquires with POWTS, SL, FL

9-02-2026- (1) mound inspections TN: 21; <24, abs. cell, tanks, reviewed soils, plan review, issued permit for rep conv TN: 07, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-03-2026- (1) SL permit reviewed and issued TN:17, (1) soil eval onsite insp TN:18, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-04-2026- (1) Reviewed soils, plan review, issued permit for new A+0 mound TN: 15, (1) soil eval TN: 17, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-07-2026- Holiday

9-08-2026- (1) Reviewed soils, plan review, issued permit for new A+0 mound TN: 10 answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-09-2026-(1) SL Onsite Insp TN:07, (1) conventional inspection TN:07, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-10-2026- (1) Reviewed soils, plan review, issued permit for rec A+0 mound TN 02, (1) Reviewed soils, plan review, issued permit for rep conv TN:13, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-11-2026- (1) mound inspections; <24, abs. cell, mound plow TN: 10, (1) conv insp TN: 18, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-14-2026- (1) SL Onsite insp TN: 17, (1) soil eval TN: 07, Answer, review, and gather

information for phone calls and inquires with POWTS, SL, FL.

9-15-2026- (2) soils evals TN: 10,15, answer, and gather information for phone calls and inquires with POWTS, SL, FL

9-16-2026- (1) HS-26-018 letter written and issued TN: 17, (1) Non-plumbing privy insp TN: 08, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

9-17-2026- (1) mound inspection; , abs. cell, mound plow, tanks, TN:10, (1) POWTS Onsite Violation visit TN: 01, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

9-18-2026-(1) Reviewed soils, plan review, issued permit for rep conv TN: 13 , answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-21-2026-(1) Reviewed soils, plan review, issued permit for rec HT TN:01, (2) Reviewed soils, plan review, issued permit for rep <24 mound TN: 15, (1) soils eval & SF 26-018 letter reviewed and sent TN: 04, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

9-22-2026- (1) Non-plumbing privy permit reviewed and issued TN:15, (1) mound inspections; abs. cell, mound plow, tanks, TN:10,answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-23-2026- (1) SL Onsite Insp TN:04, (1) Soils onsite eval TN:18, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL.

9-24-2026- (1) Reviewed soils, plan review, issued permit for rep <24 rep mound TN: 12, (1) SL permit reviewed and issued TN: 07, (1) Non-plumbing insp TN:15, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

9-25-2026- (1) HS-26-027 letter written and issued TN: 20, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

9-28-2026- Vacation

9-29-2026- (2) well permits reviewed and issued TN: 08, 10, (1) SL permit reviewed and issued, (1) mound inspections TN: 10; <24, abs. cell, tanks, answer, review, and gather information for phone calls and inquires with POWTS, SL, FL

5. Code Technician (Kayla Koziczkowski)

- A.** Reviewed and approved POWTS & well permit applications
- B.** Reviewed and approved soils evaluations
- C.** Examined well codes and soils
- D.** Sent shoreland zoning letters
- E.** Assisted with daily phone calls/emails/office questions
- F.** Inspections/Investigations:

- 8-27-26: Mound plow inspection TN:22
- 8-28-26: Mound reinspection TN: 22
- 9-2-26: Mound plow inspection TN: 31, 16; Mound reinspection TN: 31,16; Mound tanks inspection TN: 22; Well inspections TN: 02, 04, 06
- 9-10-26: Mound plow inspection TN: 07; Holding tank inspection TN: 01; Mound reinspection TN: 07
- 9-11-26: Conventional inspection TN: 18
- 9-15-26: Conventional inspection TN: 07
- 9-21-26: Conventional inspection TN: 18; Well inspection TN: 18
- 9-23-26: Holding tank inspection TN: 17; Soils on-site inspection TN: 18
- 9-24-26: Holding tank inspection TN: 03
- 9-28-26: Conventional inspection TN: 07; Mound tanks inspection TN: 15; Mound plow inspection TN: 15
- 9-29-26: Holding tank inspection TN: 17

G. Attended Meetings/Trainings/Etc.

- 9-8-26: DSPS POWTS chat update zoom meeting

6. Office Activity (Victoria Wilson & Julie Mancl)

- a. Monthly Sanitary and Well Permit Activity – There were 28 sanitary permits, 3 shoreland permits and 13 well permits issued in September 2026.
- b. Septic System Maintenance Notices – 620 second notices for all septic system types were mailed out on Tuesday September 23rd.
- c. ArcGIS Pro Software Project – Julie and Victoria continue to assist Paul with various mapping projects as time permits.
- d. Attended the following meetings/trainings & activities:
 - i. September 2nd CEED meeting (VW & JM)
 - ii. October 2nd CEED Tour (VW)
 - iii. IT Password training (VW & JM)



Monday, September 14, 2026 @ 2:00pm (Riverblock Auditorium, Room 206)

- 1.) The meeting was called to order by Chairman Bill Leichtnam at 2:00 pm. Introductions were made.
- 2.) Public Comment – Dimick updated that Ron Hall drilled a new well, installed a whole-house ionic exchange system, and is testing at no detection of nitrates.
- 3.) Approve minutes of August 17, 2026 meeting
 - a. Buttke made a motion to adopt the August 17, 2026 meeting minutes as presented. Carrell 2nd the motion. Motion passed unanimously.
- 4.) Correspondence / Updates / Handouts / Reports on meetings attended
 - a. Joint Legislative Committee met on September 14th. Nitrate and PFAs were discussed.
 - b. Correspondance with DNR was shared.
 - c. Handouts
 - i. News Release from the Groundwater Coordinating Council – 2026 Report to State Legislature.
 - ii. Dive Into Democracy – EPA proposed new definition of Waters of the United States.
 - iii. Resolution to Wood County – discussed further in New Business 6(a).
- 5.) Updates
 - a. Association with “Clean Green Action” for “pass-thru” funding.
 - i. Clean Green Action is a 501(c)3 non-profit organization. Citizens Water Group has partnered with Clean Green Action to assist with a fiscal account to help with purchasing, donations, etc.. Clean Green Action is able to be the financial agent for future grant opportunities.
 - ii. Discussed future project to work with Clean Green Action on a virtual option to donate, such as via QR code and Venmo. Hovendick is pursuing further.
 - iii. Discussion to work on using Facebook page and link to Clean Green Action website.
 - b. Reports on informational tables at community-based events so far.
 - i. An update was made on the Wisconsin Rapids Farmers Market, Rome Farmers Market, and Central Wisconsin State Fair. There is a need to plan and communicate far in advance for booth accessibility. Discussion on the need for multiple people to set up tent, rocks/clipboards to hold paperwork down, and sand bags to weigh tent down.
 - ii. Suggestions discussed related to purchasing a fold-up wagon to use for transport of materials for events, having t-shirts/badges for volunteers to wear at the events, and creating business cards.
 - c. Thrivent Grant (Logo/Banner, Graphic Artist, tent, T-shirts, approve purchases, etc.)

- i. Purchases made with Thrivent Grant
 - 1. Redesign of logo – “Citizens Water Group Serving the Central Sands Region.”
 - 2. T-shirts, notebooks, nametags, table, tablecloth, canopy tent purchased.
 - 3. Discussed having CWG pins made to wear on Thrivent t-shirts that are required to be worn at events (as a grant requirement).
 - d. Results of CWG presence on social media
 - i. There is a CWG Facebook page. There is a need for an administrator.
 - ii. There needs to be a caveat that the page is not monitored regularly due to concerns of inquiries with no immediate response. Daily checks would suffice.
 - iii. It was suggested to use an intern from the UW system to administer the Facebook page. There is potential to expand to other social media platforms as well.
 - e. Report on Wood County Land & Water’s 30 “nitrate hot spots” rural well testing
 - i. Well testing data completed in Wood County through the Land & Water Conservation Department and UWSP Water Lab at hot spots in Town of Grand Rapids and Port Edwards/Nekoosa.
 - ii. 15 well owners from Town of Grand Rapids and 15 well owners from Port Edwards/Nekoosa were randomly chosen to test their wells for a panel of chemicals for agricultural and human inputs to determine what is influencing private well contamination.
 - iii. Port Edwards/Nekoosa wells – agriculture was main pollution source.
 - iv. Town of Grand Rapids – human waste was main pollution source. High density subdivisions.
 - v. A report will be published by the Groundwater Center at UWSP at a future date.
 - vi. Potential of using municipal communication departments and radio to get the word out about water issues was discussed.
 - vii. It was suggested to disseminate the results to local municipalities, especially Town of Grand Rapids and Port Edwards/Nekoosa. Promotion is key to getting interest.
 - viii. The Town Association meeting was suggested to disseminate results.
- 6.) New Business:
- a. Discuss / approve & pass on to CEED committee Wood County Resolution on Protection of surface & groundwater (slated for October 20th Board action)
 - i. Buttke made a motion to pass resolution on to CEED Committee. Perlock 2nd the motion. Motion passed unanimously.
 - b. Discuss creating CWG Treasurer position/possible action
 - i. A treasurer may not be necessary as the group is not a 501(c)3 and does not have a bank account.
 - ii. Clean Green Action manages and tracks funds.
 - c. Event planning for multiple locations coordination-passing of tub with literature & water bottles, developing schedule & sign-up, contacts, fees, etc.

- i. Discussion on the need for a second tent/table set up to eliminate travel to exchange/hand off supplies. Suggested to wait until there is a need for second set of supplies.
 - d. Upcoming Events
 - i. Handouts at events for volunteers to use as reference.
 - 1. Graphics from Sue Smith/Health Department showing different scenarios and information for each.
 - 2. Social media messages related to drinking water.
 - 3. Health effects of nitrates in drinking water.
 - e. Events Subcommittee Planning Time (Officers, date, time, place)
 - i. Creation of an events subcommittee?
 - ii. Where are the event materials going to be stored?
 - iii. Goal is to be at three events this fall.
 - 1. Rome Farmer's Market on Friday, September 25th.
 - 2. Wisconsin Rapids Farmers Market on October 10th.
 - 3. Science by the River on October 17th.
 - iv. It was noted winter farmers markets are a potential booth venue.
 - v. CWG sign for events
 - 1. Vinyl banner that will hang from canopy tent with "What's in your well?" proposed as slogan.
 - vi. Decided by consensus to request the CEED committee allocate Land & Water ARPA dollars to fund free nitrate well water testing at fall CWG events.
- 7.) Discussion / Referral to future agenda (if needed); items from the floor
 - a. Future grant projects
 - i. Water quality awareness grant proposal
 - b. Social Media administrator / monitor for inquiries. Intern from UWSP with waters background? The marketing program at Mid-State Technical College is also an option. Carrell will follow up with Kevin Masarik at UWSP to see if there would be a candidate to take up this project. Pliml will follow up with Mid-State Technical College program director.
 - c. Community water testing.
 - d. Discuss creating CWG Treasurer position/possible action.
- 8.) Next mtg – October 19th, 2:00 pm, Riverblock Auditorium
- 9.) Adjourn -
 - a. Chairman Leichtnam adjourned the meeting at 4:24 pm.

Present at the meeting: Bill Leichtnam, Bill Clendenning, Tom Buttke, Russ Perlock, Shane Wucherpennig, Tim Hovendick, Kendra Wilhelm, Carol Davis, Linda Casper, Rhonda Carrell, Bruce Dimick, Sandy Cain

Virtual: Ben Jeffrey

Minutes respectfully submitted by: Kendra Wilhelm on September 16th, 2026



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

DATE: October 7, 2026
TO: Conservation, Education & Economic Development Committee (CEED)
FROM: Emmett Simkowski, County Planner
RE: Wood County Comprehensive Plan Update

STAFF MEMORANDUM

Introduction:

Wisconsin's Comprehensive Planning Law (Wis. Stat. s. 66.1001 & 59.69) requires local governments that enact or amend land use regulations to be consistent with an adopted, 20-year comprehensive plan containing nine specific elements. Comprehensive plans must be updated, reviewed, or re-adopted at least every 10 years to be considered current.

Background:

The 2009-2029 Wood County Comprehensive Plan was adopted by the Wood County Board of Supervisors on September 22, 2009, and has exceeded its 10-year review and update requirement. Planning and Zoning Staff have acknowledged this and have actively been working with the North Central Wisconsin Regional Plan Commission formulating a plan to complete the update.

There are many advantages to keeping a community's Comprehensive Plan up to date that can benefit the community. Some of these advantages include legal compliance with regulatory ordinances, in which they must be consistent with the plan. It contributes to orderly community growth directing transportation projects, housing needs and economic development; along with protecting natural resources. By acknowledging these items, it also increases success in obtaining grants from state and federal sources for infrastructure and community development projects. Along with those benefits it provides transparency to the County, involving the residents in shaping the County's future, assists in decision making and fosters collaboration between local governments.

The Wood County Rural Economic Development Initiative Plan (REDI Plan) is also due for its five-year update. The Comprehensive Plan includes an economic development chapter, and the update of this chapter will serve as an update to the County's 2021 REDI Plan. The REDI Roundtable members will be assembled to complete and provide input to this portion of the Plan.

Going forward, Staff will be bringing a Public Participation Plan to the Committee in November for a recommendation to County Board in December. County Staff will be putting together an advisory committee which will include Wood County Department representatives, community stake holders, committee members and other elected officials. Throughout the process staff will keep the Committee updated on the progress and provide drafts and any necessary correspondence. The overall goal for completion is to be able to provide a complete draft for approval near the end of 2027.

Conclusion & Recommendation

There are many advantages to having an up to date Comprehensive Plan along with statutory requirements. No action is required for this item, but staff wanted to introduce a "kick off" and receive the Committee's blessing on proceeding with the completion of this project.

Emmett Simkowski

County Planner
Wood County Planning and Zoning Department



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

DATE: October 7, 2026
TO: Conservation, Education & Economic Development Committee (CEED)
County Board of Supervisors

FROM: Emmett Simkowski, County Planner
RE: Town of Lincoln – Zoning Ordinance Text Amendment

STAFF MEMORANDUM

Introduction:

The Town of Lincoln adopted and administers their own town zoning ordinance. On September 22, 2026, the Town submitted an amended Zoning Ordinance to the Wood County Planning and Zoning Department for review and approval. The proposed amendment includes adding and updating administrative requirements for certain processes like zoning amendments and conditional uses.

Background:

Wood County adopted the Wood County Zoning Ordinance #700. This ordinance is in effect in all 22 towns within its jurisdiction. In counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors Wis. Stat. §60.62(3)(a). This rule also applies to town zoning map amendments, and text amendments.

The changes apply to sections 10.02 Hearing on Appeals, 11.03 Petitions, 11.04 Fee and 11.07 Public Hearings

Analysis

All the proposed changes to the ordinance are administrative changes to help clarify responsibilities and increase the notification to neighboring residents for development activities within the township. None of these changes are statutorily required, rather the town is recommending these as best practices; the ordinance changes are described below.

10.02 Appeals – Previously, the town’s ordinance required a five-day notice and to notify neighboring property owners within 100 feet for any appeal of a zoning decision. **The town has proposed to change this to a ten-day notice and notify neighboring property owners within ½ mile (2,640 feet).**

The new text for this section will read as such: *The Board of Appeals shall fix a reasonable time for the hearing, cause notice thereof to be published in the official newspaper not less than seven (7) days prior thereto, cause notice to be given to the appellant or applicant and the administrative officer(s) appealed from by certified mail not less than ten (10) days prior to the date of hearing. In every case involving a variance, notice shall use certified mail to be paid and sent by the applicant to all property owners within ½ mile not less than ten (10) days prior to the hearing of the fee owners of records of all lands within ½ mile of any part of the subject building or premises involved in the appeal.*

11.03 Petitions – Previously, the town’s ordinance required all adjoining property owners within 500 feet of a zoning map amendment (rezoning) to be notified. **The change to this section will require all property owners within ½ mile of the property to be notified.**

The new text for this section will read as such: *Petitions for any change to the district boundaries or amendments to the regulations shall be filed with the Town Clerk and shall describe the premises to be rezoned (including legal descriptions) or the regulations to be amended, list the reasons justifying the petition, specify the proposed use and*

list the owner's names and addresses of all properties lying within 1/2 mile of the area proposed to be rezoned. The petitioner shall provide additional information as may be required by the Zoning Committee or Town Board.

11.04 Fee – Previously, the town's ordinance did not specify who was liable to pay the fees regarding applications to the Zoning Committee or Board or Appeals. **Simply, they are specifying the applicant is liable to pay the fees.**

The new text for this section will read as such: *The following shall be paid to the Town Clerk by the petitioner to defray the cost of administration, investigation, advertising and processing of the petition to be paid by the applicant.*

11.07 Public Hearings – Previously, the town's ordinance only included notice requirements such as a class 2 notice in the newspaper and certified mail by all parties having legal interest in the decision. The amendment will still include these notices along with the proposed change **notifying all property owners within ½ mile of the affected property.**

The new text for this section will be read as such: *Notice of any public hearing which the Zoning Committee is required to hold under the terms of this Ordinance shall specify the date, time and place of hearing and matters to come before the Zoning Committee at such hearing and notice shall be given in each of the following ways:*

- (A) *By publication of a class 2 notice in the official newspaper of the Town as required by Chapter 985, Wisconsin Statutes.*
- (B) *Public Hearings to include certified mail to be sent and paid by the applicant and to change the mailing to all property owners within ½ mile in all directions for all districts for all conditional use permits.*

In summary, state law doesn't force towns to mail letters to adjacent neighbors, almost all local town ordinances do. When a town establishes independent or exclusive zoning, it typically includes a clause requiring the town clerk or applicant to mail physical notices to all property owners within a specific buffer zone—usually 100, 300, or 500 feet from the property lines—at least a week before the hearing. If the town violates its own local ordinance rules, the decision can be challenged.

Conclusion & Recommendation

County review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law. Based on the information submitted to the Planning and Zoning Department, the Town of Lincoln adhered to the process for zoning amendments as outlined in Wis. Stats. The Town Board acted on the amendment on August 18, 2026, and approval was unanimous. Additionally, I find no conflict with any existing county planning documents and zoning programs or ordinances.

Emmett Simkowski



County Planner
Wood County Planning and Zoning Department

Attachments

1. Town of Lincoln Plan Commission Minutes
2. Town of Lincoln Board Minutes
3. Resolution

**Town of Lincoln
Planning & Zoning Commission**

The Town of Lincoln Zoning Board met on July 23rd, 2026, at 6:10 PM at the municipal building, 10905 Falcon Road, to discuss accepting the changes and to give a variance to. Board members present: Dave Peterson, Dave Weber, Ken Bell and David Rogers, Secretary. Jim Kneich and Scott Weber chairman was absent.

Dave Weber called the zoning meeting to order at 6:09 PM.

Motion by Ken Bell and seconded by Dave Peterson to approve the meeting minutes of the June 25, 2026, motion carried.

Motion to by Dave Peterson to accept the changes listed below and to send the recommendation to the town board, seconded by Ken Bell, motion carried.

10.02 to change the hearing on appeals from 5 days to 10 days prior to the public hearing and to use certified mail to be paid and sent by the applicant to all property owners within a ½ mile.

11.03 Petitions. Petitions for any change to the district boundaries or amendments to the regulations shall be filed with the Town Clerk and shall describe the premises to be rezoned (including legal descriptions) or the regulations to be amended, list the reasons justifying the petition, specify the proposed use and list the owner's names and addresses of all properties lying within ½ mile of the area proposed to be rezoned. The petitioner shall provide additional information as may be required by the Zoning Committee or Town Board.

11.04 Fee.

The following shall be paid to the Town Clerk by the petitioner to defray the cost of administration, investigation, advertising and processing of the petition to be paid by the applicant.

11.07 Public Hearings to include certified mail to be sent and paid by the applicant and to change the mailing to all property owners within a ½ mile in all directions for all districts for all conditional use permits.

Motion to give a variance to parcel 1000051B to allow this parcel to be a buildable site which is in the residential district and does meet the spirit and general terms of the town zoning ordinance. Considering road frontage and density doesn't meet the zoning requirements. Parcel cannot be further subdivided. Motion by Ken Bell, seconded by Dave Peterson, motion carried.

Motion by Dave Peterson to adjourn, seconded by Ken Bell, motion carried.

Meeting adjourned at 6:44 PM

Respectfully Submitted, David Rogers, Zoning Secretary

TOWN OF LINCOLN BOARD MEETING MINUTES
10905 FALCON ROAD MARSHFIELD, WI.
AUGUST 18, 2026
6:00 PM

MEMBER'S PRESENT:

DAVID ROGERS/CHAIRMAN, MATT JOINER, DALTON TYSVER, RANDY SCHUELLER,
DENISE SONNEMANN/SUPERVISORS.
KARIN STAUBER/TREASURER, KATHLEEN ALTMANN-DRINKA/CLERK.
JANET M. BELL/DEPUTY CLERK WAS ABSENT.

PUBLIC COMMENTS:

NO PUBLIC COMMENTS

APPROVE MEETING MINUTES:

JULY MEETING MINUTES WERE POSTED AT THE TOWN HALL, POSTED ON THE TOWN WEBSITE
AND WERE EMAILED TO THE BOARD MEMBERS.

MOTION BY MATT JOINER TO APPROVE THE JULY MEETING MINUTES. SECOND BY DENISE
SONNEMANN. ALL AYES. MOTION CARRIED.

TOWNSHIP ACCOUNT ACTIVITY FOR JULY	
DISBURSEMENTS	\$164,337.20
CHECKING INCOME	\$52,758.77
TAX COLLECTION AMOUNT	0.00
ACCOUNT TRANSFER AMOUNT OCCUPANCY SURCHARGE	\$207,000.00
SAVINGS INTEREST	\$391.14
BALANCES	
FORWARD BANK CHECKING	\$35,003.049
FORWARD BANK SAVINGS	\$139,478.49
PARTNERS BANK	\$243,158.39
FIRE DEPT ACTIVITY	
INCOME	\$600.00
INTEREST INCOME	N/A
EXPENSES	N/A
FIRE DEPT BALANCES	
CHECKING	\$40,784.94
SAVINGS	\$24,951.30

BUDGET AMENDMENTS:

NO BUDGET AMENDMENTS

ACCOUNTS PAYABLES: KATHLEEN ALTMANN-DRINKA, CLERK PREPARED THE ACCOUNTS/PAYROLL
REPORT AND EMAILED THE REPORT TO THE BOARD MEMBERS.

MOTION BY MATT JOINER TO ACCEPT THE JULY ACCOUNT PAYABLES OF \$73,004.39
SECOND BY DENISE SONNEMANN. ALL AYES. MOTION CARRIED.

TREASURERS REPORT: THE FINANCIAL REPORT WAS PREPARED BY KARIN STAUBER, TREASURER, AND EMAILED TO THE BOARD MEMBERS. **MOTION BY DENSIE SONNEMANN TO ACCEPT THE FINANCIAL REPORT. SECOND BY MATT JOINER. ALL AYES. MOTION CARRIED.**

COMMITTEE REPORTS:

REPORTS OF COMMITTEE STANDING:

MOTION BY MATT JOINER TO APPROVE THE RECOMMENDATIONS TO UPDATE SECTION 10.3, SECTION 11.03, 11.04 & 11.07 OF THE ZONING ORDINANCE AND VARIANCE FOR PARCEL 1000051B IN THE RESIDENTIAL DISTRICT. SECOND BY RANDY SCHUELLER. ALL AYES. MOTION CARRIED.

BUILDING PERMIT:

NO BUILDING PERMITS

ZONING PERMITS:

JTG PROPERTIES LLC/ 10558 COUNTY ROAD B / SHED

FIRE DEPARTMENT:

FIRE DEPARTMENT MINUTES WERE READ BY MATT JOINER.

UNFINISHED BUSINESS:

ROADWORK:

CALCIUM CHLORIDE HAS BEEN APPLIED TO GRAVEL ROADS AND VARIOUS ROADS HAVE BEEN CRACKFILLED.

GARBAGE SERVICE:

MOTION BY DALTON TYSVER TO RECOMMEND WASTE MANAGEMENT FOR THE CONTRACT FOR GARBAGE AND RECYCLING SERVICES. SECOND BY DENISE SONNEMANN. ALL AYES. MOTION CARRIED.

NEW BUSINESS:

TOWN CEMETERY SIGN:

MOTION BY DENISE SONNEMANN TO APPROVE A NEW CEMETERY SIGN, THE TOWN OF ROCK INITIATED THE SIGN FOR \$800.00 TOTAL COST NOT TO EXCEED \$400.00 OUR SHARED COST. SECOND BY RANDY SCHUELLER. ALL AYES. MOTION CARRIED.

LIQUOR LICENSE FOR PREVIOUS RIVERSIDE ROADHOUSE:

NO ACTION TAKEN.

MOTION BY DALTON TYSVER TO ADJOURN THE MEETING AT 7:39 PM. SECOND BY MATT JOINER. ALL AYES. MOTION CARRIED.

KATHLEEN ALTMANN-DRINKA
TOWN OF LINCOLN CLERK
AUGUST 18, 2026



RESOLUTION#

DATE October 20, 2026

Effective
Date

October 20, 2026

Page 1 of 2

Introduced by Conservation, Education, and Economic Development Committee

Motion:	Adopted:	☐
1 st	Lost:	☐
2 nd	Tabled:	☐
No: _____	Yes: _____	Absent: _____
Number of votes required: ☒ Majority ☐ Two-thirds		
Reviewed by: _____ N.F. _____, Corp Counsel		
Reviewed by: _____ P.Y. _____, Finance Dir.		

INTENT & SYNOPSIS: Approve an amendment to the Town of Lincoln Official Zoning Ordinance.

FISCAL NOTE: No cost to Wood County.

WHEREAS, the Town of Lincoln adopted and administers a zoning ordinance to promote the health, safety, aesthetics, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on September 22, 2026, the Town of Lincoln submitted an ordinance amendment to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Lincoln and finds the Town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on October 7, 2026, the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

NOW THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following amendments to the Town of Lincoln Official Zoning Ordinance:

Adopted by the County Board of Wood County, October 20, 2026

County Clerk

County Board Chairman

10.02 Hearing on Appeals.

The Board of Appeals shall fix a reasonable time for the hearing, cause notice thereof to be published in the official newspaper not less than seven (7) days prior thereto, cause notice to be given to the appellant or applicant and the administrative officer(s) appealed from by certified mail not less than ten (10) days prior to the date of hearing. In every case involving a variance, notice shall use certified mail to be paid and sent by the applicant to all property owners within ½ mile not less than ten (10) days prior to the hearing of the fee owners of records of all lands within ½ mile of any part of the subject building or premises involved in the appeal.

11.03 Petitions

Petitions for any change to the district boundaries or amendments to the regulations shall be filed with the Town Clerk and shall describe the premises to be rezoned (including legal descriptions) or the regulations to be amended, list the reasons justifying the petition, specify the proposed use and list the owner's names and addresses of all properties lying within 1/2 mile of the area proposed to be rezoned. The petitioner shall provide additional information as may be required by the Zoning Committee or Town Board.

11.04 Fee

The following shall be paid to the Town Clerk by the petitioner to defray the cost of administration, investigation, advertising and processing of the petition to be paid by the applicant.

11.07 Public Hearings

Notice of any public hearing which the Zoning Committee is required to hold under the terms of this Ordinance shall specify the date, time and place of hearing and matters to come before the Zoning Committee at such hearing and notice shall be given in each of the following ways:

- (A) By publication of a class 2 notice in the official newspaper of the Town as required by Chapter 985, Wisconsin Statutes.
- (B) Public Hearings to include certified mail to be sent and paid by the applicant and to change the mailing to all property owners within ½ mile in all directions for all districts for all conditional use permits.



**Wood County Economic Development
(Planning & Zoning/Extension)**

400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

Wood County (WI) ONGOING Economic Development Funding Application Instructions

About: The Wood County CEED (Conservation, Education, and Economic Development) Committee and the Board of Supervisors have made available a limited amount of economic development funds to be awarded each year to projects or proposals that seek to enhance the economic vitality of Wood County.

Ongoing Funding: The CEED Committee recognizes that the County's airports, chambers of commerce, and other entities provide a direct and ongoing contribution to economic development in Wood County. As such, these entities receive year after year ongoing funding for economic development.

This application is for those entities. Organizations with more limited program/project requests should submit an *annual* Economic Development Funding application.

Process: All applications are due by 4:30pm on Friday, July 11, 2025. Applications are reviewed in August, approved by the County Board in November and grantees will be notified following approval of the County budget. Note that funds will not be released until a project results report is presented to the CEED Committee.

Questions/More Information: Contact Jason or Victoria in Wood County Planning & Zoning with questions. 715-421-8446, jason.grueneberg@woodcountywi.gov, victoria.wilson@woodcountywi.gov.

2026 Wood County (WI) ONGOING Economic Development Funding Request

Contact Information

Organization:

Website:

Mailing Address:

Street Address: (if different)

Contact Name & Title:

Phone:

Email:



**Wood County Economic Development
(Planning & Zoning/Extension)**

400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

Proposal Narrative

1. Please provide a summary of your organization's actions related to economic development in Wood County. Explain how these actions support the REDI plan.

South Wood County Airport (SWCA) has been an increasingly significant transportation hub for tourism in Wood County. Annually nearly 1000 aircraft use the facility to transport thousands of transient visitors to the area from all over the country and sometimes beyond. Tourism is a crucial component of a diverse economy and is cited in the REDI plan in multiple places as such. Along with the personal use of the Airport for recreation, the Airport also provides a convenient transportation option for business travel as well. Users of the Airport for local business include industries such as agriculture, paper/forest products, manufacturing, government, insurance, real estate, and retail.

2. Explain how your organization provides a Return on Investment (ROI) to Wood County.

Please be as specific as possible. E.g. County funding will allow us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people

The return on investment in SWCA is hard to quantify. Testimonial comments from transient passengers and pilots remain overwhelmingly positive. Aircraft crews are impressed with the facilities and services offered which are not typical at airports in less populated areas. Fuel sales are the only quantifiable metric used to gauge activity levels. Fuel sales remain strong. Thus far 2025 is on pace with any previous year in fuel sales to date. Several local businesses continue to comment on the noticeable impact of the airport, especially restaurants and hotels. Alexander Field provides a valuable transportation infrastructure for the regional businesses including Nine Dragons, Sonoco, Erco, Ocean Spray, Matalco, Walmart, and Verso.

3. Please describe any new programming you are planning for in 2026 related to economic development that you have not previously reported on.

Annually the SWCA Commission invests heavily in infrastructure and facility upgrades and modernizations along with equipment purchases to enhance the visitor experience and provide a good first impression of the area. In past years the Wood County Economic Grant has been used by the Commission to purchase and provide amenities and services, and maintain and modernize facilities for the aforementioned purposes. In forthcoming years, the Commission and WI Bureau of Aeronautics will be seeking funding from several sources for a comprehensive terminal building renovation and remodel. Terminal modernization was quickly identified as a dire necessity in the master planning process. Thank you for your consideration in 2025



**Wood County Economic Development
(Planning & Zoning/Extension)**

400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

Budget / Requested Funds

Please attach an organizational budget.

Project Reporting Requirement

As a reporting requirement of receiving economic development funding from Wood County, a summary report will be prepared and presented to the CEED Committee.

This report must be submitted no later than Tuesday, October 1, 2026. Funding will not be released to the applicant prior to the reporting requirement being met. Please also note that funds are not able to be carried over into the following year.

Signatures

I attest that the information in this application submitted to Wood County is true and correct.

Applicant

	Jeremy Sickler	5/20/20
<i>Signature</i>	<i>Printed Name</i>	<i>Date</i>

Highest Organization Elected Official/Board Chair

	Brad Hamilton	
<i>Signature</i>	<i>Printed Name</i>	<i>Date</i>



**Wood County Economic Development
(Planning & Zoning/Extension)**

400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

Budget / Requested Funds

Please attach an organizational budget.

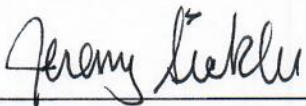
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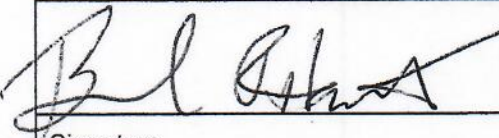
Signatures

I attest that the information in this application submitted to Wood County is true and correct.

Applicant

	Jeremy Sickler	5/20/2025
Signature	Printed Name	Date

Highest Organization Elected Official/Board Chair

	Brad Hamilton	05/26/2025
Signature	Printed Name	Date

Projection	Level	Account Type	Organization	Object	Project
2025	Department	R	50360	41001	
2025	Department	R	50360	41002	
2025	Department	R	50360	41003	
2025	Department	R	50360	41004	
2025	Department	R	50360	41005	
2025	Department	R	50360	41006	
2025	Department	R	50360	41011	
2025	Department	R	50360	41025	
2025	Department	R	50361	41007	
2025	Department	R	50361	41008	
2025	Department	R	50361	41009	
2025	Department	R	50361	41010	
2025	Department	R	50361	41015	
2025	Department	R	50361	41020	
2025	Department	R	50370	41711	
2025	Department	R	50370	41800	
2025	Department	R	50370	41811	
2025	Department	R	50370	49906	
2025	Department	R	50370	49911	
2025	Department	E	71102	51101	
2025	Department	E	71102	51102	
2025	Department	E	71102	51103	
2025	Department	E	71102	51119	
2025	Department	E	71102	51120	
2025	Department	E	71102	51121	
2025	Department	E	71102	51125	
2025	Department	E	71102	51127	
2025	Department	E	71102	52106	
2025	Department	E	71102	52108	
2025	Department	E	71102	53102	
2025	Department	E	71102	53105	
2025	Department	E	71102	53108	
2025	Department	E	71102	53109	
2025	Department	E	71102	53110	
2025	Department	E	71102	53111	
2025	Department	E	71102	53112	
2025	Department	E	71102	53113	
2025	Department	E	71102	53114	
2025	Department	E	71102	53117	
2025	Department	E	71102	53118	
2025	Department	E	71102	53201	
2025	Department	E	71102	53204	
2025	Department	E	71102	53222	
2025	Department	E	71102	53304	
2025	Department	E	71102	53708	
2025	Department	E	71102	53800	

2025 Department	E	71102	53801
2025 Department	E	71102	53802
2025 Department	E	71102	53817
2025 Department	E	71103	53803

Account Description	2025 Department Budget	2024 Original Budget
Hanger Rental	(\$35,000.00)	(\$35,000.00)
Fuel Flowage Fee	(\$125,000.00)	(\$100,000.00)
Catering Revenue	(\$500.00)	(\$500.00)
Ramp Fee Revenue	(\$17,750.00)	(\$17,750.00)
GPU Fee Revenue	(\$1,500.00)	(\$1,000.00)
LAV Fee Revenue	(\$750.00)	(\$750.00)
Land Lot Lease	(\$4,000.00)	\$0.00
Miscellaneous Operating Rev	\$0.00	\$0.00
Municipal - Wis Rapids	\$0.00	(\$81,080.00)
Municipal - Grand Rapids	\$0.00	(\$44,640.00)
Municipal - Nekoosa	\$0.00	(\$9,077.00)
Municipal - Port Edwards	\$0.00	(\$7,986.00)
Municipal - Wood County	(\$15,000.00)	(\$5,000.00)
Municipal - Other	\$0.00	\$0.00
Miscellaneous Revenues	(\$2,500.00)	(\$2,500.00)
Interest Income	(\$5,000.00)	(\$5,000.00)
Interest - Lease	\$0.00	\$0.00
Gain From Insurance Proceeds	\$0.00	\$0.00
Contributed Capital	\$0.00	\$0.00
Salaries & Wages	\$0.00	\$103,968.00
Overtime	\$0.00	\$7,609.00
Sick Leave / Personal Time Pay	\$0.00	\$2,550.00
Worker's Compensation	\$0.00	\$2,396.00
Wisconsin Retirement	\$0.00	\$5,674.00
Health / Dental Insurance	\$0.00	\$7,816.00
HSA Contribution	\$0.00	\$375.00
FICA	\$0.00	\$8,650.00
General Office Expense	\$9,000.00	\$9,000.00
Catering Expense	\$500.00	\$800.00
Telephone	\$2,500.00	\$2,500.00
Insurance	\$7,000.00	\$6,238.00
Airport Lighting	\$2,000.00	\$2,000.00
Maintenance Of Grounds	\$8,000.00	\$8,000.00
Snow Removal	\$30,000.00	\$30,000.00
Mowing	\$0.00	\$0.00
Maintenance Of Equipment	\$11,000.00	\$11,000.00
Utilities	\$25,000.00	\$25,000.00
Hangar Maintenance	\$5,000.00	\$0.00
Airport Improvements	\$5,000.00	\$5,000.00
Runway Maintenance	\$0.00	\$0.00
Advertising/Publications	\$0.00	\$1,000.00
Conferences	\$1,000.00	\$3,500.00
Capital Improvement	\$0.00	\$30,207.00
Airport Vehicle	\$25,000.00	\$25,000.00
Depreciation	\$0.00	\$0.00
Professional Fees	\$1,500.00	\$1,500.00

Legal	\$0.00	\$0.00
Special Acctg & Auditing	\$10,500.00	\$10,500.00
GASB Expense	\$0.00	\$0.00
Loss On Disposal Of Asset	\$0.00	\$0.00

2024 Revised Budget	2024 Actuals	2023 Original Budget	2023 Revised Budget	2023 Actuals
(\$35,000.00)	(\$33,641.02)	(\$40,000.00)	(\$40,000.00)	(\$34,513.72)
(\$100,000.00)	(\$263,221.36)	(\$110,000.00)	(\$110,000.00)	(\$175,351.68)
(\$500.00)	(\$305.78)	(\$1,000.00)	(\$1,000.00)	(\$965.90)
(\$17,750.00)	(\$21,653.74)	(\$15,000.00)	(\$15,000.00)	(\$19,922.05)
(\$1,000.00)	(\$988.82)	(\$2,000.00)	(\$2,000.00)	\$0.00
(\$750.00)	(\$480.54)	(\$1,500.00)	(\$1,500.00)	(\$480.68)
\$0.00	(\$3,901.30)	\$0.00	\$0.00	(\$180.00)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(\$81,080.00)	(\$81,080.00)	(\$82,209.00)	(\$82,209.00)	(\$82,209.00)
(\$44,640.00)	(\$44,640.00)	(\$43,583.00)	(\$43,583.00)	(\$43,583.00)
(\$9,077.00)	(\$9,077.00)	(\$8,835.00)	(\$8,835.00)	(\$8,835.00)
(\$7,986.00)	(\$7,986.00)	(\$8,156.00)	(\$8,156.00)	(\$8,156.00)
(\$5,000.00)	\$0.00	(\$15,000.00)	(\$15,000.00)	(\$30,000.00)
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(\$2,500.00)	(\$3,718.22)	(\$2,500.00)	(\$2,500.00)	(\$6,644.78)
(\$5,000.00)	(\$21,010.95)	(\$300.00)	(\$300.00)	(\$19,212.78)
\$0.00	\$0.00	\$0.00	\$0.00	(\$2,455.00)
\$0.00	(\$78,348.47)	\$0.00	\$0.00	(\$17,805.00)
\$0.00	(\$45,000.00)	\$0.00	\$0.00	(\$544,138.44)
\$103,968.00	\$115,863.36	\$93,628.00	\$93,628.00	\$90,078.19
\$7,609.00	\$4,840.97	\$7,609.00	\$7,609.00	\$4,618.91
\$2,550.00	\$2,530.66	\$2,670.00	\$2,670.00	\$2,484.81
\$2,396.00	\$2,983.78	\$2,406.00	\$2,406.00	\$2,223.12
\$5,674.00	\$7,465.14	\$5,251.00	\$5,251.00	\$4,827.09
\$7,816.00	\$13,635.16	\$7,454.00	\$7,454.00	\$7,635.00
\$375.00	\$375.00	\$375.00	\$375.00	\$375.00
\$8,650.00	\$9,408.22	\$7,871.00	\$7,871.00	\$7,002.59
\$9,000.00	\$12,521.57	\$9,000.00	\$9,000.00	\$9,010.08
\$800.00	\$142.94	\$2,000.00	\$2,000.00	\$701.16
\$2,500.00	\$757.65	\$2,500.00	\$2,500.00	\$495.34
\$6,238.00	\$8,144.49	\$5,000.00	\$5,000.00	\$5,035.13
\$2,000.00	\$4,153.52	\$1,000.00	\$1,000.00	\$1,170.00
\$8,000.00	\$10,444.14	\$8,000.00	\$8,000.00	\$4,198.14
\$30,000.00	\$13,058.12	\$30,000.00	\$30,000.00	\$22,717.79
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$11,000.00	\$19,852.94	\$11,000.00	\$11,000.00	\$6,713.27
\$25,000.00	\$27,186.26	\$25,000.00	\$25,000.00	\$27,558.48
\$0.00	\$4,625.40	\$0.00	\$0.00	\$2,286.99
\$5,000.00	\$16,258.52	\$0.00	\$0.00	\$12,000.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
\$3,500.00	\$495.46	\$3,500.00	\$3,500.00	\$100.00
\$30,207.00	\$1,198.17	\$91,319.00	\$91,319.00	\$2,028.40
\$25,000.00	\$10,337.54	\$2,000.00	\$2,000.00	\$1,487.87
\$0.00	\$524,369.97	\$0.00	\$0.00	\$527,868.63
\$1,500.00	\$2,425.00	\$1,500.00	\$1,500.00	\$0.00

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$10,500.00	\$10,500.00	\$10,000.00	\$10,000.00	\$11,999.96
\$0.00	(\$4,183.00)	\$0.00	\$0.00	\$6,669.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2022 Original Budget	2022 Revised Budget	2022 Actuals	Notes
(\$35,000.00)	(\$35,000.00)	(\$46,280.95)	
(\$110,000.00)	(\$110,000.00)	(\$87,505.53)	
(\$2,500.00)	(\$2,500.00)	(\$305.72)	
(\$15,000.00)	(\$15,000.00)	(\$19,346.64)	
(\$1,000.00)	(\$1,000.00)	(\$1,979.14)	
(\$1,000.00)	(\$1,000.00)	(\$1,553.09)	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
(\$83,642.00)	(\$83,642.00)	(\$83,642.00)	
(\$42,590.00)	(\$42,590.00)	(\$42,590.00)	
(\$8,521.00)	(\$8,521.00)	(\$8,521.00)	
(\$8,030.00)	(\$8,030.00)	(\$8,030.00)	
(\$10,000.00)	(\$10,000.00)	(\$5,000.00)	
(\$8,919.00)	(\$8,919.00)	\$0.00	
(\$2,500.00)	(\$2,500.00)	(\$7,057.46)	
(\$300.00)	(\$300.00)	(\$5,735.61)	
\$0.00	\$0.00	(\$2,305.00)	
\$0.00	\$0.00	(\$5,980.00)	
\$0.00	\$0.00	\$0.00	
\$91,124.00	\$91,124.00	\$85,088.49	
\$7,609.00	\$7,609.00	\$2,966.13	
\$2,468.00	\$2,468.00	\$2,548.96	
\$2,548.00	\$2,548.00	\$2,204.59	
\$4,880.00	\$4,880.00	\$4,880.34	
\$7,709.00	\$7,709.00	\$7,581.48	
\$375.00	\$375.00	\$375.00	
\$7,662.00	\$7,662.00	\$7,153.91	
\$9,000.00	\$9,000.00	\$11,184.30	
\$2,500.00	\$2,500.00	\$488.09	
\$2,500.00	\$2,500.00	\$848.27	
\$5,000.00	\$5,000.00	\$5,816.87	
\$1,000.00	\$1,000.00	\$0.00	
\$8,000.00	\$8,000.00	\$7,140.83	
\$30,000.00	\$30,000.00	\$29,703.28	
\$0.00	\$0.00	\$0.00	
\$11,000.00	\$11,000.00	\$15,500.44	
\$15,000.00	\$15,000.00	\$26,821.77	
\$0.00	\$0.00	\$602.65	
\$3,500.00	\$3,500.00	\$0.00	
\$1,000.00	\$1,000.00	\$0.00	
\$1,000.00	\$1,000.00	\$981.68	
\$3,500.00	\$3,500.00	\$1,163.89	
\$98,127.00	\$98,127.00	\$4,102.81	
\$2,000.00	\$2,000.00	\$1,565.51	
\$0.00	\$0.00	\$484,030.17	
\$1,500.00	\$1,500.00	\$1,000.00	

\$0.00	\$0.00	\$0.00
\$10,000.00	\$10,000.00	\$9,999.96
\$0.00	\$0.00	(\$7,157.00)
\$0.00	\$0.00	\$0.00

Account Type	Organization	Object	Project	Detail Type	Year	Line	Quantity
R	50360	41001		A	2025	10	
R	50360	41001		A	2025	20	1
R	50360	41001		A	2025	30	1
R	50360	41001		A	2025	40	0
R	50360	41002		A	2025	10	1
R	50360	41003		A	2025	10	1
R	50360	41004		A	2025	10	1
R	50360	41005		A	2025	10	1
R	50360	41006		A	2025	10	1
R	50360	41011		A	2025	10	1
R	50361	41015		A	2025	10	1
R	50370	41711		A	2025	10	1
R	50370	41800		A	2025	10	1
E	71102	52106		A	2025	10	1
E	71102	52108		A	2025	10	1
E	71102	53102		A	2025	10	1
E	71102	53105		A	2025	10	1
E	71102	53108		A	2025	10	1
E	71102	53109		A	2025	10	1
E	71102	53110		A	2025	10	1
E	71102	53112		A	2025	10	1
E	71102	53113		A	2025	10	1
E	71102	53114		A	2025	10	1
E	71102	53117		A	2025	10	1
E	71102	53201		A	2025	10	1
E	71102	53204		A	2025	10	1
E	71102	53304		A	2025	10	1
E	71102	53800		A	2025	10	1
E	71102	53802		A	2025	10	1

Amount	Project String Type	Project String	Description	Justification	Request Group
\$0.00					
(\$35,000.00)					
\$0.00					
\$0.00					
#####					
(\$500.00)					
(\$17,750.00)					
(\$1,500.00)					
(\$750.00)					
(\$4,000.00)					
(\$15,000.00)					
(\$2,500.00)					
(\$5,000.00)					
\$9,000.00					
\$500.00					
\$2,500.00					
\$7,000.00					
\$2,000.00					
\$8,000.00					
\$30,000.00					
\$11,000.00					
\$25,000.00					
\$5,000.00					
\$5,000.00					
\$0.00					
\$1,000.00					
\$25,000.00					
\$1,500.00					
\$10,500.00					

User Defined



SOUTH WOOD COUNTY AIRPORT
Jeremy Sickler, Airport Manager

2026

Airport Development:

Obstruction Removal Project: Remove trees and utility poles on 16 parcels NE of Airport. Completed in 2026. Final restoration is still in progress. Total cost \$80,000

Master Plan: Kicked off in 2026. Initial forecasting submitted to FAA for review. Total cost: \$400,000.

Terminal Rehabilitation Project: A \$2.7M FAA grant was received for rehabilitation of the terminal. Planning and design are complete. Bids are in and a low bidder has been chosen. Environmental documents are complete. Currently waiting for the FAA grant to be received. Construction to commence in fall of 2027 Total cost: \$3M.

Crack Fill and Paint Project: To be completed in fall of 2026. Total cost: \$200,000.

Fuel Sales YTD:

Fuel Type	2026 year to date	2025 year to date	Year over Year	2024 year to date	Year over Year
100 LL	16531.38	19557.27	85%	15635.15	124%
Jet A	98992.01	90142.97	110%	86113.21	105%
TOTAL	115523.40	109500.24	106%	101748.36	108%

Airport Revenues YTD:

2026 Sales

Fuel:	\$737609.37
Ramp Fee:	\$33472.78
Lav Fee:	\$3019.20
GPU:	\$5439.10
Call Out Fee:	\$17182.81
Transient Hangar:	\$13003.86
Handling:	\$300.00
Catering:	\$72.00
Oil:	\$421.30

2025 Sales

Fuel:	\$625691.98
Ramp Fee:	\$23845.51
Lav Fee:	\$1872.37
GPU:	\$4750.00
Call Out Fee:	\$8509.92
Transient Hangar:	\$12603.92
Handling:	\$725.00
Catering:	\$150.00
Oil:	\$132.78

Year over year total fuel gallon sales comparison through September:

2023 – 86302.49 gallons

2022 – 69380.98 gallons

Other Airport Interests:

Hosted several public events including three young eagles events, a pancake breakfast and a social fly in.

Hosted operations in support of several community businesses including Sand Valley, Wal Mart, Ocean Spray, Matalco, Sparhawk, Heartland Farms, Frito Lay.

2026 Accomplishments

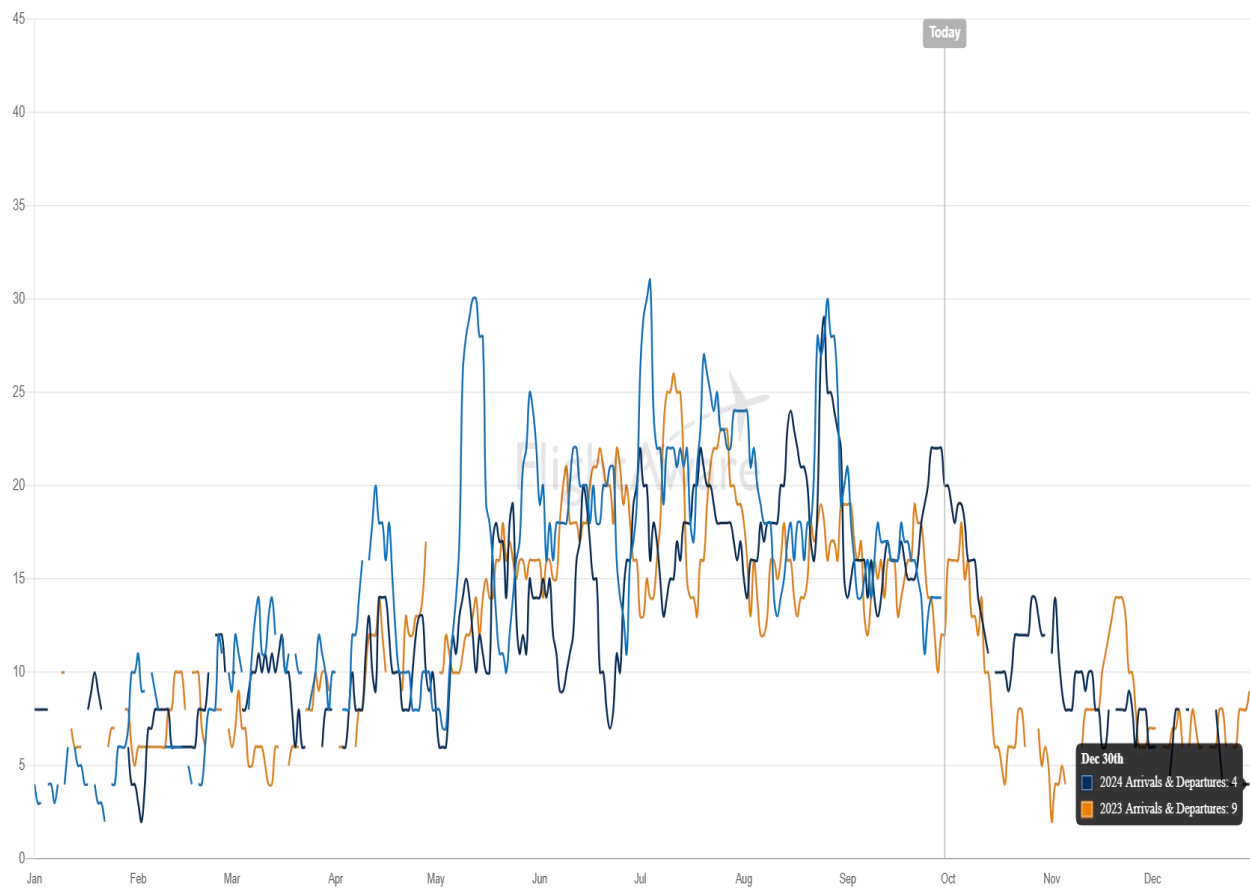
- Assisted in completion of Phase 1 the obstruction removal project.
- Assisted in preparation for Phase 2 of the obstruction removal project.
- Assisted in the rollout and information gathering phases of the Master Plan project.
- Record setting fuel sales and revenue through August.
- Scored perfect 100% on the State of WI DATCP annual fuel system inspection.
- Secured qualification for \$2.7M in FAA funding for terminal rehabilitation.
- Assisted in the design/engineering of the terminal rehabilitation.
- Several policies/procedures/agreements were created or updated.
- Coordinated procurement and planned for installation of runway end and obstruction lighting.
- New lights installed in old commission hangar.

2027 Goals and Objectives

- Coordinate construction and disruptions due to construction of terminal rehabilitation
- Expedite phase 2 of the obstruction removal project.
- Expedite Terminal Forecast and Runway 20 Reconstruction portions of Master Plan.
- Terminal parking lot paving.
- Manage funding for terminal rehabilitation project.
- Paved surface crack filling and runway marking repainting.
- Public observation and viewing area(s) construction.
- Potential purchase of aircraft service equipment.

Budget Highlights

- **Municipal Contributions** – Total contribution collectively among four member municipalities (\$142,000) has not increased for the eleventh budget cycle.
- **Sales and Services Revenue** – On pace for highest annual revenues in history.
- **Airport Capital Improvements** – More money budgeted for planning/construction for terminal rehabilitation





Wood County Economic Development
(Planning & Zoning/Extension)
400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

2026 Wood County (WI) Economic Development Funding Request

Proposal Title: Marshfield Building Revitalization Grant Program

Applicant Organization: City of Marshfield

Website: www.ci.marshfield.wi.us

Mailing Address: 207 West 6th Street, Marshfield, WI 54449

Street Address: (if different)

Contact Name & Title: Steve Barg, City Administrator

Phone: (715)486-2003

Email: Steve.Barg@ci.marshfield.wi.us

Proposal Narrative

1. REDI Alignment (select one) General Economic Development

If selected other, please describe:

2. Please provide a summary of your proposal. Explain how it is consistent with and supports the Wood County REDI (Rural Economic Development Initiative) Plan.

For many years, the City of Marshfield has made available grant funding for facade improvements and interior conversion of buildings within the downtown area, budgeting around \$60,000-\$70,000 annually for this purpose. Due to financial constraints, no funding for this successful program was included in the City's 2025 budget, and it appears highly questionable whether this funding will be restored as part of the City's 2026 budget. While it's difficult to predict what size/scope of projects will be submitted, and whether they will meet the eligibility requirements, the City has often been able to help fund 3-4 downtown improvements with these funds, often leveraging as much as 2-3 times the amount of the City's contribution. We firmly believe that an attractive, vibrant downtown is an integral component of an economically successful community, and that this project fits well with the Wood County REDI (Rural Economic Development Initiative) Plan.

3. Have you received funds through this grant in the past? (if yes, check box) ☒

Have you applied in the past? (if yes, check box) ☒

If yes, in which years did you receive funds and in which years did you apply?

See attachment B at the end of the application



**Wood County Economic Development
(Planning & Zoning/Extension)**

400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

4. Describe the timeline for this proposal. Note this grant requires the funding recipient to complete work on the proposal/project within one calendar year (2026).

Promotion would start as soon as the project funding is confirmed (anticipated with approval of the Wood County budget in late November. Awards would likely be made in late winter or early spring, and successful applicants would be advised that their projects must be completed and all required paperwork submitted to the City by no later than November 1, 2026. A description of the program, which includes all details from the 2024 program includes general program requirements, eligibility criteria, application process, and other important details, is attached as Attachment A at the end of this application. (Dates will need to be changed.)

5. Explain how this proposal will provide a Return on Investment (ROI) to Wood County.
Please be as specific as possible. E.g. The housing incentive we offered with County Economic Development funds will lead to an annual tax levy increase of \$X.

One of the critical benefits of this program over the years has been the increase in assessed value and economic capacity of the benefiting structures. Although it is somewhat to quantify that making improvement "X" to building "Y" will have a specified impact on the property tax bill of that property, this is an inevitable consequence of these renovation projects. In addition, there is the somewhat subjective, but nonetheless very real, positive effect on the downtown overall, encouraging people to shop/seek services locally, creating an exponentially beneficial impact on the downtown area.

6. Describe the match for this proposal. Note that a 1:1 match is preferred.
E.g. For a \$5,000 grant award, the grantee must provide \$5,000 of in-kind or financial match. The match must occur within the calendar year (2026) the funds are awarded for.

Matching funds for this project would be comprised of a \$25,000 transfer to the City's general fund from the City's economic development fund. The economic development fund is intended to assist with a wide variety of initiatives in the areas of residential, commercial, and industrial development, and we are making every effort possible to maintain a balance in this fund that would be sufficient to incentive projects that would grow our local economy; providing high quality jobs, increasing our tax base, and making Marshfield a more desirable place to live, work, and play.



**Wood County Economic Development
(Planning & Zoning/Extension)**
400 Market Street/ P.O. Box 8095, Wisconsin Rapids, WI 54495
Phone: 715-421-8466

Funding Considerations/Request Summary

(provide separate spreadsheet/budget if needed)

Budget Summary		Budget Detail	
Total Organization Budget	\$ 25,000,000	Revenue/Income	
Total Proposal Cost	\$ 50,000	City of Marshfield	\$ 25,000
Total Amount Requested	\$ 25,000	Wood County grant	\$ 25,000
Total Match *	\$ 25,000	Total Revenue/Income	\$ 50,000
* Please provide a match explanation in question 6.		Expenses	
		Building improvements	\$ 50,000
			\$
			\$
		Total Expense	\$ 60,000

Project Reporting Requirement

As a reporting requirement of receiving an Economic Development Grant, a one-page summary project report will be prepared and presented to the CEED Committee. **This report must be submitted no later than Tuesday, October 1, 2026.** Funding will not be released to the applicant prior to the reporting requirement being met. Please also note that funds are not able to be carried over into the following year.

Signatures

I attest that the information in this application submitted to Wood County is true and correct.

Applicant

	Steve Barg, City Administrator	7/10/25
Signature	Printed Name	Date

Highest Organization Elected Official/Board Chair

	Lois TeStrake, Mayor	7/10/25
Signature	Printed Name	Date

Attachment A



2024

Program Description

The Downtown Building Revitalization Program exists to restore downtown building exteriors, establish new restaurants, and create housing through quality redevelopment. Building improvements of this nature increase property value, preserve historic architecture, promote the attraction and retention of businesses, and beautify our city.

The 2024 Building Revitalization Grant has been designated \$81,944.94 by the City of Marshfield with program oversight by Main Street Marshfield. **Applicants are strongly encouraged to discuss projects with the Community Development Director (715-486-2075) and Commercial Building Inspector (715-486-2016) before submitting an application in order to increase likelihood of receiving an award. Awardees are required to obtain all necessary building permits, and to complete all required zoning approvals and building inspections in order to be eligible for reimbursement.**

General Program Requirements

- If Applicant is the tenant, the application must include property owners' authorization to submit the application. Grant funding shall not exceed 50% of the eligible project costs with a maximum grant of \$40,000.
 - If the building improvement is considered an anchoring economic driver by Main Street Marshfield, additional funding may be considered.
- All projects must follow the requirements of the Marshfield City Code as well as the guidelines and recommendations of the Downtown Design Guidelines, and Downtown Master Plan, where applicable.
 - Email executivedirector@mainstreetmarshfield.com to request copies of these.
- Applicants are required to use local contractors and products for their project whenever possible to support the local economy.
- May also be eligible for Historic Tax Credits
 - Historic property could qualify for Federal/State Tax Credits. Applicants should consider this early in project planning. Rehabilitation must be recommended by the State Historic Preservation Officer for approval by the secretary of the interior.
 - <https://wedc.org/wp-content/uploads/2023/09/Historic-Tax-Credits-Final-2023.pdf>

Eligible Properties

- Are located within the boundaries of TID #4
- Meet all state and local building codes and zoning requirements

Eligible Improvements

- Projects may Include:
 - Facade Improvement
 - Front, streetside, back alley façades or entrances
 - Wall treatments, acid washes, painting
 - Rear accessibility and paving
 - Doors and windows
 - Awnings
 - Lighting
 - Signage may be considered if part of a larger improvement project
 - Housing Conversion or Expansion
 - Converting underused space on the second story or above into new residential units.
 - Building additions used to add/expand new residential units on the second story or above.
 - Restaurant & Entertainment Conversion or Expansion
 - Converting office or personal/professional service spaces into a new entertainment, eating and/or drinking establishment.
 - Interior renovations related to new entertainment, eating and/or drinking establishments.
 - Building additions used to add/expand new entertainment, eating and/or drinking establishments.

Note: When applicable, these projects must align with the Downtown Design Guidelines

Ineligible Properties

- Properties that are solely used as residences
- Properties that are tax exempt
- Properties with any outstanding taxes owed to the City of Marshfield

Ineligible Improvements

- Work that is started prior to grant application approval
- The purchase of property, inventory or operating capital, government approvals, building permits, or taxes
- Removal architecturally significant features
 - All structural and decorative architectural elements should be repaired, replaced to match, and be compatible with original building materials. Design should reflect the original architecture of the building to the greatest extent possible.
- Work that is not associated with the building structure, such as landscaping, equipment, furniture, or

routine maintenance/repairs.

Application Process

1. Complete and email or mail the Downtown Building Revitalization Program application to Main Street Marshfield by August 9th, 2024. Only applications containing all required information will be considered. Main Street Marshfield and City of Marshfield staff will review applications to confirm the proposed work complies with all city ordinances and then forward viable applications to the Main Street Marshfield Design Committee.
2. The Main Street Marshfield Design Committee will review applications to determine which projects best meet the program objectives. The Main Street Design Committee will approve, approve with conditions, or deny applications. The application process is competitive. Grant awards are based upon available funding. The committee may interview applicants to gather additional information about projects. Some projects may not be funded or may only be partially funded.
3. Applicants will be provided with a written agreement or denial of the grant award by August 16th, 2024. The agreement will detail the amount of funding approved, terms and/or conditions of the approval, and how the funds will be released. If a grant is awarded, the applicant will be required to sign the agreement and return it to Main Street.
4. If the application is denied, the applicant may appeal the Committee's decision to the Common Council. The applicant would have to submit a written appeal to the City Administrator, who would place the appeal on the next available Common Council agenda. In the event of an appeal, the Common Council will review the written appeal and make a final determination on the project application.
5. Should funds still be available after the review of first applications, a second application period will open with a deadline of September 6th, 2024. Interested applicants should contact Main Street Marshfield Executive Director Kaelie Gomez with inquiries.

Award Reimbursement

Reimbursement is limited to no more than 50% of the total cost of eligible improvements. For example, if a total renovation project costs \$50,000, but only \$25,000 of the projects consists of eligible projects, the maximum award to be granted is \$12,500.

For approved grant funds to be released for reimbursement, approved applicants are required to submit a written request to release funds upon completion of the entire project along with supporting documents (paid invoices or receipts). Main Street Marshfield will write a remittance to the City of Marshfield for a release of funds and a check will be issued to the approved applicant. **Email or mail the following to Main Street Marshfield for reimbursement by Wednesday, December 31st, 2025:**

- A written request to release funds (email is preferred)
- Copies of all paid invoices and/or receipts for approved work done
- Copies of all applicable permits related to Downtown Building Revitalization Program improvements must accompany the request for release of funding

Main Street Marshfield and the City of Marshfield reserve the right to accept or reject any and all applications in whole or in part. **Refusal of reimbursement may include:**

- The project started prior to grant approval
 - Note that projects can begin prior to the application process, but any work started prior to approval is not grant eligible and cannot be reimbursed through the grant
- Work that does not conform to the proposal submitted with the application
- Work is not described in the grant agreement
- Work that is completed without a required building permit
- Not providing a paid invoice or receipt completely defining the work
- Work not completed by Wednesday, December 31, 2025

Grant Timeline

- **Deadline for Applications:** August 9th, 2024
- **Grant Recipients Notified:** August 16th, 2024
- **Project Completion & Reimbursement Request Deadline:** Wednesday, December 31st, 2025

Applications should be emailed or mailed to Main Street Marshfield:

Executive Director Kaelie Gomez
executivedirector@mainstreetmarshfield.com

Main Street Marshfield
 % Downtown Building Revitalization Program
 211 South Central Ave, Suite A
 Marshfield, WI 54449



Attachment B

Budget Year	Entity	Project	Amount Requested	Amount Funded
2015	EDB	Community Redevelopment		
		Real Estate - Commercial & Residential		
		Entrepreneurial Development	\$30,000	\$30,000
		City Subdivision	\$50,000	\$0
2016	EDB	Community Redevelopment and Enhancement		
2016	EDB	Real Estate - Commercial & Residential		
		Entrepreneurial Development	\$30,500	\$0
2017	EDB	Community Redevelopment and Enhancement		
		Real Estate - Commercial & Residential		
		Entrepreneurial Development	\$30,500	\$30,500
2018	EDB	Professional Services		
		Conferences		
		Misc - Wenzel Family Plaza, Housing Study, Professional Development		
2018	EDB	MRI Program	\$30,500	\$30,500
2019	EDB	Professional Services	\$31,250	\$31,250
		Conferences		
2019	EDB	Misc - Housing Study, Marketing, Industrial Expansion	\$30,500	\$30,500
2020	EDB	MRI Program	\$31,250	\$31,250
		Industrial Park Development - Appraisal		
		Blighted Rehab Project - Looked at various redevelopment sites and developed concepts		
2021	EDB	2nd Street Redevelopment Plan	\$17,000	\$17,000
2022	EDB	City Subdivision	\$50,000	\$25,000
2024	P&R	Braem Park pickleball courts	\$50,000	\$50,000
2024	P&R	Wenzel Family Plaza restrooms (later re-purposed)	\$50,000	\$25,000
2024	HPC	Historic district signs and brochure holders	\$50,000	\$12,500
			\$13,321	\$5,000

2026 BUILDING REVITALIZATION GRANT PROGRAM STATUS UPDATE

In 2026, the Building Revitalization Grant Program supported improvements to Downtown Marshfield businesses through funding provided by a Wood County CEED Grant in partnership with the City of Marshfield.

All available grant funding was awarded to eligible projects, with improvements scheduled for completion by the end of October 2026. The projects are helping Downtown Marshfield businesses make visible improvements to their properties while leveraging additional matching dollars toward each project.

The 2026 Building Revitalization Grant Program has demonstrated continued demand for building improvement assistance in Downtown Marshfield, and the positive impact that local public funding can have when paired with private investment.

PROJECT 1: 112 E 1ST STREET

This historic train depot is currently home to Royal Tokyo. The building was recently sold to Hub City Real Estate Holdings

Project Items:

- Replace and update the deteriorating cupola
- Update and restore windows



WHAT'S BEEN DONE?

- Cupola restoration is complete
- Red paint was also applied to brackets
- Window restoration is still in progress

PROJECT STATUS:
ON TRACK



PROJECT 2: CHESTNUT CENTER FOR THE ARTS

Historic Brick Work

The facade that faces Chestnut Avenue and Wenzel Family Plaza had numerous damaged bricks and cracks beyond routine repair. The major damage not only adversely impacted the appearance and longevity of the facade, but also created risk of falling masonry. With Chestnut Center For The Arts serving as an anchor for Downtown Marshfield, this project was a high priority.

Project Items:

- Rebuild parts of the East wall, replacing or repairing bricks
- Replace damaged mortar (tuckpointing).
- Partial rebuild of the bell tower facing Chestnut Ave with brick replacement and tuckpointing

WHAT'S BEEN DONE?



The small details count: Notice the stark difference from before and after restoration work

- A historic brick specialist has realigned and restored capstones and repaired solving water leaks in the process
- The specialist has also repaired and regouted the historic brick on East wall. Tuckpointing completed.
- Bell tower work is in progress, scheduled for completion on 10/31/26.



PROJECT STATUS:
ON TRACK



PROJECT 3: 550 S CENTRAL AVE

Boosting and refreshing the curb appeal of a prominent commercial building in Downtown Marshfield

Project Items:

- Repaint stucco and fading accent colors
- Add attractive and clean signage
- Update the painted brick base

WHAT'S BEEN DONE?

- Project has been scheduled for early October

PROJECT STATUS:
SCHEDULED



AI generated rendering from property owner

PROJECT 4: 214 W 5TH STREET

Project Items:

- Modernize front facade exterior painting
- Add updated siding
- Repaint and modernize skylight surrounds



PROJECT STATUS:

NEARING COMPLETION



WHAT'S BEEN DONE?

- Skylights have been restored and painted
- Exterior painting has occurred
- Siding has been updated



INSPIRING NEIGHBORS ONE PROJECT AT A TIME

Off The Wall Custom Framing and Gifts
Completes Major Back Entrance Overhaul

Off The Wall Custom Framing and Gifts recently worked together with property owner Hank Zimmerman to complete an impactful Welcome Back project through Main Street Marshfield.

The project was inspired by the significant investment taking place throughout the 100 block of Central Ave in Downtown Marshfield over the years, showing how facade grant utilization by neighboring businesses can build momentum and encourage additional investment.

Welcome Back was an additional and separate grant program from the Building Revitalization Grant Program, and was also offered in 2026. The program was hosted by Main Street Marshfield and was funded by the City of Marshfield. The program specifically focused on side and back entrance enhancements in Downtown Marshfield.



Before: Exposed electrical pipes and peeling paint

Improvements for this project included updated lighting, screening of unsightly utility pipes, and exterior enhancements that better connected the building with surrounding Downtown Marshfield properties. The project also greatly improved safety and security while contributing to the continued revitalization of Downtown Marshfield.