



MINUTES

FORESTRY & PARKS COMMITTEE

Thursday, January 5, 2017
9:00 a.m.
Forestry/Parks Department
501 Pine Street
Peshtigo, WI 54157

Members Present: Chair Al Mans, Supervisors Dave Zahn, Gilbert Engel, Al Sauld and Joe Banaszak

Others Present: County Forest and Parks Administrator Pete Villas, Assistant Forestry Administrator Marcus Isaacson, Parks Foreman Chad Colburn, Dan Mertz, Cole Couvillion & Caroline Ward with DNR, Robert Brumm, Assistant Kellie Hartman and Peshtigo Times

1. Call to Order

Chair Mans called the meeting to order at 9:00 a.m.

2. Agenda

Motion (Sauld/Zahn) to approve agenda as presented. Motion carried.

3. Minutes

Amend minutes of December 8, 2016, item #5, Timber Sale Contract #3709 approve extension with no increase. **Motion** (Zahn/Sauld) to approve the minutes of December 8, 2016 as amended. Motion carried.

4. Public Comment

None

5. Possible land trade

No action.

6. RFQ's for title insurance services for tax deed parcels

Motion (Engle/Banaszak) to accept the quote from First American Title Insurance, Co. in the amount of \$9,312.00 for tax deed parcel title insurance services. Motion carried.

7. Attendance for the 2017 WCFA Spring Administrator Meeting

Motion (Zahn/Banaszak) to authorize committee members and staff to attend the 2017 WCFA Spring Administrators Meeting on March 16th and 17th, 2017 in Madison at the Concourse and to approve mileage and per diem for attending committee members. Motion carried.

8. Informational: Forest Patrol Staffing

Possible adding a LTE position in 2018. No action.

9. Appropriation entries

None

10. Report on Logging Access Permits

None

11. Correspondence

None

12. Information: Monthly Park Activity Report

Parks' activity report for December's 2016 was presented and distributed.

13. Report on Forestry Division Activities field accomplishments of Forestry Crew & Foresters

Forestry Department's activity report for December's 2016 was presented and distributed.

14. DNR Forestry Liaison Officer Report on DNR activities on County Forest Land

Caroline Ward reported she viewed the Rough Grouse habitat in Dunbar.

Dan Mertz reported the time standards are at 62%. Dan assisted in anchor chaining to help regenerate Sugar Maple growth.

Cole Couvillion reported on the DNR's re-alignment of the Fire and Forestry Departments' personnel downsizing from 10 to 8 positions.

15. Discuss/Consider Schedule of Invoices

The Committee reviewed Forestry & Parks December's schedule of invoices totaling \$104,611.11. No action.

16. Distribute Monthly Forestry Revenue Report

Revenue for the month of December totaled \$98,605.10. Revenue is \$1,406,692.40 less than 2015 revenue at this time. Distributed report.

17. Distribute Monthly Parks Revenue Report

The Parks revenue report was distributed.

18. Schedule next meeting date

The next meeting will be held on February 9th, 2017 at 9:00 a.m. at the Forestry Department in Peshtigo.

19. Adjourn

Motion (Sauld/Banaszak) to adjourn at 10:23 a.m. Motion carried.

Kellie Hartman
Administrative Assistant Forestry/Parks

ATTACHMENT B
RFQ#16-043-25 – TITLE INSURANCE
STATEMENT OF UNDERSTANDING OF QUOTE

The contact name must be the person or persons authorized to represent the vendor regarding all matters related to the quote. By signing below the proposer acknowledges the following:

First American Title Insurance Company

Vendor Name

3900 Hall Ave Suite E

Vendor Address

Marinette WI 54143

City

State

Zip code

Jessica Remington

Contact Person's Name

(715) 735-9791

Vendor's Phone number

Title/Escrow Officer

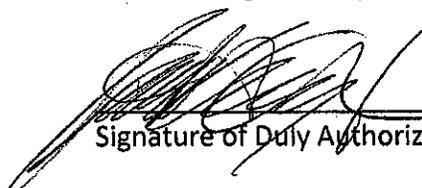
Contact Person's Position

jremington@firstam.com

E-Mail Address

We have read the County's Request for Quote (RFQ) **RFQ#16-043-30 – Title Insurance** and fully understand its intent. We certify that we have adequate personnel, equipment, and license to perform said services. We understand our ability and fitness to perform shall be judged solely by Marinette County. In addition, we certify that:

- a) Our quote is not made in the interest or on behalf of any person not named therein;
- b) We have not directly or indirectly induced or solicited any person to submit a false or misleading quote or to refrain from proposing;
- c) We have not in any manner sought by collusion to secure an advantage over any other vendor;
- d) We have thoroughly examined the RFQ requirements, and our proposed fees cover all costs for service/equipment we have proposed;
- e) We acknowledge and accept all the terms and conditions included in the RFQ; and
- f) I have full authority to make such statements and to submit this quote as the duly recognized representative of the Proposer.


Signature of Duly Authorized Individual

12/19/16
Date

ATTACHMENT A
RFQ#16-043-25 – TITLE INSURANCE
TABULATION SHEET

TITLE INSURANCE NEEDS FOR OCTOBER 2016 TAX FORECLOSURES

Quote for providing Title Insurance for 49 parcels having a total insurance value of \$240,150.00:

\$ 9,312.00

(If quote is by parcel please list in last columns below and list total quote at bottom of Attachment A.)

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The contact name must be the person or persons authorized to represent the vendor regarding all matters related to the quote. By signing below the proposer acknowledges the following:

R L Hall Land Title Company, Inc.
Vendor Name

Po Box 168 / 361 Badger Ct.
Vendor Address

Oconto WI 54153
City State Zip code

David F. Hall
Contact Person's Name

Treasurer
Contact Person's Position

920-835-5733
Vendor's Phone number

d.hall@halltitle.com
E-Mail Address

We have read the County's Request for Quote (RFQ) RFQ#16-043-30 – Title Insurance and fully understand its intent. We certify that we have adequate personnel, equipment, and license to perform said services. We understand our ability and fitness to perform shall be judged solely by Marinette County. In addition, we certify that:

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TITLE INSURANCE NEEDS FOR OCTOBER 2016 TAX FORECLOSURES

Quote for providing Title Insurance for 49 parcels having a total insurance value of \$240,150.00:

\$ 9,864⁰⁰

(If quote is by parcel please list in last columns below and list total quote at bottom of Attachment A.)

PARKS MONTHLY ACTIVITY REPORT DECEMBER 2016

Twin Bridge Park

- Repack bearings on trailer and have new tires installed
- Burn brush piles at Twin Bridge and Veterans: 5 in total
- Completed logging for site of future garage
- Replaced heat actuator on 2005 GMC plow truck
- Cleaned up logging for culvert to assist snowmobile club
- Repaired wiring for horn on 2005 GMC
- Rebuilt carb. on backpack blower for Morgan Park
- Washed windows and walls in Twin Bridge office
- Installed work radio and antenna in 2014 F-150
- Started making road (logging project) for 2017 snowmobile trail

Camp Bird

- Snow plowing of needed parks
- Adjust door, vacuum, and wash windows of 1997 JCB
- Replace rear brake pads and one rear caliper on GMC two wheel drive
- Hauling and spreading sand on needed road with park
- Install vent pipe on nurses cabin
- Training on new JCB
- Service UTV: fill batteries and grease all fittings
- Organize big shed and supplies
- Remove mower deck from Toro and service
- Get bids for chimney repairs within camp
- Worked on well at camp: would not shut off do to sand plugging controls

**MONTHLY ACTIVITY REPORT
FORESTRY DEPARTMENT**

December 2016

FORESTRY CREW - AMBERG

FIELD WORK

Anchor chaining for forest regeneration	(1 employee)	4.0 Days
Burn piles for site preparation for planting	(5 employees)	1.0 Days
Hunter walking trail signs	(1 employee)	0.5 Days
Brush rake for site preparation for planting	(1 employees)	6.5 Days
Tax Deed Cleanup	(4 employees)	3.5 Days
Plow snow	(1 employee)	1.5 Days

SHOP WORK

Equipment Maintenance	(1-3 employees)	1.5 Days
Building maintenance – start on insulating red shed	(2-4 employees)	7.5 Days
Office Work/Administration	(1 employee)	2.5 Days

FORESTERS/SCALER – WAUSAUKEE

Timber Sale Inspections	18 Routine 3 Shows 4 Finals 25 Total
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Recon Updating	43 Acres
Timber Sales Set-up	2 Sales
Tracts in Progress	9 Sales

Current Tracts on File	9 Sales
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Appraised Value for 2016 Tracts to Date	\$2,421,156.85
2016 Acres Set-up	3,120 Acres

SCALER

Scale Tickets	24
Total Cords	
Total MBF	

Marcus Isaacson
Assistant Forest Administrator

MARINETTE COUNTY FORESTRY

Timber Contract Revenue

Year 2015

Month	Revenue	Year-to-Date
January	\$ 176,131.72	\$ 176,131.72
February	\$ 289,472.11	\$ 465,603.83
March	\$ 272,284.60	\$ 737,888.43
April	\$ 224,594.27	\$ 962,482.70
May	\$ 430,773.12	\$ 1,393,255.82
June	\$ 593,293.59	\$ 1,986,549.41
July	\$ 488,377.51	\$ 2,474,926.92
August	\$ 355,394.40	\$ 2,830,321.32
September	\$ 361,231.01	\$ 3,191,552.33
October	\$ 365,718.30	\$ 3,557,270.63
November	\$ 274,845.29	\$ 3,832,115.92
December	\$ 520,712.70	\$ 4,352,828.62

Year 2016

Month	Revenue	Year-to-Date
January	\$ 97,645.12	\$ 97,645.12
February	\$ 350,656.43	\$ 448,301.55
March	\$ 194,542.28	\$ 642,843.83
April	\$ 50,337.71	\$ 693,181.54
May	\$ 158,988.41	\$ 852,169.95
June	\$ 355,404.14	\$ 1,207,574.09
July	\$ 237,147.87	\$ 1,444,721.96
August	\$ 298,865.20	\$ 1,743,587.16
September	\$ 368,361.65	\$ 2,111,948.81
October	\$ 491,991.47	\$ 2,603,940.28
November	\$ 243,590.84	\$ 2,847,531.12
December	\$ 98,605.10	\$ 2,946,136.22

Current Status: \$ (1,406,692.40)
 As of 12-31-16 less than last year

MARINETTE COUNTY PARKS

Camping Fees, Day Use, & Violation Revenue

Year 2016						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 31,104.30	\$ 130.85	\$ -	\$ 31,235.15	\$	31,235.15
February	\$ 8,355.45	\$ 108.11	\$ -	\$ 8,463.56	\$	39,698.71
March	\$ 9,213.27	\$ 586.06	\$ -	\$ 9,799.33	\$	49,498.04
April	\$ 6,767.77	\$ 938.84	\$ -	\$ 7,706.61	\$	57,204.65
May	\$ 7,801.05	\$ 3,169.16	\$ 100.00	\$ 11,070.21	\$	68,274.86
June	\$ 22,929.50	\$ 12,073.91	\$ 590.00	\$ 35,593.41	\$	103,868.27
July	\$ 20,130.71	\$ 21,686.29	\$ 800.00	\$ 42,617.00	\$	146,485.27
August	\$ 22,058.60	\$ 23,778.38	\$ 710.00	\$ 46,546.98	\$	193,032.25
September	\$ 23,001.63	\$ 20,386.90	\$ 305.00	\$ 43,693.53	\$	236,725.78
October	\$ 13,662.60	\$ 8,005.04	\$ 380.00	\$ 22,047.64	\$	258,773.42
November	\$ 4,401.24	\$ 3,500.18	\$ 60.00	\$ 7,961.42	\$	266,734.84
December	\$ 3,583.65	\$ 3,009.87		\$ 6,593.52	\$	273,328.36
	\$ 173,009.77	\$ 97,373.59	\$ 2,945.00			

Year 2015						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 827.49	\$ 1,096.95	\$ -	\$ 1,924.44	\$	1,924.44
February	\$ 12,568.51	\$ 48.00	\$ -	\$ 12,616.51	\$	14,540.95
March	\$ 27,758.16	\$ 311.59	\$ -	\$ 28,069.75	\$	42,610.70
April	\$ 7,771.89	\$ 1,061.25	\$ -	\$ 8,833.14	\$	51,443.84
May	\$ 9,908.41	\$ 7,497.29	\$ 190.00	\$ 17,595.70	\$	69,039.54
June	\$ 24,244.84	\$ 14,034.20	\$ 290.00	\$ 38,569.04	\$	107,608.58
July	\$ 18,101.99	\$ 12,399.92	\$ 740.00	\$ 31,241.91	\$	138,850.49
August	\$ 27,941.90	\$ 20,690.31	\$ 710.00	\$ 49,342.21	\$	188,192.70
September	\$ 18,159.67	\$ 13,113.09	\$ 253.00	\$ 31,525.76	\$	219,718.46
October	\$ 18,670.66	\$ 15,092.09	\$ 270.00	\$ 34,032.75	\$	253,751.21
November	\$ 860.66	\$ 2,612.77	\$ 30.00	\$ 3,503.43	\$	257,254.64
December	\$ 3,949.51	\$ 2,378.02		\$ 6,327.53	\$	263,582.17
	\$ 170,763.69	\$ 90,335.48	\$ 2,483.00			

Revenue status
thru 12-31-16 \$ 9,746.19 more than last year