

WASHBURN COUNTY BOARD OF SUPERVISORS AGENDA –DRAFT

January 16, 2018

6:00 p.m.

County Board Room - Elliott Building - Shell Lake, Wisconsin

1. Call Meeting to Order at 6:00 p.m. – Chair Mackie
2. Moment of Silent Meditation and Pledge of Allegiance – Supv. Ricci
3. Notice of Meeting - County Clerk Olson
4. Roll Call – County Clerk Olson
5. Approval of November 21, 2017 County Board Proceeding
6. Concerned Citizens
7. Consent Agenda Resolutions:
 - A. Rezoning Petitions and Amendatory Ordinances
 - B. Resolution to Approve an Update to the Washburn County Employee Handbook – Policy D-1 – Safety
 - C. Resolution to Approve an Update to the Washburn County Employee Handbook – Policy B-4 re: Establishment of an Admin Asst Pool
 - D. Resolution to Approve an Update to the Washburn County Employee Handbook - Policy B-4 re: Definitions of Employee (LTE, Temp, CPT, etc.)
 - E. Resolution to Establish Policy to Govern the Creation of Dam Special Assessments
 - F. Resolution Establishing ATV Route – Tower Hill Road
8. Other Resolutions and Ordinances:
 - A. Resolution to Vacate a Right of Way in the Land O'Lakes Plat Subdivision – Chair Mackie
 - B. Resolution to Approve County Forest Land Acquisition Grant Application – Supv. Dohm
 - C. Resolution to Carry Forward from 2017 Emergency Management Special Projects Budget to 2018 – \$2500 Kwik Trip Donation – Supv. Waggoner
 - D. Resolution to Approve Receipt of State Reimbursement Dollars from (additional) 2011 Wind Damage Claim – Supv. Waggoner
 - E. Resolution to Approve Corrections to Resolution 79-17 (State PBM Dollars) in regard to disposition of dollars – Supv. Waggoner
 - F. Resolution to Approve 10 Year Land & Water Resource Management Plan – Supv. Reiter
 - G. Resolution to Recognize USGS 3DEP Grant and Spending used for LIDAR Acquisition for Land Information/Surveyor 2017 Budget – Supv. Waggoner
 - H. Resolution to Increase the 2018 Land Information/Surveyor Budget – 2018 Wisconsin Land Information Program Grant – Supv. Waggoner
 - I. Resolution to Approve GIS Technician – LTE – Land Information/Surveyor Dept – Supv. Esser
9. Committee Reports -
10. Chair Appointments – Romaine Quinn to County Foresters Association
11. Citizen Comments -
12. Chair Comments – Karen Baker resignation
13. Possible Future Agenda Items – 5 Year Road Plan Presentation by Highway Commissioner, Heartwood Presentation
14. Audit Per Diems
15. Adjourn

Submitted this 12th day of January 2018
Lolita Olson, County Clerk

Copy via email: County Clerk; Department Heads; News Media. Elliott Building is handicapped accessible; enter through south entrance. Individuals with qualifying disabilities under the Americans with Disabilities Act, in need of accommodations, should contact the County Clerk's Office at 715-468-4600 at least 24 hours prior to the meeting.

WASHBURN COUNTY BOARD OF SUPERVISORS MINUTES-DRAFT

November 14, 2017

9:00 a.m.

County Board Room, Elliott Building, Shell Lake, Wisconsin

PLEASE NOTE THAT THIS IS A DAYTIME MEETING.

1. Call Meeting to Order at 9:00 a.m. by Chair Mackie.
2. Moment of Silent Meditation and Pledge of Allegiance was lead by Supv. Ricci.
3. Notice of Meeting was read by County Clerk Olson.
4. Roll Call was done by County Clerk Olson. Present: 18, Absent/Excused: 3 (Johnson, Hansen, Hopke); Youth present: 2 (Tolene, Schunck).
5. Approval of October 17, 2017 County Board Proceedings by Masterjohn, 2nd by Reiter; MC.
6. Concerned Citizens – Linda Zillmer, resident of Village of Birchwood – spoke regarding the Birch Lake Dam, UW Staffing, Leadership Washburn County, Tourism, EDC, FISH, Totogatic Campground, Recreational Officer and room tax resolution.
7. Youth Government Day Introduction – Chair Mackie – Jill Matthys organized the youth government day this year. Students introduced themselves; representing Northwood, Shell Lake, Spooner, Birchwood. Chair Mackie welcomed the youth and also thanked our current youth representatives on the board.
8. CVSO Annual Report – Lisa Powers, Veterans Service Officer – thanked all of the supervisors, her committee members and service commission members and office assistant. Presented annual report and gave update on Tomb project. Supv. Haessig thanked Lisa and her dept for transportation assistance in conjunction with Aging/ADRC.
9. Presentation of 2016 Financial Report by Brock Geyen, CPA, Managing Principal of CliftonLarsenAllen LLP – reviewed the Executive Audit Summary and financial highlights. Reports and financial results are positive. Bottom line is that the county is in good financial shape. Mackie thanked the Finance Committee and the board for being good stewards of the county financials.
10. **Resolution 75-17 for 2017 Tax Levy and 2018 Budget** – motion to approve by Waggoner, 2nd by Masterjohn. Item 12G Resolution to Increase the 2018 Forestry Dept Budget for the Knowles-Nelson Stewardship Grant in re: Totogatic Park Expansion was presented by Waggoner; motion to approve and to amend the 2018 Budget to include this item was made by Waggoner, 2nd by Haessig. Mike Peterson explained the background regarding the project; after budget deliberations in October they were notified of partial grant award which the county must match with cash or in-kind service. Reviewed project phases. These are generally two year grants and are bonded money through the Stewardship program. We would apply for the May 1st 2018 deadline. Approved by unanimous voice vote. Motion by Ricci, 2nd by Wood, to amend the budget by removing the \$25,000 project to the FISH project. Voice vote on amendment carries; resolution as amended passes on roll vote: Yes (18), No (0); Youth: Yes (2); MC.
11. **Consent Agenda Resolutions:** Masterjohn, 2nd by Hoepfner to approve Items A & E. Items B, C and D have been removed. Motion carries on unanimous voice vote.
 - A. Rezone Petitions and Amendatory Ordinances (September and October)
 - ~~B. Resolution to Update Policy B-4 and Handbook Definitions of LTE, Temporary, PT~~
 - ~~C. Resolution to Update Policy B-4 regarding Definition of Pool Language~~
 - ~~D. Resolution to Update Employee Handbook Section 4.3 – Salary/Wages Administration in re: Pay for Performance/Merit/Bonus Pay~~
 - E. **Resolution 76-17 to Update Employee Handbook Section 4.4 – Performance Reviews**
12. **Other Resolutions and Ordinances:**
 - A. **Resolution 77-17 to Authorize the Grant of Certain ROW Lands Lying Along CTH A at its Intersection with CTH N in the Town of Evergreen to Terrence Kalstabakken** – Motion to approve by Ricci, 2nd by Reiter. MC on unanimous voice vote.
 - B. **Resolution 78-17 to Increase the 2017 Highway Dept Budget due to Disaster Damage Aid Program Payment Received** – Motion to approve by Waggoner, 2nd by Masterjohn. Roll Vote: Yes (18), No (0); Youth: Yes (2); MC.

- C. **Resolution 79-17 to Increase the 2017 Highway Dept Budget due to State PBM Over-Recovery Dollars** – Motion to approve by Waggoner, 2nd by Ricci. Discussed the breakdown of dollars. Roll Vote: Yes (18), No (0); Youth: Yes (2); MC.
 - D. **Resolution 80-17 Allowing the Washburn Co Treasurer’s Office to Retain Tax Overpayments of \$10 or Less Unless Written Request Received** – Motion to approve by Waggoner, 2nd by Masterjohn. There is no time limit to request a refund; occurrence is approximately 20-30 instances per year. Roll Vote: Yes (16), No (2) Esser, Reiter; Youth: Yes (2); MC.
 - E. **Resolution 81-17 to Transfer Funds from the 2017 Solid Waste Fund to the 2017 Recycling Fund** – Motion to approve by Waggoner, 2nd by Quinn. Roll Vote: Yes (18), No (0); Youth: Yes (2); MC.
 - F. **Resolution 82-17 to Transfer \$54,953 from the 2017 Solid Waste Fund to Washburn County for Prior Years Adjustments** – Motion to approve by Waggoner, 2nd by Reiter. Treasurer Nicole Tims was thanked for her work in getting this straightened out. Roll Vote: Yes (18); No (0); Youth: Yes (2); MC.
 - G. **Resolution 75a-17 to Increase the 2018 Forestry Dept Budget** – Knowles-Nelson Stewardship Grant – Totogatic Park Expansion – Supv. Waggoner (see item as discussed in Resolution 75-17 above).
 - H. **Resolution 83-17 2018 County Forest Variable Acreage Share Payments** – Motion to approve by Dohm, 2nd by Hoepfner. Roll Vote: Yes (18), No (0); Youth: Yes (2); MC.
 - I. **Resolution 84-17 for 2018 County Forest Work Plan** – Motion to approve by Dohm, 2nd by Hoepfner. Mike Peterson gave an overview of the work plan and reviewed highpoints. Discussed FEMA work. It was stated that the county is losing private easements due to lack of law enforcement at this point; the addition of the Recreation Officer will help in this regard. Roll Vote: Yes (18), No (0); Youth: Yes (2); MC.
13. Committee Reports – Exec – re: email from former employee – has been forwarded to insurance company. Finance – we have a completed budget. HHS – lot of positions need to fill. IT – will be meeting this month. Personnel – working on P4P, options for Finance Director, Safety Manual, positions approved for HHS. AG/LCC – meeting end of this month. Forestry – mtg coming up, proud of County Forest Supervisors and providing recreation/tourism. Highway – prepping for snow removal. Law Enforcement – approved the Zuercher purchase and forwarded to Finance; carbon monoxide issues, tested and could not find issues by Fire Dept. Public Property – BKV did study; working on that and approved remodel of small courtroom for additional security. UW Ext – approved filling one of the positions, slow process but are now starting to work as an area, many vacancies within area/county, have AED and she is getting the 5 counties together. Veterans – mtg tomorrow; added that Veteran’s would like to thank everyone for participating/involved in the activities that went on this last week. Aging/ADRC – full employment, open enrollment period right now and busiest time of year, regional ADRC Exec Dir resigned beginning of November; Barron County is in process of opening recruitment statewide and regional and open through end of year for application. Zoning – looking at questions regarding fines to make process smoother for those who don’t apply for permits - are in violation of ordinance. Transit Commission – doing well.
- 14. Chair Appointments: Ellory Medor for re-appointment to Veterans Service Commission; motion to approve, Quinn, 2nd by Dohm; MC.
 - 15. Citizen Comments – Linda Zillmer, Village of Birchwood, addressed process of special assessment and asked that resolution be revisited.
 - 16. Chair Comments – have a safe hunt. Nomination papers are due by January 2nd.
 - 17. Possible Future Agenda Items – will be addressed by Chair.
 - 18. Audit Per Diems – on motion by Masterjohn, 2nd by Hoepfner; MC.
 - 19. Adjourn at 10:57 by Hoepfner, 2nd by Dohm. MC.

Respectfully submitted this 22nd day of December 2017
Lolita Olson, County Clerk

Copy via Email: County Clerk; Department Heads; News Media. Individuals with qualifying disabilities under the Americans with Disabilities Act, in need of accommodations, should contact the County Clerk’s office at 468-4600 at least 24 hours prior to the meeting.

REZONING PETITIONS

Washburn County Board of Supervisors

Rezoning petitions were filed with the Washburn County Zoning Office for changes in the Zoning districts. Notices were sent that a public hearing would be held on December 19, 2017.

The Zoning Committee did conduct the public hearings, considered the following and recommend as:

Springbrook Township: Joyce Hendricks, Springbrook WI. PROPERTY: PT SE SE, Section 02-40-11, to rezone 10-15 acres of Forestry to Residential Agricultural Map#SB25/Record ID#24355, in the Town of Springbrook to split off from the house and sell.

The Zoning Committee recommends APPROVAL of the request to rezone 5 acres of Agricultural to Residential Agricultural.

Interested persons were given the opportunity to be heard.

Dated

David Haessig, Chairman
Washburn County Zoning Committee

Rezonepetitions12917

AMENDATORY ORDINANCE

WHEREAS, the Washburn County Board of Supervisors has heretofore been petitioned to amend the Washburn County Zoning Ordinance and Maps; and

WHEREAS, the rezoning petitions have been referred to the zoning district boundaries, pursuant to Wisconsin Statute Chapter 59.69, and;

THEREFORE BE IT RESOLVED that the Washburn County Zoning Ordinance and maps, adopted in 1977 be and the same are hereby amended and designated as;

Springbrook Township: Joyce Hendricks, Springbrook WI. PROPERTY: PT SE SE, Section 02-40-11, to rezone 10-15 acres of Forestry to Residential Agricultural Map#SB25/Record ID#24355, in the Town of Springbrook to split off from the house and sell.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried

Dated

Thomas Mackie , Chairman
Washburn County Board of Supervisors

Rezonepetitions121917

RESOLUTION # _____

**RESOLUTION TO APPROVE UPDATE TO EMPLOYEE HANDBOOK POLICY 7
EMPLOYEE HEALTH & SAFETY and to APPROVE SAFETY POLICY D-1**

WHEREAS, from time to time County policies need to be revised and updated to ensure currency with law, best practices and language updates, and

WHEREAS, the safety policy as updated has been reviewed and approved by the county's insurance provider, and

WHEREAS, language was recommended for the Handbook Policy 7 regarding failure to follow the health and safety requirements established, and

WHEREAS, additional language was added to update and add up to date language in various sections as attached.

THEREFORE, BE IT RESOLVED, that the revised #7 Employee Health & Safety section of the Handbook and the referenced D-1 Safety Policy as attached will be effective upon approval by the Washburn County Board of Supervisors.

FISCAL IMPACT: None

RECOMMENDED FOR ADOPTION, THIS 8th DAY OF JANUARY 2018 BY THE PERSONNEL COMMITTEE.

Beth Esser, Chair

Steve Waggoner, Vice Chair

Romaine Quinn, Member

Jocelyn Ford, Member

Hank Graber

7 EMPLOYEE HEALTH AND SAFETY

Washburn County promotes a safe and healthy work environment for employees. It is expected that each employee comply with all safety and health requirements whether established by County, State and/or Federal laws and regulations. Any failure to do so may result in disciplinary action, up to and including termination. Washburn County encourages participation in programs that promote optimal health and protect employees from communicable disease, chronic disease and potential health hazards in the environment. If injury or illness occurs while at work, treatment of the person is the first concern.

In order to promote a healthy work environment all Washburn County facilities are smoke and drug free. All accidents, no matter how small, must be reported to your Supervisor immediately. This includes accidents in which you are a *witness* to a safety incident.

Washburn County supports an Early Return to Work Program (ERTW). This program allows employees to return to work with temporary restrictions during the healing process for work related injuries or illnesses. Employees may be utilized in other departments and may complete work outside of their normal duties while involved in the ERTW program. Decisions regarding the ability of the employer to meet an employee's restriction will be made by the Human Resources Director in conjunction with the applicable Department Head/Supervisor.

Definition of Workplace Safety: Any unsafe practice or condition, affecting persons, property or equipment, must be reported immediately to your Department Head, Supervisor and/or Human Resources Director. Should a hazardous situation exist, safety concerns always take precedence over continuing operations. Any employee, who identifies new ways to increase workplace safety, should make these recommendations known to their supervisor or HR Director. Retaliatory acts taken against employees for reporting workplace safety issues will not be tolerated and will subject the offender to disciplinary action or discharge from employment.

Please see Washburn County Safety Policy

SEE ATTACHMENT 1 for SAFETY POLICY

RESOLUTION # _____

**RESOLUTION TO APPROVE UPDATE TO POLICY B-4 POLICY TO REFLECT POOL
ESTABLISHMENT FOR PERSONNEL DEPT**

WHEREAS, from time to time County policies need to be revised and updated to ensure currency with law, best practices and language updates, and

WHEREAS, current policy allows the establishment of hiring pools for both Highway and Health & Human Services Departments (HHS), and

WHEREAS, the HHS Hiring Pool is for clerical positions defined as Administrative Assistant positions, and

WHEREAS, other departments would benefit from accessing a pool for Administrative Assistant positions.

THEREFORE, BE IT RESOLVED that a pool for Administrative Assistant positions is established and maintained by the Personnel Department according to the attached B-4 policy revision and will be effective upon approval by the Washburn County Board of Supervisors.

FISCAL IMPACT: None

RECOMMENDED FOR ADOPTION, THIS 8TH DAY OF JANUARY 2018 BY THE PERSONNEL COMMITTEE.

Beth Esser, Chair

Steve Waggoner, Vice Chair

Romaine Quinn, Member

Jocelyn Ford, Member

Hank Graber, Member

SUBJECT: POSITION JUSTIFICATION & HIRING PROCESS

PURPOSE: To establish a policy and procedure for the justification of new positions, and the initial hiring process

STATEMENT OF POLICY

The Personnel Office will administer and coordinate the position justification and hiring process for all position changes or vacancies. It will ensure a careful review of all personnel changes at the department level, fair and equal treatment of all requests at a county wide level, and compliance with contractual, legal, and equal opportunity requirements. All departments will adhere to the following procedures when announcing position vacancies.

NEPOTISM

Hiring practices will not violate the county's policy on nepotism. For further information see the county's policy on NEPOTISM.

POSITION JUSTIFICATION

1. The Personnel Office will be notified immediately of all potential personnel changes.
2. Upon notification of any potential personnel changes, the Personnel Office will work with the Department head to complete a Personnel Requisition Form (included). The HR Director will assist the Department Head in reviewing all options for eliminating, sharing, consolidating or reassigning job responsibilities as part of the review process.
 - a. This form must be completed for all ~~positions— regular status positions, LTE, seasonal,~~ Full Time, Casual, Part Time and Temporary positions.
 - b. ~~Annual LTE, seasonal, and~~ Temporary positions that are seasonal and that have been approved and that are budgeted, shall not require the completion of additional Personnel Requisition forms. When such a position comes up to be refilled in succeeding year(s) after approval, it will only be necessary to review the need for the position with the HR Director.
 - c. Once reviewed by the Administrative Coordinator/HR Director, it will be forwarded to the Department Head/Committee of Jurisdiction and Personnel Committee for approval.
3. If the personnel action creates a new position, the request will be forwarded from the Personnel Committee to the County Board for action and approval. To be included in the next year's budget, the position must be approved by the following, prior to the close of the Finance Committee budget hearing.
 - a. Approval from the Committee of Jurisdiction
 - b. Approval from the Personnel Committee
 - c. Approval from the County Board by a 2/3 vote.

Other new positions can be requested as needed throughout the year, subject to the same process as outlined above.

4. When filling vacant positions, increasing work hours, salaries and/or other benefits, no action shall occur (including posting or advertising of the position, changes to hours or salaries, etc.) until the Personnel Committee and committee of jurisdiction has approved the request. For new positions, no action shall occur until County Board approval.
5. Due to budgetary constraints, the County Board may institute either a departmental or county-wide freeze on any personnel action to include approving new positions, reclassifications or position status.

6. Existing full-time and part-time positions and current authorized positions will be considered dropped if they are not funded and filled for twelve months. Such positions will need to be resubmitted and considered new positions.

RECRUITMENT

1. The county may post the position both internally and externally.
2. If external advertisements are deemed appropriate, the ads for local newspapers, trade publications and professional journals will be developed and placed by the Personnel Office. If necessary, the affected department may be asked to assist the Personnel Office, in formulating the job announcement, ad, or in determining special application sources.
3. Applications shall be submitted to the Personnel Office using the County Employment Application. Resumes may be sent in addition to the County Employment Application. The application will be kept on file for at least twelve months and may be used to consider an applicant for all positions for which he or she might be qualified. Internal candidates interested in applying for another position may submit a new application or re-use their original application.
4. The Personnel Office, with the Department representative, will screen active application files for possible candidates. These candidates will be contacted to determine current interest in County employment prior to the closing date of the vacancy.
5. No applications for a position are accepted after the published closing and/or receipt date. If there are not sufficient qualified candidates at the closing date, the position may be re-opened and re-advertised.
6. The Personnel Office will screen all applications received to determine qualification for the position vacancy. This will be done in consultation with the department head and/or committee chair. Applications of top candidates will be reviewed with the affected department head, and a list of interview candidates developed.
7. Applicants may be disqualified for consideration for employment when any of the following facts exist:
 - a. They do not possess the qualifications for the job
 - b. They have demonstrated an unsatisfactory employment record as evidenced by information contained on the application form or by the result of a reference check.
 - c. They have made false statements of any material facts or practiced deception in their application.
 - d. They are physically, mentally or otherwise unable to perform the essential elements of the position with reasonable accommodations as required by state or federal disability.
8. If the initial first candidate is chosen in an interview process begins work and then resigns within a short period of time, the Department head will have the option to re-interview the second candidate from the same initial interview process, without another personnel requisition and without another full recruitment, and hire if that second candidate is selected and still otherwise qualified.
9. The Highway Department may create a Hiring Pool to retain qualified candidates for the Equipment Operator position. Said pool is to be in existence for a 12-month period of time from the date the pool is created. Only the committee of jurisdiction approval is necessary to access a pool candidate for hire. No further committee approval is needed to replenish the pool and keep it adequately maintained.
10. The Personnel ~~Health and Human Service~~ Department may create a Hiring Pool to retain qualified candidates for the Administrative Assistant position which all other departments may access. Said pool is to be in existence for a 12-month period of time, from the date the pool is created. Only the committee of jurisdiction approval is necessary to access a pool candidate for. No further committee

approval is needed to replenish the pool and keep it adequately maintained.

INTERNAL PROMOTION

1. If a position vacancy has been approved by the committee of jurisdiction, if the HR Director has been notified, and if the Department Head has an ~~LTE~~ temporary, casual or regular status employee currently employed by that Department within the County, who is qualified for the position vacancy, the Department Head will be given the authority to approve the ~~LTE~~* temporary, casual or the regular status employee for the position vacancy without a full recruitment. (*Provided that the ~~LTE~~ temporary or casual employee has previously undergone a full interview; if not, a full interview as indicated in the interview process should be scheduled prior to approval.)

TEMPORARY HELP

1. After an initial position justification for any ~~annual~~ ~~LTE~~ temporary, seasonal, or contracted employee has been approved by the Personnel Committee and the committee of jurisdiction, the Personnel Office will coordinate the hiring of the position with the assistance of the requesting department by accomplishing the following guidelines:
 - a. The Personnel Office will review the active general application file for potential candidates for the vacant position.
 - b. Those applications that best meet the needs of the vacant position will be selected and reviewed with the requesting Department Supervisor.
 - c. Once the Department Supervisor and Personnel Office have examined all potential applications and determined the top 2-3 candidates for the position(s), the Personnel Office or the Department Head will call the potential candidate to discuss with them the ~~LTE~~ temporary, seasonal and/or contracted position(s) duties and the specified amount of hours available for the positions to determine if they are interested in the position.
 - d. If the potential candidate is interested in the position, the Department Supervisor will then either complete a phone or face-to-face interview with the potential candidate.
 - e. Once all interviews have been completed and the department supervisor has made a decision on whom they would like hired, the potential candidate will be contacted and offered the position.
2. If there are no current qualified applications on file, the positions will be advertised as a ~~Limited Term~~ Temporary, Seasonal or Contracted position and all applications will be managed in the Personnel Office and then the process will continue along the same steps as allowed above. The Personnel Office may also request assistance from a local temporary staffing agency.

TESTING

1. Examinations may be developed for certain positions based on the position's responsibilities, the qualifications required, and resources available.
2. The examination may consist of oral interview/application review, a structured questionnaire, practical tests, written tests, or assessment center, etc. In all cases, the testing will be job

related and designed to determine the candidate's knowledge, skills and abilities (KSA's) for the position.

3. The examination contents are developed or acquired by the Personnel Office with assistance provided by the affected department. Examination contents are confidential and unauthorized disclosure to any candidate is grounds for discipline. In certain situations, outside consultants may be contracted to assist with test development.
4. The Personnel Office will administer the testing process unless otherwise designated to the affected department.
5. The Personnel Office shall ensure that all testing is based on bonafide occupational qualifications.
6. The Personnel Office shall ensure that reasonable accommodations are made in test procedures to assure that persons with disabilities can be tested in an appropriate manner for a person with a disability. The following are ways in which the County may accommodate an applicant with a disability: replace written tests with on-the-job tests or verbal testing, enlarge print in exams, magnification, amplification devices, and interpreters.

The Personnel Office shall inquire in testing announcements whether the applicant requires an accommodation.

INTERVIEW PROCESS

The employment interview is a supplement to and part of the selection process. The primary function of the interview is to obtain data or certain knowledge, skills, abilities of a candidate not available through review of resumes or other testing mechanisms. Certain guidelines will be observed to maximize the validity and reliability of the interview process as well as ensure the adherence to current EEOC requirements.

1. The Personnel Office shall coordinate the interview process, including selection of panel members, scheduling candidates, development of interview questions, etc.
2. The interview panel will be selected and confirmed by the Personnel Office with input by the affected Committee. Generally no more than five individuals will serve on the interview panel. The composition of the interview panel for general positions shall generally consist of the HR director (or designee), one County Board Member of either the current committee of jurisdiction, or the Personnel committee, the Department Head, and the Department Supervisor, if applicable. The composition of the interview panel for department head vacancies shall generally consist of one member of the committee of jurisdiction, Personnel Committee Chair, HR Director, Administrative Coordinator & County Board Chair. A subject matter expert may be included if the Personnel Director determines it to be appropriate. Careful selection will be made of panel members to ensure objectivity and job knowledge. Relatives or personal friends of the applicants will be excluded from serving on the panel.

Reasonable accommodations shall be made for disabled applicants to allow participation in the interview process.

3. Personnel Office and the Department Head of the department in which the position vacancy exists (the Administrative Coordinator in vacancies involving department head openings) shall be responsible for the development of interview questions and standards for measurement of candidate responses. Consistency will be maintained in the questions asked of all candidates. The questions must be job related and based on the analysis described in paragraph 1 above. Questions will be designed to measure job knowledge, experience, and education or to solicit responses which reflect those personal traits which are job related. Questions which pertain to race, sex, religion or marital status or other inquiries which tend to directly or indirectly disclose such information are prohibited. Any questions that would indirectly divulge an applicant's age, national origin, or other discriminatory factor shall be made in strict accordance with state and federal law.
4. Inquiries as to an applicant's ability to read, write or speak foreign languages are permitted when such inquiries are based on job requirements.
5. Inquiries about whether an applicant has certain specified sensory, mental, or physical disabilities which relate reasonably to fitness to perform the particular job, or whether an applicant has any disabilities or health problems which may affect work performance or which the employer should take into account in determining job placement are permitted. Other general inquiries which would tend to divulge disabilities or health conditions which do not reasonably relate to fitness to perform the job are not permitted.
6. The Personnel office will inform the interview panel of the responsibilities and requirements of the position to be staffed. Copies of the applications of final candidates will be provided to the interview panel members, along with proposed interview questions. A representative of the Personnel Office will meet with panel members prior to the interview for an orientation on appropriate interview and assessment techniques needed to evaluate each candidate objectively.
7. Each rater scores the candidates independently.
8. Following the interview, the interview panel shall attempt to reach consensus and report the interview results and recommendations to the Personnel Office. The panel shall decide if the position should be offered to more than the top ranked candidate in the event the top ranked candidate declines the position.
9. Negotiation of salaried staff will be done in conjunction with the Administrative Coordinator/HR Director

REFERENCE CHECK/PRE-EMPLOYMENT DRUG TEST

Before the Personnel Office extends any offer of employment, the Personnel Office conducts a reference check and drug test on the final candidate.

B – 4

1. The reference check includes verification of employment duties, dates of employment, work record, attendance record, strengths, weaknesses, safety record, and other pertinent information. Parts of the reference check may be delegated to the affected department.
2. No reference check or background investigation will be conducted without first notifying the applicant of the investigation.
3. Results of the reference check, background check, and/or drug test will help determine the applicant's fitness for the position.

APPLICANT NOTIFICATION

1. After a final decision has been reached, references are verified, and successful drug test results have been received, the Personnel Office notifies the candidate of his/her selection, makes an employment offer, and requests that the offer be accepted or rejected within a set number of days.
2. Once a candidate accepts the employment offer, all other candidates are notified in writing that they were not selected for the position.

APPOINTMENT

1. For all positions, an employment confirmation letter is forwarded to the final accepting candidate outlining the terms of employment. The letter is prepared and mailed by the Personnel Office in cooperation with the affected department.
2. For new hires whose position is covered by a collective bargaining agreement, a copy of the accepted employment letter will be forwarded to the appropriate union official.

APPLICANT EXPENSES

The County does not reimburse any applicant for travel costs in conjunction with the hiring process.

EFFECTIVE: 11/10/98

REVISION DATE: 10/09/07, 09/20/16, 3/13/17, 01/08/18

RESOLUTION # _____

**RESOLUTION TO APPROVE UPDATE TO EMPLOYEE HANDBOOK DEFINITIONS OF
EMPLOYMENT STATUS AND UPDATING POLICY B-4 POSITION JUSTIFICATION
AND HIRING PROCESS TO REFLECT UPDATED LANGUAGE**

WHEREAS, from time to time County policies need to be revised and updated to ensure currency with law, best practices and language updates, and

WHEREAS, terminology in the employee handbook and subsequently the B-4 policy was deemed to be unclear as to employee status, and

WHEREAS, definitions were updated to clarify full-time, part-time, casual and temporary employee/LTE status.

THEREFORE, BE IT RESOLVED, that the revised Definitions for the Employee Handbook and B-4 Policy – Position Justification and Hiring Process as attached will be effective upon approval by the Washburn County Board of Supervisors.

FISCAL IMPACT: None

RECOMMENDED FOR ADOPTION, THIS 11TH DAY OF DECEMBER, 2017 BY THE PERSONNEL COMMITTEE.

Beth Esser, Chair

Steve Waggoner, Vice Chair

Romaine Quinn, Member

Jocelyn Ford, Member

Hank Graber, Member

DEFINITIONS

Employee, Full-time (FTE): ~~Full-time equivalency.~~ Any employee normally working 37.5 - 40 hours per week or 1950 to 2,080 hours per year.

Employee, Casual: An employee who is not scheduled to work a fixed schedule and is expected to be employed for at least one year.

- Employees in this category are not entitled to benefits upon hire, but may become eligible for benefits upon meeting eligibility requirements

Employee, Part-time: An employee whose regularly scheduled work hours average less than full-time hours per week.

- Regular employees normally working 50% of the normally scheduled hours or more per week, but less than full-time hours per week receive benefits on a prorated basis.
- Employees working less than 20 hours per week are not entitled to benefits.

Employee, Temporary (LTE): An employee working full-time or part-time for a specific period of time.

RESOLUTION # _____

RESOLUTION CREATING A POLICY TO GOVERN THE CREATION OF DAM SPECIAL ASSESSMENTS

WHEREAS, Washburn County may incur expenses for major dam repairs; and

WHEREAS, the major dam repairs are mandated by the Wisconsin DNR; and

WHEREAS, the Washburn County Highway Department is responsible to carry out the required repairs; and

WHEREAS, Washburn County Highway Department by direction of the highway and dam committee request a policy be developed to streamline future projects;

WHEREAS, Washburn County Highway Department requests a policy be created that any major dam repair project netting over \$200,000 in costs require a special dam assessment be created (net meaning after any grant funding or other funding sources have been applied to the total project cost) ;

WHEREAS, the Highway Committee has approved the policy request on December 18, 2017 on a motion by Esser, second by Thompson.

THEREFORE, BE IT RESOLVED, that by approval of this resolution, the policy is created as stated above.

FISCAL IMPACT: \$0.00

Recommended for adoption by the Washburn County Highway Committee this _____ day of

Thomas Ricci, Chair

Beth Esser, Vice Chair

Romaine Quinn, Member

Chris Thompson, Member

Lynn Hoepfner, Member

Resolution # _____

Washburn County Board of Supervisors

All - Terrain Vehicle Route Ordinance

The Washburn County Board of Supervisor's adopts the following all - terrain vehicle route for the operation of all - terrain vehicles on CTH A:

WHEREAS: The Highway Committee has made a finding that a portion of CTH A from Tower Hill Road west 2,650 feet to Dock Lake Road be designated as an ATV Route, and;

WHEREAS: The Highway Department will review this agreement annually and revoke it if issues arise;

NOW THEREFORE, BE IT ORDAINED that CTH A from Tower Hill Road west 2,650 feet to Dock Lake Road be designated as an ATV Route.

FISCAL IMPACT: None

Recommended for adoption by the Washburn County Highway Committee this _____ day of _____, 2018.

Thomas Ricci, Chairperson

Beth Esser, Vice-Chair

Christopher G. Thompson

Romaine J. Quinn

Lynn Hoepfner

Resolution No. _____

**FINAL RESOLUTION FOR VACATION OF PUBLIC WAY
PURSUANT TO WIS. STAT. §§ 236.43 & 236.445**

Before the Executive Committee

WHEREAS, Petitioners Todd Droessler, Rex Droessler, Geri Cuskey (Droessler) and Randolph James Lucas II have petitioned the Washburn County Board seeking its support of a proposed Chapter 236 Wis. Stats. partial plat vacation with respect to a designated public access to Beaver Lake, shown on the plat of Land-O-Cabins, Town of Bass Lake; and

WHEREAS, a procedure exists under Section 236.43, Wis. Stats., to seek vacation by Court order of public ways shown on a plat if the plat was (1) recorded over 40 years in the past, (2) if the public way has never been improved and (3) if the area is not needed for access to reach other platted property, subject to all the owners of all of the land in the plat, or part thereof, sought to be vacated, together with the governing body of the city, village or town in which the public way is located joining in the application to the Court seeking vacation; and

WHEREAS, Chapter 236.445, Wis. Stats., authorizes the Washburn County Board to act in place of the Town Board for the Town of Bass Lake in joining in the petition under Section 236.43, Wis. Stats.

WHEREAS, the owners in the plat, or part thereof, sought to be vacated are Todd Droessler, Rex Droessler, Geri Cuskey (Droessler), Randolph James Lucas II and Washburn County.

WHEREAS, all of the criteria under Chapter 236.43, Wis. Stats., subject only to the joining in the petition and adoption of this resolution by the Washburn County Board have been satisfied.

WHEREAS, the Washburn County Board has no interest in, nor has the County Board received notice of any intentions by the Town of Bass Lake or anyone else for the opening and developing of an improved public way in the area designated in the plat of Land-O-Cabins that is subject to this Resolution;

WHEREAS, Todd Droessler, Rex Droessler and Geri Cuskey (Droessler) have agreed that they will pursue this matter to Court and will defray all costs associated with taking the vacation action to Court; and

WHEREAS, the vacation of public rights-of-way that provide access to and from navigable waters require the approval of the State of Wisconsin, Department of Natural Resources under Chapter 66.1006, Wis. Stats., before any resolution of the County

Board approving of such discontinuance and vacation of a public right-of-way that provides navigable access may take effect.

WHEREAS, the Executive Committee of the Washburn County Board of Supervisors resolved to join in the application to the Court seeking vacation of the public way in the area designated in the plat of Land-O-Cabins that is subject to this Resolution.

NOW, THEREFORE, the Washburn County Board of Supervisors resolves as follows:

1. That a public access strip to Beaver Lake exists on the face of the plat of Land-O-Cabins to the Town of Bass Lake and that no public need exists for the improvement and actual opening of a public way to and from the lakeshore, utilizing the strip of land in question, which strip lies immediately to the west of Lots 1-25, Block 6, Land-O-Cabins plat (See Exhibit A). The public access strip has never been developed or used for the purpose of affording public access to the lake.
2. That the Washburn County Board hereby issues its consent for the partial vacation of the plat of Land-O-Cabins to the Town of Bass Lake under Subchapter VIII of Ch. 236, Wis. Stats., subject to the following conditions:
 - a. Todd Droessler, Rex Droessler and Geri Cuskey (Droessler) shall assume and absorb any and all costs of drafting and pursuit of the action before the Washburn County Circuit Court. That they shall not ask for contributions from the Town of Bass Lake, nor the Washburn County Board toward the costs of the proceeding, whether successful or unsuccessful.
 - b. The Washburn County Board, by this resolution, consents to the abandonment/discontinuance of any interest it or the Town of Bass Lake, may have in this particular strip of land shown in Land-O-Lakes Cabin Plat, subject to the approval by the State of Wisconsin, Department of Natural Resources under Section 66.1005, Wis. Stats. In the event the State of Wisconsin, Department of Natural Resources shall condition its approval upon additional contingencies, the additional contingencies shall be disclosed to the County Board prior to the State's final approval of the abandonment/discontinuance.
 - c. That subject to A and B above, Washburn County will join in a petition to Washburn County Circuit Court to seek partial vacation of the plat of Land-O-Cabins to vacate the public right and interest in that portion thereof lying

immediately to the west of Lots 1-25, Block 6, Land-O-Cabins plat which is the subject of this Resolution.

FISCAL IMPACT: NONE

Moved for adoption by the Executive Committee on January 10, 2018.

Thomas J. Mackie, chair

Thomas Ricci, 1st vice chair

Beth Esser, 2nd vice chair

Steven Waggoner

Christopher Thompson

Passed/Defeated by a vote of _____ ayes to _____ nays.

Correct Attest this 10th day of January, 2018.

Lolita Olson
Washburn County Clerk

**PETITION FOR VACATION OF PUBLIC WAY
UNDER WIS. STAT. 236.43**

**TO: Washburn County, P.O. Box 639, 10 4th Ave., Shell Lake, WI 54871
Attention: County Clerk, Lolita Olson**

We, the undersigned, do hereby petition the County of Washburn under Wis. Stat. 236.445 to join in the application under Wis. Stat. 236.43 vacate the ROW public access strip lying between Lots 1-25, Block 6 and Lot 1, Block 7 in the Land-O-Cabins Subdivision, Town of Bass Lake, Washburn County, Wisconsin.

IN SUPPORT OF THIS REQUESTED VACATION, the following is hereby presented:


- 1. Attached is a copy of the plat of the area showing the requested ROW access strip to be vacated.**
- 2. The property abutting the proposed land to be vacated is described as follows:**
 - a. Tax ID: 2454. Legal Description - Lots 1 through 25, Block 6, Land-O-Cabins Subdivision, Town of Bass Lake, Washburn County, Wisconsin. This parcel is owned by Todd Droessler, Rex Droessler and Geri Cuskey (Droessler);**
 - b. Tax ID: 2479. Legal Description - Lot 1, Block 7, Land-O-Cabins Subdivision, Town of Bass Lake, Washburn County, Wisconsin. This parcel is owned by Lucas Construction;**
 - c. Tax ID: 35333. Partial Legal Description - PT NW SE Lying N of RD EXC PLAT V 64 P 640 DOC# 368067 FCL WITHDRAW EXC DOC#369259. This parcel is owned by Washburn County**
- 3. The ROW public access strip provides access from Lakeshore Drive to Beaver Lake. There are at least 13 other public access strips around Beaver Lake, along with a public boat landing and public beach. The public access strip in question has never been developed or used for the purpose of affording improved public access to the lake.**
- 4. The reason for this request and the intended use of the property is as follows:**
 - a. A portion of the garage on Lots 1 through 25, Block 6, Land-O-Cabins Subdivision encroaches onto the ROW public access strip. The garage was built prior to the current owners purchasing the property. The owners of the property are trying to sell the property but the encroachment creates a title issue that needs to**

be resolved before the property can be sold. The parties' intent is to vacate the ROW which has never been developed, divide the land equally between the owners of the lands on each side of the ROW public access and continue the current use of the land.

5. Wis. Stat. allows Petitioners to seek vacation by Court Order of the public way if the plat was (1) recorded over 40 years ago, (2) the public way has never been improved, and (3) the public way is not needed for access to reach other platted property. All of the required criteria above are satisfied as to the ROW public access strip in question.
6. There are numerous access points providing access to Beaver Lake, including a similar ROW lying immediately to the East of Lots 1-25, Block 6, Land-O-Cabins Subdivision. There is no public need for the improvement and actual opening of a public way to and from the lakeshore, utilizing the strip of land in question.
7. Petitioners Todd Droessler, Rex Droessler and Geri Cuskey (Droessler) have agreed that if necessary, they will pursue this matter to Court and will defray all costs associated with taking the vacation action to Court.

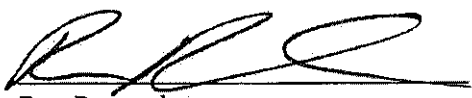
Submitted this 3rd day of JANUARY, 2018.

LUCAS CONSTRUCTION

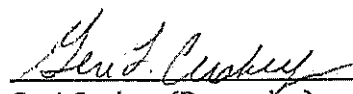


Todd Droessler
7210 N. Moccasin Road
Hayward, WI 54843

Randolph James Lucas II
24763 Poquette Lake Rd
Spooner, WI 54801



Rex Droessler
P.O. Box 124
Hayward, WI 54843



Geri Cuskey (Droessler)
N5616 Slatehill Rd
Spooner, WI 54801

be resolved before the property can be sold. The parties' intent is to vacate the ROW which has never been developed, divide the land equally between the owners of the lands on each side of the ROW public access and continue the current use of the land.

5. Wis. Stat. allows Petitioners to seek vacation by Court Order of the public way if the plat was (1) recorded over 40 years ago, (2) the public way has never been improved, and (3) the public way is not needed for access to reach other platted property. All of the required criteria above are satisfied as to the ROW public access strip in question.
6. There are numerous access points providing access to Beaver Lake, including a similar ROW lying immediately to the East of Lots 1-25, Block 6, Land-O-Cabins Subdivision. There is no public need for the improvement and actual opening of a public way to and from the lakeshore, utilizing the strip of land in question.
7. Petitioners Todd Droessler, Rex Droessler and Geri Cuskey (Droessler) have agreed that if necessary, they will pursue this matter to Court and will defray all costs associated with taking the vacation action to Court.

Submitted this _____ day of _____, 2018.

LUCAS CONSTRUCTION

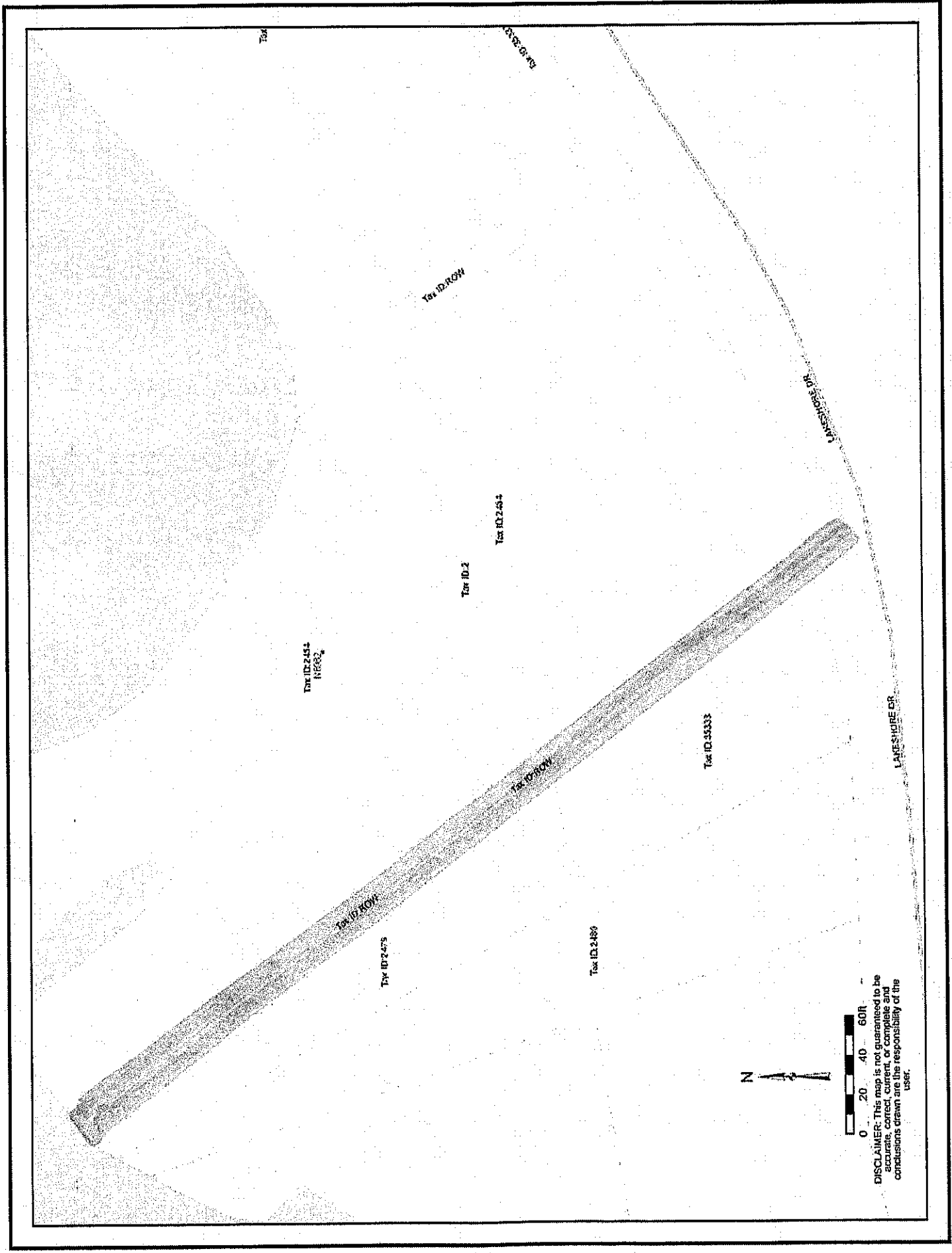


Randolph James Lucas II
24763 Poquette Lake Rd
Spooner, WI 54801

Todd Droessler
7210 N. Moccasin Road
Hayward, WI 54843

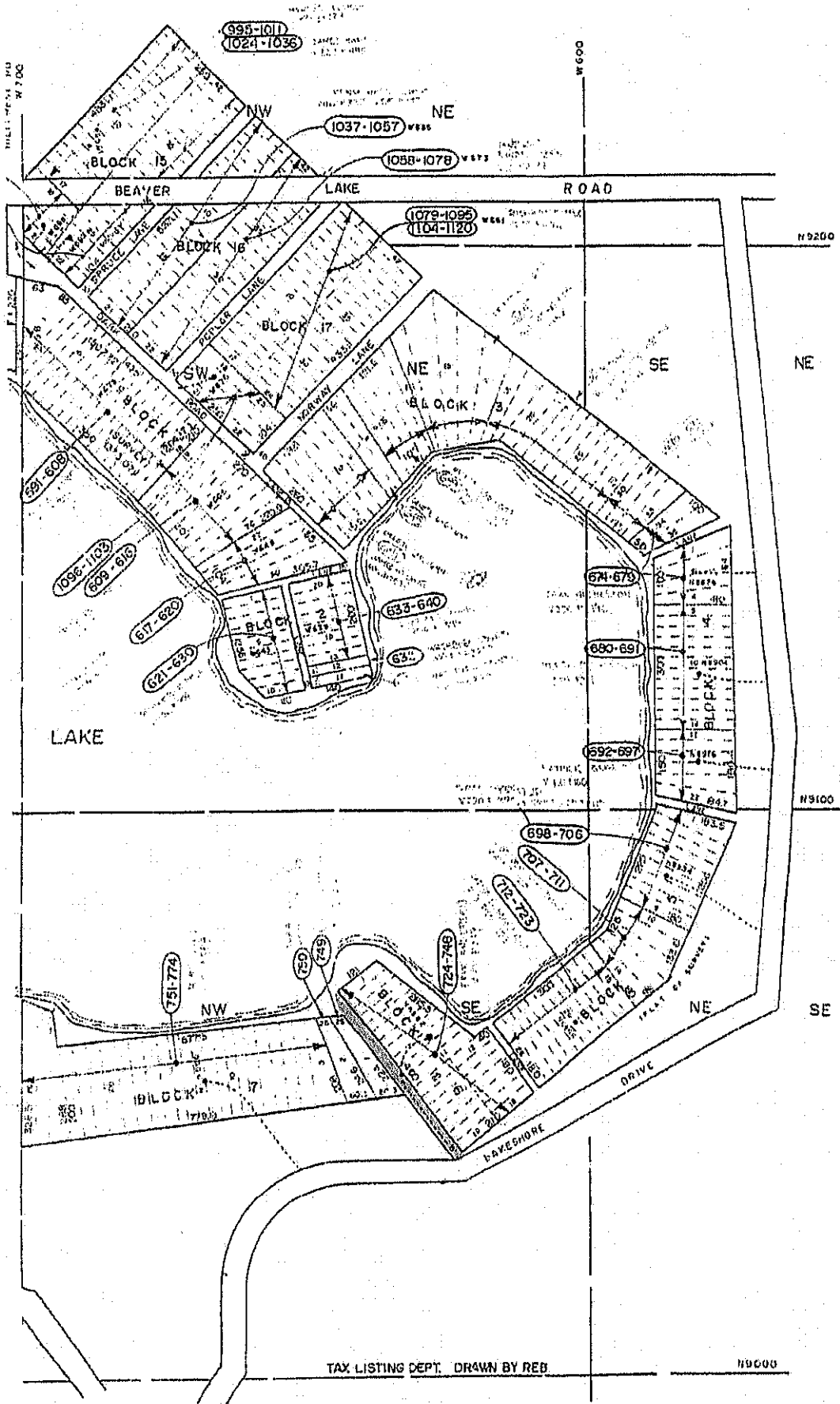
Rex Droessler
P.O. Box 124
Hayward, WI 54843

Geri Cuskey (Droessler)
N5616 Slatehill Rd
Spooner, WI 54801



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.





TAX LISTING DEPT. DRAWN BY REB

196000

Resolution No. _____

County Forest Land Acquisition Grant Application

WHEREAS, the Washburn County Forestry, Parks and Recreation Committee has proposed to purchase approximately 200 acres in the Town of Frog Creek, further described on the attached Exhibit "A", and;

WHEREAS, the County Board has the authority to acquire properties for the purpose of establishing County Forest land pursuant to ss. 28.10, Wis. Stats and as outlined in Chapter 400 of the Washburn County Forest Comprehensive Land Use Plan; and

WHEREAS, acquisition of said properties would perpetually provide forest products to our local economy, revenues to the County, outdoor recreation opportunities to the public, and improve property administration on the County Forest; and

WHEREAS, Washburn County is eligible to apply for grant funding through the Knowles-Nelson Stewardship grant program for up to 50% of the acquisition price, and;

WHEREAS, Washburn County is eligible to apply for interest free loans "Project Loans" available through the Department of Natural Resources.

THEREFORE, BE IT RESOLVED that the Washburn County Board of Supervisors approves application to the Knowles – Nelson Stewardship Grant Program for land acquisition funding; and

BE IT FURTHER RESOLVED that the Washburn County Board of Supervisors approves the use of county owned lands not entered into the County Forest Law as a portion of the required 50% county matching funds, and application to the Department of Natural Resources Project Loan program for the remainder of the county match, and;

BE IT FURTHER RESOLVED, that the Washburn County Forestry, Parks and Recreation Committee will present a resolution authorizing the acquisition of said property after any and all grant awards are secured and funding sources defined; and

BE IT FURTHER RESOLVED, that Washburn County recognizes and acknowledges that if financial assistance is made available by the Wisconsin Department of Natural Resources, and the County accepts the financial assistance, the County will comply with State rules for the program and meet the financial obligations under the grant.

Fiscal Impact – unknown until negotiations finalized

Recommended for adoption by the Washburn County Forestry, Parks and Recreation Committee this ___ day of _____, 2018.

James Dohm, Chair

Romaine Quinn, Vice Chair

Hank Graber

Sandy Johnson

Lynn Hoepfner

EXHIBIT A
Knowles-Nelson Stewardship Grant Application

Town of Frog Creek(W)

NWNW	Section 9 T42N-R11W	40.00 Acres
NENW	Section 9 T42N-R11W	40.00 Acres
SENW	Section 9 T42N-R11W	40.00 Acres
SWNE	Section 9 T42N-R11W	40.00 Acres
Pt. SENE	Section 9 T42N-R11W	33.00 Acres
Pt. SENE	Section 9 T42N-R11W	7.00 Acres

200.00 total acres

RESOLUTION # _____

RESOLUTION TO CARRY OVER FUNDS TO THE 2018 EMERGENCY GOVERNMENT DEPARTMENT BUDGET

WHEREAS, the Emergency Government Department received funding from Kwik Trip, Inc., as a donation for use towards the purchase of a generator for the Incident Command Post in 2017; and,

WHEREAS, Resolution #73-17 authorized the Budget Increase of the 2017 Emergency Government Department Budget; and,

WHEREAS, there aren't funds in the budget to complete the project as the larger size generator necessary to operate the Incident Command Post will cost more than the donation amount by approximately double. Therefore, the Incident Command Post – Generator Project and funds will be carried over to fiscal year 2018, thereby allowing the pursuit of additional alternate funding to provide for the size and capacity generator necessary to run the entire Incident Command Post; and,

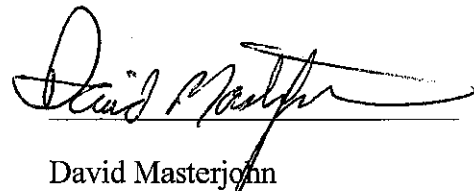
THEREFORE BE IT RESOLVED; that the Kwik Trip, Inc., donation be carried over into the 2018 Emergency Government budget #52910 to be applied towards the Incident Command Post – Generator Project.

FISCAL IMPACT: Carryover of Funds, up to \$2500.00

Recommended for adoption by the Washburn County Finance Committee this 14th day of December, 2017.



Steven Waggoner, Chair



David Masterjohn

Chris Thompson, Vice Chair

Steven Sather



David Haessig

RESOLUTION # _____

RESOLUTION TO INCREASE THE 2017 HIGHWAY DEPARTMENT BUDGET DUE TO RECEIPT OF 2011 WIND DAMAGE AID PAYMENT

WHEREAS, the Washburn County incurred wind damage in 2011; and

WHEREAS, the wind damage resulted in the necessity for increased logging and trucking activities; and

WHEREAS, the Washburn County Highway Department repaired the resulting road damage and bore the costs of such repair; and

WHEREAS, Washburn County has recently received disaster aid from the State of Wisconsin DOT in the amount of \$763,741.30; and

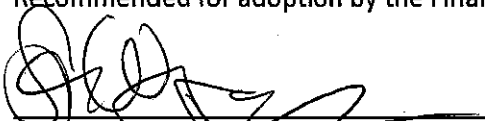
WHEREAS, the State of Wisconsin DOT has awarded an additional \$527,779.49 as a Disaster Damage Aid Program payment to Washburn County; and

WHEREAS, the Highway Committee has approved the receipt of these funds into the 2017 budget.


THEREFORE, BE IT RESOLVED, that the unbudgeted disaster aid payment be recognized in 2017 and be utilized as follows: \$314,110.87 to Capital Improvement (Fund 400) and \$213,668.61 for purchase of a Sign Truck.


FISCAL IMPACT: \$527,779.49

Recommended for adoption by the Finance Committee this 4th day of January 2018.


Steve Waggoner, Chair

Chris Thompson, Vice Chair


David Haessig


David Masterjohn

Steven Sather

CORRECTING RESOLUTION TO INDICATE THAT THE \$19,300 WILL REMAIN IN THE ACCOUNT FOR STATE PBM DOLLARS #705.53322-47231 AS AMENDED BELOW.

RESOLUTION # 79-17

RESOLUTION TO INCREASE THE 2017 HIGHWAY DEPARTMENT BUDGET DUE TO STATE PBM OVER RECOVERY DOLLARS

WHEREAS, the Washburn County Highway Department participates in State PBM (Performance Based Maintenance) programs, and

WHEREAS, recently, project 0117-65-71 State 70 PBM Chip Seal resulted in a total over recovery dollars of \$123,350.16 due to the efforts of the Highway Crew with their efficient utilization of time in early completion of the project, and

WHEREAS, an amount of \$40,000 had already been budgeted for 2017 and had been placed in the following accounts: \$10,000 into 53210-Incidental Labor; \$10,000 into 53220-Small Tools; \$20,000 into 53230-Shop Operations, and

WHEREAS, there remains an amount of \$83,350.16 of unbudgeted over recovery dollars, and

WHEREAS, the Highway Committee approved a total of \$19,300 to be paid out as performance bonuses to 27 Highway Crew employees, pro-rated based on performance evaluations received, and


WHEREAS, the Highway Committee approved \$25,000 to purchase a new pickup for the Field Supervisor with a designated trade option, and

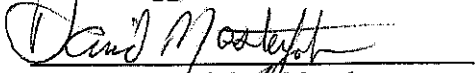
WHEREAS, the Highway Committee, in final, also approved the remainder of \$39,050.16 be placed into the Highway fund balance; and

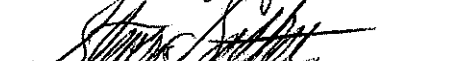
THEREFORE BE IT RESOLVED, that the over recovery of \$83,350.16 be designated as indicated (as amended by the Finance Committee): \$19,300 to ~~Salaries & Wages~~ 705.53322-47231 ~~Highway Administration Account~~, \$25,000 to 53242 for Equipment/Vehicle and \$30050.16 to Highway General Fund Balance.

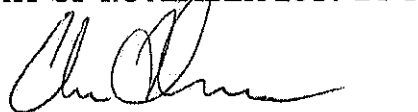
FISCAL IMPACT: \$83,350.16

RECOMMENDED FOR ADOPTION THIS 14th DAY OF NOVEMBER 2017 BY THE WASHBURN COUNTY FINANCE COMMITTEE


Steve Waggoner, Chair


David Masterjohn, Member

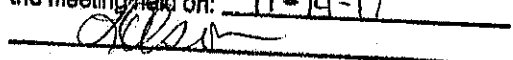

Steven Sather, Member


Chris Thompson, Member


David Haessig, Member

Motion: Waggoner Second: Ricci
(Voice) (Roll) vote: Yes 18 No 0

APPROVAL FOR AMENDMENT MADE
1-16-18 on motion by _____
2nd by _____

I, Lolita Olson, as County Clerk, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the County of Washburn at the meeting held on: 11-14-17


RESOLUTION # _____

Resolution Regarding Approval of the 2017-2027
Washburn County Land and Water Resource Management Plan

WHEREAS, the State of Wisconsin has adopted new mandatory State Agricultural Performance Standards and Prohibitions (Chapter 151 of the Wisconsin Administrative Code) that are required on all agricultural land; and

WHEREAS, the State of Wisconsin has required that Washburn County prepare, submit for State approval, and adopt a Land and Water Resource Management Plan that identifies the procedure for implementing the Agriculture Performance Standards and Prohibitions in Washburn County; and

WHEREAS, the Washburn County Land and Water Conservation Department completed the revision process with assistance and guidance from a diverse Local Advisory Committee consisting of farmers, Town Board representatives, conservation and agricultural organizations, and state and federal agency staff; and

WHEREAS, in addition to the values of program direction and focus on natural resource conservation and protection, the Land and Water Resource Management Plan makes Washburn County eligible to receive significant funding for implementation; and

WHEREAS, a Public Hearing was conducted on the Washburn County Land and Water Resource Management Plan on November 30th, 2017 and all the comments received about the proposed plan were supportive; and

WHEREAS, upon conclusion of the public hearing the Land Conservation Committee voted to approve the plan; and

WHEREAS, the State of Wisconsin approved the Washburn County Land and Water Resource Management Plan at the Wisconsin Land and Water Conservation Board Meeting held on December 5th, 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Washburn County Board of Supervisors that the Washburn County Land and Water Resource Management Plan is hereby approved.

Submitted by: Land Conservation Committee

Terri Reiter, chair: _____

Hank Graber, member: _____

Bob Olsgard, vice chair: _____

Karen Baker, member: _____

Susan Hansen, member: _____

**SEE ATTACHMENT 2 for LAND & WATER RESOURCE
MANAGEMENT PLAN**

RESOLUTION # _____

RESOLUTION TO RECOGNIZE USGS 3DEP GRANT AND SPENDING USED FOR LIDAR ACQUISITION FOR LAND INFORMATION/SURVEYOR 2017 BUDGET


WHEREAS, Washburn County Land Information/Surveyor Department received a USGS 3DEP grant in 2017 in the amount of \$118,250.00; and

WHEREAS, the \$118,250.00 was spent in 2017 to help offset the cost of the LiDAR project;

THEREFORE BE IT RESOLVED; that the Surveyor/Land Information Department budget for 2017 is increased by \$118,250.00 (Revenue account 100.51720-43512 & Expense account 100.51720-50290).

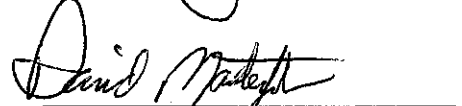
FISCAL IMPACT: State funded 118,250.00

Recommended for adoption by the Washburn County Finance Committee this 4th day of January 2018.



Steve Waggoner, Chair

Christopher Thompson, Vice Chair



David Masterjohn, Member

Steve Sather, Member



David Haessig, Member

RESOLUTION # _____**RESOLUTION TO INCREASE THE 2018 LAND INFORMATION/COUNTY SURVEYORS BUDGET – 2018 WISCONSIN LAND INFORMATION PROGRAM (WLIP) GRANT.**

WHEREAS, Washburn County will receive 2018 WLIP grant dollars from the State of Wisconsin in the amount totaling \$114,104.00; and

WHEREAS, The 2018 WLIP Training and Education Grant award portion is \$1,000.00; and

WHEREAS, The 2018 WLIP Strategic Grant award portion is \$50,000.00; and

WHEREAS, The 2018 WLIP Base Budget Grant award portion is \$63,104.00; and

WHEREAS, The Training and Educational Grant of \$1,000.00 has already been budgeted for 2018 and has been placed in the Surveyors Budget (#51720); and

WHEREAS, The Register of Deeds Office will use \$57,934.00 of 2018 Strategic and Base Budget Grant dollars which has already been budgeted in account (#51720); and

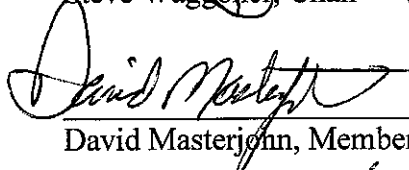
THEREFORE BE IT RESOLVED; that the Land Information/Surveyor budget for 2018 be increased \$55,170 (Revenue account 100.51720-43512 & Expense 100.51720-50290).

FISCAL IMPACT: State funded 55,170

Recommended for adoption by the Washburn County Finance Committee this 4th day of January 2018.


Steve Waggoner, Chair

Christopher Thompson, Vice Chair


David Masterjohn, Member

Steve Sather, Member


David Haessig, Member

RESOLUTION # _____

**RESOLUTION APPROVING THE CREATION OF A GIS-TECHNICIAN
(LTE) POSITION IN THE LAND INFORMATION/COUNTY SURVEYORS
BUDGET**

WHEREAS, Washburn County will receive 2018 Wisconsin Land Information Program (WLIP) grant dollars from the State of Wisconsin in the amount totaling \$114,104.00; and

WHEREAS, the Land Information/Surveyors Department has previously utilized a summer/seasonal LTE; and

WHEREAS, approximately \$14,000 of the grant dollars will be used for a GIS Technician - LTE position in 2018; and

WHEREAS, the job description for the summer/seasonal LTE position has substantially changed and is deemed to be a new position; and

WHEREAS, the appropriate committees of jurisdiction have approved the new GIS Technician - LTE position.

THEREFORE BE IT RESOLVED; that the new GIS Technician – LTE be approved according to policy by the Washburn County Board of Supervisors.

FISCAL IMPACT: Approximately \$14,000 funded by grant

Recommended for adoption by the Washburn County Personnel Committee this _____ day of _____ 2018.

Beth Esser, Chair

Steve Waggoner, Vice-Chairman

Romaine Quinn, Member

Jocelyn Ford, Member

Hank Graber, Member

Washburn County Personnel Requisition Form

Date: 1/2/18 New Position: X Replacing/Changing Position: X

Reason position is available: termination transfer Retirement resignation death

Why is position required or why can't present employees complete the work or why can't position be contracted?
Utilized summer seasonal LTE previously; this position is covered by grant and will utilize a higher skill level.

POSITION INFORMATION:

Position Title: GIS Technician LTE Department: Land Information/Surveyor

Effective Date: 1/2/2018 Union: No

Position Type: Full-time Part-time LTE

Duration of employment of requisitioned personnel: From: 1/2/2018 To: approx. 25 weeks

Will this position require 600 hours of work per year? YES NO

If this is for additional staff please state reason:

Is office space, furniture and office equipment available? Yes If not, explain plan to obtain: Yes

WAGES/BENEFITS/FUNDING:

Starting yearly wage: approximately \$14,000

Total benefit costs:

Total cost for other equipment and/or training?

Is this request budgeted? YES NO List the funding source by percent: 100% grant funded

Are funds available to cover said request? YES NO If not, explain plan to fund request:

FISCAL ANALYSIS (from above):

CATEGORIES	BUDGET ESTIMATES (EST.)
Other operating expenditures (include costs to hire – advertising, interviewing, testing/reviewing applicants)	0
Wages and Benefits	13950
Personal Equipment (e.g. tools, uniforms, safety equipment)	0
Mileage & Meals	0
Training Expenses (Including memberships)	0
Computer Equipment (e.g. hardware, software, wiring, etc.)	0
Office Furniture and Supplies	0
Renovation/Relocation Costs	0
Revenues (Use Negative #)	0
TOTAL:	13950

DISCUSSION AND JUSTIFICATION OF PROPOSED POSITION

Cells will expand as you type.

Does this position already have a position classification and position description? If yes, please attach appropriate documentation. If no, has a <i>Position Questionnaire</i> been completed?	Yes
What are the major functions or examples of work performed of the proposed position?	Help with the development and maintenance of GIS Data, act as support staff for other departments using and developing GIS Data, assist County Surveyor with field work
Minimum Educational Requirements and minimum experience for this position?	Minimum of two (2) year Associate/Technical degree in Geographic Information Systems (GIS), minimum 1-2 years of experience in the applications of GIS with a strong working knowledge of ESRI applications
Knowledge Skills and Abilities?	Knowledge of cartographic techniques utilizing ArcGIS 10.x and ArcGIS online. Candidate must understand, and have the ability to manipulate digital land base data in an ESRI environment. Candidate should also be familiar with basic surveying concepts, surveying equipment, and coordinate based parcel mapping as related to PLSS
What caused the need for this position? (i.e. State or Federal initiatives/mandates, increased workload, etc.)	There are a number of projects within the Land Information office that we would like to complete. Scanning indexing road records, Build Right-of-way layer using recorded documents, assist in enhancing and developing zoning layers
What/Who generates the work which is to be done? The public? The department itself? Another department within the County?	Public/Private sector through GIS Data needs, and Department of Administration through grant requirements.
Is this work currently being performed by someone else? If yes, how and by whom?	Some of the GIS maintenance is being carried out by existing Land Information staff. Most of the LTE projects are currently not being addressed
How does this position fit into the organizational structure of the Department? (Please attach an organizational chart.)	This position would work directly under the RPL, GIS Technician and Deputy County Surveyor
How will this position affect other employees in the department? (e.g. supervision, subordinates, etc.)	This position would act as support staff for current employees within the Land Information/Surveyor office. Most of the projects associated with the position would come directly from the GIS Technician
Who would perform the duties of this position when the incumbent is on vacation or using sick time?	If the projects the LTE was working on could not be put on hold, Land Information staff would take on the duties
Are there alternatives to the services that this individual would provide? If yes, explain.	No
What will be the effect or where would the impact be felt if this position is not created or not replaced? Please explain.	Less accurate GIS data, some of the higher priority projects will not get completed within the Land Information office
Can the position costs be offset by eliminating or reducing a lower priority function? Please explain.	The cost of the LTE position will be 100% covered by Base Budget Grant money through the Department of Administration.
Is there a workspace available for this employee? If yes, where? If no, what needs to be done to accommodate the requested position?	Yes. LTE would be located within the Surveyor/Land Information office
How does this position fit into the long-range and strategic plans of the Department and/or County?	One of the Land Information office long range strategic goals is to modernize land records. The primary purpose of modernization is to make land records more readily available to both public and private sector users. Another goal of the Land information office is to

	continue with accuracy improvements of existing data which would be a by-product of this position.
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Justification for request or general remarks/comments about the position:

The projects that would be performed by the LTE have been identified as land information needs per the County's 3 year Land Records Modernization Plan. The Washburn County Land Information Council has also recommended that a LTE be hired to help with modernization projects. The Department of Administration who administers the WLIP grant has approved the LTE position within the 2018 grant cycle.

Approvals:

DEPARTMENT HEAD:	I hereby certify that the above information is correct.	DATE:	
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Committee of Jurisdiction:

COMMITTEE:	Approved Denied Comments	DATE:	
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HUMAN RESOURCE DIRECTOR APPROVAL:

Filling of position is: Approved Not Approved

Comments:

Human Resource Director: _____ Date: _____

COUNTY ADMINISTRATOR APPROVAL:

Filling of position is: Approved Not Approved

Comments:

County Administrator: _____ Date: _____

COMMITTEE APPROVALS:

PERSONNEL COMMITTEE:	Approved Denied Comments	DATE:	
COUNTY BOARD (IF NECESSARY)	Approved Denied Comments	DATE:	

POSITION DESCRIPTION		Position #
Class Title: GIS Technician LTE		Wage Range: P2018-05-2080
Department: Land Information/Surveyor	Location: Courthouse	Date: 01/2018

PURPOSE OF POSITION: The purpose of this position is to assist in the maintenance of the County's GIS (Geographic Information System) System, help the County Surveyor with the restoration of the corners of the Public Land Survey System (PLSS), and assist the Real Property Lister.

GENERAL STATEMENT OF DUTIES: This position will assist with a variety of mapping duties, including creation and maintenance of G.I.S data, working with other County Departments in developing GIS datasets, this position will also assist with field work related to the restoration of corners of the PLSS.

EXAMPLES OF DUTIES PERFORMED: (Illustrative only)

- Mapping duties include creation of new GIS datasets and maintenance of existing ones.
- Creation and maintenance of metadata
- Assisting other county departments in maintenance and creation of GIS data
- Training staff on how to use GIS data and software.
- Scan and index survey data such as Plat of Surveys, Certified Survey Maps, Subdivisions, survey field notes, and Remonumentation project data.
- Assist in brushing survey lines, excavations for, and the placement of corner monuments, and field note keeping.
- Operate various office machines, such as computer, printer, plotter, and copiers.
- Any other relevant duties assigned by supervisor.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of cartographic techniques utilizing ArcGIS 10.x and ArcGIS online. Candidate must understand, and have the ability to manipulate digital land base data in an ESRI environment. Candidate should also be familiar with basic surveying concepts, surveying equipment, and coordinate based parcel mapping as related to PLSS.

EDUCATIONAL REQUIREMENTS: Must have two (2) year Associate Degree in Cartography, Geographic Information Systems, Land Surveying or related field; Three (3) years of related experience, or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

PHYSICAL DEMANDS:

To perform the essential functions of this job, the candidate must possess the ability to carry up to 50 lb. loads of equipment for distances up to a mile, over uneven terrain. The physical demands described hereon are representative of those that must be met by an employee to successfully perform the duties of the position.

Work is performed in office settings and in the field. Hand-eye coordination is necessary to operate instruments, equipment, computers, and various pieces of office equipment.

While performing the duties of this job, the employee may frequently be required to stand; walk; use hands to finger, handle, feel, or operate objects, or controls; and reach with hands and arms. The employee may regularly be required to sit; stoop; kneel, talk or hear. The employee must be able to negotiate uneven terrain.

Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

SPECIAL REQUIREMENTS:

Must possess a valid State of Wisconsin driver's license or have the ability to obtain one.

TOOLS AND EQUIPMENT USED:

Personal computers with GIS software, word processing, spreadsheet, database. Surveying equipment including total stations, G.P.S. receivers, picks, shovels, and other field equipment; Office equipment including photocopiers, calculator, scanner, plotter, motor vehicle, telephone and voice mail.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may frequently travel between buildings to work site locations. The employee must be able to negotiate slippery, uneven terrain, and be able to access precarious places. The employee may periodically work in extreme temperatures and other inhospitable environments.

The employee occasionally works in areas of reduced traction.

The noise level in the office work environment is usually quiet to moderate and occasionally loud on work sites.

Occasionally position may travel to other offices in the county or stay overnight out of town to attend training.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interviews and references check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Administrative Coordinator/
Director of Personnel

Employee Signature

Date

Effective Date: 01/08/2018

ATTACHMENT 1

I. INTRODUCTION

All employees will be provided a copy of the Safety Policy upon hire. Employees are required to read the policy and to sign the Acknowledgment of Receipt and Understanding Form at the end of this policy, and forward it to the Department of Administration/Personnel for inclusion in the employee's personnel file. Employees are encouraged to refer to this policy as well as departmental policies as frequently as is needed in the course of their tenure with the County.

Department Heads will prepare and communicate job-specific Safety procedures to his/her employees in order to enhance the employee's understanding of workplace hazards and to prevent occupational injuries and illnesses.

Department Heads have been directed to consider safety a priority matter equal in importance to other operational considerations. The program sets standards that every employee must accept if it is to be successful. As a condition of employment, every employee is expected to be concerned with their own safety, the safety of their fellow workers, and the safety of the general public affected by County functions. Employees should use all known precautionary measures. When in doubt as to which procedure to follow, the supervisor should be consulted before proceeding with the work.

Risks to which the County is exposed are as follows:

- Exposure to liability for injuries incurred by the general public in the use of County facilities and property.
- Injuries to employees on the job.
- Property damage due to normal perils including fire, wind, vandalism, flood, lightening, etc.

We are committed to the reduction of loss due to these exposures. The primary objective of the program is to make Washburn County a better and safer place to work and live, and secondarily to reduce the financial loss due to accidents.

II. PROGRAM IMPLEMENTATION

- The County will establish a written safety policy and program, and will provide adequate resources to see that its implementation and operation is successful.
- The Administrative Coordinator/HR Director will be responsible for the development, implementation, daily administration, evaluation and maintenance of the Safety Program, and
- Has the authority to see that the policies and programs established by the County Board be put into effect. The Department of Administration/Personnel will maintain a file of departmental safety policies and plans and will assist with accident investigation/review, claims reporting, and employee training.
- Each Department Head has the responsibility for maintaining safe working conditions within his or her jurisdiction. Further, each department head along with the Department of Administration/Personnel has the responsibility to train and document training given to employees. Although personnel exposure to hazards varies widely from one Department to another, it is expected that a continuous effort be directed towards controlling injuries, accidents and liability.
- Each Supervisor shall be responsible to his or her Department Head for compliance with provisions of the program within the Department.
- A Supervisor or Crew Leader/Lead Worker has full responsibility for the safe actions of his or her employees and the safe performance of machines and equipment which are in his or her operating area, and has the full authority to enforce the provisions of this manual to prevent losses and foster a safe work environment.
- Employees shall exercise due care while working, to prevent injuries to themselves, their fellow employees, and to the public, as well as to protect County equipment, and to report unsafe conditions when they are discovered

- All contract work performed for Washburn County by outside contractors must be completed in accordance with applicable state and federal safety regulations. Outside contractors shall be responsible for initiating, supervising, and enforcing all safety precautions and programs in connection with the performance of its Contract with Washburn County. Outside contractors shall take reasonable precautions to ensure the safety of County employees and the public, and shall provide reasonable protection to prevent damage, or loss to County property, and equipment.

III. HEALTH & SAFETY TRAINING REQUIREMENTS

All employees will be trained in all safety and health concerns relative to the performance and location of their job at the onset of employment. Training of employees will be done in pay status. Training will be ongoing and continuous. Employees will be trained a minimum of once per year on health and safety issues directly related to their job unless conditions change that create additional need or safety responsibilities change.

Training shall be provided on applicable issues to include, but not limited to:

- County Safety Policy
- Identification and recognition of dangerous situations specific to each job
- applicable federal, state and local safety laws, rules and regulations;
- ergonomics, repetitive motion hazards, and precautions for use of video display terminals
- traffic control; work zone safety
- confined spaces;
- lockout/tagout;
- chemical hazards and poisonous gases;
- slip, trip, and fall hazards and proper lifting techniques;
- excessive noise and temperature extremes; hearing conservation
- personal and facility security;
- personal protective clothing/equipment; hazard analysis;
- communicable/infectious diseases including symptoms, modes of transmission, methods of self-protection, workplace infection control procedures, special precautions and recommendations for immunizations;
- techniques in recognizing workplace violence, potentially violent situations/behavior, diffusing violent situations and self-protection;
- reading and understanding Safety Data Sheets (SDS), where SDS are to be found in each office/department;
- emergency: first aid, fire and weather drills and procedures;
- designated individual responsibility;
- all county-wide and departmental health and safety policies; and Health & Safety Committee operations, responsibilities, line of succession, and procedures.
- Other issues as needed (i.e. accident mapping, problem identification.)

IV. REPORTING UNSAFE CONDITIONS

Each employee shall report suspicious or obvious unsafe conditions to their supervisor. The supervisor is responsible to report such conditions to Department.

- Any work order marked "Safety" shall be addressed within one working day.
- Such notification may be written or e-mail sent to the maintenance supervisor.
- The maintenance department is responsible to remove, tag or repair the hazard
- The Maintenance Department shall inform the person who originated the work order of what action has been taken and when the situation can be expected to be resolved.

V. MEDICAL TREATMENT OF WORK RELATED INJURIES

A work related injury is defined as a personal injury by accident arising out of or in the course of employment. Treatment for these injuries is outlined below and supervisory personnel shall ensure compliance.

A. Emergency Medical Treatment

- Serious injuries requiring immediate medical treatment such as profuse bleeding, broken bones, unconsciousness, shock, etc. shall warrant emergency treatment. A call should be placed to 911, and the injured person shall be transported to the hospital facility that is equipped to handle the injury nearest the accident scene
- Administer First Aid, if qualified, as necessary until help arrives. AED equipment has been installed at these County Locations:

- Courthouse – 1st Floor Hallway near Finance Office
- LEC – Dispatch and squads
- Health Dept. - Reception
- Elliott Building – Behind front desk in marked cabinet (reception area)
- Highway – Repair/Parts Room, EOC, and Foreman's Trucks
- Annex – UOA/ADRC and UW Extension Reception Area

B. Injuries Not Constituting Emergency, but Requiring Physician's Care

- These injuries shall initially be treated by a local doctor.
- On notification that an employee has been injured on the job, the supervisor shall ensure that First Aid is administered, if qualified to do so.
- Injuries appearing to be superficial but extremely painful or showing unusual symptoms should be taken to a local doctor.

C. First Aid Treatment in the Field or Office

Superficial injuries such as minor cuts, bruises, small punctures, scratches, etc., may be self-treated in the field or office when a First Aid Kit is available. Such injuries shall be a matter of record and reported as any other accident. Superficial injury shall only be treated at a local hospital during normal duty hours, at a walk-in clinic. The hospital emergency room shall not be used for superficial injuries.

VI. WORKER'S COMPENSATION INFORMATION

ENTITLEMENT TO CLAIM

All Washburn County employees can claim compensation under Wisconsin's Worker's Compensation Act, where the following conditions occur:

- The employee sustains an injury
- At the time of injury, both the employee and the employer are subject to the provisions of the Act
- At the time of injury, the employee is performing services growing out of and incidental to his or her employment.
- The employee's injury has not been self-inflicted.
- The accident or disease that causes the employee's injury arises out of and in the course of his or her employment.
- Where such conditions exist, the right to recovery of worker's compensation shall be the injured employee's exclusive remedy against his or her employer

VALIDITY OF WORKER'S COMPENSATION CLAIMS

In some cases, injuries occurring at the work site may not be found to be arising "out of and in the course of employment". The County does not determine the validity of a Worker's Compensation claim. All information is transmitted to the insurance administrator for approval. No bills will be paid until the incident has been investigated and found to be valid.

DOCTOR AND PRESCRIPTION BILLS

If the incident is found valid, and after treatment of a work-related injury, bills for medical treatment and medicine are normally sent directly to the Worker's Compensation carrier for payment. Employees have the responsibility to notify the clinic that their visit is due to a work-related injury.

FALSE WORK RELATED INJURY CLAIM

An individual injured while off duty who falsely claims a work related injury or an individual who collaborates a false claim is committing a misdemeanor and shall be subject to the full penalties as provided by law as well as disciplinary action as stipulated in the Employee Handbook.

VII. REPORTING PROCEDURES – WORK-RELATED INJURIES

It is not necessary to have a physician treat an injury to validate a work-related injury claim. A minor injury such as a small cut, scratch, or bruise, should be treated by someone qualified to administer First Aid from a kit and the injury reported to the supervisor and recorded. The employee will be fully covered for medical treatment later should the need arise.

Timely reporting of any accident is mandatory. Ensuring full employee benefits and reasonable liability adjustments at the lowest cost to the County is dependent upon proper reporting. It is the responsibility of each employee to report all accidents in accordance with this policy.

A. Reporting of Work Related Injuries

Once the work-related injury/illness occurs:

- Employee is required to call the Alaris Care Line for recommended self-care techniques or medical treatment.
- Regardless of the degree of injury/illness, the employee shall report its occurrence to his or her supervisor and to the Department of Administration within 24 hours of the injury, if possible.
- Supervisor or Human Resources will provide a copy of the Worker's Compensation Claim Kit to the employee.
- Employee is required to complete the Employee's First Notification of Injury Form and the release of medical records authorization as soon as it is practical. The completed form shall be forwarded to the Supervisor and to the Department of Administration/Personnel.
- Supervisor is required to complete the Supervisor Report Form immediately upon notification of an employee's work-related injury. The completed form must be forwarded to the Department of Administration/Personnel within 24 hours of the occurrence of injury, if possible.
- If the employee is to receive medical attention (for a non-severe injury) the supervisor will complete the Order for Medical Treatment Form for the employee to present to his/her attending medical provider. In the event of a severe injury, proper medical assistance will be made first priority.

- Employee is required to present the Order for Medical Treatment Form and the Attending Physician's Return to Work Recommendations Record Form to the attending Physician. The physician shall complete the Attending Physician's Return to Work Recommendations Record (or comparable form).
 - A copy of the completed Physician's Return to work recommendation record shall be forwarded to the Department of Administration/Personnel, and to the employee's Supervisor.
 - If the Physician's return to work recommendations record states that the employee can return to work with restrictions, then the following must be done:
 - Both the employee and the direct supervisor must fill out the applicable sections of the Return to Work Agreement. A copy of this completed form shall be forwarded to the Department of Administration/Personnel.
- B. Employee Return to Work after Injury
- A supervisor shall not allow an employee to return to work after an injury until he or she receives a signed authorization from the treating physician and has reported to HR for guidance.
 - Supervisory personnel along with Administration/Personnel shall closely monitor work related injury/illness compensation time off by:
 - Ensuring that the employee is given a work restriction slip by the treating physician.
 - Periodically checking on his or her recovery progress.
Ensuring that the employee returns to work on the date the physician released him or her. (Any disability claim more than that indicated by the doctor should be considered unauthorized and the employee should be carried on leave without pay status, if no other leave exists.)
- C. Recurrence of a Disability from a Previous Injury
- Should an employee experience a recurrence of a previously reported injury, he or she shall follow the steps for reporting procedures of work-related injuries. Bills relating to the treatment of the injury shall be forwarded to the Worker's Compensation carrier. The Worker's Compensation carrier shall determine whether the claim is valid. If the claim is determined invalid by the insurance company, the employee may petition the Wisconsin Department of Labor for a hearing on the case.
 - Time lost because of the injury is compensable when the insurance company determines that it is a valid claim. Time off due to recurrence of a previous injury is compensable only when the disability is confirmed by the treating physician and when the insurance company approves the claim. (* Accumulated leave time may be used until a determination is made.)
- D. Fatality Reporting
- The death of an employee as a result of an injury or by accident arising out of or in the course of his or her employment shall be reported to the department head and the County Administrative Coordinator/HR Director immediately by telephone. The supervisor in charge shall be responsible for making the call and shall provide as much initial information as possible.
- E. Sudden Severe Illness Reporting
- Sudden illness occurring to employees during duty hours requiring emergency medical treatment such as possible heart attacks, stroke, fainting, etc., shall be reported to the County Administrative Coordinator/HR Director as soon as possible after treatment is provided.
- F. Vehicle Collision Reporting

When a County employee is involved in a vehicular collision while operating a County owned vehicle, he or she shall follow policy A-2 Vehicle Accident Reporting.

G. Near-Miss Reporting

Close calls or near accidents information is frequently as valuable as accident reports in flagging hazardous procedures or conditions.

- Supervisors shall encourage employees to report details on incidents that nearly produce an accident. Information gained from such reports will then be disseminated to all who can benefit from the lesson. All will be reviewed by the Safety Committee
- Employee and/or Supervisor should fill out an Accident Analysis/Near Miss Report and forward a copy to Administration/Personnel as soon as possible.

VIII. GENERAL HEALTH RECOMMENDATIONS

Health recommendations for County employees will prevent spread of communicable diseases and encourage health maintenance of employees.

- Taking advantage of free or low cost health screening activities are encouraged.
- Yearly influenza injections are recommended.
- Tuberculosis Skin Test (Mantoux) is recommended upon hire for employees that have physical contact with the public.
- In accordance with CDC guidelines and Health Department Recommendations, the Hepatitis B Vaccine will be offered to any employee whose normal duties put them at risk for exposure to Blood borne Pathogens, and has not yet had the series. Those employees include: Maintenance staff, nurses, jailers, deputies, social workers, Highway, and Forestry Staff
- Annual Bloodborne pathogen exposure training for all employees.
- MMR vaccine is required for Health Department Staff
- TDap and Td booster are recommended for all employees who may be at risk for tetanus including maintenance and highway staff.

To protect other workers and to recover faster it is recommended that employees go home when ill. If the illness becomes severe a doctor's visit is recommended.

Frequent hand washing with soap is recommended for all employees to:

- Reduce spread of infection
- To decrease germ load

Wellness activities are encouraged for all employees. Examples include:

- Exercise periodically
- No smoking
- Getting sufficient sleep
- Eating a balanced diet
- Drinking water daily
- Stress reducing activities

HEARING CONSERVATION PROGRAM

It is the policy of Washburn County to provide an ongoing hearing conservation program for our Forestry, Highway, Jail/Sheriff and Maintenance workers to prevent any temporary or permanent noise- induced

hearing loss and to comply with the federal OSHA standard found at 29 CFR 1926.52.

Elements of the hearing conservation program include:

- Monitoring
- Yearly audiometric testing program
- Hearing Protection
- Training and Information
- Record keeping

When information indicates that any employee's exposure may equal or exceed an 8 – Hour time-weighted average of 85 decibels an appropriate monitoring program is initiated to identify all employees for inclusion in the hearing conservation program and to select proper hearing protection.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Personal protective equipment is required and provided when doing hazardous activities. Examples include:

- Chain saw operation: safety glasses, chaps hearing protection, safety shoes
- Bench grinder & hand held grinder: safety glasses or face shield
- Table & hand held saws: safety glasses, hearing protection
- Drill Press & Hand Drills: safety glasses
- Welder: Welding safety mask, gloves,
- Lawn Mowers: safety glasses, hearing protection
- Weed Eater: safety glasses, hearing protection
- Drawing blood: latex gloves, safety syringes
- Collection of urine samples for drug testing: latex gloves
- Chemicals: refer to SDS for proper PPE

IX. FIRE PREVENTION

General Guidelines

- "No Smoking" signs shall be posted in designated areas where flammable or combustible liquids are used or stored.
- Smoking is prohibited inside all Washburn County facilities and vehicles
- All exits shall be clearly marked, lit, and unobstructed at all times.
- No exit shall be locked, chained, or bolted so as to impede proper evacuation.
- Fire exits shall be clearly marked and kept clear and shall not be locked to impede proper evacuation.
- Buildings shall have a fire evacuation plan and such plan will be prominently displayed in each wing and office or department along with a marked route map.
- Fire drills shall be conducted at least once annually. Participation is mandatory.

Fire Extinguishers

- Fire extinguishers shall be prominently displayed, labeled for usage and kept clear for easy access at all times
- Know the locations of fire extinguishers and how to use them.
- After use of an extinguisher, report it immediately to your supervisor or Maintenance Department so that a replacement may be obtained or the extinguisher recharged. **DO NOT** return a partially used extinguisher to its
- storage place.
- Most County highway and forestry vehicles and all squads shall be equipped with a securely

mounted fire extinguisher.

- At a minimum, all extinguishers in vehicles and buildings shall be inspected annually.
- Use fire extinguishers only on the types of fires the label designates. Washburn County uses/supports multi-purpose ABC extinguishers.
- The County shall provide or make available materials on proper use of fire extinguishers.
- Training on the use of extinguishers shall be provided to employees annually in conjunction with the fire drills.

STORAGE OF FLAMMABLE OR COMBUSTIBLE MATERIALS

- No storage of flammable or combustible materials is allowed in furnace rooms, boiler rooms, or any other unauthorized areas.
- Drums of flammable materials shall be grounded and a bond wire shall be used to electrically interconnect the drum and container used in dispensing liquid.
- Oily and greasy rags shall be put in an approved metal container with a self-closing lid.
- Gasoline shall not be used for cleaning purposes.
- Cleaning solvents with flammable properties shall be kept in approved safety containers, labeled, and used in accordance with manufacturer's instructions and used in a well-vented area.
- Compressed gases must be stored according to Department of Workforce Development regulations and safety data sheets. (Consult Corporation Counsel for Wisconsin Administrative Code References.)
- Safety Data Sheets are available to all employees and the public as provided in the Washburn County HazCom Plan.

X. GENERAL AND SPECIFIC SAFETY CONSIDERATIONS

BUILDING ENTRANCES AND OTHER PUBLIC WALKWAYS

- A. All building entrances, pedestrian walkways inside and outside buildings, restrooms, work areas, and storage areas should be:
 - Kept free from refuse, slippery and wet substances, portable equipment, tools, supplies, furniture, cable wires, electric extension cords, and any other tripping hazard.
 - Provided with adequate lighting.
 - Maintained at a safe level of cleanliness. Immediately report dangerous conditions to building maintenance staff.
 - When mopping, "CAUTION WET FLOOR" signs must be used.
- B. Be alert to potentially slippery conditions at building entrances, sidewalks and stairways. Always use handrails on stairs.
- C. Use caution when pushing open a door to avoid injuring persons opposite the door. Approach a door which opens towards you with caution.
- D. All tripping hazards should be immediately removed and reported to your supervisor or Maintenance Department.
- E. Outdoor pedestrian walkways should be kept clean and clear of snow, ice, or any obstructions and debris. Immediately report dangerous conditions to building maintenance staff.
- F. In inclement weather, footwear which provides good traction should be worn.
- G. Apply an absorbent material immediately to oil spills, grease, or other slippery or flammable materials, then clean the floor as soon as possible.

WASTE RECEPTACLES

- Proper waste receptacles will be provided in all work areas, storage areas, and restrooms.
- All waste should be deposited in proper receptacles.
- All wiping rags, waste and oily materials should be deposited in an approved covered metal container.
- Waste receptacles should be emptied daily and the contents disposed of safely.
- Medical wastes should be disposed of in the proper receptacle, including but not limited to Sharps containers.
- Hazardous materials should be disposed of in accordance with the department's policy or contact the Emergency Government Office.

MARKED EXITS

- All exits should be clearly marked and unobstructed at all times.
- No exits should be locked, chained, or bolted so as to impede proper evacuation.

WORK AREAS

- All floors, aisles, work storage spaces must be kept clean and orderly.
- Any grease or oil spilled on the floor must be cleaned up immediately.
- Oily and greasy rags must be put in a metal container provided for that purpose.

All material (sacked calcium chloride, lumber, bar iron, etc.) must be piled so it cannot tip or fall.

- A. Cleaning supplies must be approved by the maintenance supervisor and marked according to SDS standards prior to use.
- B. Disposable protective gloves must be worn during rest room cleaning or if contact with blood, other body fluids or a contaminated object is possible. If you have a cut or scrape, bandage it before putting gloves on. Dispose of soiled gloves properly.
- C. Wear other PPE as needed:
 - Wear a mask and eye protection, or a full face shield, if fluids could splash or spray into your eyes, nose or mouth
 - Wear a cap, a hood and shoe coverings when exposure to a large quantity of fluid is possible.
 - Wear an apron or gown if fluids could splash or drip onto your clothing. If fluid penetrates the apron or gown, change it as soon as possible.
 - Wipe up spilled blood or other bodily fluids with disposable towels soaked in an approved disinfectant or a solution of bleach and water.
 - When using chemicals, refer to SDS for proper PPE
- D. Dispose of soiled utensils/PPE properly in a leak proof container or bag that is red or labeled with the biohazard symbol and wash your hands.

GASOLINE

- Do not allow gasoline to stand in open containers.
- Keep gasoline in an approved red gas can.
- Do not use gasoline to clean machinery parts. A non-flammable cleaner will be furnished and must be used.
- Before soldering or welding a gasoline tank, remove all of the gasoline and fill the tank with water.

EYE PROTECTION

Employees must wear the proper eye protection when welding, grinding, chipping, drilling, etc.

MACHINERY GUARDS

Machinery guards must be kept in place at all times except when the machine is being repaired.

OPERATING DRILLS AND DRILL PRESSES

- The wearing of gloves and loose clothing while operating a drill press is prohibited.
- Material must be clamped or otherwise fastened to the drill press bed, not held in the hands.
- Safety glasses or eye protection must be worn.

LADDERS AND SCAFFOLDING

- All ladders should be inspected prior to use for warping, cracks, loose rungs, splinters and general condition.
- Ladders should be stored on supporting racks or in a specially designated area.
- Defective ladders or scaffolding shall not be used. Always report defective equipment to your supervisor for evaluation and possible replacement.
- Only one person will occupy a ladder at a time.
- Do not use metal ladders near electrical power lines.
- Scaffolds should not be loaded in excess of the work load for which they are designed.
- Guardrails and toe boards should be used on all open-ended scaffolding and sides of platform more than 10 feet above ground.
- The distance between the foot of the ladder and the wall it rests against should be equal to about $\frac{1}{4}$ the ladder length. When necessary, secure ladders in place with ropes, hooks, spikes, or other anti-slip devices.
- Avoid setting ladders with the arc of a swinging door near blind corners.
- Do not paint ladders or scaffold planking since defects may be concealed by the use of paint.
- Always face ladders when ascending or descending.
- Scaffold planking should be a minimum of two inches thick by ten inches wide. The minimum length should be eight feet and the maximum fifteen feet with at least an eight inch overhang.
- Do not jump on or off a scaffold. Always lower it to ground level before mounting or dismounting.
- All ladders must be UL or OSHA approved.

BACK INJURY PREVENTION – PLAN YOUR MOVEMENT

- A. If manual lifting is necessary, do not attempt to lift more than you can safely handle. Get help from another employee.
- B. When lifting:
 - Stand close to the object.
 - Keeping your back straight, bend down at the knees and grasp the object.
 - Lift the object straight up, pushing with your leg muscles and keeping your back straight.
 - Keep the object close to your body.
- C. If you must walk and carry objects:
 - Keep your ears, shoulders and hips aligned.
 - Hold the load close to your body
 - Keep the load evenly balanced
 - Do not twist your back while lifting or carrying the object. Shift your feet to change directions.

- D. Protect your hands and fingers from rough edges, sharp corners, metal straps. Keep your hands and fingers out of pinch points between the load and other objects
- E. Use mechanical devices for material handling and lifting whenever possible

FLEET GUIDELINES

A. Driver Selection

- All employees required to drive a county vehicle as part of their job duties must submit to a driving record check. These checks are required at initial hire as well as on a random check basis. Employment and/or continued employment is contingent on a successful driving record check. The driver's license number will be on file in Personnel.
- Where required, a CDL driver's license must be held and the number must be on file with the State of WI driver notification network.

B. Driver Orientation/Training

- Prior to the initial operation of a vehicle by an employee, the operator will be instructed in the proper use of any special equipment.
- At the department head's discretion, a "lead person" designated by the Department Head will introduce the new driver to the vehicle. This will include but not be limited to:
 - Review of the pre-start inspection.
 - Vehicle road test: Lead person to ensure that the driver is capable of operating the vehicle, will vary depending on vehicle.
 - Continued in-service training will be provided as needed.
 - All paperwork and forms needed when operating the vehicle will be explained and reviewed.

C. Vehicle Operation

- When operating a vehicle, all laws of the State of Wisconsin and County regulations must be followed. In addition, all specific department level rules must be followed.
- If a mechanical problem develops when operating a county-owned vehicle, the employee should report it to their supervisor for evaluation and repair. If mechanical problems are of a nature that may cause injury to the operator or others, the vehicle should be tagged out and removed from service immediately.
- If a vehicle becomes disabled due to mechanical failure, it should be removed from the lane of traffic if possible. The emergency flashers should be used as a hazard warning, if the vehicle is in or near the roadway.
- When backing a vehicle, great care must be taken to ensure that the area is clear. If vision is blocked, obtain aid in backing.
- When fueling county vehicles, engines should be turned off. No smoking or flames should be allowed in the fueling area. Fuel tanks should not be over filled.
- County vehicles should not be loaded beyond their proper capacity. Any materials being transported should be loaded safely and appropriately secured in a manner that will not obstruct the driver's vision.
- Never jump down off a vehicle. Injuries can occur. Must maintain 3 points of contact

D. Vehicle Maintenance

- County vehicles must be kept clean at all times, with particular attention to windows, lights, and mirrors. In addition, the vehicle interior shall be kept clean and free of any paper, bottles, cans, etc.

- The driver should make a pre-trip inspection prior to vehicle operation. At a minimum this is to include:
 - Check the exterior of the vehicle for any damage and report any to your supervisor.
 - Visually check tires for wear and proper inflation.
 - Check to ensure all lights are working.
 - Ensure that windows and mirrors are clean and clear so as not to obstruct the operator's vision.
 - Check fuel supply and oil level.
 - Check the wipers, brakes and horn for proper functioning.
- Routine maintenance will be coordinated between the County Clerk's office and the affected department.

E. Accident Reporting

If involved in a vehicle accident, follow the guidelines in policy A-2 Vehicle Accident.

INSURANCE

- When an employee uses his/her personal vehicle for work related purposes, Washburn County's insurance policies are secondary to an operator's personal insurance. Each employee should evaluate their personal situation to see if additional insurance is warranted.
- Any employee required to drive their personal vehicle for work should notify their insurance company of such.
- For volunteer workers, proof of insurance is required on the automobile being used. Proof of insurance should include evidence that liability coverage is maintained. Volunteer workers must submit to a driving record check, have a valid driver's license in good standing and the driver's license number must be on file in Personnel.

OFFICE SAFETY

- All file, desk and table drawers should be kept closed when not in use.
- Care should be exercised not to overload the top file cabinet drawers.
- Chairs, desks, tables, etc. should not be used as makeshift ladders in the office.
- Care should be exercised when using scissors, paper cutters, exacto knives, etc., to avoid injury. The blades of paper cutters should be down and closed when not in use.
- Employees should use sponges or other wetting devices for sealing envelopes associated with mail outs.
- To prevent back problems, office employees should sit in an upright position and avoid slouching in their chairs.
- Request and receive assistance before attempting to move heavy office furniture or equipment. Lateral files should not be moved without emptying at least the top two (2) drawers.
- Employees should use only approved and inspected extension cords in the office. Extension cords should be protected against contact with oil, hot surfaces, chemicals and foot traffic that might dislodge the cord or cause a person to fall.
- Departmental or personal appliances, such as coffee pots, microwaves, fans, etc. must be located on solid tables or surfaces that will minimize the potential of accidents or injury by users or passersby and must be turned off at the end of each working day.
- Office environments should be kept clean and aisles or walkways in offices should be free of obstructions that might cause injury to employees or the general public.
- Ergonomic concerns or requests for ergonomic evaluation relating to the employee work station need to be reported to the direct supervisor.

MOTORIZED EQUIPMENT

- Operate all equipment in accordance with manufacturer's specifications.
- Do not leave equipment unattended while in operation.
- Always shut equipment off and remove the key when not in use or during servicing.
- Do not alter or remove machine guards or safety cut-off devices except for repair purposes.
- Immediately report known equipment problems or concerns to your supervisor for evaluation and possible repair or replacement.
- When finished using equipment, ensure it is properly secured and stored in its designated area.

MOTORIZED EQUIPMENT (Not to include cars)

- Check fluid levels before operating any piece of equipment.
- Check all hoses, belts, safety guards and other working components to make sure they are secure and in working order.
- Refuel equipment only when the engine is turned off. Refuel in an area free of flammable materials and where no smoking is permitted. Keep the hose nozzle against the edge of the filler pipe. To avoid spilling fuel, do not fill tank too full.
- Areas to be worked on with motorized equipment should be visually inspected and cleared of potential hazards and debris.
- Follow manufacturer's guidelines when operating and servicing equipment.

ELECTRICAL EQUIPMENT

- Electrical cords, extension cords and all power equipment should be checked thoroughly for wear and damage.
- All electrical equipment should be properly grounded to avoid shock and possible death.
- Avoid placing cords in right-of-ways in order to prevent tripping hazards. If this needs to be done on a temporary basis, the cords should be clearly marked.
- When working with electrical equipment, always avoid wet or damp areas.
- Use bulb guards when operating trouble lights.

CHAIN SAWS

- Read and understand the contents of the owner's manual and safety manual before starting and operating any chain saw. Improper use or maintenance could result in injury or death.
- Use caution when handling fuel.
- Move the chain saw at least 10 feet from the fueling point before starting the engine.
- Do not allow others to be near a chain saw when starting or cutting with the saw.
- When cutting trees, do not begin until you have a clear work area, secure footing and a planned retreat path from the falling tree.
- Keep all parts of your body away from the chain saw when the engine is running.
- Before you start the engine, make sure the saw chain is not in contact with anything.
- Carry the chain saw with the engine stopped, the guide bar and saw chain to the rear and the muffler away from your body.
- Do not operate a chain saw that is damaged or improperly adjusted. Be sure the chain stops moving when the throttle control is released.
- Shut off the engine before setting a chain saw down.

- Keep handles dry, clean and free of oil or fuel mixture.
- Do not operate a chain saw in a tree unless you have been trained to do so.
- Operate a chain saw only in a well ventilated area.
- Make sure chain saws are cleaned thoroughly and lubricated before storing.
- Operator is to wear safety boots, chaps, hard hat, gloves, and eye and ear protection whenever operating a chain saw.
- Make sure that all guards are in place and emergency stops are functioning properly.

MOWERS

- Improper use or maintenance of a mower can result in injury. Read and understand the contents of the operator's manual before using a mower, and maintain mowers as per manufacturer's recommendation.
- Keep all shields and safety devices in place. If a shield, safety device or decal is defective or damaged, report it to your supervisor for evaluation and possible repair or replacement.
- Do not run a mower in a confined area without adequate ventilation.
- Maximum recommended seating capacity for riding mowers is one person. Never carry passengers.
- Be sure you know how to stop the mower and engine quickly in the event of an emergency.
- Instruct bystanders to keep away from the area of operation of mower at all times.
- Be aware of the discharge direction as well as the entire area of operation.
- Remove all debris or other objects that might be picked up and thrown by the mower blades.
- Always point the discharge in a direction away from people and also away from buildings, trees, etc. (as much as possible) which could cause an object thrown by the mower to deflect back and hit the operator.
- Watch for holes or other hidden hazards.
- Operator is to wear safety boots whenever operating a mower.
- Reduce speed when making sharp turns and when turning on a hillside.
- Never raise the cutting unit of a mower while the blades are rotating.
- To reduce fire hazard, keep the engine free from excessive grease, grass, leaves and accumulation of dirt.
- Never leave the key in the ignition switch when mower is unattended.
- Always disengage the power take-off gear before dismounting a riding mower.
- Stop operation when another person approaches.
- Always shut off the mower before servicing or clearing debris from the blades.

HYDRAULIC EQUIPMENT/PNEUMATIC

- Hydraulic equipment has "special features". Some of them that affect your safety are listed below:
- The attachment is held in position by a trapped column of oil under pressure. The same is true of a machine supported on hydraulic outriggers. It is most important to lower the attachment or the equipment to the ground (or block them in position) before attempting maintenance or repair.
- Remember - if hydraulic fluid escapes, the attachment or piece of equipment can fall immediately, endangering anyone or anything below. Make sure the ground or blocking (not the oil) is actually supporting the attachment or equipment. See manufacturer's instructions for correct procedures.
- Pressure can be maintained in hydraulic and air circuit long after the engine has been shut down. This pressure can cause oil (or items such as pipe plugs) to "shoot out" at high speed if pressure is not released correctly. Release system pressure before attempting to make adjustments or repairs. Consult the manufacturer's instructions for the correct procedure.

- Pressurized hydraulic fluid can penetrate the skin and cause serious injury. Therefore, be sure all connections are tight and that lines, pipes, and hoses are in good condition **before** starting the engine.
- Fluid escaping from a small hole can be almost invisible. Use a piece of cardboard or wood, instead of your hands, to search for suspected leaks.

HAND TOOLS

- Always select the appropriate tool for the job. Never use makeshift tools.
- Check the condition of a tool frequently. Report defective tools to your supervisor for evaluation and possible repair or replacement.
- Check clearances and sharpness of tools before leaving the shop.
- Protect hands by wearing gloves when appropriate.
- Wear eye protection when using impact tools on hard, brittle material.
- Carry sharp or pointed tools in covers, or be sure they are pointed away from the body in case of a fall.
- After using tools, return them to their proper place.
- Do not lay tools on top of stepladders or other places from which they could fall on someone.
- Use tools that are the right size and type for the job.
- Use tools made of non-sparking material when fire is a hazard.
- Use tools with insulated handles for electrical work.
- Never use the blunt edge or end of a hand tool to perform the function of a hammer.
- Never push metal or wood chisels toward any part of the body.
- See that there is a secure fitting handle on each tool used.
- Keep tools clean and free of oil or grease to prevent slipping.
- Do not use a pipe or other extension on the handle of a tool to get more leverage.
- Make sure that the handle of a tool is smooth, free from splinters and that it fits tightly in the hand.
- Do not use tools with mushroomed heads.
- Do not use tools with split handles.
- Never throw or toss a tool towards another person. Pass it over with the handle forward.

PICKS, AXES, AND SHOVELS

- Avoid striking toward or close to the feet with a pick, shovel or axe.
- When using a pick, axe or shovel, be sure there is plenty of clearance between the user and others to avoid striking them with the tool or material.
- See that the handle is smooth and well fastened.
- Do not allow tools to lie around where they might trip or cut others.

EYE PROTECTION/SAFETY GLASSES/SHIELDS

- Employees must wear the proper eye protection for the task being performed
- Eye protection must be worn in the shop at all times.
- Eye wash stations made available:
 - Law Enforcement – Kitchen; 2nd Floor, LLEEC Janitorial Closet
 - Courthouse Mechanical Room
 - Health Department Laboratory
 - Unit on Aging - Shell Lake, Birchwood, Minong, Spooner - kitchen
 - Elliott Building Mechanic Room
 - Spooner Annex Maintenance Room
 - Highway Shop and Minong Satellite, back wall by office
 - Forestry Shop

- Maintenance Shop
- Maintenance Department cleans and maintains eye wash stations
- Personnel Protective Equipment (PPE) shall be cleaned and stored in a suitable area.

MACHINERY GUARDS

Machinery guards must be kept in place at all times except when the machine is being repaired.

OPERATING DRILLS AND DRILL PRESSES

- The wearing of gloves and loose clothing while operating a drill press is prohibited.
- Material must be clamped or otherwise fastened to the drill press bed, not held in the hands.
- Eye protection must be worn.

GRINDING MACHINES

- No wheel will be operated without a guard.
- The tool rest must be adjusted to within 1/8th of an inch of the wheel, but no adjustment will be made while the wheel is in motion.
- Grinding on the flat side of the wheel is prohibited.
- Eye protection or safety glasses must be worn.

WELDING, BURNING, OR CUTTING

- Proper protective gloves, eye protection and clothing should be worn during welding, burning and cutting operations.
- Adequate ventilation should be provided.
- All cylinders, full or empty should be stored and transported in an upright position and secured from falling or damage.
- Empty cylinders should be stored separately from full ones and labeled "empty".
- Cylinders not in use should be stored away from the welding area and other combustible processes.
- Cylinders should be protected from damage by moving vehicles and falling objects.
- Cylinders should be stored away from sparks and contact with electrical wires and in accordance with SDS requirements.
- Defective valves should be labeled "defective" and should not be opened by force.
- Oil should not be allowed to accumulate on oxygen cylinders or line fittings.
- Cylinders and torch valves should be closed when not in use.
- Inspect welding equipment prior to using. Defective equipment should be reported to your supervisor for evaluation and possible repair or replacement.
- Torch hoses should be stored in a confined and protected manner to prevent tripping hazards and damage to the hose.
- Approved fire extinguishers should be accessible and in operating condition.
- Operations should be screened in a manner to prevent ignition of combustible materials and to shield work from other workers.
- Where both arc and gas welding equipment are used, cables for each should be kept separate.
- Used welding rods should be stored in a designated container.

TIRE REPAIR

Whenever a tire is to be replaced on a rim, the work must be done with the tire in a protective cage or other protective device.

JACKS AND HOISTS

- Except when changing tires in the field, blocking must be used to support the load. Do not depend on jacks or hoists alone.
- Do not lean over a jack handle when the jack is under load. Remove handle if possible.
- Be sure wheels are blocked before jacking up a vehicle to change a tire.

GASOLINE OR DIESEL MOTOR

No gasoline or diesel motor will be operated in the shop or other enclosed places unless the exhaust is connected to the proper exhaust ventilation.

SPRAY PAINTING

- Approved fire extinguishers should be provided near painting stations.
- All spray painting should be done in properly ventilated areas. The painter should wear respirators.
- There should be no smoking in a spray paint area. "No Smoking" signs must be posted.
- Quantities of flammables and combustible liquids in excess of one day's supply must be stored in an appropriate area.
- Spray painting areas should not be allowed to accumulate or build up waste materials.
- Protective aprons or clothing used in spray operations should be stored in a fireproof area when not in use.
- There should be no open flame or spark-producing equipment in spraying areas.
- All spray finishing should be conducted in a well ventilated area.

ROADWAY AND CONSTRUCTION SITE SAFETY

- Safety vests as provided by the Department will be worn while working on any public roadway or construction site.
- Hard hats should be worn when working on any overhead job.
- Any area of construction or resurfacing will be properly signed or barricaded.
- Watch for low wires when running equipment.
- Digger's Hotline Network procedures will be implemented before excavating.
- Stay clear of heavy equipment when working around construction sites.
- Flaggers should be used when working in traffic. Flaggers will wear class 3 safety vests, safety pants (when appropriate), and safety hats.
- Make sure the vehicle's strobe lights are on while actively working on any public roadway.
- When snow removal equipment is used, the vehicle will stop at all railroad crossings.

THREATENING BEHAVIOR

Definition: Behavior exhibited by anyone that is perceived as threatening, aggressive, disruptive or violent, whether with or without a weapon.

CIVIL DISORDER/THREAT TO PERSONAL SAFETY

In the event of a disturbance, good judgment and sound action will minimize the disturbance. Individual fear and emotion must be controlled and not communicated to those involved.

- Take immediate action to protect yourself in the event of a violent confrontation.
- Call 9-911 and follow their instructions.
- When the employee believes that he/she is in a situation which is becoming potentially threatening, conclude your business quickly with an attempt to not further escalate the situation. Retreat from the area if your life is in danger.
- If a threatening individual or group is at large in the building, every effort will be made to give employees adequate time to take protective measures. When you are notified of this situation, please remain at your workstation or other designated secure area until released by your department head or supervisor.
 - Lock down the office
 - Turn off the lights
 - Stay away from windows
 - Wait for notification that all is clear from the Command Post.
 - Maintain a calm, helpful and businesslike attitude at all times.
 - Employees are not expected to attempt to calm any disturbance that might place them in a situation where physical harm might occur - unless this activity is a normal component to his/her job.
- The *Red Alert Paging procedure is the same for all locations and is as follows:*
 - Pick up Handset
 - Press page button
 - State your Code Red Message:

Paging does not take the place of contacting the Sheriff's Department, which you should do immediately

Always be vigilant and aware of your surroundings and report any changes in your surroundings that seem out of place or unplanned.

COMMAND POSTS BY BUILDING

- Courthouse - Personnel
- Elliott Building - Main Reception
- Annex - UW Extension
- Highway - Office Manager/Reception
- Health - Reception

EVACUATION/SHELTER LOCATIONS BY BUILDING: FIRE, EXPLOSIONS, CIVIL DISTURBANCE

- **Evacuation Area - Courthouse** – South end of the Parking Lot (may go out the nearest exit but gather at the South end parking lot when safe to do so.)
- **Shelter Location - Courthouse** - Lower Level Law Enforcement Center
- **Evacuation Area - Elliott Building** - South end of the parking lot (go out nearest exit but gather at the South end parking lot when safe to do so.)
- **Shelter Location - Elliott Building** - Basement
- **Evacuation Area - Annex Building** – Fair grounds parking lot (go out nearest exit but gather at the fairgrounds parking lot when safe to do so.)
- **Shelter Location – Annex Building** - Inside the restrooms and/or closets away from

windows.

- **Evacuation Area - Health** – Sports Complex parking lot (go out nearest exit but gather at the Sports Complex parking lot when safe to do so)
- **Shelter Location - Health** - Basement
- **Evacuation Area - Highway** – South West Corner of driveway (go out nearest exit but gather at the South West end parking lot when safe to do so)
- **Shelter Location - Highway** – in the Command Post Area and men's locker room.

Additional suitable areas for tornado shelter include:

- Interior Halls without windows
- Interior Rooms without windows
- Interior stair areas without windows
- Restrooms without windows

SAFETY AND YOU PROGRAM

The Safety And You (S.A.Y.) is a program designed to identify and eliminate or minimize unsafe conditions in Washburn County's buildings and properties. The program consists of identification of hazard, elimination/reduction of hazard and follow-up of hazard reduction/elimination. Washburn County is committed to creating a safer environment for employees and citizens. The S.A.Y. program is not to be construed as the only way to identify and relate safety issues. All employees and supervisors are encouraged use the safety work order system in section IV of this manual and to keep in constant communications for safety and other issues. S.A.Y. is a conduit to confidentially elevate a safety issue and keep it at a level that ensures it will be corrected.

SAY BOARD

The Safety Committee will serve as the SAY Board for the County. Each building will have a SAY display. The display will include:

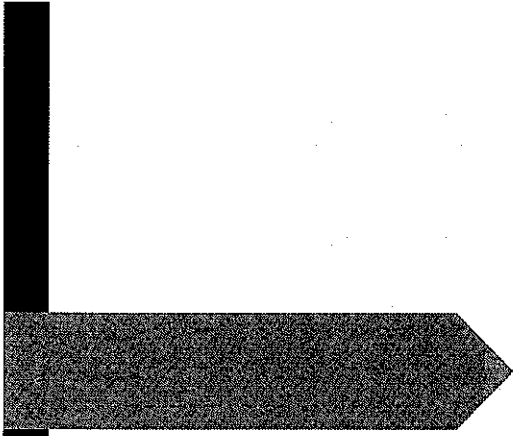
- Supply of SAY Forms
- SAY suggestion box

SAY REVIEW PROCESS

Thorough review and timely follow-up is essential for program success. Items will be handled in the appropriate fashion as prescribed below. When unsure of the immediacy of the hazard, handle as outlined in sub-paragraph A.

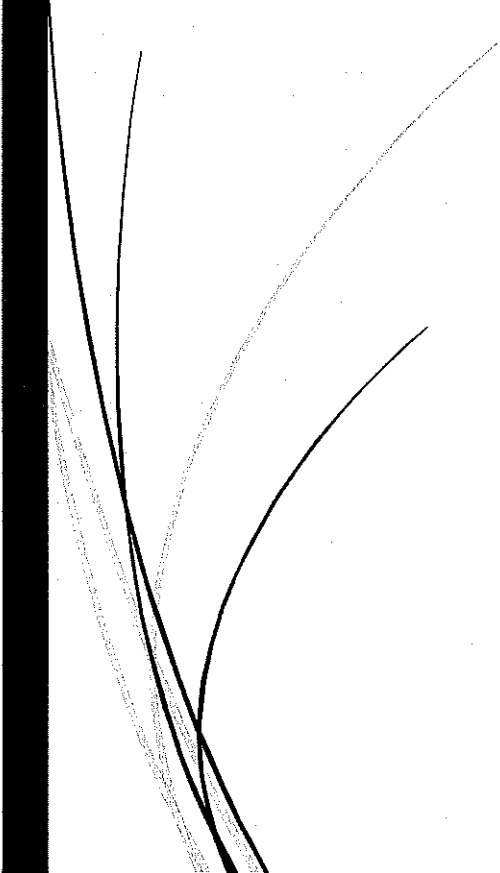
- Items deemed to be of immediate health hazard will be immediately brought to the attention of the appropriate Department Director or designee. The issue will then be placed on the agenda of the next Safety Committee meeting.
- Items of a routine nature will be placed on the agenda of the next safety committee meeting.
- All suggestions will remain agenda items until resolved.
- Department Directors have sixty (60) calendar days to address suggestions (address can mean corrected immediately, schedule maintenance, order new equipment, schedule training, etc.). Items not addressed within this time will be elevated to the Administrative Coordinator/HR Director for action.

ATTACHMENT 2



Washburn County Land and Water Resource Management Plan 2017 - 2027

Washburn County Land and Water
Conservation Department



Washburn County Land and Water Resource Management Plan

Washburn County Board of Supervisors Tom Mackie, Chairman

Washburn County Land Conservation Committee

Terri Reiter..... Chairperson

Bob Olsgard Vice Chair

Karen Baker Member

Hank Graber Member

Susan Hanson Member

Robert Haddick..... Member (FSA)

Washburn County Land and Water Conservation Department

Brent Edlin Conservation Technician, Plan Developer

Lisa Burns..... Conservation & Aquatic Invasive Species Coordinator

Trish Saletri..... Administrative Assistant Zoning & LWCD

LWRMP Advisory Committee

Kathy Bartilson, WDNR - NR Basin Supervisor, Wastewater Superintendent

Pamela Toshner, WDNR – Water Resources Management Specialist, Lake Information and Management

Ruth King, WDNR - Water Resources Management Specialist, Nonpoint Source Coordinator (Regional)

Kevin Schoessow, UWEX Agriculture and Horticulture Educator

Phil Holman, UWEX Agronomy Research Superintendent

John Haack, UWEX Natural Resource Educator, Emeritus

Ron Spiering, NRCS District Conservationist

Lisa Gabriel, Washburn LWCD Conservation & AIS Coordinator

Craig Roesler, WDNR Water Resources Management Specialist, Rivers

Dave Vold, NRCS Area Conservationist retired, WCLRA Board Member

Craig Walkey, Civil Engineer - WCLRA Board Member

Fred Blake, Research Chemist - WCLRA Board Member

Phil Sylla, Retired Teacher, WCLRA Board Member

Patricia Shifferd, Retired Professor, WCLRA Board Member

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PLAN SUMMARY

The 2017 Washburn County Land and Water Resource Management Plan (LWRMP) will serve as the department's work plan for the next ten years with a formal review after five. It involved key stakeholders in prioritizing restoration and protection strategies to address water quality problems. Its focus will be primarily on protecting the counties water resources from non-point source pollution following the administrative rules in ATCP 50, NR 151 and EPA'S nine key element planning process.

While a successful nonpoint program will take the cooperative effort of multiple agencies, the Land Conservation Committees and Departments play the lead role in the implementation of agricultural standards and prohibitions, using authorities and funding grants under Chapter 92, Wisconsin State Statutes. Consistent with § 92.10(6) (a) 5 and ATCP 50.12(2) (i) Wis. Admin. Code, the first component of this framework establishes that in their Land and Water Resource Management Plans, counties identify the strategy they will use locally to implement and ensure compliance with the State's agricultural performance standards and prohibitions.

Wisconsin Counties' responsibility for reducing non-point source pollution is a large endeavor and is non-ending. As problem areas are fixed new ones will be created. With this being the third revision of the LWRMP, new approaches were considered and developed. Of value, and not used in the previous plans was to look at four modelling programs to assess levels of pollution: EVAAL (Erosion Vulnerability Assessment for Agricultural Lands, PRESTO (Pollutant Load Ratio Estimation Tool), STEPL (Spreadsheet Tool for Estimating Pollutant Loads) and SNAP plus (Soil Nutrient Application Planner) were looked at. While the problems varied in using them: such as additional software needs and expertise, and estimates that are given on watershed basis versus county basis. After further consideration it was determined that SNAP plus would be the best modeling tool to use in developing this plan. It is able to give phosphorous losses on a field by field, pasture by pasture, feedlot by feedlot, and compile for each watersheds and all HUC 12 watersheds within Washburn Co. Once inventoried different conservation practices could be applied and assessed for phosphorous reduction estimates.

This was then used as the structure for assessing resource needs: for example, money, time, and an information and education program to implement these conservation practices. While there was a learning curve on how to best adapt this assessment: it gave expected estimates that are believed to be accurate. For feedlots, it ranked them to prioritize remediation efforts. Further assessment for more accurate phosphorous estimates, both in production and reduction will need to be done using Wisconsin Barnyard Runoff Model (BARNY).

INTRODUCTION

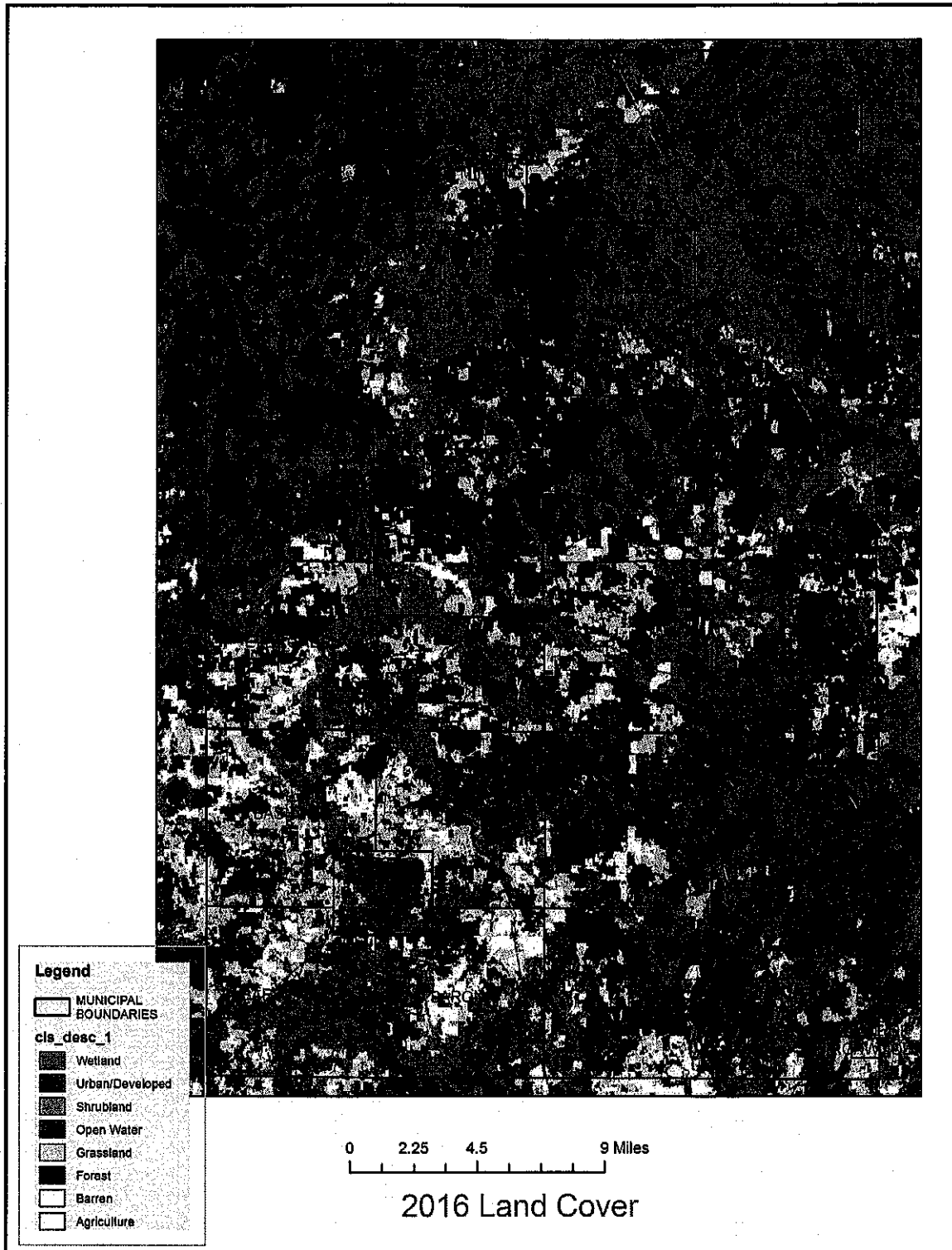
Washburn County encompasses nearly 810 square miles or about 518,000 acres. The county ranks 29th out of Wisconsin's 72 counties in terms of total land area but ranks 63rd in terms of overall population. Located within the northwestern part of the State of Wisconsin. This region is characterized by an abundance of lakes, rivers, and streams set amongst a heavily forested landscape and ranks third in the state in the number of lakes. Agricultural activity is a prominent feature of the landscape within the central and southern parts of the county. Like most northern Wisconsin counties, the overall land use and development pattern has been heavily influenced by tourism and recreational home development. Washburn County is predominantly rural with only four incorporated communities. The highest population densities within the county are found in the cities and villages, with a generally low overall population density in the rural areas except along certain lakes. However, most recent home development within Washburn County has occurred in the rural areas.

- Within Washburn County, there are 21 unincorporated towns, 2 cities and 2 villages.
- The largest community is the City of Spooner with 2,653 residents.
- The county seat is the City of Shell Lake.
- Has a population of 15,648 (as of 7/1/2016).
- A population density of 20 people per square mile (as of 7/1/2016).

RESOURCE INVENTORY

Land use - An inventory of existing land uses was compiled through analysis of digital aerial photography. Wisland 2 is a raster representation of the land cover of Washburn County as of 2016. The dataset is primarily derived from remote sensing.

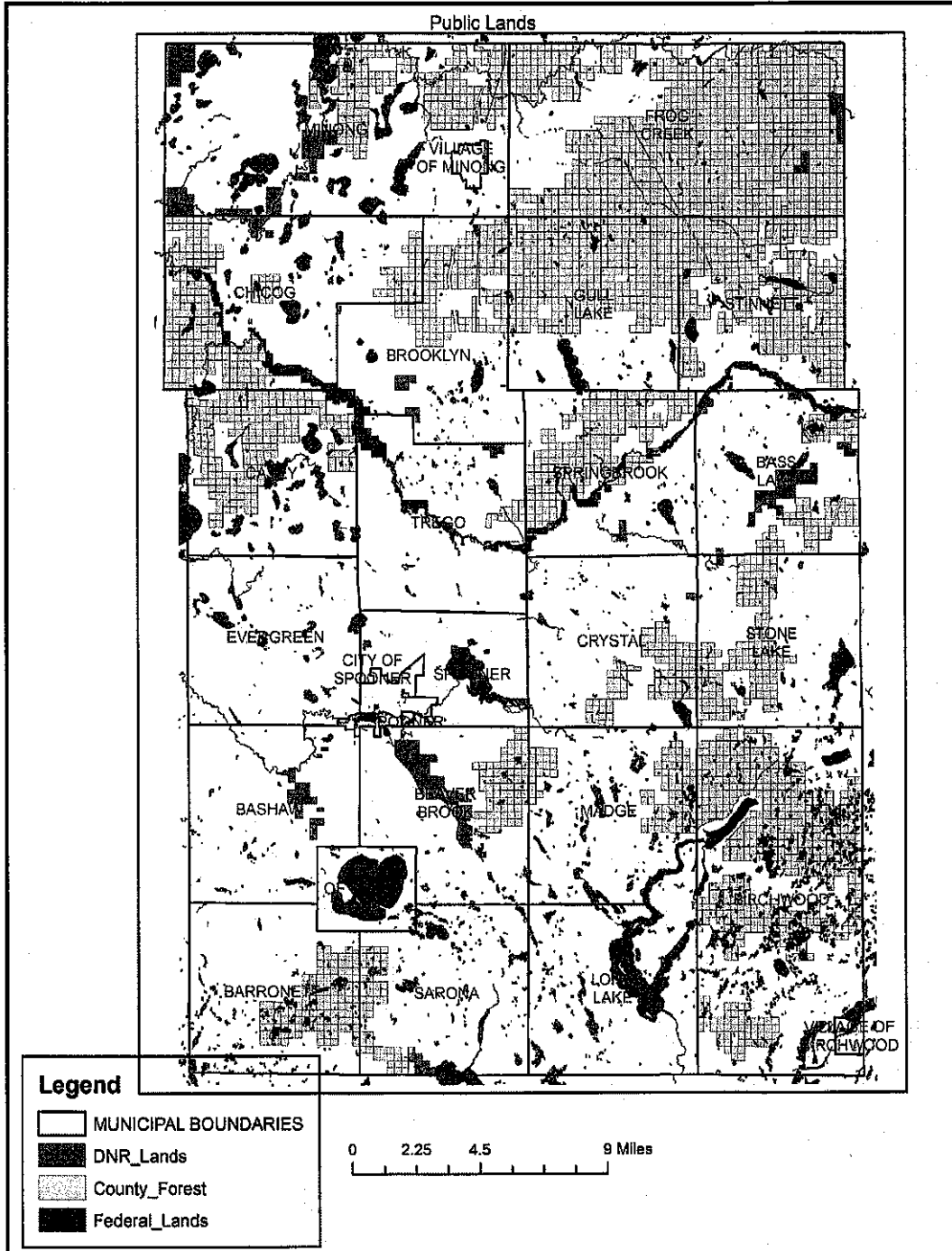
Map 1. Land Cover



Woodlands

Nearly 80 percent of the total land use within Washburn County is classified as woodland use. While there are about 425,338 acres classified as woodlands in Washburn County, nearly 141,500 acres are part of the Washburn County Forest. An additional 6,400 acres are under state ownership (Wisconsin Department of Natural Resources) and 20,374 acres are used as industrial forest. The National Park Service owns and manages 9,269 acres along the Namekagon River as part of the National Wild and Scenic Rivers system.

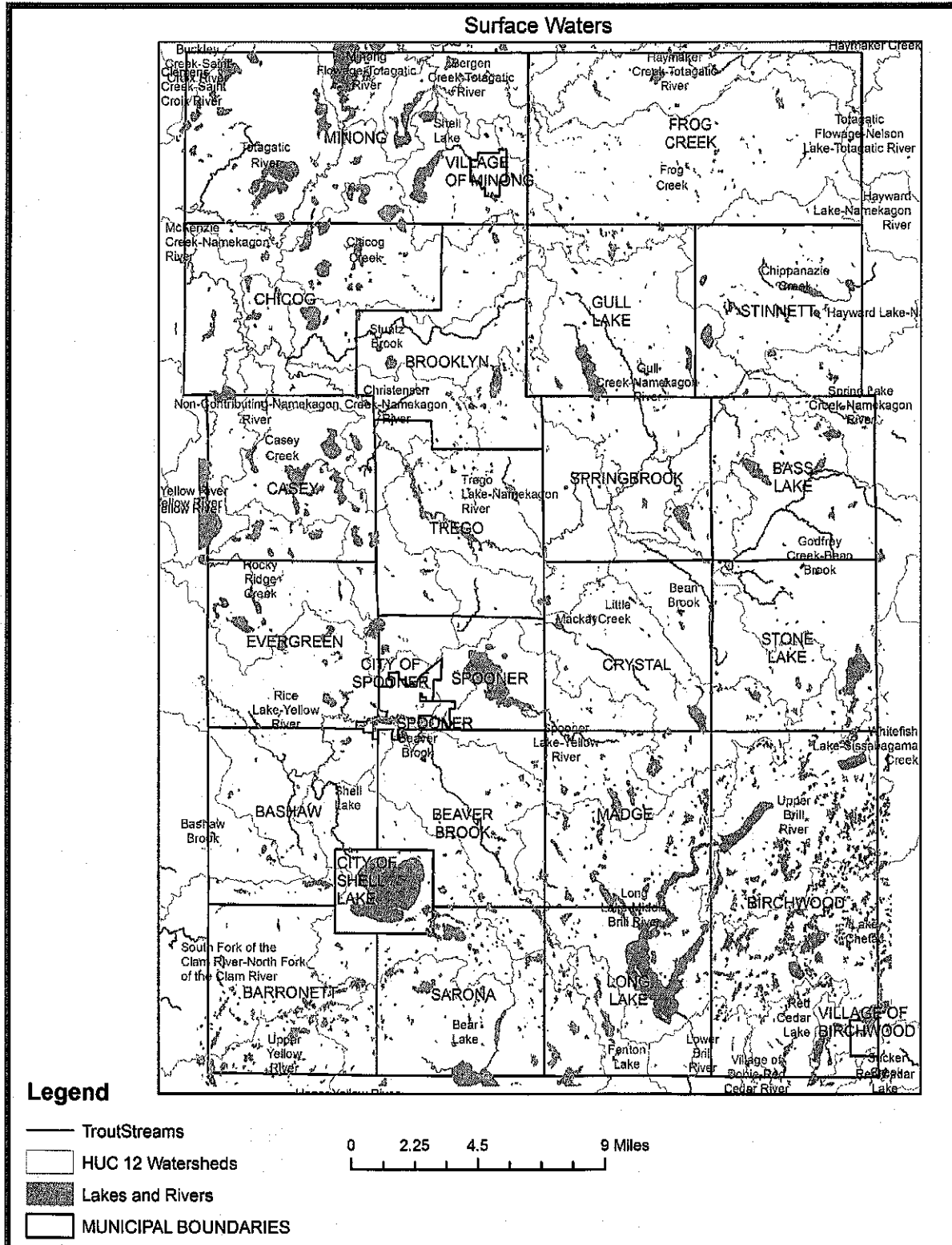
Map 2. Woodland/Public Lands



Surface water resources

Surface waters cover 31,761 acres or about six percent of Washburn County.

Map 3. Surface Water of Washburn County



Watersheds of Washburn County.

The United States is divided and sub-divided into successively smaller hydrologic units which are classified into four levels: regions, sub-regions, accounting units, and cataloging units. The first level of classification divides the Nation into 21 major geographic areas, or regions. Washburn County is in Region 07 *Upper Mississippi Region* – (The drainage of the Mississippi River Basin above the confluence with the Ohio River, excluding the Missouri River Basin.) **County Land and Water Conservation Plans use HUC 12 watersheds as the standard base area for designing their Land and Water Resource Management Plans around.**

The second level of classification divides the 21 regions into 221 subregions.

- Subregion 0703 --The St. Croix River Basin (7,705 sq.mi.)
 - 07030001 -- Upper St. Croix (2,030 sq. mi.) HUC 8
 - 07030002 – Namekagon (1,030 sq.mi.) HUC 8
- Subregion 0705 -- Chippewa: The Chippewa River Basin (9,570 sq.mi.)
 - 07050001 -- Upper Chippewa (1940 sq.mi.) HUC 8
 - 07050007 -- Red Cedar (1910 sq.mi) HUC 8

Table 1. Watershed Table – hydrologic unit code (HUC)

HUC 8 Watershed Name	HUC 10 Watershed Name	HUC 12 Watershed Name	Total Acres in HUC 12 Watersheds
Namekagon River	Trego Lake - Namekagon River	Bean Brook	14331
Namekagon River	Totagatic River	Bergen Creek-Totagatic River	5913
Namekagon River	Namekagon River	Casey Creek	14817
Namekagon River	Totagatic River	Chicog Creek	13386
Namekagon River	Trego Lake - Namekagon River	Chippanazie Creek	14426
Namekagon River	Namekagon River	Christensen Creek-Namekagon River	12998
Namekagon River	Totagatic River	Frog Creek	22425
Namekagon River	Trego Lake - Namekagon River	Godfrey Creek-Bean Brook	21185
Namekagon River	Trego Lake - Namekagon River	Gull Creek-Namekagon River	29047
Namekagon River	Totagatic River	Haymaker Creek-Totagatic River	10678
Namekagon River	Upper Namekagon	Hayward Lake-Namekagon River	6
Namekagon River	Trego Lake - Namekagon River	Little MacKay Creek	20381
Namekagon River	Namekagon River	McKenzie Creek-Namekagon River	12794
Namekagon River	Totagatic River	Minong Flowage-Totagatic River	2907
Namekagon River	Namekagon River	Non-Contributing-Namekagon River	906
Namekagon River	Totagatic River	Shell Lake N.	10158
Namekagon River	Trego Lake - Namekagon River	Spring Lake Creek-Namekagon River	6470
Namekagon River	Namekagon River	Stuntz Brook	11434
Namekagon River	Totagatic River	Totagatic Flowage-Nelson Lake-Totagatic River	2551
Namekagon River	Totagatic River	Totagatic River	17186
Namekagon River	Trego Lake - Namekagon River	Trego Lake-Namekagon River	21682
Upper St. Croix River	North Fork of the Clam River	Bashaw Brook	8447
Upper St. Croix River	Shell Lake - Yellow River	Beaver Brook	14410

HUC 8 Watershed Name	HUC 10 Watershed Name	HUC 12 Watershed Name	Total Acres in HUC 12 Watersheds
Upper St. Croix River	Moose River - St. Croix River	Clemens Creek-Saint Croix River	432
Upper St. Croix River	Shell Lake - Yellow River	Rice Lake-Yellow River	26536
Upper St. Croix River	Shell Lake - Yellow River	Rocky Ridge Creek	11966
Upper St. Croix River	Shell Lake - Yellow River	Shell Lake	16760
Upper St. Croix River	North Fork of the Clam River	South Fork of the Clam River-North Fork of the Clam River	18481
Upper St. Croix River	Shell Lake - Yellow River	Spooner Lake-Yellow River	17544
Upper Chippewa River	Couderay River	Whitefish Lake-Sissabagama Creek	1082
Red Cedar River	Brill River-Red Cedar River	Bear Lake	17710
Red Cedar River	Brill River-Red Cedar River	Fenton Lake	3639
Red Cedar River	Red Cedar Lake	Lake Chetac	8525
Red Cedar River	Brill River-Red Cedar River	Long Lake-Middle Brill River	26462
Red Cedar River	Brill River-Red Cedar River	Lower Brill River	4540
Red Cedar River	Red Cedar Lake	Red Cedar Lake	3964
Red Cedar River	Red Cedar Lake	Sucker Creek	565
Red Cedar River	Brill River-Red Cedar River	Upper Brill River	16262
Red Cedar River	Yellow River	Upper Yellow River	5070
Red Cedar River	Brill River-Red Cedar River	Village of Dobie-Red Cedar River	458

Groundwater: Resource Inventory and Assessment

Groundwater is an essential resource in Wisconsin. It provides drinking water for 70% of Wisconsin residents and 95% of Wisconsin communities. Groundwater is also valuable as a source of water for our lakes, rivers, wetlands and springs. It provides the baseflow for most streams and rivers and is the primary source of water for most lakes and wetlands.

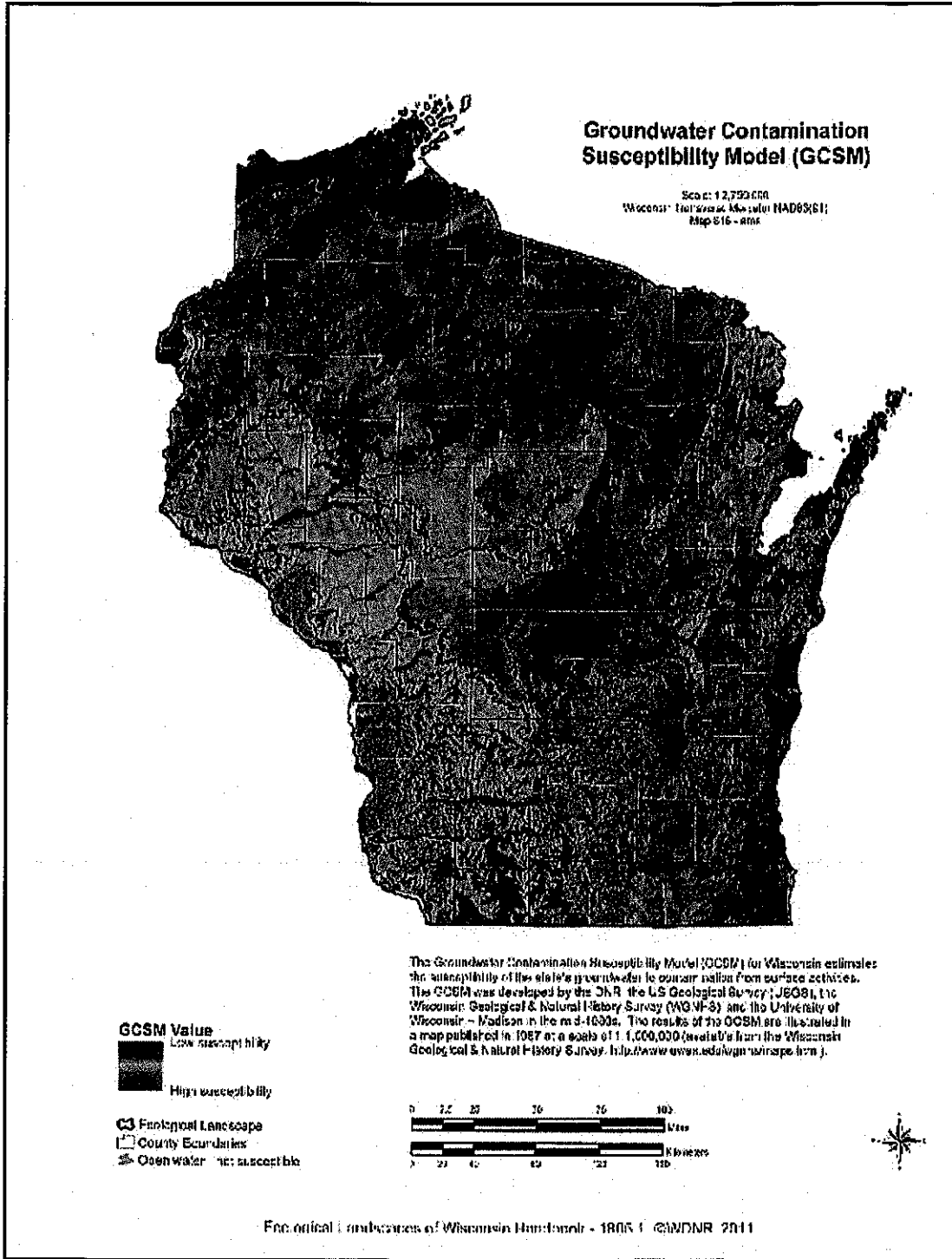
Groundwater originates as rain or snow. As precipitation falls on the earth's surface, some evaporates, some runs off over land into lakes and streams and some soaks into the ground to become groundwater. The composition of soil—clay, loam, silt, sand or rock—generally determines the amount of groundwater and the depth at which it is found in a given area.

Percolating groundwater can also carry human-made pollutants. Contamination can be serious if groundwater contains substances that pose a health threat—bacteria, viruses, nitrate, metals such as mercury or lead, pesticides, petroleum and other synthetic or organic compounds. Carelessness and lack of understanding can lead to groundwater contamination from a variety of sources including:

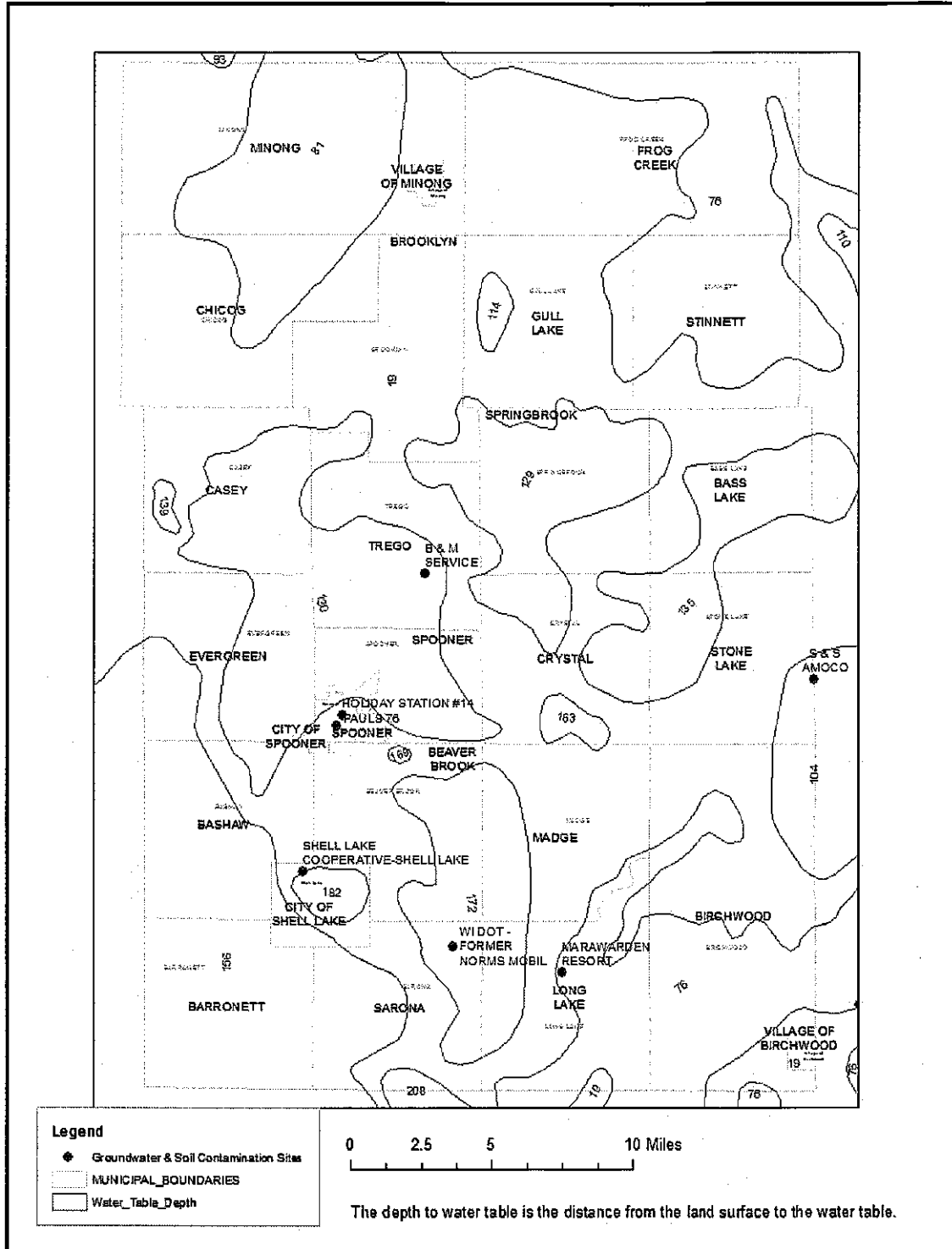
- leaking underground petroleum pipes and tanks
- use and storage of road salt
- improper use, disposal and storage of hazardous materials
- improper disposal of solid waste
- practices such as over-application of fertilizers and pesticides
- improper management of animal wastes
- improper treatment of human waste

Note: Washburn County is considered susceptible to groundwater contamination because of the predominance of sandy soils.

Map 4. Groundwater Susceptibility Map of Wisconsin



Map 5. Groundwater Table and Contaminated Sites



Above, sites where contaminants were present in groundwater at levels above state standards at the time of closure. Generally these are from leaking underground storage tanks, (LUST) often petroleum

The depth to water table is the distance from the land surface to the water table. The distance water must flow to reach the groundwater, combined with the ease with which movement occurs, play a significant role in determining the susceptibility of an area to contamination.

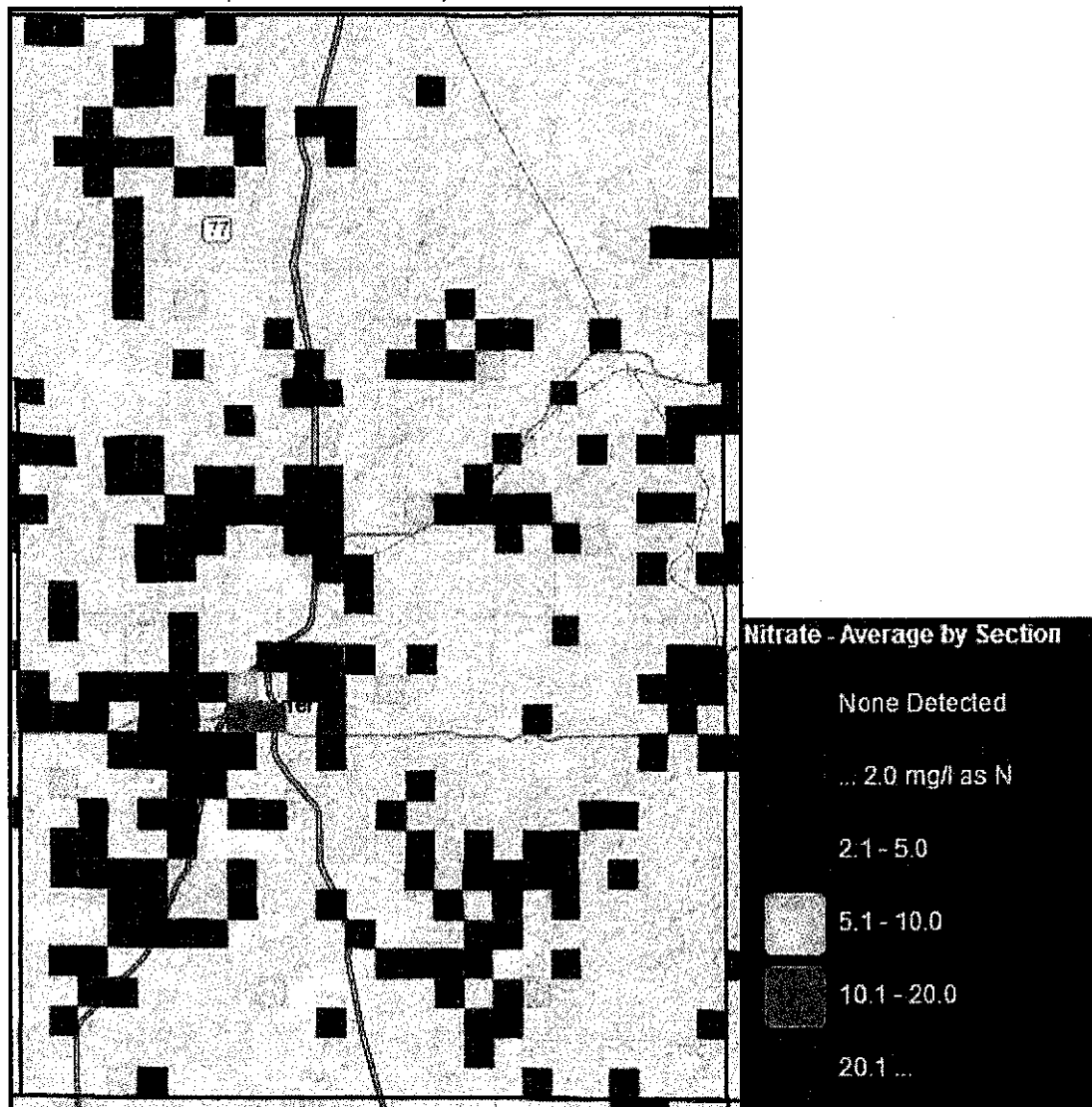
Nitrate

Nitrate can cause a condition called methemoglobinemia or "blue-baby syndrome" in infants under six months of age. Nitrite changes hemoglobin in blood (that part of the blood that carries oxygen to the body) to methemoglobin depriving the infant of oxygen causing the blue coloration.

Several investigators have studied the chronic health and reproductive impacts of nitrate contaminated drinking water. Recent studies have implicated nitrate exposure as a possible risk factor associated with lymphoma, gastric cancer, hypertension, thyroid disorder and birth defects. In addition, a recent investigation conducted by local public health officials in La Grange County, Indiana implicated nitrate-contaminated drinking water as the possible cause of several miscarriages (Schubert et.al., 1997).

Where people live and the depth of their ground-water supply determines the quality of the water they drink. Nitrate contamination generally decreases with increasing depth to ground water.

Map 6. Nitrate levels by Section



Nitrate Sources

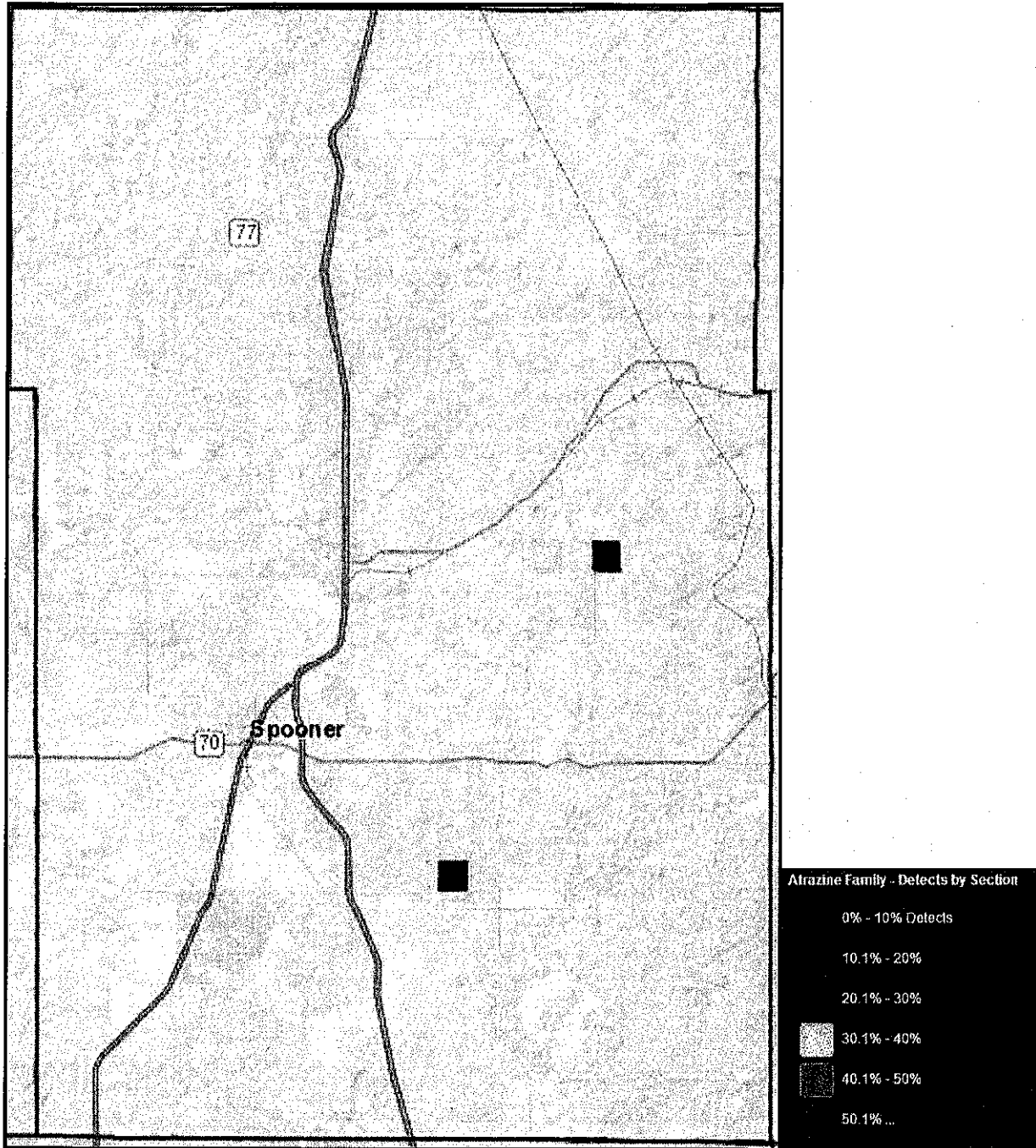
An estimated 2040 million pounds of nitrogen are deposited on Wisconsin's surface annually from agriculture, the atmosphere, septic systems and other sources (Shaw, 1994). Approximately 80% of this originates from agricultural sources divided almost equally among legumes, manure and commercial fertilizer. Another 18% of the nitrogen comes from atmospheric sources including combustion of gasoline in automobiles, and lightning. The remaining 2 % comes from septage, sludge disposal and other sources.

Atrazine family

Farmers have used it widely as a weed killer on corn fields since the early 1960s. In 1985, 77% of the acres of field corn and 49% of the acres of sweet corn in Wisconsin were treated with atrazine. A recent survey of rural Wisconsin wells found widespread atrazine contamination. Atrazine and its metabolites – substances formed as it breaks down in the environment – has been found to enter Wisconsin's groundwater from use on farm fields, spills or improper disposal. In most cases, the amounts detected did not pose a serious risk to health. Health effects, atrazine has been classified as a "possible" cancer-causing agent. Long-term exposure may increase a women's risk of breast cancer. Additionally animal feeding studies indicate that exposure to high levels of atrazine over a long period of time causes tremors and heart and liver damage. However, these effects have not been seen in humans. Atrazine can cause a skin allergy. If an allergy develops, future contact with low levels of atrazine can cause itching and redness.

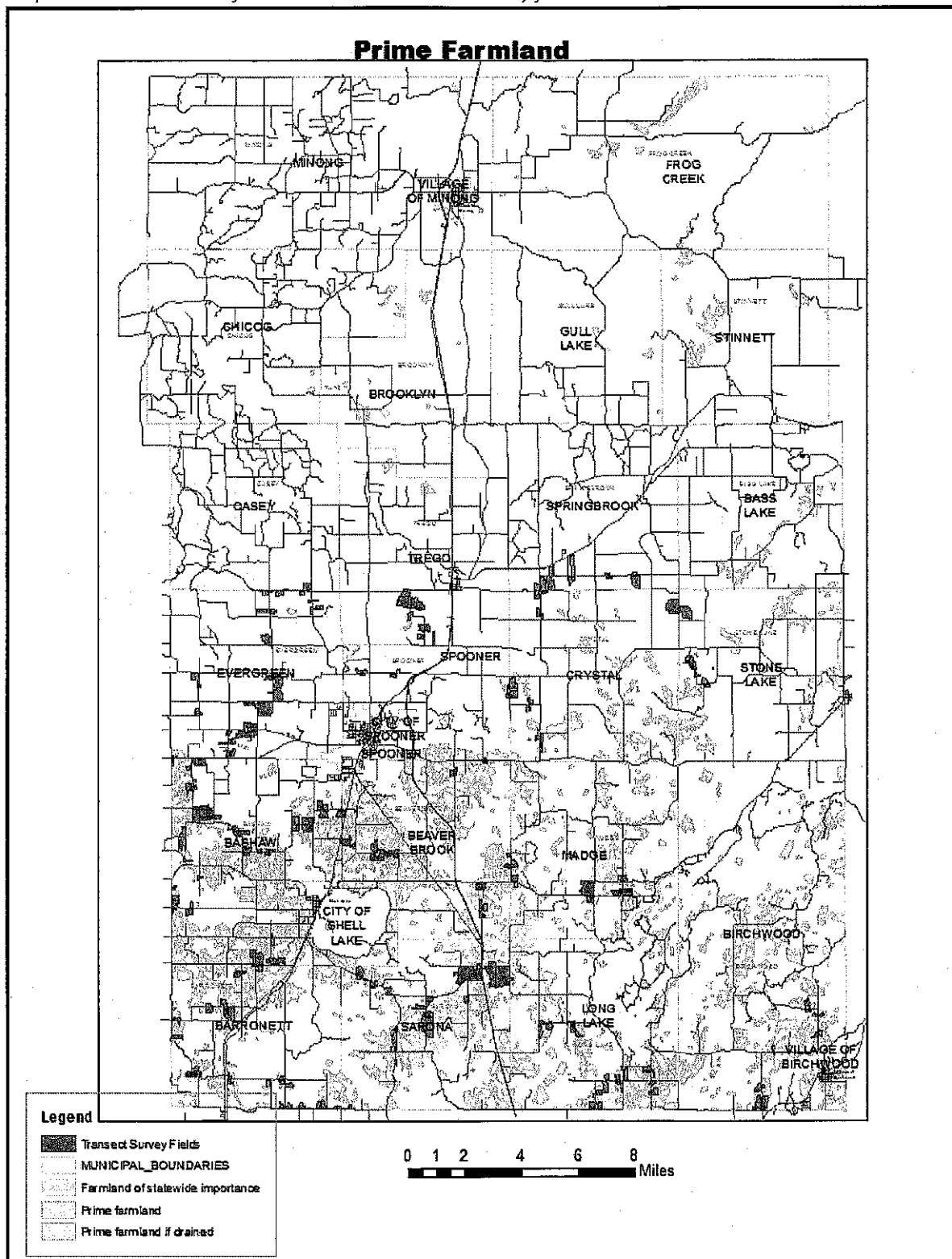
The Wisconsin Department of Agriculture, Trade and Consumer Protection has taken action to reduce atrazine use to prevent any more groundwater contamination. Today, we have restricted use of atrazine and is prohibited in some areas. Atrazine at 3 ppb level is called an "enforcement standard," which means that if found at that level, a move to prohibit its use in the area can be made. This is done through administrative rule, ATCP 30, or through administrative order.

Map 7. Atrazine detects from drinking wells

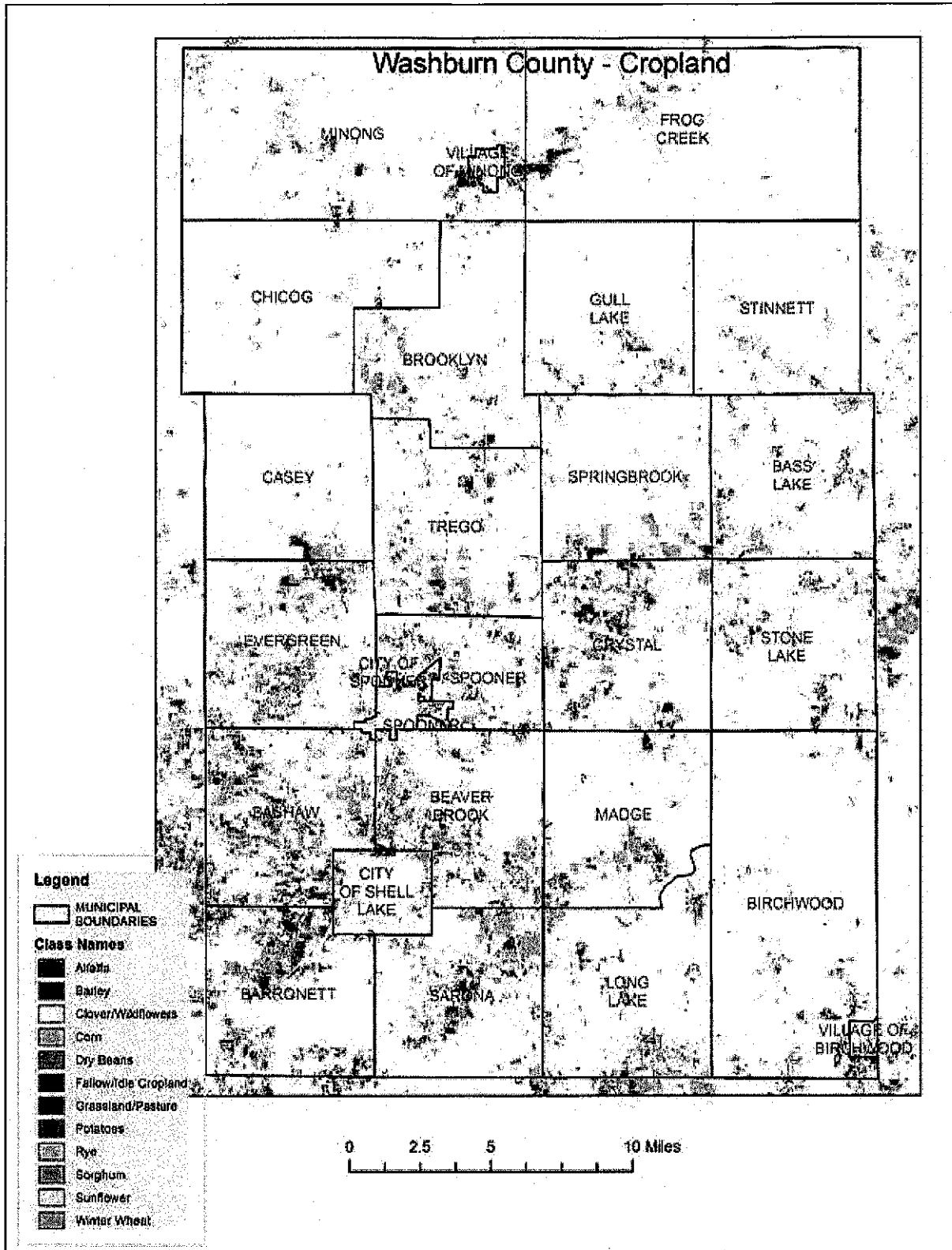


Resources Inventory: Cropland

Map 8. Prime Farmland of Washburn Co & Transect survey fields



Map 12. Washburn County 2015 Crops



Washburn County Agriculture Trends

Table 2. Crops & Crop Acreage, Total 28,033 acres (USDA National Agricultural Statistics Service)

Crop Acreage - Average for 2006 - 2016		
Crop	Acres	Percent
Corn	11407	43.51%
Soybeans	4618	17.61%
Hay	7419	28.29%
Spring Wheat	638	2.43%
Fallow/Idle Cropland	584	2.23%
Dry Beans	504	1.92%
Oats	390	1.49%
Rye	243	0.93%
Winter Wheat	195	0.74%
Sunflowers	99	0.38%
Clover/Wildflowers	46	0.18%
Barley	40	0.15%
Canola	15	0.06%
Potatoes	13	0.05%
Sweet Corn	5	0.02%
Sorghum	2	0.01%
Flaxseed	2	0.01%

Table 3. Farms, Acres and Agronomics (USDA National Agricultural Statistics Service)

Washburn County	2012	2007	2002	% change (2002 to 2012)
Number of Farms	405	558	471	-14.0%
Land in Farms	87,387 acres	101,862 acres	105,432 acres	-17.1%
Average Size of Farm	216 acres	183 acres	224 acres	-3.6%
Market Value of Products Sold	\$32,519,000	\$19,760,000	\$17,127,000	89.9%
2007 - Crop Sales \$5,055,000 (26 percent)				
2007 - Livestock Sales \$14,705,000 (74 percent)				
2012 - Crop Sales \$15,636,000 (48 percent)				
2012 - Livestock Sales \$16,883,000 (52 percent)				

Table 4. Cattle (USDA National Agricultural Statistics Service)

Years	Number of cows	Milk per cow	# Herds	ALL CATTLE AND CALVES
2010	2,700	20,400	32	10,800
2011	2,800	20,400	30	10,200
2012	2,800	20,400	30	10,800
2013	2,800	21,300	23	8,100
2014	2,500	21,800	21	8,400
2015	2,400	21,800	20	8,400

Washburn County Agriculture Trends – Cropland

Table 5. Corn Production (USDA National Agricultural Statistics Service)

Northwest Area Barron, Bayfield, Chippewa, Douglas, Polk, Rusk, Sawyer and Washburn County

Corn Grain - FIELD CROP SUMMARY								
Year	Wisconsin			Washburn				
	Yield per acre Bushells	Value Per Bushell \$	Per Acre Value	Yield per acre Bushells	Per Acre Value	Corn Planted Acres	Value Washburn	NW Yield
2007	135	\$4.11	\$554.85					
2008	137	\$3.89	\$532.93					
2009	153	\$3.57	\$546.21					
2010	162	\$5.27	\$853.74	150	\$790.50	10,600	\$8,379,300.00	159
2011	155	\$6.02	\$933.10	138	\$830.76	10,700	\$8,889,132.00	145
2012	120	\$6.69	\$802.80	127	\$848.96	10,800	\$9,168,778.80	126
2013	145	\$4.38	\$635.10	82	\$360.47	11,600	\$4,181,498.40	104
2014	156	\$3.67	\$572.52	97	\$354.89	8,450	\$2,998,812.05	149
2015	164	\$3.40	\$557.60	158	\$537.20	11,500	\$6,177,800.00	158
Average	147.4	\$4.56	\$665.43	125	\$620.46	10,608	\$6,632,553.54	140

Table 6. Corn Silage Production (USDA National Agricultural Statistics Service)

Northwest Area Barron, Bayfield, Chippewa, Douglas, Polk, Rusk, Sawyer and Washburn County

CORN FOR SILAGE Washburn			
	Acres	Yield Ton/Acre - Washburn County	Yield Ton/Acre - Northwest Area
2010	2,500	19	19
2011	2,200	19	20
2012	3,100	15	15.5
2013	2,400	15	13.5
2014	2,750	14.5	17
2015	2,720	20	18
AVG	2,612	17.1	17.2

Table 7. Soybean Production (USDA National Agricultural Statistics Service)

NW - Northwest Area Barron, Bayfield, Chippewa, Douglas, Polk, Rusk, Sawyer and Washburn County

SOYBEANS FOR BEANS - FIELD CROP SUMMARY						
	WI - Yield per acre Bu	NW Yield	Washburn Co. Yield	Per Bu \$	Per Acre	Planted Acres
2007	41					
2008	35					
2009	40					
2010	51	46	47	\$10.80	\$545.40	5,300
2011	47	40	42	\$11.70	\$549.90	5,100
2012	42	36	34	\$14.00	\$588.00	6,600
2013	39	22	23	\$12.80	\$499.20	6,670
2014	44	32	33	\$10.00	\$440.00	5,800
2015	50	46	44	\$8.50	\$420.75	NL
Average	43	37	37	\$11.30	\$507.21	5,894

Table 8. Alfalfa & Hay Production (USDA National Agricultural Statistics Service)

ALFALFA HAY (DRY): Washburn (Note: 2014 not listed)				
	Harvested Acres	Yield Tons/Acre	\$/Ton	Per Acre \$
2010	6,100	2.6	116	\$301.60
2011	6,100	2.8	188	\$526.40
2012	6,340	1.75	208	\$364.00
2013	6,630	1.85	151	\$279.35
2015	7,800	2.05	98.5	\$201.93
AVG	6,594	2.21	152.3	\$334.66
ALL OTHER HAY (DRY): Washburn (Note: 2011-12 not listed)				
	Harvested	Yield Tons/Acre	\$/Ton	Per Acre \$
2010	9,400	1.7	106	180
2013	7,650	1.55	192	298
2014	7,740	1.6	143	229
2015	4,130	1.6	91	146
AVG	7,230	1.6	133	213

Table 9. Crop Yields Washburn Co (USDA-NASS)

NW - Northwest Area Barron, Bayfield, Chippewa, Douglas, Polk, Rusk, Sawyer and Washburn County

Crop Yields			
	Washburn Co. Avg	State Avg	NW Avg
Corn Grain Bu/Ac	125	148	140
Soybeans for Beans Bu/Ac	43	37	37
Oats Bu/AC	60	64	60
Winter Wheat Bu/Ac	47	67	47
Barley		51	
Corn Silage Tons	17.1		
Alfalfa Hay dry	2.21		
Hay Other dry	1.6		

Setting Goals for Water Protection

The Federal Water Pollution Control Act of 1948 was the first major U.S. law to address water pollution. Growing public awareness and concern for controlling water pollution led to sweeping amendments in 1972. As amended in 1972, the law became commonly known as the Clean Water Act (CWA).

The 1972 amendments:

- Established the basic structure for regulating pollutant discharges into the waters of the United States.
- Gave EPA the authority to implement pollution control programs such as setting wastewater standards for industry.
- Maintained existing requirements to set water quality standards for all contaminants in surface waters.
- Made it unlawful for any person to discharge any pollutant from a point source into navigable waters, unless a permit was obtained under its provisions.
- Funded the construction of sewage treatment plants under the construction grants program.
- Recognized the need for planning to address the critical problems posed by *nonpoint source pollution*.

Under the Clean Water Act, every state adopted water quality standards to protect, maintain and improve the quality of its waters.

For Wisconsin water quality standards to protect, maintain and improve the quality of its water are contained within WI. Stats. CHAPTER 281, WATER AND SEWAGE.

The Wisconsin Department of Natural Resources (WDNR) promulgated rules setting standards of water quality to be applicable to the waters of the state, recognizing that different standards may be required for different waters or portions thereof. Water quality standards shall consist of the designated uses of the waters or portions thereof and the water quality criteria for those waters based upon the designated use. Water quality standards shall protect the public interest, which include the protection of the public health and welfare and the present and prospective future use of such waters for public and private water systems, propagation of fish and aquatic life and wildlife, domestic and recreational purposes and agricultural, commercial, industrial and other legitimate uses. In all cases where the potential uses of water are in conflict, water quality standards shall be interpreted to protect the general public interest.

These standards set the appropriate level of protection by:

1. ***Establishing designated uses - determine the types of activities the water should support***
2. ***Establishing water quality criteria standards - to protect these uses from excess pollution.***
 - a. ***(WQBELS) Water quality-based effluent limitations or,***
 - b. ***(TMDL) Total Maximum Daily Loads – EPA approved***
3. ***Established an antidegradation policy to maintain and protect existing uses and high quality waters***
4. ***Identify general policies to implement these protection levels in point source discharge permits***

DESIGNATED USES ARE:

1.) Fish and Aquatic Life,

- a) Subcategories for Streams & Rivers - Cold Water, warm Water Sport Fish, Warm Water Forage Fish, Limited Forage, and Limited Aquatic Life
- b) Subcategories for Lakes - Shallow Seepage, Shallow Headwater, Shallow Lowland, Deep Seepage, Deep Headwater, Deep Lowland, Small Lakes, Spring Ponds, Two-Story Lakes, and Reservoirs

2.) Recreation,

3.) Public Health and Welfare,

4.) Wildlife.

WATER QUALITY STANDARDS

Are found in the following Wisconsin administrative rules:

- 1. (NR 102) WISCONSIN SURFACE WATERS
- 2. (NR 103) WATER QUALITY STANDARDS FOR WETLANDS
- 3. (NR 104) USES AND DESIGNATED STANDARDS FOR
 - a. Intrastate Waters
 - b. Interstate Waters
- 4. (NR 105) SURFACE WATER QUALITY CRITERIA AND SECONDARY VALUES FOR TOXIC SUBSTANCES
- 5. (NR 140) GROUNDWATER QUALITY

➤ **Water Quality-Based Effluent Limitations (WQBELS) or B. TMDL**

Water quality-based effluent limitations are calculated in order to insure that discharges to waters of the state are in compliance with water quality standards. **Chapter NR 106** of the Wisconsin Administrative Code addresses how to calculate water quality-based effluent limitations, and also includes the procedures for determining when it is necessary to include those limitations in permits for discharges to rivers, lakes, drainageways, wetlands, or other surface waters in the State of Wisconsin.

Water Quality-Based Effluent Limitations (WQBELS) Equation

$$\text{Limitation} = [(WQC) (Q_{s+} + (1-f) Q_e) - (Q_{s-} - fQ_e) (C_s)]/Q_e$$

Where:

Limitation = Water quality based effluent limitation

WQC = the water quality criterion concentration

Q_s = Receiving water design flow

Q_e = Effluent flow

f = Fraction of the effluent flow that is withdrawn from the receiving water

C_s = Upstream concentration

➤ **Total Maximum Daily Loads (TMDL- U.S. EPA approved)**

A TMDL is developed after consideration of all sources of pollution to an impaired waterbody and is stated as the amount of pollutant that the waterbody can assimilate and not exceed water quality standards. TMDL pollutant loads are determined in consideration of in-water targets that must be met for the waterbody to respond favorably. Targets may be based on promulgated numeric water quality criteria or may be based on narrative criteria developed in consideration of local data and/or nearby reference sites.

Once targets are set for the waterbody, the TMDL is established by allocating the allowable load between the point sources (WLA) and the nonpoint sources (LA) with some amount of the total load set aside as a margin of safety (MOS). The three components that make up a TMDL= WLA + LA + MOS.

WLA – The waste load allocation (WLA) is the total allowable pollutant load from all point sources (e.g. municipal, industrial, CAFOs, MS4 stormwater). Reserve capacity may either be built into the WLA or be a separate component of the total loading capacity to allow for future growth in the watershed.

LA – The load allocation (LA) is the allowable pollutant load from **nonpoint sources** (agricultural, CAFO off-site land-spreading, residential runoff, etc.). Natural sources (e.g., runoff from non-disturbed areas) are typically covered under the load allocation, and whenever possible **nonpoint source loads and natural background loads should be distinguished**.

MOS - The margin of safety (MOS) accounts for uncertainty in modeling and calculating WLAs and LAs.

Once the TMDL is developed and approved, federal and state regulations then require implementation of TMDLs to meet water quality standards where there are implementation mechanisms in place and supported by law. For point source discharges, WLAs delineated in the TMDL needs to be expressed in Wisconsin Pollutant Discharge Elimination System (WPDES) permits.

Relationship of WQBELS and TMDL based limitations.

When deciding whether to use a TMDL based limit as a substitute for the limitations calculated under (WQBELS) the WDNR shall consider the following factors:

- 1.) The degree to which nonpoint sources contribute phosphorus to the impaired water;
- 2.) Whether waters upstream of the impaired waters are meeting the phosphorus criteria; and
- 3.) Whether waters downstream of the impaired water are meeting the phosphorus criteria.
 - If the phosphorus limitation based on an approved TMDL is less stringent than the water quality based effluent limitation the WDNR may include the TMDL based limit instead of WQBELS.
 - If a phosphorus water quality based limit calculated under WQBELS has already taken effect in a permit, the department may replace the limit with a less stringent TMDL based limit, if allowed pursuant to antidegradation procedures in Ch. NR 207.

Note: The TMDL based limitation may be less stringent than the water quality based effluent limitation calculated in cases where nonpoint sources are the significant phosphorus sources responsible for the impairment.

Note: If the phosphorus limitation based on an approved TMDL is more stringent than the water quality based effluent limitation calculated WQBELS, the WDNR shall include the more stringent TMDL based limitation in the WPDES permit.

ANTIDegradation Policy

Outstanding and Exceptional Resource Waters

These designations are intended to meet federal Clean Water Act obligations requiring Wisconsin to adopt an antidegradation policy that is designed to prevent any lowering of water quality – especially in those waters having significant ecological or cultural value. Wisconsin has designated many of the state's highest quality waters as Outstanding Resource Waters (ORWs) or Exceptional Resource Waters (ERWs). Waters designated as ORW or ERW are surface waters which provide outstanding recreational opportunities, support valuable fisheries and wildlife habitat, have good water quality, and are not significantly impacted by human activities. ORW and ERW status identifies waters that the State of Wisconsin has determined warrant additional protection from the effects of pollution. For some higher quality waters, new or increased **discharges are either prohibited or allowed only in extreme and unique situations.**

Of Wisconsin's 15,000 lakes and impoundments, 103 are designated as ORW—fewer than 1%

Outstanding Resource Waters (ORWs) (listed in Chapter NR 102 of the Wis. Adm. Code) typically do not have any point sources discharging pollutants directly to the water (for instance, no industrial sources or municipal sewage treatment plants), though they may receive runoff from nonpoint sources. New discharges may be permitted only if their effluent quality is equal to or better than the background water quality of that waterway at all times—no increases of pollutant levels are allowed.

Exceptional Resource Waters (ERWs) - if a waterbody has existing point sources at the time of designation, it is more likely to be designated as an ERW. Like ORWs, dischargers to ERW waters are required to maintain background water quality levels; however, exceptions can be made for certain situations when an increase of pollutant loading to an ERW is warranted because human health would otherwise be compromised.

Waters designated for Fish and Aquatic Life uses

The extent or allowance of a new or increased discharge depends on the results of the following demonstrations where applicable:

1. If new limits are not needed to regulate the discharge, the discharge permit cannot be changed.
2. If the new or increased discharge results in any lowering of water quality, the discharger must demonstrate to DNR that the discharge accommodates important social or economic development. This may include a showing of increased employment, increased production, avoiding reductions in employment, increased efficiency, economic or social benefit to the community including industrial, commercial, or residential growth. If the social or economic demonstration cannot be made, no additional lowering of water quality will be permitted.
3. If the new or increased discharge would exceed 1/3 of the allowable and available capacity of a pollutant in a water body, the discharger must demonstrate whether or not the significant lowering can be prevented in a cost effective manner or if the significant lowering can be prevented by discharging to a different location.

Map 10. Outstanding & Exceptional Lakes of Washburn Co.

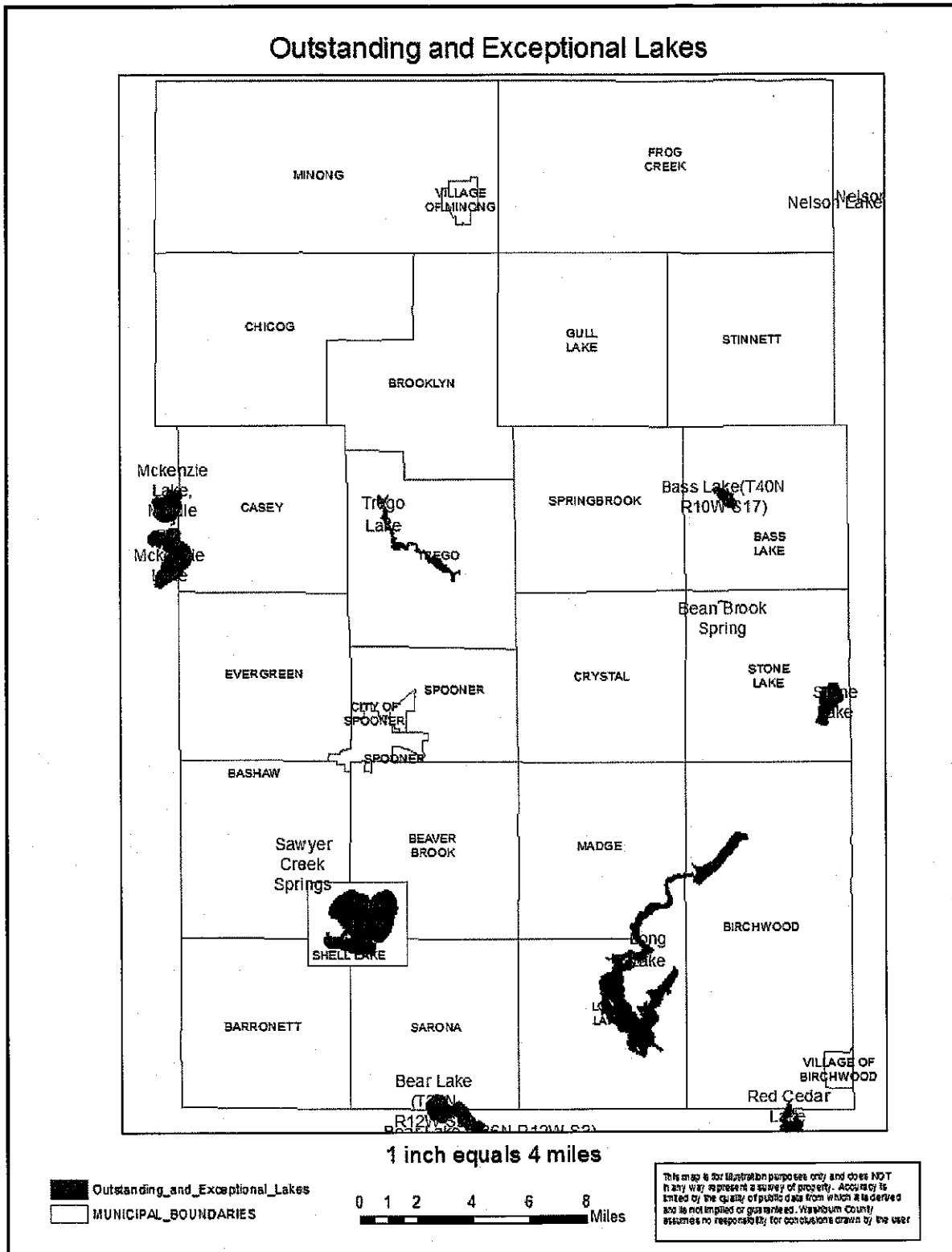


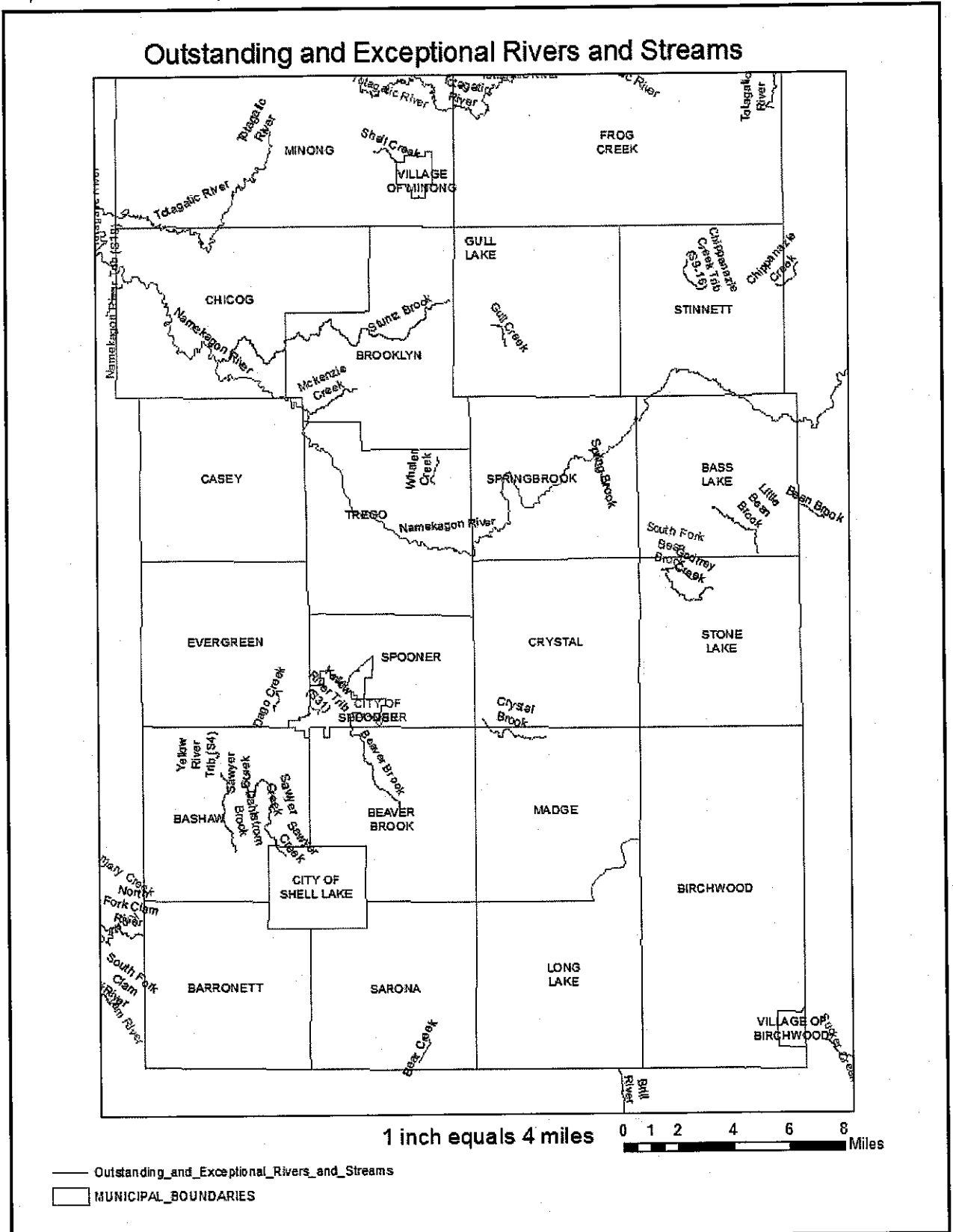
Table 10. Lakes designated as Outstanding Resource Waters

Local Waterbody Name	ORW/ERW	Watersheds	Code Reference
Trego Lake	ORW	SC21	102.10(1)(a)2
South Fork Bean Brook	ORW	SC21	102.10(1)(f)23
Bear Lake (T36N R12W S2)	ORW	LC10	102.10(1m)2
Red Cedar Lake	ORW	LC11	102.10(1m)2
Bass Lake(T40N R10W S17)	ORW	SC21	102.10(1m)20
Long Lake	ORW	LC10	102.10(1m)20
Mckenzie Lake, Middle	ORW	SC19	102.10(1m)20
Shell Lake	ORW	SC15	102.10(1m)20
Stone Lake	ORW	UC20	102.10(1m)20
Big Mckenzie Lake	ORW	SC19	102.10(1m)4

Table 11. Rivers & Streams Outstanding and Exceptional Resource Waters

Local Waterbody Name	ORW/ERW	Watersheds	Code Reference	Start Mile	End Mile	Mileage
Bear Creek	ORW/	LC10	102.10(1)(f)23m	14.6	15.61	1.01
Beaver Brook	ORW/	SC15	102.10(1)(f)23	0	4.42	4.42
Chippanazie Creek	/ERW	SC21	102.11(1)(a)	8.65	10.18	1.53
Chippanazie Creek Trib (S9-16)	/ERW	SC21	102.11(1)(a)	0	1.41	1.41
Crystal Brook	/ERW	SC15	102.11(1)(a)	0	4	4
Dago Creek	/ERW	SC15	102.11(1)(a)	0	1.21	1.21
Dahlstrom Brook	/ERW	SC15	102.11(1)(a)	0	3.81	3.81
Godfrey Creek	/ERW	SC21	102.11(1)(a)	0	3.39	3.39
Gull Creek	/ERW	SC21	102.11(1)(a)	7.52	8.81	1.29
Little Bean Brook	/ERW	SC21	102.11(1)(a)	0	3.41	3.41
Mckenzie Creek	/ERW	SC19	102.11(1)(a)	0	2.55	2.55
Namekagon River	ORW/	SC19,SC21,SC22	102.10(1)(a)2	31	68.36	37.36
Namekagon River	ORW/	SC17,SC19	102.10(1)(a)2	0	31	31
Namekagon River Trib (S18)	/ERW	SC19	102.11(1)(a)	0	0.34	0.34
North Fork Clam River	ORW/	SC13	102.10(1)(d)4	27.86	32.79	4.93
Sawyer Creek	ORW/	SC15	102.10(1)(f)23	1.32	5.01	3.69
Sawyer Creek	ORW/	SC15	102.10(1)(f)23	0	1.32	1.32
Sawyer Creek	ORW/	SC15	102.10(1)(f)23	5.08	6.58	1.5
Sawyer Creek Springs	ORW/	SC15	102.10(1)(f)23	null	null	0
Shell Creek	/ERW	SC20	102.11(1)(a)	3.33	4.69	1.36
Spring Brook	/ERW	SC21	102.11(1)(a)	0	1.47	1.47
Stuntz Brook	ORW/	SC19	102.10(1)(f)23	0	16.32	16.32
Totagatic River	ORW/	SC20	102.10(1)(a)5	24.04	48.81	24.77
Totagatic River	ORW/	SC20	102.10(1)(a)5	50.11	58.43	8.32
Totagatic River	ORW/	SC19	102.10(1)(f)2p	0	17.51	17.51
Totagatic River	ORW/	SC20	102.10(1)(f)2p	58.43	58.53	0.1
Totagatic River	ORW/	SC20	102.10(1)(f)2p	23.65	24.04	0.39
Totagatic River	ORW/	SC20	102.10(1)(f)2p	49.06	49.14	0.08
Totagatic River	ORW/	SC19	102.10(1)(f)2p	17.51	17.61	0.1
Whalen Creek	/ERW	SC21	102.11(1)(a)	3.22	4.38	1.16
Yellow River Trib (S31)	/ERW	SC15	102.11(1)(a)	0	0.61	0.61
Yellow River Trib (S4)	ORW/	SC15	102.11(1)(a)	0	0.36	0.36

Map 11. Washburn County Rivers and Streams designated as Outstanding & Exceptional Resource Waters



Policies to implement these protection levels in point source discharge permits

WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM (WPDES)

The National Pollutant Discharge Elimination System (NPDES) permit program addresses water pollution by regulating point sources that discharge pollutants to waters of the United States. Created in 1972 by the Clean Water Act, the NPDES permit program is authorized to state governments by EPA to perform many permitting, administrative, and enforcement aspects of the program.

The Clean Water Act prohibits anybody from discharging "pollutants" through a "point source" into a "water of the United States" unless they have an NPDES permit. The permit will contain limits on what you can discharge, monitoring and reporting requirements, and other provisions to ensure that the discharge does not hurt water quality or people's health. In essence, the permit translates general requirements of the Clean Water Act into specific provisions tailored to the operations of each person discharging pollutants.

The term point source is also defined very broadly in the Clean Water Act because it has been through 25 years of litigation. It means any discernible, confined and discrete conveyance, such as a pipe, ditch, channel, tunnel, conduit, discrete fissure, or container. It also includes vessels or other floating craft from which pollutants are or may be discharged. By law, the term "point source" also includes concentrated animal feeding operations, which are places where animals are confined and fed. By law, agricultural stormwater discharges and return flows from irrigated agriculture are not "point sources"

Wisconsin's permit program was established by Chapter 283.13(1), Wisconsin Statutes. In Wisconsin, WPDES permits are issued by the DNR Bureau of Water Quality, with federal oversight from the US EPA.

As of mid-2017: 322 industrial waste facilities held individual WPDES permits & 641 municipal waste facilities held individual WPDES permits.

WPDES permits:

1. *Municipal wastewater (Individual site specific permit)*
2. *Industrial wastewater*
 - a) *Individual permit*
 - I. *Major*
 - II. *Minor*
 - b) *General permit*
3. *Storm Water Permitting*
 - a) *Municipal Storm Water Sewer Systems (MS4s)*
 - b) *Construction Site Storm Water*
 - c) *Industrial Site Storm Water*
4. *Concentrated Animal Feeding Operations*

1. Municipal wastewater discharge facilities (Individual permit) - must be reviewed and approved by the DNR. Section 281.41, Wis. Stats requires DNR review of municipal and industrial treatment plant construction plans as well as related monitoring systems and groundwater monitoring wells.

Table 12. Municipal wastewater facilities – Washburn Co

Facility Name	City	County	Type
BIRCHWOOD VILLAGE OF	Birchwood	Washburn	Municipal WPDES
MINONG VILLAGE OF	Minong	Washburn	Municipal WPDES
SHELL LAKE CITY OF	Shell Lake	Washburn	Municipal WPDES
SPOONER CITY OF	Spooner	Washburn	Municipal WPDES

Note:

the above listed facilities do not have outfalls to surface waters, therefore the discharge of phosphorous into their watersheds has not been determined.

2. Industrial wastewater discharge

a) Individual

- I. **Individual Major industrial** - permits are issued for industries with significant wastewater volumes which can impact the receiving water. Majors are determined by calculating an EPA score which considers factors such as wastewater volume or stream flow, public health impacts, water quality, and more.
- II. **Individual Minor industrial** -All other specific (individual) industrial permits are considered industrial minors. Minor industrial permits span a variety of industrial activities including dairy, food processing, metal finishing, meat processing and manufacturing plants. Many of the facilities have both surface water and groundwater discharges regulated by the same permit.

Table 13. Industrial wastewater – Washburn Co

Facility Name	Receiving Water	2009-2011 Avg. Point Source Load (P - lbs)	Total Load (P - lbs)	Point : Nonpoint Source Ratio (%)	Nonpoint Source Dominated?
WI DNR GOV TOMMY THOMPSON FISH HATCHERY	Yellow River	153	3643	4:96	Yes

Note: Phosphorous load is annual and is based on a three year average. Total load are estimate loads from the receiving water to this point.

- b) General wastewater permits are specific categories of industrial, municipal and other wastewater discharges that are not a significant contributors of pollution and include:

Ballast Water Discharge	Non-Contact Cooling Water, or Condensate and Boiler Blowdown
Carriage and Interstitial Water from dredging Operations	Nondomestic Wastewater to a Subsurface Absorption System
Concrete Products Operations	Nonmetallic Mining Operations
Contaminated Groundwater from Remedial Action Operations	Outside Washing of Vehicles Equipment and Other Objects
Domestic Wastewater to a Subsurface Soil Absorption System	Pesticide Pollutant Discharges
Hydrostatic Test Water and Water Supply System Water	Petroleum Contaminated Water
Land Application of By-Product Solids	Pit/Trench Dewatering
Land Application of Industrial Sludge	Potable Water Treatment and Conditioning
Land-spreading of Industrial Liquid Wastes	Satellite Sewage Collection Systems
	Short Duration Discharge, Swimming Pool Facilities

3. Storm Water Permitting

a) **Municipal Separate Storm Sewer Systems (MS4s)**

Storm water runoff is rain and melting snow that flows off building rooftops, driveways, lawns, streets, parking lots, construction sites, and industrial storage yards. Storm sewers are used to collect large amounts of runoff from streets and parking lots. More than two hundred municipalities in Wisconsin that include cities, villages, towns and counties within urbanized areas are required to have Municipal Separate Storm Sewer System (MS4) permits.

The MS4 permits require that municipalities develop a storm water management program that includes information and education of the public, illicit discharge detection and elimination, creation and enforcement of local ordinances to regulate erosion control and long-term storm water management, and implementation of pollution prevention at municipally-owned facilities. MS4 permits require implementation of best management practices for source-area control instead of numerical effluent limits. The MS4 permits are effective for a period of up to five years, at which point the permits are updated and re-issued.

In Wisconsin, MS4 permittees are also required to implement a reduction in total suspended solids (TSS) in runoff that enters waters of the state as compared to no controls. A municipality is required under s. NR 216.07(6) (b), Wis. Adm. Code, to provide an assessment of the actions taken to comply with the TSS performance standards. The initial assessment must include a pollutant-loading analysis using a model such as SLAMM, P8, or equivalent methodology that is approved by the DNR.

- About 245 municipalities in Wisconsin are currently required to have a Municipal Separate Storm Sewer System. A MS4 permit is required for a municipality that meets one of the following criteria:
- It is located within a federally-designated Urbanized Area
- Its population equals 10,000 or more based on the latest decennial census; or
- When the Department of Natural Resources designates the municipality for permit coverage in accordance with s. NR 216.025.

Note: At this time no municipalities within Washburn County are required to have a MS4 permit.

b) **Construction site storm water permit**

Construction projects requiring permit coverage include activities that disturb one acre or more of land through:

- | | |
|-------------------|------------------------|
| 1. clearing; | 4. stockpiling of fill |
| 2. grading; | material |
| 3. excavating, or | |

Landowners must submit a Water Resources Application for Project Permits (WRAPP) to obtain construction site storm water permit from the DNR. Conditions of the permit includes developing an erosion control plan which addresses the discharge of sediment and other pollutants that are carried in runoff from the construction site. The plan details how to control sediment and other pollutants on the construction site by using control practices throughout the duration of the construction project and stabilization of the site. Erosion and sediment control Best Management

Practices (BMPs) include sediment ponds, tracking pads, silt fences and temporary seeding. Sequencing, inspection and maintenance procedures for BMPs must be included in the erosion control plan. (See page

Agricultural exemptions:

1. Planting, growing, cultivating and harvesting of crops for human or livestock consumption and pasturing or yarding of livestock, including sod farms and tree nurseries. This exemption does not include the construction of structures such as barns, manure storage facilities or barnyard runoff control systems.
2. Silviculture activities, including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control are not regulated by this NR21. Clearing and grubbing of an area of a construction site is not a silviculture activity.

c) Industrial storm water permit

Natural Resources Chapter 216, Wis. Adm. Code, (NR 216) lists certain types of industries in the state that need to obtain storm water discharge permits from the Department of Natural Resources. Permits are issued under a tiered system that groups industries by type and by how likely they are to contaminate storm water.

Tier 1 permits cover various “heavy” manufacturers such as paper manufacturing, chemical manufacturing, petroleum refining, ship building/repair, and bulk storage of coal, minerals and ores.

Tier 2 includes “light” industries that engage in activities that may contaminate storm water or have materials exposed to storm water. The potential for storm water exposure to industrial materials at these sites, while still a concern, is less than at Tier 1 sites.

The Tier 2 group includes:

- i. Facilities engaged in food processing, furniture manufacturing, paper products, or electronics.
- ii. Non-metallic mineral mining (e.g., sand, gravel, rock, and other aggregate).
- iii. Transportation facilities with vehicle maintenance areas, and other industrial activities listed in NR 216.
- iv. Designation for industrial facilities if the industry has no discharge of contaminated storm water.

4. Concentrated Animal Feeding Operation (CAFO)

A Wisconsin animal feeding operation with 1,000 animal units or more is a large Concentrated Animal Feeding Operation. Wisconsin DNR requires that CAFOs have a DNR approved Wisconsin Pollutant Discharge Elimination System (WPDES) permit in place before they can operate.

- a. There is a “zero” discharge standard for runoff to navigable waters from CAFO animal production areas (areas where animals are housed or otherwise confined, manure is stored and feed is stored).

- b. DNR reviews and approves plans and specifications for reviewable facilities (e.g. manure and process wastewater storage and handling systems).
- c. CAFOs must be prepared for manure and non-manure spills by developing a response plan and must properly dispose of animal carcasses
- d. Manure spread on land must be set back from drinking water wells, sinkholes and fractured bedrock.
- e. Additional restrictions apply to manure and process wastewater spread on shallow soils over fractured bedrock.
- f. Operators may not spread liquid manure on frozen or snow-covered ground unless it's injected or immediately incorporated into soil or there is an emergency outside the operation's control.
- g. Operators may not spread solid manure on frozen or snow covered ground during February and March unless immediately incorporated. Farmers can stack solid manure in fields or store it in a designed structure during February and March.
- h. Six months of liquid manure storage is required with some exceptions.
- i. Nutrient management plan -
 - 1. A phosphorus-based nutrient management plan (NMP) that outlines the amounts, timing, locations, methods and other aspects related to land application of manure and process wastewater. Controlling P delivery is based on NRCS Standard 590 and, in most cases, allows operations to use either the Soil Test Phosphorus Strategy or the PI Strategy on a field-by-field basis.
 - 2. Nutrient management plans require:
 - I. field soil testing reports done every four years or more frequently;
 - II. planned and actual application rates, methods and timing for manure and process wastewater;
 - III. field soil erosion and phosphorus delivery to surface waters calculations;
 - IV. nutrient crediting, from manure, wastewater, organic matter, etc.;
 - V. maps showing field-specific spreading restrictions and soils;
 - VI. manure spreading field-specific reports and procedures; and
 - VII. detailed plan narratives
- j. There are also inspection, monitoring and reporting requirements

Table 14. Permit - Concentrated Animal Feeding Operation (CAFO)

Permittee Name	Address	Animal	Number of Animal Units	Proposed Number of Animal Units
Legacy Farms LLC	W8659 Woodyard Road, Shell Lake, WI 54871	Dairy Type	1852	2025

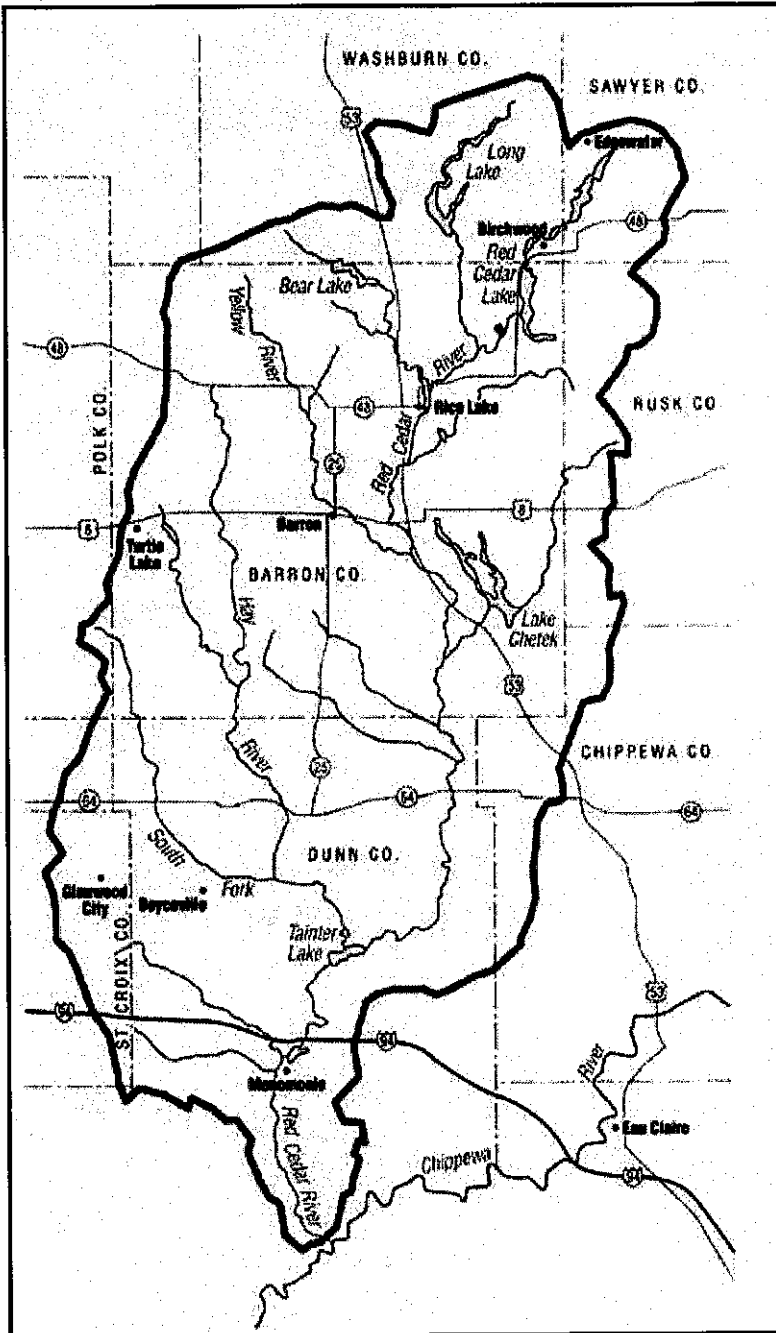
Note: As a point source there is a "zero" discharge standard for runoff to navigable waters from the animal production areas. The contribution to water pollution is based on typical crop production and animal waste utilization (field spreading) which contributes to non-point source pollution. Their Nutrient Management plan is jointly reviewed by the Land and Water Conservation Department and DNR staff. The basis of the county's review is through its animal waste ordinance.

Restoring Impaired Waters

Washburn County is in either the:

1. **Tainter Lake, Lake Menomin TMDL (approved in 2012) Impairment Phosphorous**
2. **Lake St. Croix TMDL (implemented in 2013) Impairment Phosphorous**

Map 12. Tainter Lake, Lake Menomin TMDL Area



1. TAITER LAKE, LAKE MENOMIN TMDL (APPROVED IN 2012)

Phosphorus TMDLs for Lakes Menomin and Tainter were completed in May 2012 and approved by the EPA on September 14, 2012. These "lakes" are impoundments of the Red Cedar River (RCR). The RCR Basin is 1700

square miles in size and is located in west-central Wisconsin. The basin includes the following counties: Washburn, Sawyer, Barron, Rusk, Chippewa, St. Croix, and Dunn. **Land use is primarily agriculture which contributes to excess phosphorus leading to recreational impairments** (unsightly blue-green algal blooms that limit wading, swimming and boating) in Lake Menomin and Tainter Lake. This has led to a poor fish and macroinvertebrate community and reduced recreational use. **The WDNR determined that phosphorus is the pollutant that must be addressed to reduce algal blooms and eutrophication to attain the recreational use.** Reduction of the TP loads is expected to improve water quality and return the waterbodies to the appropriate designated uses.

The RCR originates from Long Lake and Lake Chetac and drains south and eventually enters Tainter Lake. Several smaller tributaries drain into Tainter Lake, the most significant is Hay River. Tainter Lake is a 1700 acre impoundment of the river, with a dam (the Cedar Falls Dam) at the downstream end of the impoundment. Outflow from Tainter Lake and Cedar Falls Dam flows south approximately 5 miles into Lake Menomin. Lake Menomin is a 1400 acre impoundment of the Red Cedar River (RCR), with a mean depth of 7.5 feet and a residence time of 5 days. A dam is located at the base of the lake, and is operated similarly to the Cedar Falls Dam. The lake is nearly surrounded by the City of Menomonie. Over 96% of the flow into Lake Menomin is from the RCR/Tainter Lake, with only a few small tributaries entering Lake Menomin.

WDNR identified numerous sources of TP in the basin. Point sources of TP in the basin include fourteen municipal wastewater treatment facilities (WWTF) and five industrial facilities. Phosphorus is a component of the effluent discharged from municipal WWTFs, and may be a component in industrial discharge. Two Municipal Separate Storm Sewer System (MS4) communities are present in the watershed, Menomonie and Rice Lake. The stormwater discharge from MS4s can contain phosphorus from erosion of urban lands from sources such as lawn fertilizer, pet and animal waste, and other organic material. WDNR identified seven Concentrated Animal Feeding Operations (CAFOs) in the RCR Basin. The animal handling facilities at these CAFOs are not authorized to discharge pollutants under normal operations. Land application of manure from CAFOs is not included in the assumption of zero discharge. Rather, WDNR accounted for that loading of phosphorus in its calculation of the nonpoint source loads in the RCR Basin.

An implementation planning group has begun meeting, and WDNR identified several local groups that will be participating in the implementation efforts. The Implementation Plan will provide more specific details on funding, targeted sub basins, and opportunities for integrating existing efforts into a more cohesive plan.

Table 15. Phosphorous allocation (Taken from Tainter Lake TMDL Plan)

Category	Current TP Loading (lbs/yr)	TMDL (lbs/yr)	TMDL (lbs/day)
Load Allocation	463,400	156,900*	431*
Wasteload allocation	42,900	20,100	55
Total Loading Capacity	506,300	177,000	486

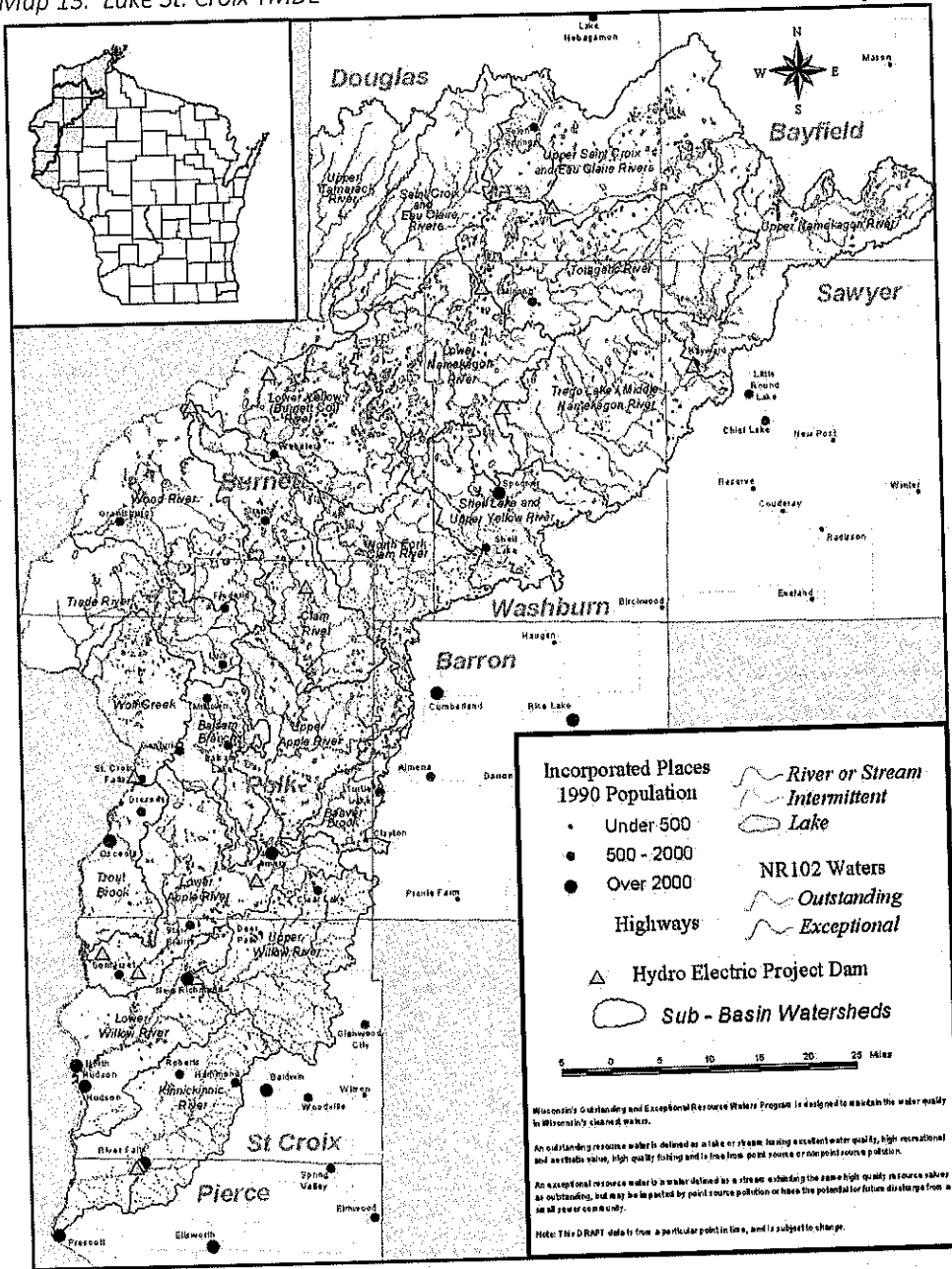
* - slightly revised from TMDL document

Category	Current TP Loading (lbs/yr)	TMDL (lbs/yr)	TMDL (lbs/day)
Outflow from Tainter Lake	319,000	145,300	398
Load Allocation (direct watershed)	3500	2200	6.2
Wasteload allocation (MS4)	3500	2200	6.1
General WPDES Permits Wasteload allocation *		10	0.028
Total Loading Capacity	326,000	149,710	411

*Excluding CAFOs

❖ LAKE ST. CROIX TMDL (IMPLEMENTED IN 2013)

Map 13. Lake St. Croix TMDL



On April 6, 2006, an agreement was signed by Sheryl Corrigan, Commissioner of the Minnesota Pollution Control Agency (MPCA) and Mike Smith, Secretary, WDNR committing their agencies to work cooperatively **to achieve the 20-percent phosphorus reduction goal. This goal formed the basis for the TMDL implementation efforts.**

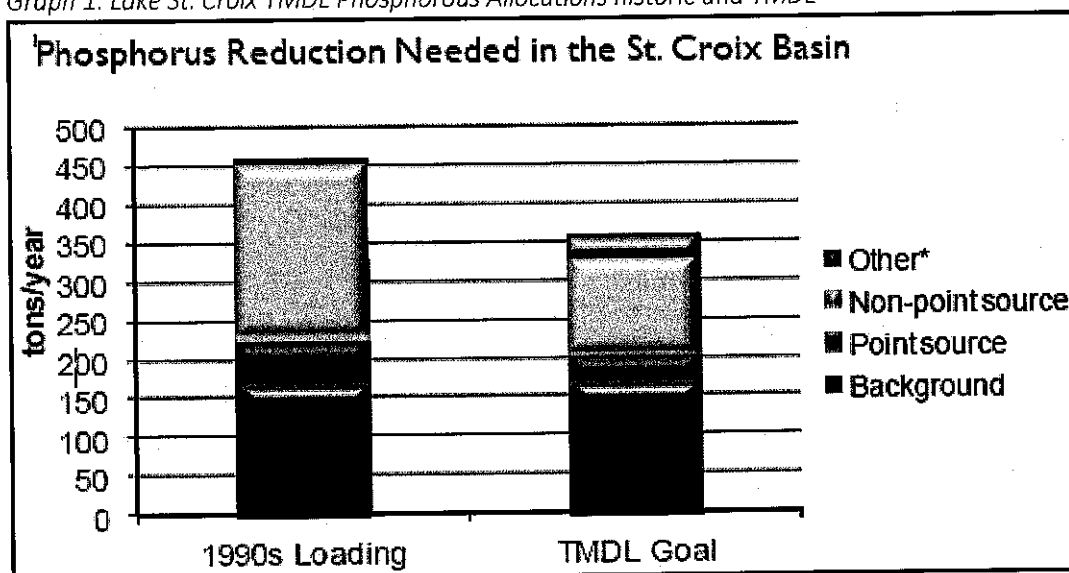
Lake St. Croix's phosphorus loading capacity was determined by means of historical concentration and load reconstructions, rather than by use of a water quality model, as in the large majority of TMDLs. The historical reconstructions spanned the period 1800 to 2000 and were based primarily on sediment cores extracted from the lake and analyzed by scientists at the St. Croix Watershed Research Station (SCWRS). Table below shows results from the load and concentration history reconstructions for the pre-1850 period, the 1940s, and the

1990s. The historical results revealed major shifts in Lake St. Croix beginning around 1950: large jumps in phosphorus loading and lake total phosphorus concentration, and a switch from benthic (bottom dwelling) to planktic (free floating) diatom community dominance. The St. Croix Basin Team recommended the 1940s-era conditions as load and water quality goals for Lake St. Croix. In terms of phosphorus, the 1940s-era conditions were 40 µg/L for TP concentration and 360 metric tons/yr. for overall P load.

Table 16. Historic P loading estimates in St. Croix Lake (Taken from Lake St. Croix TMDL Plan)

Time	Phosphorus Load (metric tons/yr)	Total Phosphorus (µg/L)	Chlorophyll-a2 (µg/L)	Secchi Depth2 (m)
Est. 2020	540	56	15	1.4
1990s	460	50	14	1.4
1940s	360	40	12	1.5
pre-1850	170	30	9	1.7

Graph 1. Lake St. Croix TMDL Phosphorous Allocations historic and TMDL



TMDL: WLA + LA + MOS + RC

WLA – The waste load allocation (WLA) is the total allowable pollutant load from all point sources (e.g. municipal, industrial, CAFOs, MS4 stormwater). Reserve capacity may either be built into the WLA or be a separate component of the total loading capacity to allow for future growth in the watershed.

LA – The load allocation (LA) is the allowable pollutant load from nonpoint sources (agricultural, CAFO off-site land-spreading, residential runoff, etc.). Natural sources (e.g., runoff from non-disturbed areas) are typically covered under the load allocation, and whenever possible nonpoint source loads and natural background loads should be distinguished.

MOS - The margin of safety (MOS) accounts for uncertainty in modeling and calculating WLAs and LAs.

RC - reserve capacity, which is a place-holder load for future pollutant sources or future expansion of existing sources.

The Total Maximum Daily Load, or “TMDL” report calls for a 38% reduction in the human-caused phosphorus carried to the rivers and streams of the basin, and eventually entering the St. Croix River and Lake St. Croix.

Washburn County allocations - Lake St. Croix TMDL

Washburn County's required reduction ranks 8th largest among the 19 counties in the basin.

To achieve the St. Croix Basin Partners' goal of 20% reduction by 2020

- 62,000 Lbs. of Phosphorous is the Current load (1990 baseline) from Washburn County
 - 51,300 Lbs of Phosphorous TMDL Load allocation for Washburn County
- = 10,660 Lbs of Phosphorous reduction to meet TMDL goals.
- To attain this goal, activities must be implemented that achieve an average annual rate of phosphorus reduction of:
 - 260 pounds per year over 30 years,
 - Or, 790 pounds per year over 10 years

Table 17. Lake St. Croix TMDL Phosphorous Load Reductions by DNR Watersheds

Washburn County contributing area and baseline phosphorus loading by subwatershed.								
Area in St. Croix Basin (ac)		By land use (1992 NLCD) *						Total
County		Ag	Forest	Grassland	Shrub land	Urban	Water	
Washburn		43,347	318,316	40,093	2,502	2,565	27,787	434,610
Sub watersheds		10%	73%	9%	1%	1%	6%	100%
Clam		5,177	8,917	4,809	5	5	343	19,256
Namekagon		18,469	196,077	14,878	2,348	659	16,041	248,472
St Croix		0	742	13	10	0	0	765
Totagatic		2,099	60,168	2,571	87	274	4,813	70,012
Yellow		17,602	52,411	17,821	51	1,626	6,589	96,100
Baseline Loading (lb/yr) ***		By Land use (1992 NLCD)						TMDL Load Reduction**
County	Total	Ag	Forest	Grassland	Shrub land	Urban	Water	
Washburn	61,979	24,303	27,951	7,895	220	1,438	173	10,660
Subwatershed	100%	39%	45%	13%	0%	2%	0%	17%
Clam	4,638	2,902	783	947	0.5	3	2	1,203
Namekagon	31,178	10,355	17,217	2,930	206	370	100	4,503
St Croix	69	0	65	3	1	0	0	3
Totagatic	7,158	1,177	5,283	506	8	154	30	462
Yellow	18,937	9,869	4,602	3,509	4	912	41	4,488

NOTES:

* Land use areas derived from GIS based 1992 NLCD dataset

** TMDL load reduction= sum of land use area * difference between baseline and TMDL phosphorus export coefficient.

Wisconsin's non-point source pollution (NPS) program

There are three main stakeholders that manage NPS pollution in Wisconsin:

1. The WDNR
2. The Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP),
3. *Wisconsin counties.*

The WDNR and WDATCP play three key roles in an effort to achieve the NPS management objectives and goals:

- 1) Creating and revising administrative rules;
- 2) Developing implementation tools and strategies;
- 3) Award funding through competitive and base grants**

ADDITIONAL NPS PROGRAM STAKEHOLDERS INCLUDE:

State

- Wisconsin Department of Transportation - Culvert replacement and erosion control and stormwater management on transportation projects
- Wisconsin Department of Administration Coastal Management Program
- Regional Planning Commissions - Regional stormwater and floodplain management planning
- University of Wisconsin Extension (UWEX) - Statewide implementation, outreach and education
- University of Wisconsin System - Madison, Stevens Point, others - Research and technical assistance
- Wisconsin Land and Water Conservation Association (WI Land+Water) - Nonprofit organization representing Wisconsin's County Board Land Conservation Committees and Land Conservation Department employees
- Wisconsin Counties Association (WCA) - Governmental association representing the interests of counties at both the state and federal level
- League of Wisconsin Municipalities – Governmental association representing the interests of cities and villages
- Wisconsin Land and Water Conservation Board (LWCB) - Advises WDATCP and WDNR on NPS grant allocations; reviews management plans and administrative rules
- Wisconsin Geological and Natural History Survey – Conducts studies, writes reports on the state of groundwater resources

Federal NPS program stakeholders:

- Environmental Protection Agency (EPA)
- USDA Natural Resources Conservation Service (NRCS)
- USDA Farm Service Agency (FSA)
- USDA Forest Service
- U.S. Geological Survey (USGS)
- National Oceanic and Atmospheric Administration (NOAA)
- U.S. Army Corps of Engineers
- Tribal governments

Active advocacy groups in Wisconsin include, but are not limited to:

- River Alliance of Wisconsin
- Nature Conservancy
- Sand County Foundation
- Wisconsin Lakes
- Wisconsin Wetlands Association
- Gathering Waters Conservancy
- Wisconsin Farm Bureau Federation

- Wisconsin Dairy Business Association
- Professional Dairy Producers of Wisconsin
- Wisconsin Farmers Union

- Clean Wisconsin
- Wisconsin League of Conservation Voters
- Midwest Environmental Advocates

- Wisconsin Rural Water Association

Local Stakeholders – Washburn County

Lakes organizations will play a role in implementing this plan. The lake organizations of Washburn County are listed below.

Table 18. County Lake Associations

Washburn County Lakes and Rivers Association & the Lake Associations of Washburn County:

- Bass-Patterson Lake Association
- Bean Lake Association
- Bear Lake Association
- Big Chetac Chain Lake Association
- Big Ripley Lake Association
- Casey-Loon Lake Association
- Deep Lake Association
- Devil's Lake Association at Hunt Hill
- Gilmore Lake Property Owners
- Gull Lake Property Owners Association
- Horseshoe Lake Association
- Island Lake Association
- Kimball Lake Protection Association
- Lake Club of Silver Lake

- Lake Nancy Protective Association
- Little Long Lake Association
- Little Ripley Lake Association
- Lower McKenzie Lake Association
- Long Lake Preservation Association
- McKenzie Lakes Association
- Minong Flowage Association
- Pokegama Lake Association
- Potato Lake Association
- Red Cedar Lakes Association
- Shell Lake District
- Slim Lake Association
- Spooner Lakes District
- Stone Lake Shore Owners
- Trego Lake District
- Twin Lakes Preservation Association

Volunteer citizen monitoring will be encouraged to assist in evaluating progress toward goals and to increase citizen involvement in land and water conservation programs.

Citizen Lake Monitoring Program

WDNR Area Coordinator Kris Larsen

Table 19. Citizen Lake Monitoring Network for Washburn County

Balsam Lake	2112800	Actv	Chemistry	Deep Hole	663045	Terry Pajerski
Bass Lake	2451300	Actv	Chemistry	Deep Hole	663050	Jerry Perkins
Bass Lake (Patterson)	2451900	Actv	Secchi	Deep Hole	663112	Don Richards
Bean Lake	2718500	Actv	Chemistry	Near Center	663128	Robert Reinert
Big Bass Lake	2453300	Actv	Secchi	Center	663167	Lisa Lundberg
Deep Lake	1844000	Actv	Chemistry	Deep Hole	663105	Bruce Keyzer
Dunn Lake	2709800	Actv	Secchi	Middle Basin	663132	Kris Larsen
Dunn Lake	2709800	Actv	Secchi	Southern Basin	663133	Kris Larsen
Gillmore Lake	2695800	Actv	Chemistry	Deep Hole	663116	Gerald Huse
Goose Lake	2709300	Actv	Secchi	Center	10048090	Troy Defrates
Gull Lake	2719400	Actv	Secchi	Deep Hole	663137	Leroy Gesche
Horseshoe Lake	2470000	Actv	Chemistry	West Basin	10042010	Kris Carlton
Horseshoe Lake	2470000	Actv	DO/Temp/Secchi	Deep Hole	10042003	Mike Durand
Kekegama Lake	2106200	Actv	Secchi	Center	663007	Terri Lynn Sabby
Lake Nancy	2691500	Actv	Chemistry	Site A-Big Lake	663156	Sam Lewis
Lake Nancy	2691500	Actv	Chemistry	Site B-Deep Hole	633151	Sam Lewis
Leesome Lake	2474800	Actv	Secchi	Deep Hole	10044615	Jim Sciacca
Little Ripley	2477300	Actv	Chemistry	Deep Hole	663114	Charlotte Shover
Little Sand Lake	2477700	Actv	Secchi	Deep Hole	663186	Jeremy Browen
Long Lake	2106800	Actv	Chemistry	Site A-Deep Hole	663088	Everett Grilley
Long Lake	2106800	Actv	Chemistry	Site E	663092	Everett Grilley
Long Lake	2106800	Actv	DO/Temp/Secchi	Site F	663118	Everett Grilley
Long Lake	2106800	Actv	DO/Temp/Secchi	Mud Lk Entry	663062	Everett Grilley
Lower Kimball Lake	2691800	Actv	Chemistry	Deep Hole	663059	John Meier
Lower McKenzie Lake	2706300	Actv	Chemistry	Deep Hole	663101	Jim Calabrese
Mathews Lake	2710800	Actv	Chemistry	Deep Hole	663054	Dick Howard
McLain	2481600	Actv	Secchi	Deep Hole	663166	Ed Rhodes
Middle Kimball Lake	2691900	Actv	Chemistry	Deep Hole	663052	Karen Ellingson
Middle Twin Lake	2482100	Actv	Secchi	At Deep Spot	663102	Darryl Rongitsch
Minong Flowage	2692900	Actv	Chemistry	Deep Hole	663099	Ron Brown
Minong Flowage	2692900	Actv	Secchi	Central Basin	163300	Ron Brown
North Twin Lake	2485900	Actv	Chemistry	Deep Hole	663103	Dave Thorsen
Pavlas Lake	2488100	Actv	Secchi	Deep Hole	663141	Joe Maxfield
Potato Lake	2714500	Actv	Chemistry	Deep Hole	663055	Harley Wells
Shell Lake	2496300	Actv	Secchi	Deep Hole	663010	Steve Byrd
Slim Lake	2109300	Actv	Chemistry	Deep Hole	663053	Rick Werenics
South Twin Lake	2494500	Actv	Chemistry	Deep Hole	663104	Gary Bergh
Spider Lake 1	1882100	Actv	Secchi	Deep Hole	663143	Craig Walkey
Spider Lake 2	1882200	Actv	Secchi	Deep Hole	663144	Craig Walkey
Spider Lake 3	1882300	Actv	Secchi	Deep Hole	663145	Craig Walkey
Spider Lake 4	1882400	Actv	Secchi	Deep Hole	663146	Craig Walkey
Spider Lake 5	1882500	Actv	Secchi	North Basin	663147	Craig Walkey
Spider Lake 5	1882500	Actv	Secchi	Center Basin	663148	Craig Walkey
Spider Lake 5	1882500	Actv	Secchi	South Basin	663149	Craig Walkey
Stone Lake	1884100	Actv	Chemistry	Deep Hole	663051	Allen Rosenwald
Tozer Lake	2502000	Actv	Secchi	Deep Hole	10028988	Dave Void
Unnamed Lake	2536900	Actv	Secchi	Deep Hole	663127	Fred Blake
Upper Kimball Lake	2692000	Actv	Chemistry	Deep Hole	663058	Karen Ellingson

Wisconsin Lake Leaders Institute, Current Washburn County Graduates - Enhancing Wisconsin's lake resources through leadership, training, and civic engagement.

Linda Anderson	Earl Cook	John Meyer	Lisa Burns
Fred Blake	Cathie Erickson	Philip Sylla	
Ronald Brown	Sam Lewis	Craig Walkey	

Identification of Impaired Waters

Every two years states are required to submit Water Quality Assessment Reports under Sections 305(b) and 303(d) of the Clean Water Act describing the condition of waters in the state. Section 303(d) of the Clean Water Act (CWA) mandates States to develop lists of all impaired waterbodies and prioritize these waters for establishment of plans to restore degraded areas (Total Maximum Daily Load reports). In addition, section 305(b) requires States to report on the overall condition of aquatic resources.

- The extent to which a state is assessing its waters for nutrient-related parameters,
- The extent of nitrogen and phosphorus pollution in the state, and
- The extent to which the state is working towards restoring nutrient-impaired waters by developing TMDLs or alternative restoration plans. Section 303(d) of the Clean Water Act (CWA) requires states to determine on a biennial basis whether waterbodies are impaired (not meeting designated uses or water quality criteria). One of the underlying goals of the CWA is to restore all impaired waters so they meet applicable water quality standards.

Table 20. Impaired Waters of Washburn County, Pollutant & Impairment

NAME	COUNTY NAME	WATER TYPE	POLLUTANT	IMPAIRMENT	STATUS_CODE
Big McKenzie Lake	Burnett, Washburn	Lake	Unknown Pollutant	Excess Algal Growth	Delist
Trego Lake	Washburn	Lake	Unknown Pollutant	Excess Algal Growth	Proposed for List
Balsam Lake	Washburn	Lake	Total Phosphorus	Eutrophication, Impairment Unknown, Excess Algal Growth	303d Listed
Red Cedar Lake	Barron, Washburn	Lake	Total Phosphorus	Eutrophication, Water Quality Use Restrictions, Excess Algal Growth	303d Listed
Slim Lake	Washburn	Lake	Total Phosphorus	Impairment Unknown	303d Listed
Bear Lake	Barron, Washburn	Lake	Total Phosphorus	Eutrophication, Excess Algal Growth	303d Listed
Long Lake	Washburn	Lake	Total Phosphorus	Eutrophication, Water Quality Use Restrictions	303d Listed
Deep Lake	Washburn	Lake	Total Phosphorus	Impairment Unknown, Excess Algal Growth	303d Listed
Gilmore Lake	Washburn	Lake	Total Phosphorus	Impairment Unknown	303d Listed
Gilmore Lake	Washburn	Lake	Mercury	Contaminated Fish Tissue	303d Listed
Harmon Lake	Washburn	Lake	Mercury	Contaminated Fish Tissue	303d Listed
Spring Lake	Washburn	Lake	Mercury	Contaminated Fish Tissue	Water Delisted
Silver Lake	Washburn	Lake	Mercury	Contaminated Fish Tissue	303d Listed
Minong Flowage	Douglas, Washburn	Impoundment	Mercury	Contaminated Fish Tissue	Water Delisted
Slim Creek	Washburn	River	Total Phosphorus	Impairment Unknown	Proposed for List

Local Components

Wisconsin's 72 counties, specifically the County Land and Water Conservation Departments, are the main vehicles for implementing state land and water conservation programs and funds targeting NPS pollution. The current regulatory approach to NPS pollution reduction centers on statewide enforceable agricultural and non-agricultural performance standards and manure management prohibitions (Chapter NR 151, Wis. Adm. Code. - RUNOFF MANAGEMENT).

NR 151 - AGRICULTURAL PERFORMANCE STANDARDS AND PROHIBITIONS

ALL FARMERS MUST:

- Meet tolerable soil loss ("T") on cropped fields and pastures.
- Annually develop and follow a Nutrient Management Plan (NMP) designed to keep nutrients and sediment from entering lakes, streams, wetlands and groundwater.
 - Farmers may hire a certified crop advisor or prepare their own NMP if they have received proper training.
- Use the phosphorous index (PI) standard to ensure that their NMP adequately controls phosphorous runoff over the accounting period.
 - Croplands, pastures, and winter grazing areas shall average a phosphorus index of 6 or less over the crop rotation and may not exceed a phosphorus index of 12 in any individual year within the crop rotation.
- Avoid tilling within 5 feet of the edge of the bank of surface waters. This setback may be extended up to 20 feet to ensure bank integrity and prevent soil deposition.

FARMERS WITH LIVESTOCK MUST:

- Prevent direct runoff from feedlots or stored manure from entering lakes, streams, wetlands and groundwater.
- Limit access or otherwise manage livestock along lakes, streams and wetlands to maintain vegetative cover and prevent erosion.
- Prevent significant discharges of process wastewater (milkhouse waste, feed leachate, etc.) into lakes, streams, wetlands, or groundwater.

FARMERS WHO HAVE, OR PLAN TO BUILD, MANURE STORAGE STRUCTURES MUST:

- Maintain structures to prevent overflow and maintain contents at or below the specified margin of safety.
- Repair or upgrade any failing or leaking structures to prevent negative impacts to public health, aquatic life and groundwater.
- Close idle structures according to accepted standards.
- Meet technical standards for newly constructed or significantly altered structures.

FARMERS WITH LAND IN A WATER QUALITY MANAGEMENT AREA (300 feet from streams, 1,000 feet from a lake, or in areas susceptible to groundwater contamination) MUST:

- Avoid stacking manure in unconfined piles.
- Divert clean water away from feedlots, manure storage areas, and barnyards located within this area.

NR. 151 Implementation and enforcement

Land Conservation Departments take the lead role in the implementation of **NR. 151 standards and prohibitions.**

Implementation and enforcement procedures for Livestock.

Compliance requirements for a livestock owner or operator based on whether a livestock facility is existing or new.

1. An owner or operator of an existing livestock facility, shall comply with a livestock performance standard or prohibition if all of the following have been met:
 - a. A determination is made that cost sharing has been made available.
 - b. The owner or operator of the livestock facility has been notified, *see notification conditions*
2. An owner or operator of an existing livestock facility, shall comply with the livestock performance standards and prohibitions, regardless of whether cost sharing is available.

Notification conditions

- 1.) An owner or operator must be notified in writing of the determinations.
- 2.) The notice shall be sent certified mail, return receipt requested or personal delivery.

The following information shall be included in the notice:

- a) A description of the livestock performance standard or prohibition being violated.
- b) The livestock facility status determination (new or existing)
- c) The determination as to which best management practices or other corrective measures are needed to comply with a livestock performance standard or prohibition and that they are eligible for cost sharing.
 - Cost Sharing - Landowner pays 30% of the cost and in cases where there is financial hardship 10%.

If that fails, the Land and Water Conservation Department, works closely with the Department of Natural Resources (DNR) and depending on the severity of the discharge and impacts to waters of the state – see categories below – either a Notice of Discharge (NOD) or Notice of Intent (NOI) to issue a NOD would be issued by the department to the owner or operator of the animal feeding operation.

- Category I – The unacceptable practice is identified as a point source discharge of pollutants to navigable waters typically through man-made devices (example: pipes, ditches, etc.).
- Category II – The unacceptable practice results in a discharge of pollutants to waters of the state due to failure to comply with the livestock performance standards and prohibitions identified in Chapter NR 151, Wisconsin Administrative Code.
- Category III – The unacceptable practice causes a discharge of pollutants to waters of the state that is not identified in the previous two categories.

Note: Under WI State Statue, Ch. 92. Local governmental unit may enact regulations of livestock operations that are consistent with and do not exceed the performance standards, prohibitions. At this time Washburn County has not enacted these regulations.

Implementation and enforcement procedures for manure storage.

On October 23, 2014 Washburn County amended their Animal Waste Ordinance to update and include the manure storage standards and prohibitions. Enforcement is conducted through the county. Further review of this ordinance can be obtained at -

https://library.municode.com/wi/washburn_county/codes/code_of_ordinances)

Implementation and enforcement procedures for cropland performance standards.

Compliance requirements for landowners and operators are based on whether the cropland is existing or new.

1. If any cropland is meeting a cropland performance standard on or after the effective date of the standard, the cropland performance standard shall continue to be met. If a landowner or operator alters or changes the management of the cropland in a manner that results in noncompliance with the performance standard, the landowner or operator shall bring the cropland back into compliance, regardless of whether cost-sharing is made available.
2. A landowner or operator of an existing cropland, shall comply with a cropland performance standard if all of the following have been done:
 - a. a determination is made that cost sharing has been made available
 - b. the landowner or operator has been notified

Notification conditions

- a. An owner or operator must be notified in writing of the determinations.
- b. The notice shall be sent certified mail, return receipt requested or personal delivery.
- c. The following information shall be included in the notice:
 - i. A description of the cropland performance standard or prohibition being violated.
 - ii. A determination (new or existing)
 - iii. A determination as to which best management practices or other corrective measures are needed to comply the cropland performance standards and that they are eligible for cost sharing.
3. A landowner or operator of a new cropland, shall comply with the cropland performance standards, regardless of whether cost sharing is available.

If that fails, the Land and Water Conservation Department, works closely with the Department of Natural Resources (DNR) and depending on the severity of the discharge and impacts to waters of the state – see categories below – either a Notice of Discharge (NOD) or Notice of Intent (NOI) to issue a NOD would be issued by the department to the owner or operator of the animal feeding operation.

Steady progress has been made towards carrying out the implementation strategy put in place shortly after Ch. NR 151, Wis. Adm. Code, went into effect October 1, 2002. However, the greatest barriers to implementation of performance standards continue to be insufficient staff levels, inadequate time and resources at both the state and county levels, and the lack of cost-share dollars for both hard (e.g. structural) and soft (e.g., management) practices.

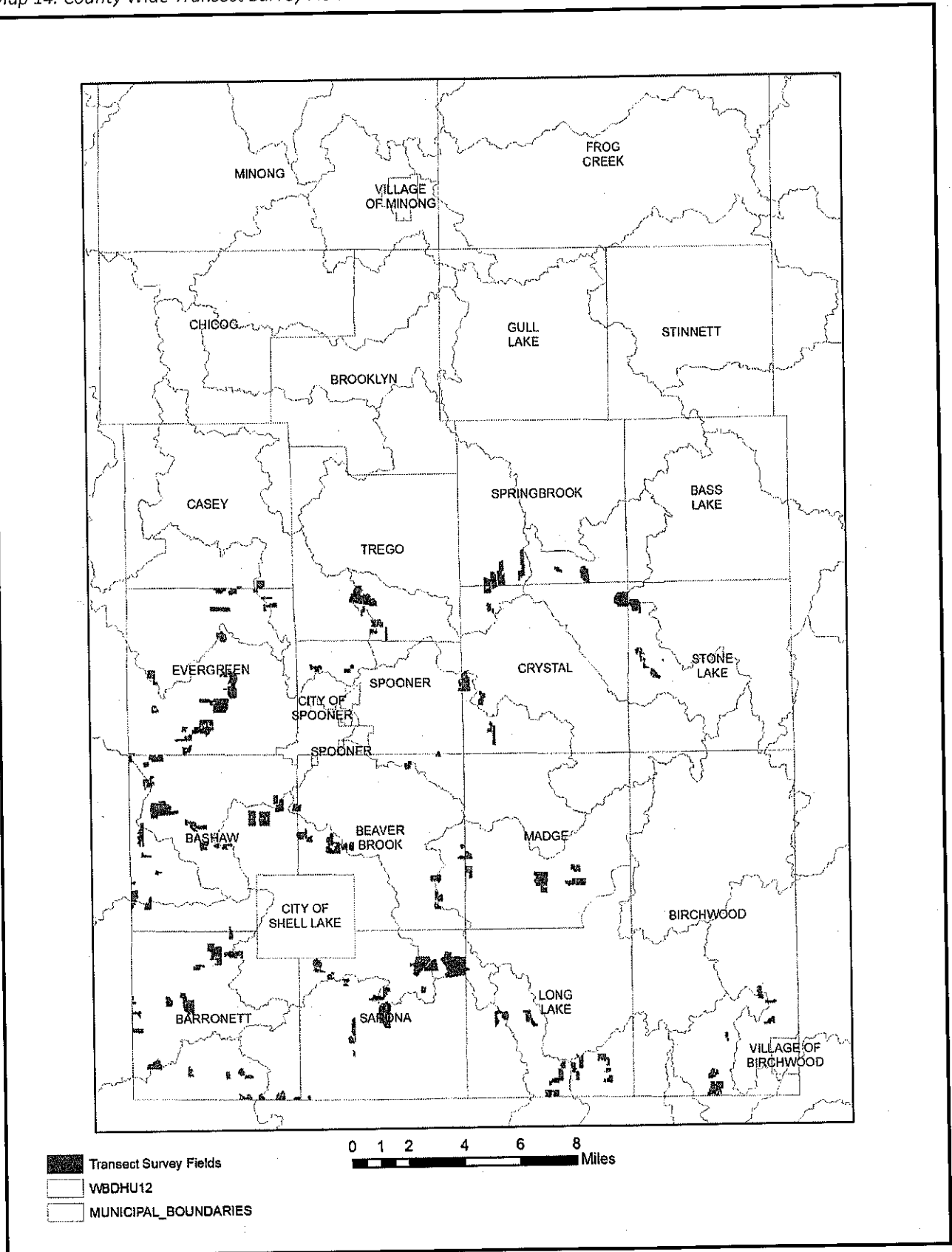
NPS Pollution Inventory & Assessment

Cropland:

Washburn County has been conducting a transect survey since 2000. Originally it was done to show progress for meeting Wisconsin's goal of T by 2000 and covered the entire county. In the northern half of the county most of the crop production, as a result of the sandy soils and short growing season, consisted primarily of hay production. In 2015 the transect survey was modified to include more fields where crop production of corn and soybeans are more prevalent.

- Results of this survey shows an average soil loss of 2.1 tons per acre using SNAP plus
- Also used to survey gully erosion in fields, 4 have been identified and noted on inventory map.
- Done in the fall and spring to evaluate tillage and corn silage production.

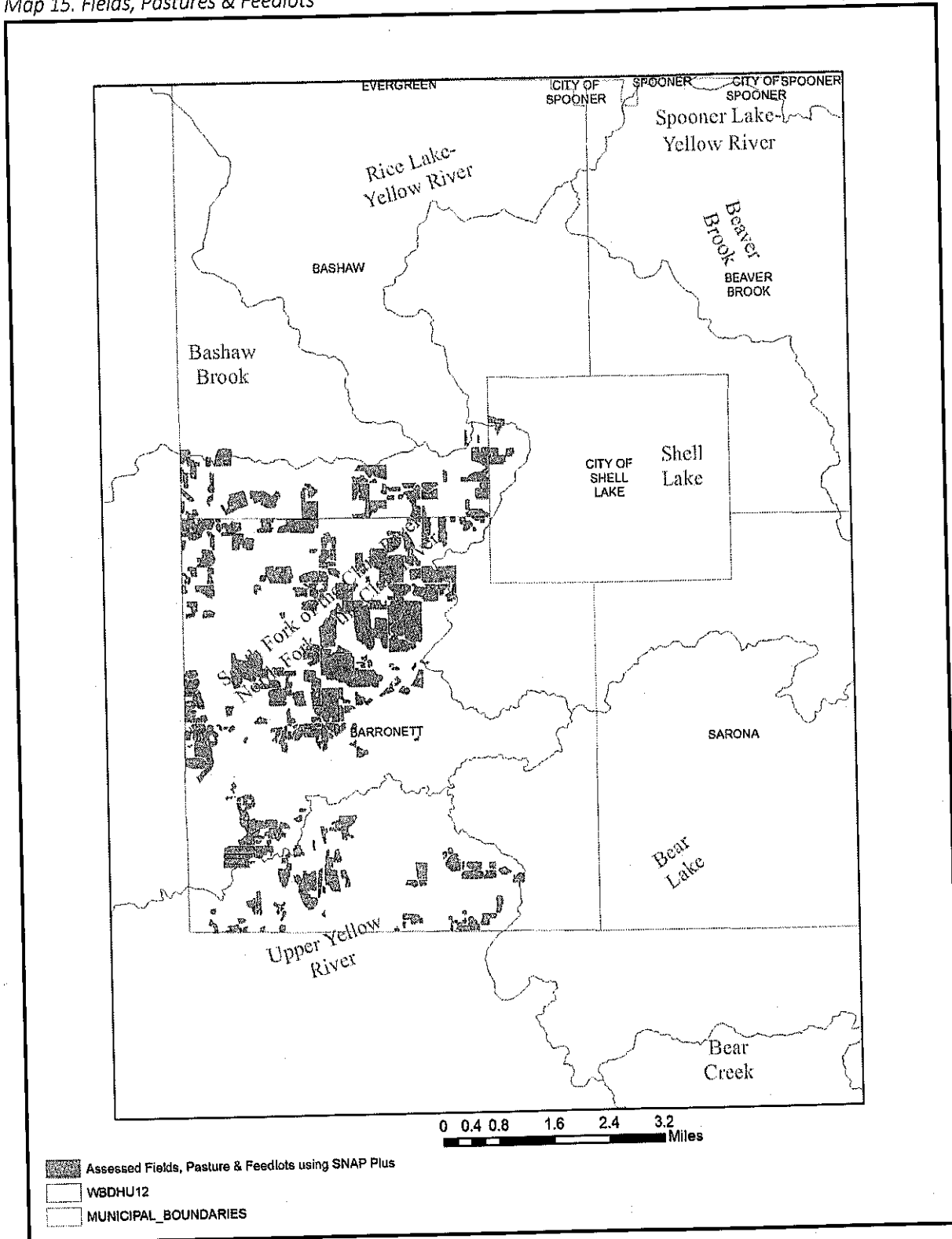
Map 14. County Wide Transect Survey Fields & HUC 12 Watersheds



Inventory & Assessment HUC 12 Watersheds

- South Fork of the North Fork of the Clam River HUC 12 watershed (19,596 Acres w/in Washburn Co.)
- Upper Yellow River HUC 12 watershed (5,981 Acres w/in Washburn Co.)

Map 15. Fields, Pastures & Feedlots



Inventory and assessment for the Upper Yellow River and the South Fork of the North Fork of the Clam River Watersheds

Objectives:

- *Estimate of phosphorous runoff from fields, pastures and feedlots*
- *Rank the fields, pastures and feedlots that are contributing the most phosphorous within their respective watersheds and use this to prioritize the allocation of resources and the coordination of effort with other agencies.*
- *Apply conservation practices and estimate Phosphorous reductions. Provide the structure for developing an implementation strategy (notices, information and education)*
- *Track reductions - Tracking itself will be done by putting this information onto a map, practices used, reduction amounts if and what NR 151 standards applied.*

Watersheds Assessment: Cropland using SNAP plus.

Explanation for the inputs used:

- The tillage information was based off from the transect survey on predominance of type and timing of tillage.
 - Used - SCD-SCND-SCND-SCND-SCND-SCND-SCND-None (Spring chisel & disc, Spring chisel no disc)
- crop rotation information was taken from UNITED STATES DEPARTMENT OF AGRICULTURE National Agricultural Statistics Service (USDA-NASS) Cropland Data Layer 2006 - 2016
 - Used - Cg-Sg15-Cg-Sg15-Cg-Csl-As-A (Corn grain, Soybean 15 inch row, Corn silage, Alfalfa seeding, Alfalfa) - *See table 2. page 13 for more detail*
- The soil test levels based on replacement needs of the crop for optimum level for the average yield within the County for the crop rotation. Additional information was taken from Nutrient Management Plans done within those watersheds.
 - Used - pH 6.6, Organic Matter 2.6%, P₂O₅ 45 Lbs/Ac, K₂O 180 Lbs/Ac – *See table 15. Page 15 for more detail*

Table 21. Fields within the Upper Yellow River Watershed and their phosphorous losses
 Rot. Avg PI - Rotational Average Phosphorous Index in Lbs/Acre/Year

Upper Yellow River					
Field Name	Rot Avg PI	Field Name	Rot Avg PI	Field Name	Rot Avg PI
37-13-31 1a	8	37-13-27 4b	3	37-13-34 2b	3
37-13-29 3a	7	37-13-28 3b	3	37-13-34 3a	3
37-13-32 3c	7	37-13-28 3c	3	37-13-35 1	3
37-13-27 4d	6	37-13-29 3f	3	37-13-35 3e	3
37-13-28 2	6	37-13-29 3g	3	37-13-35 3f	3
37-13-28 3d	6	37-13-29 4	3	37-13-35 3g	3
37-13-29 3	6	37-13-29 4d	3	37-13-35 i	3
37-13-31 4	6	37-13-29 4e	3	37-13-28 3a	2
37-13-32 1	6	37-13-29 4f	3	37-13-32 4b	2
37-13-32 3d	6	37-13-30 3	3	37-13-33 3	2
37-13-34 4	6	37-13-31 1	3	37-13-33 3c	2
37-13-35 2b	6	37-13-31 2	3	37-13-34 3	2
37-13-35 2c	6	37-13-31 3	3	37-13-34 3c	2
37-13-35 2d	6	37-13-31 4b	3	37-13-35 4	2
37-13-27 4c	5	37-13-32 3	3	37-13-32 3a	1
37-13-29 3 e	5	37-13-32 4	3	37-13-32 3b	1
37-13-35 2	5	37-13-32 4a	3	37-13-33 3a	1
37-13-35 2a	5	37-13-34 1	3	37-13-35 1a	1
37-13-27 4	3	37-13-34 2	3	37-13-35 3h	1
37-13-27 4a	3	37-13-34 2a	3		

Notes for the above table. Equation ((Phosphorus (P), lb. per acre per year) = [Particulate P losses from the edge of the field (PP, lb. per acre per year) + Dissolved P losses from the edge of the field, lb. per acre per year (SP)] x Total P Delivery Ratio (TPDR) (Particulate is the P attached to the soil and organic matter, Dissolved is the P that is in solution))

Table 22. Fields within the South Fork of the North Fork of the Clam River Watershed and their phosphorous losses

South Fork of the North Fork Clam River					
Field Name	Rot Avg PI	Field Name	Rot Avg PI	Field Name	Rot Avg PI
37-13-19 2g	10	37-13-19 1a	6	38-13-34 3c	6
37-13-20 2	9	37-13-19 1b	6	38-13-34 4b	6
37-13-20 2a	9	37-13-19 2	6	38-13-34 4c	6
37-13-20 2b	9	37-13-19 2b	6	38-13-34 4d	6
37-13-30 4	8	37-13-19 2c	6	37-13-10 2a	5
37-13-31 1c	8	37-13-19 2d	6	37-13-15 2	5
37-13-37 4b	8	37-13-19 2e	6	37-13-15 2d	5
37-13-30 4c	7	37-13-19 2f	6	37-13-15 3	5
37-13-31 4a	7	37-13-19 2i	6	37-13-16 1	5
37-13-10 1e	6	37-13-19 2j	6	37-13-16 1a	5
37-13-10 2	6	37-13-20 1h	6	37-13-16 1d	5
37-13-15 2b	6	37-13-20 1i	6	37-13-17 1a	5
37-13-15 2c	6	37-13-21 2	6	37-13-17 1d	5
37-13-16 2b	6	37-13-29 2c	6	37-13-17 3b	5
37-13-16 3	6	37-13-3	6	37-13-17 3c	5
37-13-16 3a	6	37-13-3 3e	6	37-13-17 4d	5
37-13-16 3b	6	37-13-4 3	6	37-13-18 2f	5
37-13-16 3c	6	37-13-4 4	6	37-13-19 3a	5
37-13-16 4	6	37-13-4 4b	6	37-13-21 2b	5
37-13-16 4a	6	37-13-6 2e	6	37-13-21 2c	5
37-13-16 4c	6	37-13-6 3	6	37-13-21 4	5
37-13-16 4d	6	37-13-7 2	6	37-13-29 1a	5
37-13-17 2	6	37-13-7b	6	37-13-29 1	5
37-13-17 2c	6	37-13-9 1	6	37-13-29 3b	5
37-13-17 2e	6	37-13-9 1b	6	37-13-29 3d	5
37-13-17 3a	6	37-13-9 2d	6	37-13-3 3	5
37-13-17 4	6	37-13-9 2e	6	37-13-3 3b	5
37-13-17 4a	6	37-13-9 3	6	37-13-3c	5
37-13-18 4	6	37-13-9 3a	6	37-13-5 3	5
37-13-19 1	6	38-13-26 3	6	37-13-5 3a	5

Table 22 Cont.

South Fork of the North Fork Clam River					
Field Name	Rot Avg PI	Field Name	Rot Avg PI	Field Name	Rot Avg PI
37-13-5 4	5	37-13-18 3a	3	37-13-2a	3
37-13-6 1e	5	37-13-18 1	3	37-13-30 1	3
37-13-8 1c	5	37-13-18 1a	3	37-13-30 1a	3
37-13-8 1d	5	37-13-18 2	3	37-13-30 1c	3
37-13-9 2	5	37-13-18 2a	3	37-13-30 1d	3
37-13-9 2a	5	37-13-18 2b	3	37-13-30 1e	3
37-13-9 2b	5	37-13-18 2c	3	37-13-30 4a	3
37-13-9 2c	5	37-13-18 2d	3	37-13-3 2	3
38-13-33 4b	5	37-13-18 2e	3	37-13-3 3d	3
38-13-34 4a	5	37-13-18 2g	3	37-13-3 4b	3
38-13-35 3	5	37-13-18 3b	3	37-13-32 4c	3
38-13-8 1a	5	37-13-18 3c	3	37-13-4 3a	3
37-13-30 1b	4	37-13-19 2a	3	37-13-4 3c	3
37-13-10 1a	3	37-13-19 2h	3	37-13-4 4c	3
37-13-10 2b	3	37-13-19 3	3	37-13-5 1	3
37-13-10 2c	3	37-13-19 4	3	37-13-5 2	3
37-13-10 3	3	37-13-20 1a	3	37-13-5 2a	3
37-13-15 2a	3	37-13-20 1g	3	37-13-5 4a	3
37-13-15 2e	3	37-13-20 1j	3	37-13-6 1	3
37-13-15 2f	3	37-13-20 1k	3	37-13-6 1a	3
37-13-16 1b	3	37-13-20 2c	3	37-13-6 1b	3
37-13-16 1c	3	37-13-2 3d	3	37-13-6 1d	3
37-13-16 1e	3	37-13-2 3	3	37-13-6 2	3
37-13-17 1	3	37-13-2 3a	3	37-13-6 2f	3
37-13-17 2a	3	37-13-2 3b	3	37-13-6 3b	3
37-13-17 2d	3	37-13-21 1	3	37-13-6 3c	3
37-13-17 3	3	37-13-21 2a	3	37-13-7 2a	3
37-13-17 4b	3	37-13-21 3	3	37-13-7 2c	3
37-13-17 pit	3	37-13-21 3a	3	37-13-9 1a	3
37-13-18 3	3	37-13-29 2a	3	37-13-9 1c	3

Table 22 Cont.

South Fork of the North Fork Clam River					
Field Name	Rot Avg PI	Field Name	Rot Avg PI	Field Name	Rot Avg PI
37-13-9 1d	3	37-13-17 4c	2	38-13-33 1a	2
38-13-26 3a	3	37-13-20 1	2	38-13-33 1c	2
38-13-31 1	3	37-13-20 1d	2	38-13-33 4	2
38-13-31 2	3	37-13-20 1e	2	38-13-33 4f	2
38-13-31 2a	3	37-13-20 1f	2	38-13-34 3a	2
38-13-31 2c	3	37-13-2 3c	2	38-13-35 1a	2
38-13-31 2e	3	37-13-22 2	2	39-13-31 3d	2
38-13-31 2f	3	37-13-22 2a	2	37-13-17 1c	1
38-13-31 3a	3	37-13-22 2c	2	37-13-19 1c	1
38-13-31 3d	3	37-13-29 2	2	37-13-20 1c	1
38-13-31 3e	3	37-13-29 3c	2	37-13-32 4d	1
38-13-31 3f	3	37-13-29 4a	2	37-13-4 4a	1
38-13-32 4	3	37-13-29 4b	2	37-13-6 2c	1
38-13-33 4a	3	37-13-3 2a	2	37-13-6 2d	1
38-13-33 4c	3	37-13-3 4	2	37-13-6 3a	1
38-13-33 4e	3	37-13-3 4a	2	37-13-8 1b	1
38-13-34 3	3	37-13-4 3b	2	38-13-31 2b	1
38-13-34 4	3	37-13-4 3d	2	38-13-31 2d	1
38-13-35 1	3	37-13-4 3e	2	38-13-31 3	1
38-13-35 2	3	37-13-6 1c	2	38-13-31 3b	1
38-13-35 2a	3	37-13-8 2	2	38-13-31 4	1
38-13-35 3b	3	37-13-8 2a	2	38-13-34 1	1
37-13-10 1	2	37-18-8 1	2	38-13-5 4a	1
37-13-10 1c	2	38-13-32 3	2	37-13-6 2g	0
37-13-10 1d	2	38-13-33 1	2		

- **South Fork of the North Fork of the Clam River – HUC 12 Watershed Assessment**
 - *Cropland 3250 Acres & 255 fields*
 - *Estimated Average PI = 4.4510 Lbs P/Ac./Yr. & Average Soil Loss 5.4 tons/acre/year*
 - *Total annual P loss into surface water runoff = 14,471 Lbs*
- **Upper Yellow River – HUC 12 Watershed Assessment**
 - *Cropland 522 Acres & 61 fields*
 - *Estimated Average PI = 4.0525 Lbs P/Ac. /Yr. & Average Soil Loss 5.0 tons/acre/year*
 - *Total annual P loss into surface water runoff = 2,121 Lbs*

P load reductions with conservation practices applied: Cropland

1. South Fork of the North Fork of the Clam River – HUC 12

2. Upper Yellow River – HUC 12

❖ Cover crops of small grains following soybean

Tillage: SCD-SCND-SCND-SCND-SCND-SCND-SCND-None

Rotation to: Cg-Sg+cv-Cg-Sg+cv-Cg-Csl-As-A (CV - small grain cover crop)

- South Fork of the North Fork of the Clam River – HUC 12 Watershed

- Average PI = 3.8737 Lbs/Ac
- Total annual P loss into surface water runoff with practice= 12,589 Lbs
- Pounds Total P annual reduction with practice applied at 100% = 1,882
- % reduction possible = 13

- Upper Yellow River – HUC 12 Watershed

- Average PI = 3.627 Lbs/Ac
- Total annual P loss into surface water runoff = 1,860 Lbs
- Pounds Total P annual reduction with practice applied at 100% = 261
- % reduction possible = 12

❖ Converting fields with high Phosphorous loss (rotational average PI equal to or greater than 8) into Managed Pastures (Pasture, rotationally stocked, grass/legume, legume 30% or more)

South Fork of the North Fork of the South Fork Clam River – HUC 12 Watershed

- Annual Phosphorous reduction with practice applied at 100% = 565 Lbs
- Average per year P reduction - 9 Lbs/Ac/Year

Table 23. High P Fields to rotationally stocked, grass legume forage with > 30% legume South Fork of the North Fork of the Clam River HUC 12 WS

Converting high Phosphorous loss cropland fields to managed pasture (South Fork of the North Fork of the Clam River)				
Field Name	Cropland Rotational Avg P Loss (Lbs/AC)	Acres	Product	Pasture, rotational stocking, grass/legume
37-13-19 2g	10	3.8	38.0	0
37-13-20 2	9	5.0	45.0	0
37-13-20 2a	9	5.0	45.0	0
37-13-20 2b	9	5.2	46.8	0
37-13-30 4	8	14.4	115.2	0
37-13-31 1c	8	3.9	31.2	0
37-13-37 4b	8	30.5	244.0	0

- Upper Yellow River – HUC 12 Watershed
 - Annual Phosphorous reduction with practice applied at 100% = 78.4 Lbs
 - Average P reduction attainable - 8 Lbs/Ac/Year

Table 24. Converting high P Fields to rotationally stocked, grass legume forage with > 30% legume Upper Yellow River HUC 12 WS

Converting high Phosphorous loss cropland fields to managed pasture (Upper Yellow River)				
Field Name	Cropland Rotational Avg P Loss (Lbs/AC)	Acres	Product	Pasture, rotational stocking, grass/legume
37-13-31 1a	8	9.8	78.4	0

Nutrient Reduction Strategy, Pasture:

Note: due to the relative small size of cropland area versus pasture and feedlot area the Upper Yellow River Watershed and the South Fork of the North Fork of the Clam River have been combined in assessing the phosphorous runoff estimates and the reduction estimates resulting from the installation of conservation practices.

- ❖ Converting continuous stocked, high density pastures to pastures with rotational stocked, grass and legume forage with more than 30% legumes, Results in table below

Table 25. Converting continuous stocked high density to rotationally stocked, grass legume forage with > 30% legume

Field Name	Acres	Past. Continuous stocking P Lbs/AC/Yr.	TP (Acres X PI)	Past. Rotational Stocking P Lbs/AC/Yr.
37-13-14 past 4	19.6	2	39	1
37-13-15 2d pasture	3.7	4	15	1
37-13-15 pasture	10.7	2	21	1
37-13-19 pasture	2.6	4	10	1
37-13-30 pasture	23.3	5	117	1
37-13-31 3 pasture	9.8	2	20	1
37-13-32 past	6.0	1	6	1
37-13-32 past A	24.0	1	24	1
37-13-34 pasture	11.2	1	11	1
37-13-4 past	18.9	2	38	1
38-13-26 4 pasture	17.8	2	36	1

Upper Yellow River and North Fork of the South Fork of the Clam River

- 148 acres of pasture within the two watersheds
- High density non managed pasture P runoff 2.363 Lbs/Acre to a Managed (rotationally stocked) grass and legume forage with 30% or more legumes, P runoff of 1 Lbs/Acre.
- P reduction within the two watersheds with practice applied at 100%. (Assuming half of the pastures meet the criteria of being a high density non-managed pasture) = 94.45 pounds

Nutrient Reduction Strategy, Feedlots:

❖ *Converting feedlots into rotationally stocked, managed pastures*

Within Washburn County the number of dairy farms has gone down from 123 in 1987 to 20 in 2016. Often these farms switch over to raising beef to utilize their pasture. Traditionally, and is still often the case the cattle are being fed and watered in an area near the barn as they did when it was a dairy farm. Generally they are tied there because of the cattle watering system. In addition often a portion of the feedlot receives additional runoff water from the barn roof and other impervious surfaces near the barn. While there are remedies for diverting the extra roof runoff water, having an additional watering system or more and moving them away from the barn placed higher up in the landscape where there is little runoff water will result in greater phosphorous reductions. In addition there is an economic benefit with rotational stocking in producing higher forage yields

Table 26. *Converting Feedlots into rotationally stocked, managed pastures*

Name	Acres	Feedlot P (Lbs/Ac/Yr.)	TP (Lbs/Ac/Yr.)	As managed Past P (Lbs/Ac/Yr.)
37-13-31 feedlot	0.9	29	26	1
37-13-9 1 feedlot	1.7	22	37	1
37-13-9 2 feedlot	0.8	22	18	1
37-13-9 2a feedlot	0.8	22	18	1
37-13-15 2a feedlot	0.4	20	8	1
37-13-15 2 feedlot	0.6	11	7	1
37-13-19 3 feedlot	0.6	11	7	0
37-13-9 1a feedlot	0.5	11	6	1
37-13-34 feedlot	0.1	10	1	1
37-13-3 feedlot	0.1	9	1	1
37-13-19 feedlot	1.0	7	7	1
38-13-31 3 feedlot	0.8	5	4	1

- Phosphorous coming from feedlots from both watersheds (138 Lbs/Acre/Year)
- Converted to Rotational stocked, managed pastures (8 Lbs/Acre/Year)
- 103 Lbs per acre per year reductions when 100% applied

Note: Phosphorous contributions are based on there being bare soils high in Phosphorous. It does no account for the runoff going through these areas and having manure on the surface, neither is it considering the amount of runoff from the impervious surfaces near the feedlots. Of the estimates this one likely deviates from the actual contributions and therefore also the reductions. Here both are likely to be significantly underestimated. High ranking sites will be prioritized and respective resources applied accordingly. Once practices are applied further assessment for Phosphorous reductions will be done using BARNY.

Note: There are zero Feedlots within the Surface Water Quality Management areas (Surface Water Quality Management Area, 1000 feet from a pond or lake, and 300 feet from a stream or river) within these two watersheds.

Priority Farms are:

1. Remaining Dairy farms - with just 20 left and one being a CAFO, the rest will be chosen as priority farms to encourage them to have updated NM plans.
2. Farms determined to have high phosphorous losses within the assessed watersheds.
3. Farms subject to a DNR notice of intent
4. Unused manure storage structures. Due to the dwindling number of dairy farms within Washburn County it is likely there are a number unused manure storage structures. Considering the risk they pose to groundwater and to the safety of people and animals, their proper abandonment will be a priority.

Goals & Voluntary Implementation Strategy with Targets

GOAL 1:

Pollutant load reductions within the South Fork of the North Fork of the Clam River and the Upper Yellow River HUC 12 Watersheds.

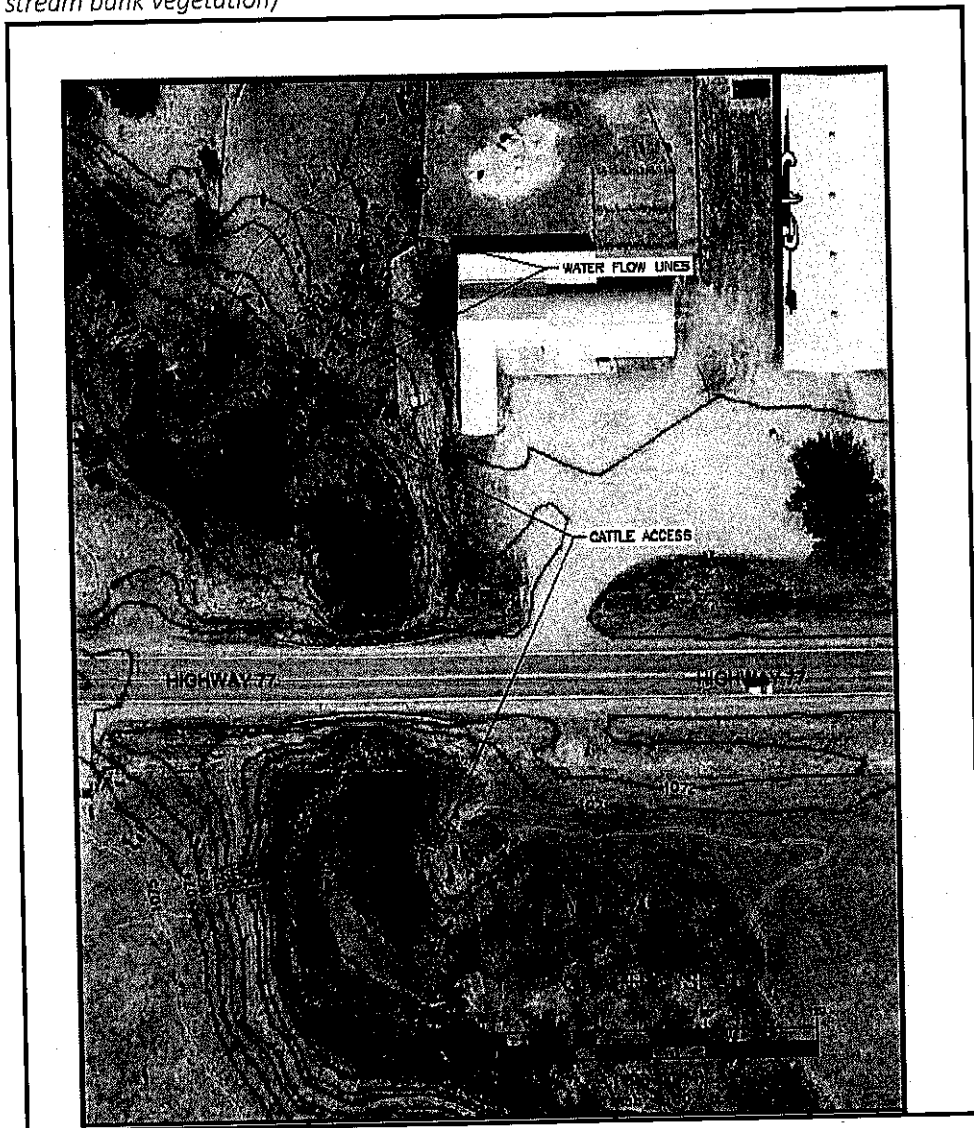
- Target: Reduce phosphorous loss from cropland by planting 5% of the cropland to a small grain cover crop following soybeans
 - South Fork of the North Fork of the Clam River – 162 acres (94 Lbs P per year)
 - Upper Yellow River – 26 acres (13 Lbs P per year)
- Target: Reduce phosphorous from cropland by converting 10% of the high phosphorous runoff fields (rotational average of 8 lbs per acre per year) to managed rotationally stocked pastures.
 - South Fork of the North Fork of the Clam River – 6 acres (57 Lbs P per year)
 - Upper Yellow River – 1 acre (8 Lbs P per year)
- Target: Convert 10% of the continuously stocked, high density pastures to pastures with rotational stocked, grass and legume forage with more than 30% legumes pastures
 - South Fork of the North Fork of the Clam River and Upper Yellow River - 7 acres (9 Lbs P per year)
- Target: Reduce phosphorous from feedlots by converting 10% of their acreage to managed rotationally stocked pastures.
 - South Fork of the North Fork of the Clam River and Upper Yellow River – 0.8 acres (14 Lbs P per year)

GOAL 2.

Inventory and assessment of the remaining HUC 12 Watersheds: fields, pastures and feedlots

- Target - within the next five years complete the inventory and assessment for the remaining HUC 12 watersheds within the County.
 - Setting water quality goals, in consultation with the WDNR for them.
 - Provide the structure for developing an implementation strategy (notice, information and education, etc.) for each watershed

Map 16. Site assessed for NR 151 compliance using DEM model and aerial photo (feedlot and stream bank vegetation)



GOAL 3.

Conduct additional Inventories throughout Washburn County including assessment for compliance with NR 151.

Note: often these will be done by using high resolution aerial photographs along with digital elevation models, e.g. map 11.

- Target in the next five years inventory of the following
 - Unused manure storage facilities
 - Used manure storage facilities
 - Cattle access to surface water where the access levels prevents the establishment of vegetated cover
 - Feedlots draining directly to surface waters
 - Tillage near surface waters
 - Identify strategies to promote voluntary compliance with statewide performance standards and prohibitions, including information, cost-sharing, and technical assistance.

GOAL 4.

Lake and Stream Protection

- Terrestrial Invasive Species education, prevention and control
 - Assist 5 landowners with control options for terrestrial invasive species on their property (.5 acre) per year
 - Monitor and control 10 stands of Japanese knotweed per year
 - Educate 100 people about terrestrial invasive species per year
- Aquatic Invasive Species education, prevention and control
 - Monitor 3 lakes using the DNR Early Detection Protocol per year
 - Conduct 200 hours of Clean Boats Clean Waters Inspections at boat landings per year
 - Conduct 2 AIS Citizen Lake Monitoring workshops per year
 - Conduct 2 Clean Boats Clean Waters workshops per year
 - Release 10,000 purple loosestrife bio-control beetles per year
- Native Shoreline Restoration and Installation
 - Target: 50 feet of shoreline buffer a year, 250 feet (0.2 Acres) in the next 5 years
- Stream and lake shore protection
 - Target: 50 feet of stream and lakeshore protection per year, 250 in the next 5 years

GOAL 5.

Groundwater Protection

- Proper abandonment of unused manure storage structures
 - Target 0.5 per year, 2.5 in the next 5 years
 - Proper abandonment of unused drinking wells
 - Target: 1 per year, 5 in the next 5 years

GOAL 6.

Nutrient Management planning and training

- Target: Of the remaining 20 dairy farmers increase by 30% those that have a Nutrient Management Plan within the next five years.

GOAL 7.

Assist municipalities in protecting and enhancing recreational areas, to and near lakes and rivers.

- Improve access roads to lake and rivers by diverting runoff water from flowing over them.
 - Target 0.5 per year, 2.5 in the next 5 years
- Inventory of boat landings and other public areas to the lakes and rivers within Washburn County. For some lakes and rivers these are the areas having the highest levels of sediment contribution into them.
 - Target all by 2019 (48 listed by DNR)
- Assist with design and grants as needed for providing access, improving existing accesses and improve accesses to meet ADA requirements
 - Target 0.5 improvements per year, 2 in the next 5 years
- Install infiltration basins to capture and infiltrate storm water runoff
 - Target 0.5 basins per year, 2.5 in the next 5 years
- Inventory of urban areas causing untreated storm water runoff going into surface waters

GOAL 8.

Assistance with Permits and Ordinances

- Animal Waste Ordinance
 - Issue permits, 0.5 per year
 - Review construction plans and construction of manure storage structures, new and significantly altered, 0.5 per year
 - Review Nutrient Management Plans, 5 per year
- Shoreline Ordinance
 - Review and create shoreline buffer plans, 4 per year
 - Monitor compliance and assist with enforcement, 2 per year

- Nonmetallic mining
 - Review reclamation plans, 3 per year
 - Assist in developing reclamation plans, 1 per year
 - Monitor for compliance and assist with enforcement, 4 per year

Local Coordination

The goals of the Washburn County Land and Water Resource Management Program will be accomplished through coordination with local, state, and federal agencies and private organizations using existing regulations funding sources and a voluntary implementation strategy.

Regulations for Plan Implementation

WASHBURN COUNTY CODE, Chapter 10 – ANIMALS, ARTICLE II. - ANIMAL WASTES

- Purpose of this article is to regulate the location, design, construction, installation, alteration, operation, and maintenance of all new livestock manure storage facilities. This article also regulates the closure of livestock manure storage facilities and assures the safe handling and spreading of manure in order to prevent water pollution. It is further intended to provide for the administration and enforcement of this article and to provide penalties for its violation.
- Revised in 2014 to incorporate NR 151 Standards as related to storage and utilization of animal waste.

WASHBURN COUNTY CODE, Chapter 28 – ENVIRONMENT, ARTICLE II. - NONMETALLIC MINING RECLAMATION

- Established a local program to ensure the effective reclamation of nonmetallic mining sites on which nonmetallic mining takes place in Washburn County
- Review plans as a condition of the permit which includes ensuring that the necessary measures for erosion control and safeguarding of the groundwater are planned and implemented.

Chapter 38 - LAND DEVELOPMENT CODE, ARTICLE IV. - ZONING REGULATIONS, DIVISION 27. - SHORELAND PROTECTION

1) Further the maintenance of safe and healthful conditions and prevent and control water pollution through:

- a. Limiting structures to those areas where soil and geological conditions will provide a safe foundation.
- b. Establishing minimum lot sizes to provide adequate area for private on-site waste treatment systems.
- c. Controlling filling and grading to prevent soil erosion problems.
- d. Limiting impervious surfaces to control runoff which carries pollutants.

(2) Protect spawning grounds, fish and aquatic life through:

- a. Preserving wetlands and other fish and aquatic habitat.
- b. Regulating pollution sources.
- c. Controlling shoreline alterations, dredging and lagooning.

- (3) *Control building sites, placement of structures and land uses through:*
- a. Prohibiting certain uses detrimental to the shoreland-wetlands.
 - b. Setting minimum lot sizes and widths.
 - c. Setting minimum building setbacks from waterways.
 - d. Setting the maximum height of near shore structures.
- (4) *Preserve and restore shoreland vegetation and natural scenic beauty through:*
- a. Restricting the removal of natural shoreland cover.
 - b. Preventing shoreline encroachment by structures.
 - c. Controlling shoreland excavation and other earth moving activities.
 - d. Regulating the use and placement of boathouses and other structures.

Local Ordinance development:

County and local governments may regulate conservation practices on farms, within limits specified by state law.

- Including local regulation of:
 - NR 151, Wis. Adm. Code, performance standards and prohibitions
 - manure storage (Washburn County Animal Waste Ordinance)
 - shoreland management (Washburn County Shoreland Zoning)
 - livestock facility siting ordinances

State's NR 151 RUNOFF MANAGEMENT

Agriculture Performance Standards and Prohibitions

The Wisconsin Department of Natural Resources (DNR) relies heavily on county Land Conservation Departments to fully implement the livestock performance standards and prohibitions. *See page 38 for more details*

Non-Agricultural Performance Standards (not a complete list)

Enforced by WDNR except for transportation facilities which are enforced by the Department of Transportation.

- **New Development Construction sites**
 - Construction sites with one or more acre of land disturbance, standard is a maximum discharge of 5 tons per acre per year of sediment.
- **Post-construction storm water management Plan**
 - *Total suspended solids*
 - new development, by design, reduce to the maximum extent practicable, the total suspended solids load by 80% compared to no controls For redevelopment, and infill by design, reduce to the maximum extent practicable, the total suspended solids load by 40% compared to no controls
 - *Peak discharge*
 - BMPs shall be employed to maintain or reduce the 1-year, 24-hour and the 2-year, 24-hour post-construction peak runoff discharge rates to the 1-year, 24-hour and the 2-year, 24-hour pre-development peak runoff discharge rates respectively
 - *Infiltration*
 - Low imperviousness, such as low density residential developments, parks

- post-development infiltration volume shall be at least 90% of the pre-development infiltration volume
 - Moderate imperviousness, such as commercial, industrial and institutional development, or medium to high residential development
 - post development infiltration volume shall be at least 75% of the pre-development infiltration volume
 - High imperviousness, such as strip malls, shopping centers, and downtown areas
 - Post development volume shall be at least 60% of the pre-development infiltration volume

○ **Protective areas performance standard.**

Impervious surfaces shall be kept out of these protective areas entirely or to the maximum extent practicable:

- Outstanding resource waters and exceptional resource waters, 75 feet
- Lakes and Perennial and intermittent streams, 50 feet.
- Highly quality wetlands, 75 feet
- For lower quality wetlands (dominated by invasive species such as reed canary grass, are cultivated hydric soils; and any gravel pits, or dredged material or fill material disposal sites that take on the attributes of a wetland) ten percent of the average wetland width
- For concentrated flow channels with drainage areas greater than 130 acres, 10 feet.

Where land disturbing construction activity occurs within a protective area, adequate sod or self-sustaining vegetative cover of 70 percent or greater shall be established and maintained where no impervious surface is present.

Financial Resources for Plan Implementation

State:

Targeted Runoff Management (TRM) Grants: these grants assist landowners in implementing BMPs used to help bring existing operations come into compliance with NR 151 performance standards. Counties are eligible to apply, and up to 70% of the costs of the BMPs may be eligible for reimbursement. Large scale TRM grants also have some funding for cropland practices.

Notice of Discharge (NOD) Grants: if the DNR determines that a farm has a discharge and issues either a Notice of Discharge or a Notice of Intent to issue an NOD, the farm may be eligible for NOD grants. NOD grants reimburse up to 70% of the costs of BMP's associated with bringing the farm into compliance.

Lake Protection and Classification Grants: assist in conducting activities that will protect or improve the quality of water in lakes, the natural ecosystem of lakes or the uses of lakes.

State Cont.

Lake Management Planning Grants: assist lake planning projects by helping to provide information and education on the uses of lakes, the quality of water in lakes, the quality of fish, aquatic life and their habitat in lakes, and the general quality of lake ecosystems. They will be used to improve lake management assessment by increasing local understanding of the causes of lake problems and by aiding in the selection of activities to prevent degradation of lakes and protect or improve the quality of lakes and their ecosystems.

River Protection Grants: assist local organizations in protecting rivers by helping to provide information on riverine ecosystems, by improving river system assessment and planning, by increasing local understanding of the causes of river problems and by assisting in implementing management activities that protect or restore river ecosystems.

Working Lands Initiative is comprised of three programs:

- Farmland Preservation Program per acre fee paid \$5, meet NR 151 standards
- Agricultural Enterprise Area Program per acre fee paid \$7 both FPP and AEA \$10, meet NR 151 standards
- Purchase of Agricultural Conservation Easement Program (which currently is not funded).

Wisconsin's Clean Sweep - Provides financial assistance to Wisconsin counties, regional planning commissions, cities, villages, and other municipalities to collect and dispose of unwanted pesticides, household hazardous wastes, and prescription drugs, reducing public health and water quality risks

State & County SWRMP (Soil & Water Resource Management Program) Each of Wisconsin's 72 counties has a Land Conservation Committee (LCC) which oversees the activities of a Land and Water Conservation Department (LWCD) They provide educational outreach and technical assistance to the public on land and water resource management issues including lake and stream conservation, erosion control, groundwater protection, farmland preservation, water quality, and capacity-building of stakeholders involved with conserving natural resources.

Every 10 years, counties must revise their LWRM plans and are scheduled to present these revisions to the Land and Water Conservation Board (LWCB). Inventorying water quality and soil erosion conditions in the county.

- Identifying relevant state and local regulations, and any inconsistencies between them.
- Setting water quality goals, in consultation with the WDNR.
- Identifying key water quality and soil erosion problems, and practices to address those problems.
- Identifying priority farm areas using a range of criteria (e.g. impaired waters, manure management, high nutrient applications).
- Identifying strategies to promote voluntary compliance with statewide performance standards and prohibitions, including information, cost-sharing, and technical assistance.

- Identifying enforcement procedures, including notice and appeal procedures.
- Including a multi-year workplan to achieve soil and water conservation objectives

Washburn County Soil and Water Resource Management (SWRM) Grant - 2017 allocation

- Total Staffing Grant \$102,756.00
- Conservation Practice Installation Cost Share \$48,800
- Nutrient Management Planning \$5,600

Federal:

- **Environmental Quality Incentives Program (EQIP).** A voluntary program that provides financial and technical assistance to agricultural producers to plan and implement conservation practices that improve soil, water, plant, animal, air and related natural resources on agricultural land and non-industrial private forestland.
- **Conservation Stewardship Programs** helps you build on the existing conservation efforts
- **Conservation Reserve Program (CRP).** The Conservation Reserve Program (CRP) is a land conservation program administered by the Farm Service Agency (FSA). In exchange for a yearly rental payment, farmers enrolled in the program agree to remove environmentally sensitive land from agricultural production and plant species that will improve environmental health and quality.
- **Wetlands Reserve Program (WRP).** A voluntary program offering landowners the opportunity to protect, restore, and enhance wetlands on their property. Provides cost-sharing to restore wetlands previously altered for agricultural use.

VOLUNTARY IMPLEMENTATION STRATEGY:

Goal 1. Pollutant load reductions within the South Fork of the North Fork of the Clam River and the Upper Yellow River HUC 12 Watersheds

Upper Yellow River and South Fork of the North Fork Clam River. An assessment was completed using SNAP plus for all of the fields, pastures and feedlots. Tables were created to show the estimated phosphorous losses from each land use area and ranked.

- All feedlots within these watersheds will be viewed for further assessment and reviewed for compliance. The assessment will include determinations for conservation practices that could be utilized. Farmers will also be contacted to discuss these practices and their interest in them. Conservation Practices would include: watering facilities, fencing, animal trail and walkway, clean water diversion, heavy use area protection, vegetative treatment strips, roof runoff, and milk house waste treatment.

- For pastures, pasture conditions will be field verified to determine pasture conditions. Owners with pastures that are poorly managed will be contacted to determine interest in rotational grazing if cost share assistance can cover a majority of the cost. Conservation Practices would include: watering facilities, fencing, animal trail and walkway and clean water diversions.
- Fields with high phosphorous loss.
 - Determine if converting to pasture is an option for them.
 - Work with NRCS to determine if payments are available for these landowners.
 - Work with UW Extension and NRCS in providing soil health workshops and confirm they'll be notified when they do occur.
- Contact owners of manure pits that are no longer being used and notify them of cost share assistance availability, their risk to groundwater, safety concerns and the financial benefits of turning them into productive fields or pastures.

Goal 2 & 3. Inventory and assessment of the remaining HUC 12 Watersheds: fields, pastures and feedlots

- Complete inventory and assessment using SNAP plus for all of the fields, pastures and feedlots. Create tables to show the estimated phosphorous losses from each land use area and rank them.
- Contact owners of manure pits that are no longer being used and notify them of cost share assistance availability, their risk to groundwater, safety concerns and the financial benefits of turning them into productive fields or pastures.
- Contact owners where cattle access prevents the establishment of vegetation, notify them of the rules and seek alternatives, such as cattle watering facilities, stream crossings and fencing.
- Feedlots draining directly to surface waters. Contact owners, notify them of the rules and seek alternatives, such as cattle watering facilities, stream crossings and fencing, water diversions.
- Tillage near surface waters and not meeting rules. Notify to let them know the rules.

Goal 4. Lake and Stream Protection

- Aquatic Invasive Species
 - Submit educational articles to local newspapers and lake association newsletters.
 - Attend and present at lake association meetings, conferences, workshops, school events.
 - Work with Burnett County LWCD, WI DNR and McKenzie Lakes association to implement best management options for zebra mussel control.
 - Assist lake associations with lake monitoring efforts, including purple loosestrife biocontrol.
 - Implement the county-wide AIS Strategic plan.
 - Apply for DNR grant funding.
 - Inventory and map locations of AIS.

- Promote environmental youth speaker and poster contest.
- Terrestrial Invasive Species
 - Promote the Saint Croix Red Cedar Cooperative Weed Management Area (SCRC CWMA).
 - Promote and utilize the CWMA tool trailer for educational purposes and to help landowners control invasive species on their property
 - Write newsletter articles discussing invasive species and control options
 - Attend and present at conferences, workshops, school events.
 - Meet with landowners upon request to discuss management and control options on their property.
 - Inventory and map locations of terrestrial invasive species.
- Shoreline Restoration
 - Submit educational articles to local newspapers and lake association newsletters regarding the benefits of native plantings and what landowners can do.
 - Assist landowners with native planting plan on their property and availability.
 - Encourage landowners to participate in annual department tree, shrub and wildflower sale.
 - Promote the DNR Healthy Lakes program.
- Stream and Lakeshore Protection
 - Assist landowners with proper shoreline protection practices. Outreach has not been needed.

Goal 5. Groundwater Protection

- Contact well drillers to let them know we cost share on well abandonments
- Write newspaper articles on well abandonments
- Contact those farmers and landowners who have manure storage structures no longer in service. Discuss benefits of proper abandonment for protecting groundwater and for the safety of people and livestock, technical and financial assistance available and the benefits of turning area into usable land.

Goal 6. Nutrient Management *planning and training*

- Apply for Nutrient Management Education Grant, contact dairy farmers to let them know of available funds and assistance for developing plans.
- Write Newspaper articles highlighting the benefits of doing Nutrient Management plans.

Goal 7. Assist municipalities in protecting and enhancing recreational areas, to and near lakes and rivers.

- Notify local officials of assistance, financial and technical

Goal 8. Assistance with Permits and Ordinances

- Not applicable

EVALUATION OF LWRMP

Evaluation of LWRMP in obtaining phosphorous reductions:

- Estimates for reductions in phosphorous using SNAP plus for each watershed and practice installed.
- Determine success or failure in meeting phosphorous reduction goals.
- Inventory of NR 151 violations. Develop a financing strategy.
- For reduction in sediment and phosphorous for gully erosion, critical area treatment shoreline protection and infiltration basins using STEPL determine effectiveness of each practice and alternative practices for obtaining similar reductions.

EVALUATION OF WATER QUALITY, STATUS.

- Citizen based monitoring
- DNR webpages
 - Monitoring Data –SWIMS
 - Assessment Data -- WATERS

TRACKING

Tracking using ArcGIS mapping, spreadsheets, & landowner files

- Acres with Nutrient Management Plans
- NR 151 compliance measures resolved
- Estimate in Phosphorous reductions with practices Implemented
- Number of manure pits and drinking wells properly abandoned.

REPORTING

- Assess the effectiveness of programs in meeting their goals, objectives, and performance measures in DATCP annual reports and five year LWRMP updates.
- Place results onto our Departments web page.

Public input and Plan development:

This being the third revision it was decided a more comprehensive approach in reaching out to a broader audience should be an objective and too also create a plan that wasn't a repeat of the previous two.

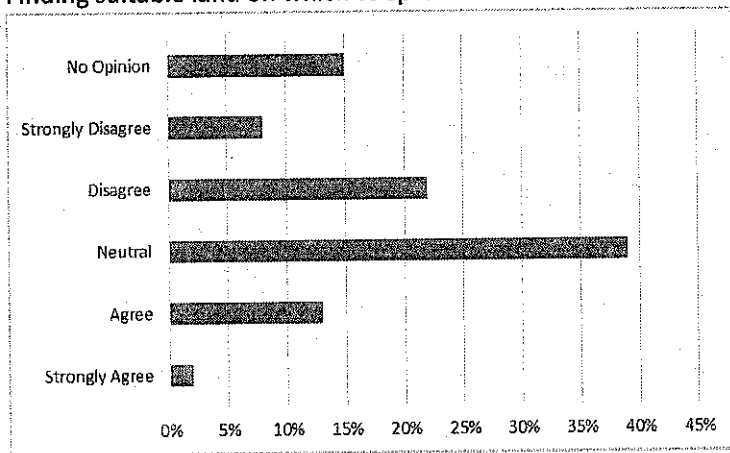
Step 1. Create and send out a comprehensive survey to a broader audience. In creating the survey previous comments gathered from past LWRMP meetings and the survey results from the county's comprehensive plan were researched. Looking to gather new and useful information

was a priority in creating the 43 question survey. This survey was sent to 445 residents of Washburn County of which 126 were returned. Below is a sample of those questions.

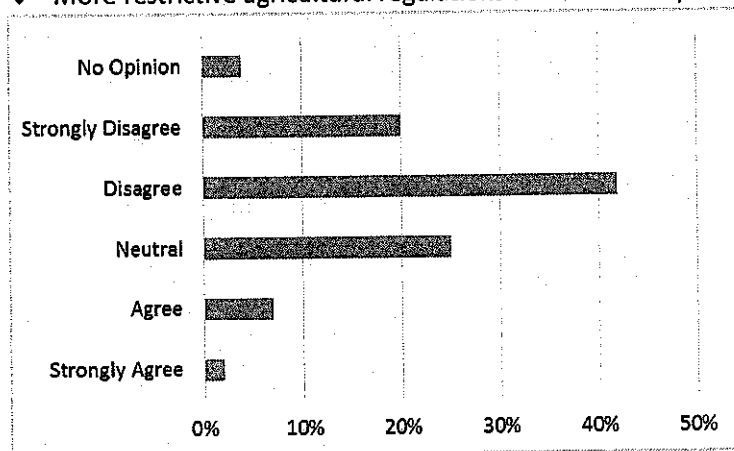
- ❖ How do you determine the amount and type of nutrients your crop needs to meet your production goals?
 - 42 responses, 62% from agronomist, 33% Nutrient Management Plan, 5% both

- ❖ Nutrient management planning is a way for Wisconsin farmers to ensure that their crops get the right source of nutrients at the right rate, time and place to match crop needs and minimize nutrient losses from fields. A nutrient management plan accounts for all activities on the farm and in individual fields that affect nutrient needs and losses. The Washburn County Land Conservation Department can apply for a grant for teaching farmers on how to write their own Nutrient Management Plan. This grant can assist by paying for soil tests and provide an incentive payment to participants. Would you be interested?
 - 43 responses, 53% yes, 14% would like more information, 33% no.

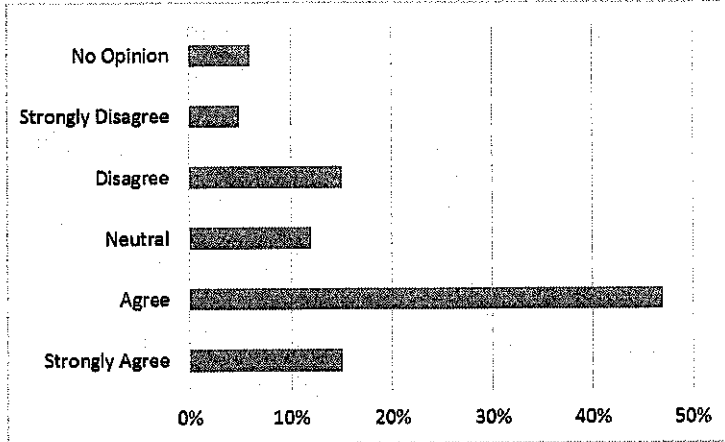
- ❖ Finding suitable land on which to spread manure is difficult?



- ❖ More restrictive agricultural regulations are needed to protect our surface waters?



❖ **Fragmented land and smaller parcels are making farming more difficult in in Washburn County**



Step 2. Utilizing the emerging technical advancements. This included looking at the various modeling programs discussed earlier. It also included the use of high resolution photographs, remote sensing data and Digital Elevation Models (DEM) derived from LIDAR. During this time members of the advisory committee were contacted and these items were discussed. It was decided using SNAP plus would be the modelling program to be used to inventory the croplands, pastures and feedlots within two HUC 12 watersheds and eventually the county. Sources of information used were USDA NASS's compiled stats, remote sensing, the county wide transect survey, existing Nutrient Management Plans and consultation with Phil Holman, UWEX Agronomy Research Superintendent to verify agronomic practices to be used within the model. The use of high resolution aerial photos and DEM will assist with the inventory for compliance with NR 151 Standards and Prohibitions with further field verification as needed.

DEM - Digital Elevation Models are bare earth (topology) models of the Earth's surface.

Step 3. Discussions occurred again with members of the advisory committee to then decide the conservation practices to use to evaluate levels of reductions. These practices were then used in SNAP plus and reduction estimates for the 2 HUC 12 watersheds were calculated.

Step 4. Create a preliminary plan

Step 5. Plan review.

The plan was emailed to the Local Advisory Committee October 26th. Two separate meetings were held.

- November 9th, 2017 included:

Kathy Bartilson, WDNR - NR Basin Supervisor, Wastewater Superintendent

Pamela Toshner, WDNR – Water Resources Management Specialist, Lake Information and Management

Ruth King, WDNR - Water Resources Management Specialist, Nonpoint Source Coordinator (Regional)

Kevin Schoessow, UWEX Agriculture and Horticulture Educator

Craig Roesler, WDNR Water Resources Management Specialist, Rivers

- November 17th, 2017 included:

Dave Vold, NRCS Area Conservationist retired

Craig Walkey, Civil Engineer

Fred Blake, Research Chemist

Phil Sylla, Retired Teacher

Patricia Shifferd, Retired Professor

Linda Anderson, Retired Teacher

- Consulted throughout plan creation and individually for plan review.

Lisa Gabriel, Washburn LWCD Conservation & AIS Coordinator

Phil Holman, UWEX Agronomy Research Superintendent

John Haack, UWEX Natural Resource Educator, Emeritus

Ron Spiering, NRCS District Conservationist

PUBLIC HEARING

The Washburn County Land and Water Conservation Committee will hold a public hearing to accept comments and questions regarding the Washburn County Land & Water Resource Management Plan.

The public hearing will be held Thursday, November 30th, 2017, at 9:00 A.M. in the County Board Room of the Elliott Building, Shell Lake, WI. The purpose of the plan is to guide the Land & Water Conservation Department in its efforts to protect land and water resources for the next 5 years. The plan will also provide the basis for seeking funding from various private, local, state, and federal sources.

Copies of the plan are available from the Washburn County Land & Water Conservation Department located in the Lower Level of the Washburn County Courthouse, Shell Lake. The department office hours are 8:00 AM until 4:30 PM, Monday through Friday. All interested persons are invited to present comments at the hearing. The Land & Water Conservation Department will accept written comments until Friday, November 31, 2017 at 3:30 PM.

Interested persons will be given the opportunity to be heard. The committee will deliberate in "Open Session." Handicapped access is available through the south door; parking is near the door. This agenda and the subsequent meeting minutes are available in large type. If you need assistance, please call Lolita Olson at 715-468-4600, prior to the meeting.

Brent Edlin, Land & Water Conservation

NOTICES

The Washburn County Land & Water Committee will hold a business meeting Thursday, November 30, 2017, at 9:00 A.M. in the Washburn County Board Room, Elliott Building, 110 Fourth Avenue West, Shell Lake, Wisconsin.

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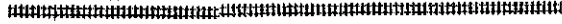
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Brent Edlin
Land & Water Conservation

A5072WNAXLP

*November
Ag/LCC meeting
1 of 2
Publications
11-8-17*

11.



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Brent Edlin
Land & Water Conservation

A50T2WNAJLP

*November
Ag/ice meeting
2 2 2*

Publication

11-15-17

<p>GOAL 1. Pollutant load reductions within the South Fork of the North Fork of the Clam River and the Upper Yellow River HUC 12 Watersheds.</p>	<ul style="list-style-type: none"> • 5% of the cropland to a small grain cover crop following soybeans • Reduce phosphorous from cropland by converting 10% of the high phosphorous runoff fields (rotational average of 8 lbs per acre per year) to managed rotationally stocked pastures. • Convert 10% of the continuously stocked, high density pastures to pastures with rotational stocked, grass and legume forage with more than 30% legumes pastures • Reduce phosphorous from feedlots by converting 10% of their acreage to managed rotationally stocked pastures. 	<ul style="list-style-type: none"> • 94 Lbs P per year (162 Ac.) S. Fork of the N. Fork Clam River & 13 Lbs per year (26 Ac.) In Upper Yellow River WS <ul style="list-style-type: none"> • 57 Lbs P per year S. Fork of the N. Fork Clam River & 8 Lbs. P per year Upper Yellow River • 9 Lbs P per year S. Fork of the N. Fork Clam River & Upper Yellow River WS • South Fork of the North Fork of the Clam River and Upper Yellow River – 0.8 acres (14 Lbs P per year) 	<ul style="list-style-type: none"> • 250 hours, 0\$ • 150 hours, \$ 10,000 • 100 hours, \$ 8,000 • 200 hours, \$ 13,000
<p>GOAL 2. Inventory and assessment of the remaining HUC 12 Watersheds</p>	<ul style="list-style-type: none"> • next five years complete the inventory and assessment of the cropland for the remaining HUC 12 watersheds within the County 	<ul style="list-style-type: none"> • 90,000 thousand acres per year - 39 HUC Watersheds, some of them a few hundred acres & partially located in County, others nearly 30,000 acres, 	<ul style="list-style-type: none"> • 200 hours, 0\$

Goals and Objectives	Planned Activities and Benchmarks	Performance Measurements	Allocation of Resources Per Year basis (Time in hours & Resources Grant Dollars spent on Conservation Practices)
<p>GOAL 3. Conduct additional Inventories throughout Washburn County including assessment for compliance with NR 151</p>	<ul style="list-style-type: none"> • Next five years complete the inventory throughout Washburn Co For: o Unused manure storage facilities o Used manure storage facilities o Cattle access to surface water where the access levels prevents the establishment of vegetated cover o Feedlots draining directly to surface waters o Tillage near surface waters 	<ul style="list-style-type: none"> • 90,000 Acres per year 	<ul style="list-style-type: none"> • 100 hours, 0\$
<p>Goal 4. Lake and Stream Protection</p>	<ul style="list-style-type: none"> • Terrestrial Invasive Species education, prevention and control o Assist landowners with control options for terrestrial invasive species on their property o Monitor and control all known stands of Japanese knotweed. o Educate people about terrestrial invasive species • Aquatic Invasive Species education, prevention and control o Monitor lakes using the DNR Early Detection Protocol o Conduct Clean Boats Clean Waters Inspections at boat landings o Conduct AIS Citizen Lake Monitoring workshops property o Release purple loosestrife bio-control beetles • Installation of shoreline buffers • Protect stream and lake shore from erosion 	<ul style="list-style-type: none"> • 5 landowners, control 0.5 acres per year • 10 stands per year • 100 people per year • monitor 3 lakes per year • 200 hours Inspections, Clean Boats Program per year • 2 Lake Monitoring workshops per year • 2 Workshops Clean Boats Clean Waters per year • 50 feet of shoreline buffer a year, 250 feet (0.2 Acres) in the next 5 • 50 feet of stream and lakeshore protection per year, 250 in the next 5 	<ul style="list-style-type: none"> • 300 hours, \$0 • 200 hours, \$0 • 200 hours, \$0 • 200 hours, \$0 • 200 hours, \$0 • 150 hours, \$0 • 150 hours, \$0 • 100 hours, \$3,000 • 200 hours, \$4,000

Goals and Objectives	Planned Activities and Benchmarks	Performance Measurements	Allocation of Resources Per Year basis (Time in hours & Resources Grant Dollars spent on Conservation Practices)
Goal 5. Groundwater Protection	<ul style="list-style-type: none"> • Proper abandonment of unused manure storage structures • Proper abandonment of unused drinking wells 	<ul style="list-style-type: none"> • Target 0.5 per year, 2.5 in the next 5 years • 1 per year, 5 in the next 5 years 	<ul style="list-style-type: none"> • 150 hours, \$7,000 • 50 hours, \$1000
GOAL 6. Nutrient Management planning and training	<ul style="list-style-type: none"> • Of the remaining 20 dairy farmers increase by 30% those that have a Nutrient Management Plan 	<ul style="list-style-type: none"> • 240 Acres per year, 5 years 1,200 Acres 	<ul style="list-style-type: none"> • 200 hours, \$3000
GOAL 7. Assist municipalities in protecting and enhancing recreational areas, to and near lakes and rivers.	<ul style="list-style-type: none"> • Improve access roads to lake and rivers by diverting runoff water from flowing over them • Assist with design and grants as needed for providing access, improving existing accesses and improve accesses to meet ADA requirements • Install infiltration basins to capture and infiltrate storm water runoff 	<ul style="list-style-type: none"> • Target 0.5 per year, 2.5 in the next 5 years • Target 0.5 improvements per year, 2 in the next 5 years • Target 0.5 basins per year, 2.5 in the next 5 years 	<ul style="list-style-type: none"> • 200 hours, \$5000 • 100 hours, \$0 • 100 hours, \$5,000
GOAL 8. Assistance with Permits and Ordinances	<ul style="list-style-type: none"> • Animal Waste Ordinance • Shoreline Ordinance • Nonmetallic mining 	<ul style="list-style-type: none"> • 1 Permit, construction plan review & 2 Nutrient Management Plans • 5 plan reviews, 1 plan creation • 2 plan reviews, 4 site compliance checks 	<ul style="list-style-type: none"> • 100 hours, \$0 • 100 hours, \$0 • 200 hours, \$0

Practice	Definition
Access road.	a road or pathway that confines or directs the movement of livestock, farm equipment, or vehicular traffic, and that is designed and installed to control surface water runoff, to protect an installed practice, or to prevent erosion.
Barnyard runoff control systems.	a system of facilities or practices used to contain, divert, retard, treat, or otherwise control the discharge of runoff from outdoor areas of concentrated livestock activity.
Contour farming.	plowing, preparing, planting, and cultivating sloping land on the contour and along established grades of terraces or diversions.
Cover crop.	close-growing grasses, legumes, or small grain grown for any of the following purposes:
Critical Area Stabilization.	planting suitable vegetation on erodible areas such as steep slopes and gullies, so as to reduce soil erosion or pollution from agricultural nonpoint sources
Diversions.	A structure installed to divert excess surface runoff water to an area where it can be used, transported, or discharged without causing excessive soil erosion. Includes a channel with a supporting earthen ridge on the lower side, installed across the slope with a self-discharging and non-erosive gradient.
Feed storage runoff control systems.	a system of facilities or practices to contain, divert, retard, treat, or otherwise control the discharge of leachate and contaminated runoff from livestock feed storage areas.
Field windbreaks.	means a strip or belt of trees, shrubs, or grasses established or renovated within or adjacent to a field, so as to control soil erosion by reducing wind velocities at the land surface.
Filter strips.	an area of herbaceous vegetation that separates an environmentally sensitive area from cropland, grazing land, or disturbed land.
Grade stabilization structures.	a structure which stabilizes the grade in a channel in order to protect the channel from erosion, or to prevent gullies from forming or advancing. May include any of the following: (a) Detention or retention structures such as dams, desilting reservoirs, sediment basins, and debris basins. (b) Related structures such as channel linings, chutes, drop spillways, or pipe drops.
Livestock fencing.	means either of the following: (a) Excluding livestock, by fencing, in order to protect an erodible area or a practice under this subchapter. (b) Restricting, by fencing, human access to manure storage structures or other practices under this subchapter which may pose a hazard to humans.
Livestock watering facilities.	a trough, tank, pipe, conduit, spring development, pump, well, or other device or combination of devices installed to deliver drinking water to livestock.
Manure storage structure	impoundment made by constructing embankments, excavating a pit or dugout, or fabricating a structure and related practices needed for the environmentally safe storage of manure
Manure storage system closure.	permanently disabling and sealing a leaking or improperly sited manure storage system.

Milking center waste control systems.	a system of facilities or equipment designed to contain or control the discharge of milking center waste.
Nutrient management.	A farm nutrient management plan is a strategy for obtaining the maximum economic return from both on- and off-farm fertilizer resources.
Pesticide management.	controlling the storage, handling, use, and disposal of pesticides used in crop production in order to minimize contamination of water, air, and nontarget organisms.
Prescribed grazing.	a grazing system which divides pastures into multiple cells, each of which is grazed intensively for a short period and then protected from grazing until its vegetative cover is restored.
Relocating or abandoning animal feeding operations.	(a) "Abandonment" means discontinuing an animal feeding operation in order to prevent surface water or groundwater pollution from that animal feeding operation. (b) "Animal feeding operation" means a feedlot or facility, other than a pasture, where animals are fed, confined, maintained, or stabled for 45 days or more in any 12-month period. (c) "Relocation" means discontinuing an animal feeding operation at one site and commencing that operation at a suitable alternate site in order to minimize the amount of surface water or groundwater pollution from that animal feeding operation.
Residue management.	Preparing land surfaces for the planting and growing of crop plants using methods that result in a rough land surface which is covered in varying degrees by vegetative residues of a previous crop, and which provides a significant degree of resistance to soil erosion by raindrop impact, surface water runoff, or wind. Or, Planting crop seeds in a narrow slot or a narrow strip of tilled soil, in order to maintain residue cover and avoid disturbing the entire soil surface.
Riparian buffers.	an area in which vegetation is enhanced or established to reduce or eliminate the movement of sediment, nutrients, and other nonpoint source pollutants to an adjacent surface water resource or groundwater recharge area, to protect the banks of streams and lakes from erosion, and to protect fish habitat.
Roof runoff systems.	facilities for collecting, controlling, diverting, and disposing of precipitation from roofs. A "roof runoff system" may include gutters, downspouts, erosion-resistant channels, subsurface drains, and trenches.
Roofs.	a weather-proof covering that shields an animal lot or manure storage structure from precipitation, and includes the structure supporting that weather-proof covering.
Sediment basins.	permanent basins that reduce the transport of waterborne pollutants such as eroded soil sediment, debris, and manure sediment. Sediment basins may include containment walls or berms, pickets or screens to filter debris, orifices or weirs to control discharge, and conduits to direct runoff to treatment or discharge areas.
Stream Crossing.	a road or pathway which confines or directs the movement of livestock, farm equipment, or vehicular traffic over a stream, and which is designed and installed to improve water quality, reduce erosion, protect an installed practice, or control livestock access to a stream.
Streambank or shoreline protection.	waterbody-specific treatments used to stabilize and protect the eroding banks of streams or constructed channels, and shorelines of lakes, reservoirs

Stripcropping.	growing crops in a systematic strip arrangement in which strips of grass, legumes, or other close growing crops are alternated with strips of clean tilled crops or fallow, and in which all of the strips are established on the contour or across a slope to reduce water or wind erosion.
Subsurface drains.	a conduit installed below the surface of the ground to collect drainage water and convey it to a suitable outlet.
Terrace systems.	a system of ridges and channels installed on the contour with a non-erosive grade and suitable spacing.
Trails and walkways.	a travel lane to facilitate movement of livestock or people
Underground outlets.	a conduit installed below the surface of the ground to collect surface water and convey it to a suitable outlet.
Waste transfer systems.	components such as pumps, pipes, conduits, valves, and other structures installed to convey manure and milking center wastes from buildings and animal feeding operations to a storage structure, loading area, or treatment area.
Wastewater treatment strips.	an area of herbaceous vegetation that is used as part of an agricultural waste management system to remove pollutants from animal lot runoff or wastewater, such as runoff or wastewater from a milking center.
Water and sediment control basins.	an earthen embankment or a ridge and channel combination which is installed across a slope or minor watercourse to trap or detain runoff and sediment.
Waterway systems.	a natural or constructed waterway or outlet that is shaped, graded, and covered with a vegetation or another suitable surface material to prevent erosion by runoff waters.
Well decommissioning.	permanently disabling and sealing a well to prevent contaminants from reaching groundwater.
Wetland development or restoration.	the construction of berms, or the destruction of tile line or drainage ditch functions, to create or restore conditions suitable for wetland vegetation.