

AGENDA
Eau Claire County
Committee on Parks and Forest
Monday, October 19, 2020 at 5:00 p.m.
Virtual Meeting

Dial In: 1-415-655-0001 Access Code: 145 251 0015

For those wishing to make public comment, you must e-mail Samantha Kraegenbrink at samantha.kraegenbrink@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public session to make your comments. Public comments are limited to 3 minutes per person and 30 minutes maximum for the public comment period

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. September 14, 2020
5. Request for the life jacket station at Lake Eau Claire: Presentation from Jennifer Mason – **Discussion/Action**
6. Lake Altoona Park Utility Study: Presentation by Phil Johnson – **Discussion/Action**
7. State Historical Marker Program for Lake Eau Claire Dam: Presentation by Dale Zank – **Discussion/Action**
8. Timber Sales Extension – **Discussion/Action**
9. Tower Ridge Skills Park update – **Discussion**
10. Big Falls Timber Sale update – **Discussion/Action**
11. Lake Eau Claire North Boat Landing Access Improvement Plan – **Discussion/Action**
12. DNR Audit Report – **Discussion/Action**
13. Set Future Committee Meetings and Items for Discussion
14. Adjourn

Prepared by: Samantha Kraegenbrink

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-6945 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

MINUTES

Eau Claire County

- Joint Meeting - Committee on Parks & Forest and Committee on Finance & Budget •

Monday, September 14, 2020

5:00 p.m.

Virtual Meeting - Webex

Present (Committee on Parks & Forest): Kevin Stelljes, Tami Schraufnagel, Joe Knight, Missy Christopherson, Gary Gibson

Present (Committee on Finance & Budget): Jim Dunning, Gerald Wilkie, Steve Chilson, Robin Leary, Stella Pagonis

Others: Samantha Kraegenbrink – Parks & Forest acting Committee Clerk, Josh Pedersen, Jacob Tumm, Norb Kirk, Amy Weiss – Finance & Budget Committee Clerk, Kyle Johnson, Erika Gullerud, Kathryn Schauf, Jeff Robb

Public: Ryan Patterson – Leader Telegram, Ted Theyerl, Kevin Ives, Todd Lenz

Chair Stelljes called the meeting of the Committee on Parks & Forest to order at 5:00 p.m. and confirmed meeting notice.

Acting Committee Clerk Samantha Kraegenbrink called a verbal roll call for the Committee on Parks & Forest and it is noted above under Present (Committee on Parks & Forest.)

Chair Pagonis called the meeting of the Committee on Finance & Budget to order at 5:00 p.m. Committee Clerk Amy Weiss called a verbal roll call for the Committee on Finance & Budget and is noted above under Present (Finance & Budget.)

No members of the public wished to make comment.

Josh Pedersen provided an overview of the proposed Parks & Forest department budget. The committees reviewed discussed the budget.

Supervisor Pagonis adjourned the Committee on Finance & Budget at 6:11 p.m.

Supervisor Knight motions to restore the 20% Forester position to the Parks & Forest budget by increasing the revenue by \$12,000. Verbal roll call was taken, 5 yes and 0 no. The amendment to the budget passes. Supervisor Schraufnagel motions to approve the budget as amended. Verbal roll call was taken, 5 yes and 0 no. Proposed budget will move to the County Administrator as amended.

The review and approval of the committee minutes are tabled until the next regular meeting.

Kevin Ives was in attendance to discuss a request for an easement to Lake Eau Claire on County Highway SD. Kevin provided a presentation about his daughter being in a motorized wheelchair and her difficulties utilizing the boat launching areas and to further provide detail/evidence of his families of his request and need of an easement. The committee discussed the concern and request. Discussions were around the potential of providing a handicap accessible landing at the currently existing boat launch/dock instead of at the requested area. Also discussed the proposal of a partnership. Supervisor Knight motions to have staff

investigate an accessible boat landing for Lake Eau Claire and investigate any grants that may help cover the expense. Verbal roll call was taken, 5 yes and 0 no. Parks & Forest staff will explore a solution.

Ted Theryl and Todd Lenz were in attendance to request to hold a High School Cross County Race Event at Tower Ridge on Saturday, October 10 from 9 a.m. to 12 p.m. The committee further discussed the request including fees, organization, health department involvement and mowing of trail. Supervisor Christopherson encourages the use of cloth mask use during the event. Motion by Supervisor Knight to allow the race subject to the precautions explained, subject to other events and financial arrangements as similar events. Verbal roll call was taken, 5 yes and 0 no. Event is approved.

Kyle Johnson provided an update/proposal on the Big Falls North timber sale. Kyle Johnson advises he would like to restore jack pine in that area. This is proposed to be added to the fall sale. Chair Stelljes requests to set up a time to look at the area before proceeding with a vote.

Supervisor Gibson left the meeting at 7:23 p.m.

Josh Pedersen provided advised the 15-year plan is top priority now that he is back in the office and will review more chapters by next meeting, hoping to get approved yet this year.

Supervisor Christopherson will connect with Lisa from the Fair Committee to further discuss the contract of the Eau Claire County Fair.

There was no further discussion. Meeting was adjourned at 7:34 p.m.

Respectfully submitted by,



Samantha Kraegenbrink – Acting Committee Clerk



EAU CLAIRE COUNTY

Lake Altoona County Park Utility Study

July 3, 2020



Prepared by:
CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715.861.5228

EAUCO18001

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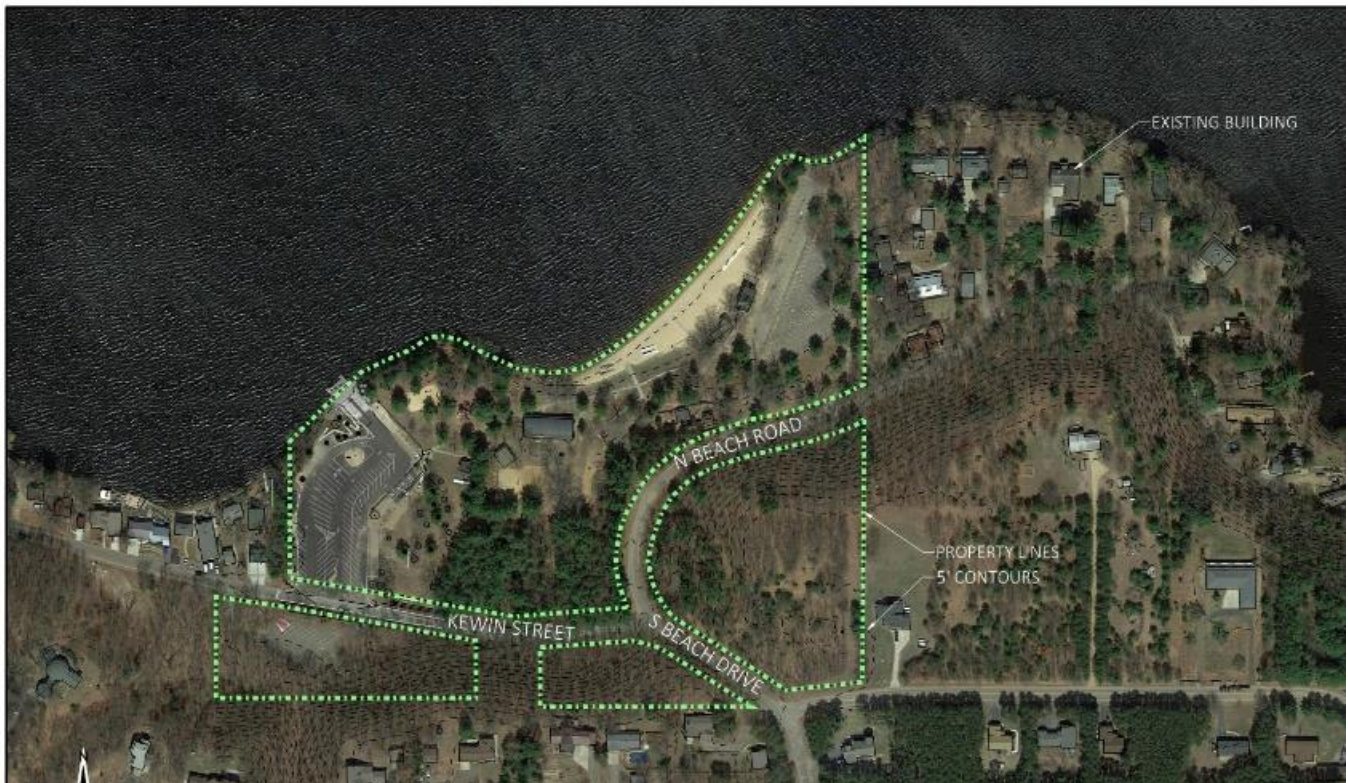
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1.0 Introduction

Lake Altoona County Park is one of the premier County parks in Eau Claire County. The 13-acre park has been improved over its long history to provide access to Lake Altoona for boating and fishing the 720-acre lake. Additional facilities have been added to accommodate swimming, picnicking, and group activities with supporting parking. In addition, most recently, the Ski Sprites water ski show has been relocated to the park. The most popular feature of the park has been the boat launch, and the parking and launch facilities have been upgraded within the past 5 years. In 2017, a Master Park plan was completed to redefine the park's future. The focus of the plan was the addition of group facilities; including an enclosed Lake Altoona Center to replace the existing clubhouse. Improvements to the beach, parking, and relocation of the Ski Sprites to a peninsula east of the beach area are also part of the planned park improvements. This plan also shows open lawn areas, accessible restrooms, playground equipment, and a food truck zone for catered community events. To meet this future plan, and to allow for the existing facilities to serve present park needs, a utility study was necessary to evaluate existing conditions and provide for the needs of future Lake Altoona County park.

This report is to identify and lay out the improvements for the potable water and sanitary system of the future park.



Lake Altoona County Park boundaries

2.0 Existing Conditions and Design Approach

Lake Altoona County park utilities are served by on-site well and septic systems. The wells are located near the Clubhouse (Well 1) and next to the concession building (Well 2). Both wells are in good working condition and have been maintained regularly.

To start the design process for the utility system, the CBS Squared team needed to verify the ability to place structures and facilities in close proximity to the lake; we needed to define the 100-year flood elevation. In reviewing records with Eau Claire County, it was indicated that the sanitary systems were recently updated on properties adjacent to the park. Our team, led by plumbing designer Mike Hasset, verified that the 100-year flood was adjacent to the shoreline and at elevation 810. Any structures located in the park needed to be 2' above the 100-year flood elevation or above elevation 812.



100 year flood elevation = 810

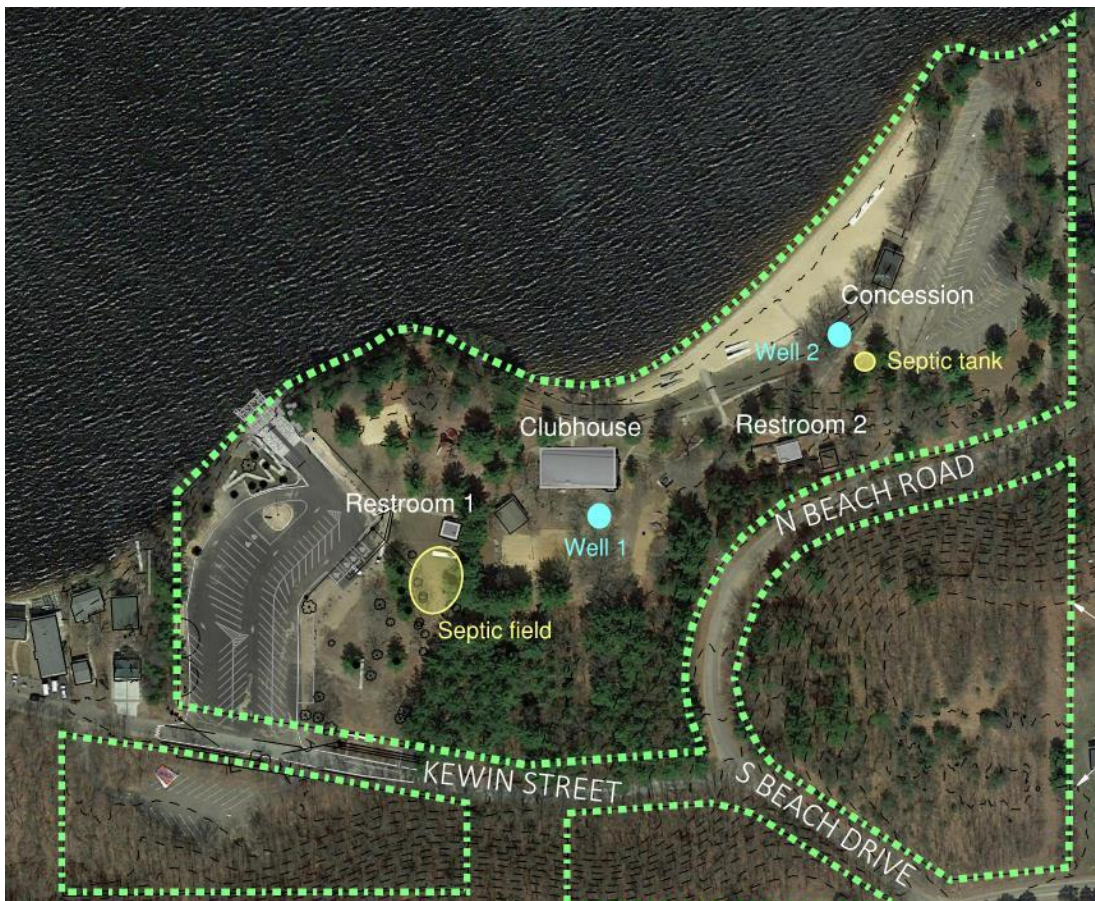
In the beginning of the design process, our team examined multiple designs of sanitary systems appropriate for the future park. In working with local officials and septic and soil specialist, different options were reviewed. The team was initially considering using a large private on-site waste treatment system (POWTS) like the system utilized by homes to the west of the park. In addition to the POWTS approach of a centralized drain field, the other consideration was to utilize a large drain field outside of the active park area to the South and East of N Beach Road using a large central storage tank and

pumping effluent to an elevated drain field. Finally, we examined the possibility of siting drain fields in the park adjacent to the associated with new park facilities. Over the course of this study, multiple soil samples were taken by a local soil tester to consider the feasibility of the various drain field options. In all areas of the park, the soil found within the park was found suitable for use as a drain field. One small area of the park was found to be consistently wet from adjacent hard surface runoff. It was determined that this runoff could be redirected to the proper stormwater holding area and then the area would be suitable for use as a drain field.

2.1 Restrooms

The two restrooms on site were not formally reviewed for ADA compliance, but it is apparent that both of them do not meet accessibility requirements from the 2010 American with Disabilities Act or Uniform Building Code for public restroom design. The restrooms are well maintained but both are either over or near 40 years old. The restroom nearest to the boat launch (Restroom 1) is the better of the two but still does not meet current ADA standards. The Beach restroom (Restroom 2) is the most egregious of the two with very poor access in addition to the non-conforming internal circulation.

Restroom recommendations Though improvements to the water and septic systems are critical, the short and long term funding should also focus on replacement of these facilities to serve the park users.



Location of existing public facilities, wells, drain field, and septic tank

3.0 Proposed Park Master Plan

The Master Park plan was developed in 2017 with the intent to bring the park up to current park and open space standards. The park is choice property on one of the prime lake areas in the Chippewa Valley. Lake Altoona County Park was never master planned from the park’s inception. Having once been in an undeveloped area in the City of Altoona, the park is now surrounded by residential areas and is more of an urban park than a rural park. The boat launch is the most consistently used facility, with the beach area also being very popular.

The master plan looks to provide more group space for this growing area. The enclosed clubhouse in the park is to be demolished, and a new Lake Center on the lakeshore will replace the facility. This facility will be a venue for gatherings of 250 attendees. Adjacent to the Lake Center are two pavilions for use by park visitors, and having transient boat slips to come to dock next to the pavilions. In addition, three outdoor pavilions will replace the single pavilion in the park. This will allow groups from 50 to 150 users to have separate private events. The park is also well designed for community events.

The eastern portion of the park is to be used primarily for beach use and used by the Ski Sprites.



Park Master Plan by Ayres Associates.

3.1 Analysis of Park Water and Sewer Needs

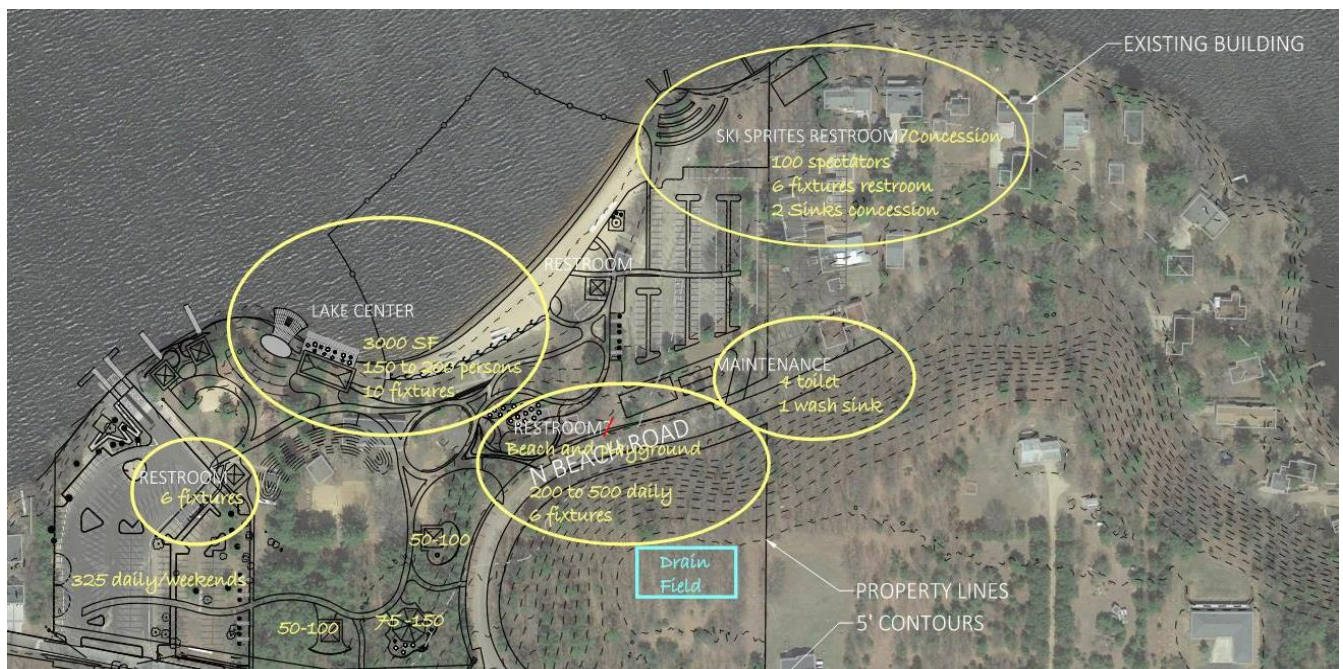
To properly size the septic facilities for the future development of Lake Altoona County Park, our team looked at the individual facility water and sewer needs. An analysis of the building square footage, user capacity, and water requirements of each fixture within the building was completed. This created the road map for the design.

The Lake Center and Maintenance facility are the only year-round buildings in the park master plan. The restroom and concession buildings are to be season facilities.

The septic needs were **based on 3 criteria**: design flow for patron use, toilets only, number of patrons using the facility and daily water consumption per patron to determine the daily load rate in gallons of waste/ Square foot/ day.

As a planning approach, water needs will be distributed throughout the park and is intended to be individually controlled by shut off valves to allow for isolation of the facilities and to help in the winterization of the water lines.

There is a provision to include an irrigation system into the water system design. This is important since without irrigation, the sandy soil within the park does not allow for turf development sufficient to hold up to daily patron use. It is the intent that the irrigation system will be run between 11 PM and 5 AM to balance the peak water use.



Proposed park facility fixture, capacity, utilization, and area summary

4.0 Septic System Design Summary

The septic system study was performed by Michael Hasset ,MPRS, CST. Michael is the primary design expert of septic systems in the Chippewa Valley. He has experience in designing commercial and residential septic systems.

Upon Michael's initial evaluation of the project, he recommended determining the park areas with soil percolation suitable to support a drain field. Five pits and two borings were evaluated within the park. Mike correlated the information gathered from the on-site testing with the wastewater needs of the future park improvements.

The complete design report is included in **Section 8.0 Appendices- Water Study Report and Septic System Report**

Septic System Recommendation

Our team recommendation is to have five new drain fields added into the used areas of the park. Based on our preliminary study, these drain fields can coexist in relative proximity to each facility without interfering with the use of the facility or impacting adjacent park activities.

5.0 Water System Design Summary

The existing water system consists of two wells in relatively close proximity to each other. The clubhouse well provides water to the clubhouse and the west restroom. The beach well provides water to the concession building on the beach. The wells are relatively shallow and have maintained a consistent water supply to the park with little maintenance over their 50-year history. The clubhouse well was recently updated with a new pump, pressure tank, and well pipe. The existing casing is 4" diameter, which is not to current standard of 6". The clubhouse well motor is also capable of being converted to a variable frequency drive (VFD) system which would reduce the size of a pressure tank and save on the life of the pump.

The following information was developed through conversations with park maintenance staff. This information is also presented in a table in the water system design report.

Clubhouse well:

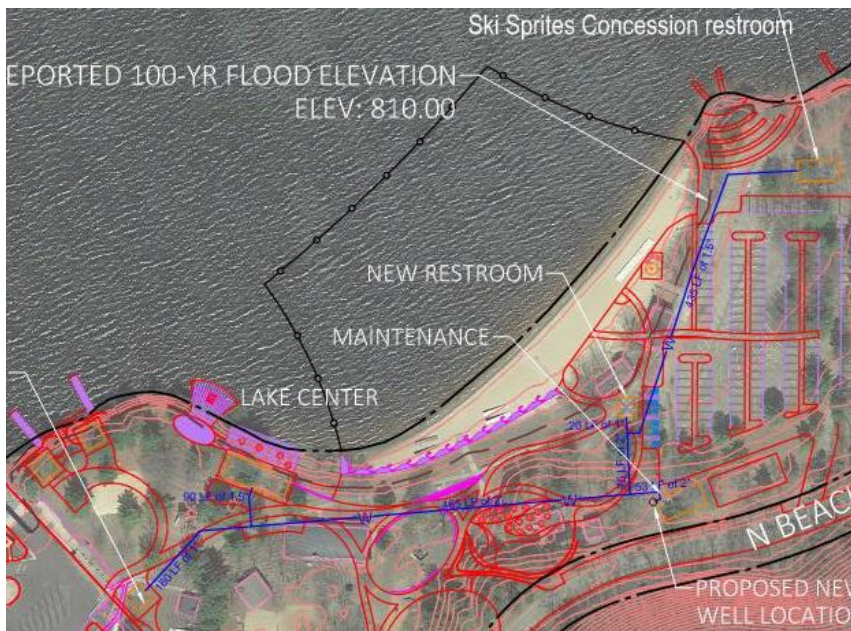
- Do you have the existing pumping rate for the well? **20 gpm**
- Does the well have a pressure tank or is it operate by a Variable frequency drive (VFD) **119 gallon pressure tank., No VFD but capable of being converted**
- Is the water line a 2" pipe within a 4" casing? **1 1/4" pipe in 4" casing**
- Pipe to boat landing restrooms: **1 1/2"**
- Pipe to clubhouse: **3/4"**
- Do you have a depth of the well and what depth the pump is set? **Pump is set at 59', well is 67'.**
- Can you confirm that the well is classified as a Transient, non-community well system (TNCWS). This will help us define the DNR forms that will be needed to be filled out if/when the well is relocated. **Yes**

Beach well:

- Do you have the existing pumping rate for the well? **25 gpm**
- Does the well have a pressure tank or is it operate by a Variable frequency drive (VFD) **Pressure tank. Not VFD capable**
- Is the water line a 2" pipe within a 4" casing? **1 1/4" pipe in 6" casing**
- Pipe to beach restrooms: **Unsure, no easy access, around 1 1/4" to 1 1/2"**
- Pipe to concession stand from restroom: **3/4" pipe**
- Do you have a depth of the well and what depth the pump is set? **Pump is set at 40', not sure of well depth at this time**
- Can you confirm that the well is classified as a Transient, non-community well system (TNCWS). This will help us define the DNR forms that will be needed to be filled out if/when the well is relocated. **Yes**

Water Distribution System Recommendation

The future water needs for the park can be managed with a single well that distributes water to all future buildings throughout the park. This well would be located at a proposed new maintenance facility planned to the southeast portion of the park. This new well would eliminate the two existing wells. The centralized well system would provide updated well casing, draw pipe, motor, and pump, plus the use of a variable frequency drive (VFD) system. This would allow the system to be centralized to manage water use in the park and to control the timing of the irrigation system to minimize the conflicting water draws that would tax the system during high demand times. Some discussion has considered keeping the clubhouse well as an active backup well to be used in case of failure to the primary well. Though this may be able to work, the electronic system would need to be connected to the primary well system and the pump would need to be used regularly to maintain the pump and motor is in operating condition. We are not recommending this approach at this time, but it may want to be reconsidered when the implementation of the plan begins.



The water study report describes the future need of water services for each proposed facility identified in the Park Master Plan including fixture type and fixture quantity, water distribution line sizes and location plus the well water requirements for the entire park. Finally, the water system that exists now should remain until at least the development of the beach area is funded; including the development of the new maintenance facility.

*Proposed water line distribution layout***6.0 Existing Septic System Evaluation by Eau Claire County**

Emailed to Josh Pedersen, Park Director
June 11, 2019

Hi Josh,

As you know, I evaluated the septic system serving the Lake Altoona beach toilet rooms today, June 11, 2019. This is a pre-1960 system consisting of a septic tank, a distribution box, and three dry wells. Two of the dry well vents are blocked or collapsed at a depth of approximately 2 to 3 feet below grade; most likely due to tree root infiltration and degradation of the cast iron vent pipe. Examination of the single vent pipe that was open revealed a dry well which terminates approximately 8 feet below grade. The dimensions of the dry well are most likely 6 foot in diameter and 6 foot tall. There was no standing water in the dry well at the time of the inspection. Inside the distribution box, there are 3 outlets (one for each dry well) and removable baffles at each outlet. There are metal handles for removing the baffles and they are extremely corroded and deteriorated. The metal handles reflect the condition of the cast iron sewer lines throughout the entire septic system. This system is very old and may fail in the near future; most likely due to collapse of a dry well or deterioration of the cast iron sewer piping.

This septic system should not be counted on for any planned future expansion of the park. I recommend continuing to use this septic system only in its current capacity. A replacement area should be identified by a certified soil tester as soon as possible in preparation for the failure of this system.

Daniel Peterson, R.S.

Dan.Peterson@co.eau-claire.wi.us

715-839-4728

Eau Claire City-County Health Department

720 Second Ave, Eau Claire WI 54703

7.0 Opinion of Probable Cost (OPC) for Water and Septic Improvements



OPINION OF PROBABLE CONSTRUCTION COST

EAU CLAIRE COUNTY WISCONSIN
LAKE ALTOONA COUNTY PARK
UTILITY STUDY

Date:

6/30/2020

Estimator PAJ Total Estimate

\$252,955.30

REPAIRS AND IMPROVEMENTS

Water and Septic Improvements for Future Park Master Plan

Item Description Unit Quantity Unit Price Estimated Cost

Water System						
1	2" water line	LF	600	\$34.00	\$20,400.00	
2	1-1/2" water line	LF	525	\$30.00	\$15,750.00	
3	1" water line	LF	180	\$26.00	\$4,680.00	
4	Irrigation System	LS	1	\$32,000.00	\$32,000.00	Open areas
5	Backflow prevention	EA	1	\$2,500.00	\$2,500.00	
6	New well	LS	1	\$25,000.00	\$25,000.00	Located at proposed Maintenance building
7	Existing well abandonment	EA	2	\$2,500.00	\$5,000.00	
					\$105,330.00	

Septic Systems						
8	Boat Landing Restroom - Including pump tank	LS	1	\$23,375.00	\$23,375.00	Pump tank cost \$6,000
9	Lake Center	LS	1	\$13,250.00	\$13,250.00	
10	Beach Restroom- Including pump tank	LS	1	\$23,376.00	\$23,376.00	Pump tank cost \$6,000
11	Ski Sprites - restroom and Concession	LS	1	\$8,750.00	\$8,750.00	
12	Maintenance Building - Including lift station	LS	1	\$11,750.00	\$11,750.00	Cost of a lift station \$4,000
SUB TOTAL					\$80,501.00	

SUB TOTAL **\$194,581.00**
 CONTINGENCY 30% \$58,374.30
 TOTAL **\$252,955.30**

Immediate needs						
13	Replacment of failing septic system at existing beach restroom		1	\$8,750.00	\$8,750.00	
TOTAL					\$8,750.00	

8.0 Appendices: Water Study Report and Septic System Report

Lake Altoona County Park Water Study Report



ALTOONA, WI

Eau Claire County

July 3, 2020



Prepared by:
CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715.861.5228

EAUCO 18003

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Introduction

On behalf of the Eau Claire County Parks and Forestry Department, CBS Squared has completed an onsite water utility study for Lake Altoona County Park located in Altoona, WI. Through the study CBS Squared investigated existing capacity, future demand and various scenarios to accommodate future developments.

1.0 Existing System Information

Lake Altoona County Park currently has two active wells, identified as the “Clubhouse Well” and “Beach Well”. The existing wells are approximately 50 years old, detailed information can be seen below in Table 1.

Table 1: Existing Well Information

	Clubhouse Well	Beach Well
Pumping Rate (gpm)	20	25
Pressure Tank	Yes	Yes
- Size (gal)	119	
Variable Frequency Drive	No	No
Draw Pipe Diameter (in)	1.25	1.25
Casing Diameter (in)	4	6
Pump Depth (ft)	59	40
Well Depth (ft)	67	?
Water System Classification	Transient Non-Community Water System (TNCWS)	

Each existing well serves approximately half of the current park buildings, with the clubhouse well serving the clubhouse and boat landing restroom while the beach well serves the beach restroom and concession stand restroom. Existing water service line sizes are listed below in Table 2.

Table 2: Existing Water Service Lines

	Clubhouse Well	Beach Well
Pipe to Boat Landing Restroom	1.5"	
Pipe to Clubhouse	0.75"	
Pipe to Beach Restroom		1.25"-1.5"
Pipe to Concession Stand Restroom		0.75"

2.0 Proposed System Information

2.1 New Building Water Demands

The new Lake Altoona County Park site plan proposes five new buildings including three buildings with small restroom and two with concession capacities. Fixture counts for future buildings are located in Table 3 below.

Table 3: Future Building Fixture Counts

	West Restroom	Lake Center	East Restroom	Maintenance Building	Ski Sprites Restroom/Concession	Totals
Toilet	3	4	3	3	3	16
Sink (Bath)	2	4	2	2	2	12
Urinal	1	2	1	1	1	6
Sink (Kitchen)		2			2	4
Hand Wash		1			1	2
Beech Shower			2		1	3
Mop Sink					1	1

Evaluation of future water demands using the Wisconsin Department of Safety and Professional Services (DSPS) table for public use fixtures (Table 82.40-2) results in the future buildings having a water demand of approximately 40 gallons per minute (gpm).

Based on demands for each individual building, water service line sizes recommended for each building are as follows in Table 4.

Table 4: Future Water Service Line Sizes

	New Well
West Restroom	1"
Lake Center	1.5"
East Restroom	1"
Maintenance Building	1"
Ski Sprites Restroom/Concession	1.5"

2.2 New Irrigation System

The possibility of an irrigation system throughout the park has been discussed and investigated. With an estimated irrigation demand of 30 gpm the water service system supply would need to be increased to 70 gpm and the size of the service lines running throughout the park would need to increase as well. There are two alternatives to increasing the size of the well and distribution system:

- a) Plan to coordinate timing of irrigation activities to off peak or closed hours. This would allow the irrigation system to utilize the 40 gpm supply usually used by the buildings.
- b) Install an irrigation system where the supply water is sourced from the lake as opposed to potable water drawn from the new well.

2.3 New Well Recommendation

Due to the age of the existing wells and their locations in relation to the future Lake Altoona County Park layout a single new well was evaluated. The new well will be located adjacent to the future maintenance building, allowing the accompanying equipment to be conveniently housed and easily accessed by staff for maintenance and monitoring purposes. Another advantage of the proposed new well location is its elevation. The maintenance building, adjacent to N Beach Rd, is the highest in elevation compared to all other future buildings connected to the water system. Having the new well at this location will be advantageous in maintaining water pressure throughout the system as the well will be located at the highest point. Table 5 below contains the specifications of the new well.

Table 5: New Well Information

	New Well
Pumping Rate (gpm)	50
Pressure Tank	Yes
- Size (gal)	50
Variable Frequency Drive	Yes
Draw Pipe Diameter (in)	2"
Casing Diameter (in)	6
Pump Depth (ft)	85'
Well Depth (ft)	76'
Water Depth (ft)	82
Water System Classification	Transient Non-Community Water System (TNCWS)

It is important to note that the new well has intentionally been designed below 70 gpm as any well installed above 70 gpm would be classified as a high capacity well and require additional permitting.

2.4 Cost Estimate

Table 6 below contains the estimated costs for the water service lines, irrigation system and new well.

Table 6: Water System Cost Estimate

Item	Cost
Water Service Lines	
--- 2" Line (600 LF)	\$20,400
--- 1 ½" Line (525 LF)	\$15,750

--- 1" Line (180 LF)	\$4,680
Water System Subtotal	\$40,830
Irrigation System	\$32,000
Backflow Prevention	\$2,500
Irrigation Subtotal	\$34,500
New Well - predesign	\$25,000
Total	\$100,330

Utility Study for Lake Altoona County Park

Michael J. Hasset
MPRS, CST - 224974
Designer - 1152
Eau Claire, WI

MAY 26, 2020

For Whom it may concern,

Purpose of this study is to determine feasibility of private onsite-waste treatment systems(POWTS) for future improvements to the park. Projected improvements to be considered are:

- 1.) New Lake Center for Year-Round use
- 2.) New restrooms for boat landing area
- 3.) new restrooms for beach area
- 4.) new maintenance building
- 5.) Ski Sprites building with restrooms and concession stand.

Each Improvement will be considered separately for Projected location and cost of POWTS.

General Soil Testing was performed on 4-22-2020 to determine soil & site suitability for POWTS. Five pits and Two Borings were evaluated to gain a sense of what the soils and site would allow.(See Soil Evaluation Report For Location and Elevations.) All work revealed deep ls,s soils throughout the park, which will allow installation of below grade In-ground systems. This opens up all possibilities for individual POWTS for each improvement or combined POWTS for more than one improvement if deemed more cost effective and/or reducing area used. Individual Soil evaluation will be needed in the future when each improvement building is specifically located and any other considerations around the building are indicated. (EX. Well, H₂O lines, sidewalks, trees preserved, roads, etc.) Also if the improvements will be staggered in time completion or no longer considered. Other considerations are Minimum POWTS setbacks, 50' from well and ordinary high water mark (OHWM) of lake (25' for septic tank), 10' setback from any building (5' for Septic Tank), 5' from property line, and 15' from H₂O lines.

Cost estimates for each improvement are as follows:

1.) Boat Landing Restroom - Existing restrooms had a POWTS system installed in 1972, consisting of a 2,000 Gallon septic tank and a 26' x 52' seepage bed. Vent pipe on the drainfield was completely dry on 04-22-2020, indicating the bed is still functioning well after 48 years. Projected new POWTS will be based on design flow for parks (Toilet waste only) Patrons (75 Patrons/ Acre) 3.5 Gallons/Day/Patron (Estimated Waste Flow) from DSPS 83 Table A - 383.43-1. With other Bathrooms on the park, will figure for 3 Acres - 787 Gal./Day x 1.5(Safety Factor)= 1182 Gal./Day design wastewater flow (DWF) with .7 Gal/sqft/Day Load rate. 2,500 Gal. Septic Tank with 1,688 sqft drainfield.

Cost of system:

Soil Evaluation Report	\$750
Design Fee	\$400
Plan Approval and Permit	\$1225
<u>System installation Cost</u>	<u>\$15,000</u>
Total:	\$17,375

(If Pump tank needed add an additional \$6,000)

2.) Lake Center - Will figure as an Assembly Hall + Dining Hall (paper products only) w/ basic kitchen facilities (service sinks), amounting to 3.3 Gallons/Day/Patron at 150-200 patrons/Day for an EWF (Estimated Waste Flow) of 500 gals./day and a design wastewater flow (DWF) of 750 Gals./Day with a .5 Gal/sqft/Day Load rate. 1,600 gallon Septic tank with 1,500 sqft of drainfield.

Cost of system:

Soil Evaluation Report	\$650
Design Fee	\$350
Plan Approval and Permit	\$750
<u>System installation Cost</u>	<u>\$11,500</u>
Total:	\$13,250

3.) Beach Restrooms - Will figure on EWF (Estimated Waste Flow) for parks (Toilet waste only) Patrons (75 Patrons/ Acre) 3.5 Gallons/Day/Patron (Estimated Waste Flow) from DSPS 83 Table A - 383.43-1. With other Bathrooms on the park, will figure for 3 Acres - 787 Gal./Day x 1.5(Safety Factor)= 1182 Gal./Day design wastewater flow (DWF) with .7 Gal/sqft/Day Load rate. 2,500 gallon Septic tank with 1,688 sqft of drainfield.

Cost of system:

Soil Evaluation Report	\$750
Design Fee	\$400
Plan Approval and Permit	\$1225
<u>System installation Cost</u>	<u>\$15,000</u>
Total:	\$17,375

(If Pump tank needed add an additional \$6,000)

4.) Ski Sprites - Will figure for Restrooms and concession stand (seasonal use - 2 days/week) 100 Patrons x 2 Gals./Day = 200 Gals./Day EWF(Estimated Waste Flow). 200 gals. X 1.5 (safety factor) = 300 Gals.Day DWF(Design Wastewater Flow) with .7 Gal/sqft/Day Load rate. 800 gallon Septic tank with 450 sqft of drainfield.

Cost of system:	
Soil Evaluation Report	\$650
Design Fee	\$350
Plan Approval and Permit	\$750
<u>System installation Cost</u>	<u>\$7,000</u>
Total:	\$8,750

5.) Maintenance Building - Will figure for 4 employees and 1 floor drain EWF(Estimated Waste Flow)=77 Gals./Day x 1.5 (safety factor) = 116 Gals./Day DWF(Design Wastewater Flow) with .5 Gal/sqft/Day Load rate. 600 gallon Septic tank with 232 sqft of drainfield.

Cost of system:	
Soil Evaluation Report	\$650
Design Fee	\$350
Plan Approval and Permit	\$750
<u>System installation Cost</u>	<u>\$6,000</u>
Total:	\$7,750

(If Lift Station needed add an additional \$4,000)

Respectfully submitted,



Michael J. Hassett, MPRS,CST-224974, Designer -1152
05-26-2020

Michael J. Hassett
1503 Fairway St.
Eau Claire, WI 54701
(H) 715-834-8610 (C) 715-577-4383
CST, MPRS-224974, D-1152

SOIL EVALUATION REPORT

in accordance with Comm 85, Wis. Adm. Code

Attach complete site plan on paper not less than 8 1/2 x 11 inches in size. Plan must include, but not limited to: vertical and horizontal reference point (BM), direction and percent slope, scale or dimensions, north arrow, and location and distance to nearest road.

Please print all information.

Personal information you provide may be used for secondary purposes (Privacy Law, s. 15.04 (1) (m)).

County	Eau Claire
Parcel I.D.	1820122709242300001
Reviewed by	Date

Property Owner Eau Claire Co. (Lake Altoona Co. Park)	Property Location Govt. Lot SW 1/4 NW 1/4 S 24 T 27 N R 9 <input type="checkbox"/> E (or W) <input checked="" type="checkbox"/>
Property Owner's Mailing Address 721 Oxford Ave. Parks + Rec. Office	Lot # Block # Subd. Name or CSM#
City State Zip Code Phone Number Eau Claire WI 54703 ()	<input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town Nearest Road Altoona Keweenaw St. + N. Beach Rd.

New Construction Use: Residential / Number of bedrooms _____ Code derived design flow rate _____ GPD

Replacement Public or commercial - Describe: REST ROOMS

Parent material OUTWASH Flood Plain elevation if applicable 810.0 ft.

General comments and recommendations: ENTIRE PARK MAINLY SUITABLE FOR INGROUND PANTS SYSTEM.

1 Boring # Boring Pit Ground surface elev. 814.2 ft. Depth to limiting factor > 80 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate GPD/ft ²	
									*Eff#1	*Eff#2
1	0-4	10YR 3/2	-	ls	sg	mufr	cs	lof	.7	1.6
2	4-16	10YR 4/3	-	ls	sg	mufr	cs	-	.7	1.6
3	16-30	10YR 4/6	-	fs	sg	mufr	cs	-	.5	1.0
4	30-80	10YR 5/4	-	s	sg	ml	-	-	.7	1.6

2 Boring # Boring Pit Ground surface elev. 814.1 ft. Depth to limiting factor 84 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate GPD/ft ²	
									*Eff#1	*Eff#2
1	0-6	10YR 3/2	-	ls	sg	mufr	cs	lf	.7	1.6
2	6-17	10YR 4/3	-	ls	sg	mufr	gs	lm	.7	1.6
3	17-33	10YR 4/4	-	s	sg	mufr	cs	-	.7	1.6
4	33-88	10YR 5/4	-	s	sg	ml	-	-	.7	1.6
				H ₂ O WEeping INTO PIT AT 84"						

* Effluent #1 = BOD₅ > 30 ≤ 220 mg/L and TSS > 30 ≤ 150 mg/L

* Effluent #2 = BOD₅ ≤ 30 mg/L and TSS ≤ 30 mg/L

CST Name (Please Print)	Michael J. Hassett	Signature	<i>Michael J. Hassett</i>	CST Number
Address	1503 Fairway St. Eau Claire, WI 54701 (H) 715-834-8610 (C) 715-577-4383 CST, MPRS-224974, D-1152	Date Evaluation Conducted	4-22-2020	Telephone Number

Property Owner Eau Claire Co.

Parcel ID # _____

Page 2 of 5

3 Boring # Boring Pit Ground surface elev. 815.1 ft. Depth to limiting factor >86 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2
1	0-11	10YR 3/2	-	ls	sg	mufn	cs	1M	.7	1.6
2	11-25	10YR 4/3	-	ls	sg	mufn	gs	2M	.7	1.6
3	25-42	10YR 4/6	-	s	sg	mufn	cs	-	.7	1.6
4	42-86	10YR 5/4	-	s	sg	m1	-	-	.7	1.6

4 Boring # Boring Pit Ground surface elev. 820.9 ft. Depth to limiting factor 74 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2
1	0-2	10YR 3/2	-	ls	sg	mufn	cs	1uf	.7	1.6
2	2-11	10YR 4/3	-	ls	sg	mufn	cs	-	.7	1.6
3	11-32	10YR 5/6	-	fs	sg	mufn	gs	-	.5	1.0
4	32-74	10YR 6/4	-	cs	sg	m1	qs	-	.7	1.6
	74" +	S.S. BEDROCK								

5 Boring # Boring Pit Ground surface elev. 814.6 ft. Depth to limiting factor > 98 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2
1	0-8	10YR 3/2	-	ls	sg	mufn	cs	1f	.7	1.6
2	8-23	10YR 4/3	-	ls	sg	mufn	gs	2M	.7	1.6
3	23-43	10YR 4/6	-	s	sg	mufn	cs	-	.7	1.6
4	43-98	10YR 6/4	-	s	sg	m1	-	-	.7	1.6

* Effluent #1 = BOD₅ > 30 ≤ 220 mg/L and TSS >30 ≤ 150 mg/L

* Effluent #2 = BOD₅ ≤ 30 mg/L and TSS ≤ 30 mg/L

The Department of Commerce is an equal opportunity service provider and employer. If you need assistance to access services or need material in an alternate format, please contact the department at 608-266-3151 or TTY 608-264-8777.

Property Owner Eau Claire Co.

Parcel ID # _____

Page 3 of 5

Boring # 6 Pit Ground surface elev. 814.5 ft. Depth to limiting factor > 92 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2
1	0-9	10YR 3/2	-	1s						
2	9-22	10YR 4/3	-	1s						
3	22-41	10YR 4/6	-	s						
4	41-92	10YR 6/4	-	s						

Boring # 7 Pit Ground surface elev. 815.0 ft. Depth to limiting factor > 86 in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2
1	0-10	10YR 3/2	-	1s						
2	10-24	10YR 4/3	-	1s						
3	24-41	10YR 4/6	-	s						
4	41-86	10YR 5/4	-	s						

Boring # Pit Ground surface elev. _____ ft. Depth to limiting factor _____ in.

Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	Soil Application Rate	
									GPD/ft ²	
									*Eff#1	*Eff#2

* Effluent #1 = BOD₅ > 30 ≤ 220 mg/L and TSS > 30 ≤ 150 mg/L
 * Effluent #2 = BOD₅ ≤ 30 mg/L and TSS ≤ 30 mg/L

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0 100 200 300ft
DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.



<https://www.wisconsinhistory.org/Records/Article/CS15267>

Josh

Above is the website location for info on the State Historical Marker program.

A few notes:

When the Lake Eau Claire dam was built it was the largest WPA project in the state of Wisconsin.

- At this time we are only looking for pre-approval to proceed with a preliminary application.
- There is no cost obligation to the County.
- LECA has signed on to proceed with this project, If the preliminary proposal is approved we would then make a formal application. This will cost \$250. LECA has agreed to pay this fee.
- If final approval is received we would then need to finalize the type of sign, wording and placement. EC County would be involved in this process and would need to give approval before proceeding.
- Cost of the sign is undetermined at this time but we plan on doing a donation drive or fund raiser. Signs can run from \$750 to \$3,500. Again no obligation to the County unless they decide to participate in the cost.
- Historical Signs differ from Historical sites in that they do not place restrictions on properties.
- Tentatively we are thinking of placement of the sign near the entrance to the County Park, Maybe near the County Park sign now there. But that is just a preliminary suggestion.

Randy Stutzman, local history teacher, will be doing the historical background study. Randy was the person instrumental in the Historical Marker at the Dells Pond location.

Fred Poss, local English teacher, will be assisting in the application process and the wording of the sign.

And then myself as the coordinator and representative of LECA.

We really feel this is an important endeavor and believe it would add value to our area resources and history . We hope that Eau Claire County would be supportive of this project!

Thanks

Dale

October 7th, 2020

January 2021 Extensions

Sale Number	Contractor	Extension	Increase	Staff Recommendations
1699	Tlusty Logging	3+	0%	Ready for closeout by Jan 1
1718	Tlusty Logging	3+	0%	Extend
1721	Dairyland Forest Products	3+	0%	Extend
1742	Tlusty Logging	3+	0%	Extend
1751	DMS Forestry	3+	0%	Closeout
1753	Dairyland Forest Products	3	0%	Extend
1773	Theo Strzok	3	0%	Closeout
1774	Wolf River Logging	3	0%	Closeout
1777	DMS Forestry	3	0%	Closeout
1780	DMS Forestry	3	0%	Closeout
1781	Theo Strzok	3	0%	Extend
1782	DMS Forestry	3	0%	Closeout
1783	DMS Forestry	3	0%	Closeout
1797	Tlusty Logging	2	0%	Extend
1798	Tlusty Logging	2	0%	Extend
1799	Buffalo Lumber	2	0%	Extend
1800	DMS Forestry	2	0%	Extend
1801	Tlusty Logging	2	0%	Closeout
1802	Wolf River Logging	2	0%	Extend
1803	DMS Forestry	2	0%	Closeout
1804	DMS Forestry	2	0%	Extend
1805	DMS Forestry	2	0%	Extend
1806	DMS Forestry	2	0%	Extend
1807	Wolf River Logging	2	0%	Extend
1819	Theo Strzok	1	0%	Extend
1820	Tlusty Logging	1	0%	Extend
1821	Tlusty Logging	1	0%	Extend
1822	Kron Forest Products	1	0%	Extend
1823	Martins Forestry	1	0%	Extend
1824	Syryczuk Logging	1	0%	Extend
1825	Kron Forest Products	1	0%	Extend
1826	Tlusty Logging	1	0%	Extend



4/8/2020

Kevin Stelljes, Chair
Committee on Parks and Forest
Agriculture and Resource Center
227 1st Street West
Altoona, WI 54720

Subject: Eau Claire County Forest Program Review (2016-2018)

Dear Mr. Stelljes

Attached for your consideration is the Eau Claire County Forestry Program Review Executive Summary prepared by Rachel Hauser, DNR Area Forestry Staff Specialist and Trish Wiesender, Judy Freeman, and Leeann Thole, Fiscal Analysts. The audit was specific to state aid forestry fund activity, timber sale accountability, forest certification findings, and wildlife habitat management program accountability from January 1, 2016 through December 31, 2018.

Comments were received from Josh Pedersen, County Forest Administrator, Jake Tumm, Eau Claire County Forester as well as Ali Moe, Eau Claire County Forestry Financial Clerk, both during the in-person portion of the review on October 9, 2019 and in follow-up phone calls and conversations. This input and cooperation were valuable in developing this final document. Josh and all the staff at the County Forest are doing a good job of managing the valuable and unique resources that are within Eau Claire County.

We welcome the opportunity to work with you to realize the objectives of your forestry program and appreciate the open discussion and exchange of ideas that were made possible by this type of audit. Based on the review findings there are several recommendations noted in the report. These recommendations are offered with the intent of strengthening your program for the benefit of all of the citizens. I hope that they prove to be a constructive influence in strengthening the partnership principle in the County Forest Program. We appreciate the courtesy and cooperation extended toward the audit team and look forward to working with Eau Claire County in the future!

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim K. Warren'.

Jim Warren, Director
Bureau of Forestry Field Operations

Cc: Josh Pedersen, Eau Claire County Forest Administrator
Kyle Johnson, DNR Liaison Forester
Andy Sorenson, DNR Forestry Team Leader
Greg Mitchell, DNR Area Forestry Leader
Eric Zenz, DNR SO District Forestry Leader
Doug Brown, DNR County Forest and Public Lands Specialist

Eau Claire County Forest
October 9, 2019
Program Review (2016, 2017, 2018)
Executive Summary

The review was conducted in three parts: a programmatic evaluation of timber sale accountability, a fiscal review of the county's State Aid Forestry Fund account and associated grants / loans, and a review of Eau Claire County's progress on forest certification initiatives.

COMMENDATIONS

The audit revealed program areas that were particularly well done and worthy of mention.

1. *Timber sale files are kept neat and well organized*
2. *Eau Claire County staff and WI-DNR Forestry staff are dedicated to sustainable forestry practices on all County Forest lands. During this time period, 26 timber sales covering 1181 acres were closed out. Timber sale revenues from these sales were over \$1.6 million, with just over \$240,000 of that going back to the local townships.*
3. *Eau Claire County continues to do an excellent job keeping RECON up to date, with only 5% of RECON older than 20 years.*
4. *Eau Claire County staff are committed to addressing the improvement of timber sale files to ensure all required documents are included.*

RECOMMENDATIONS

1. *County may wish to consider invoicing for stumpage more frequently than every 30 days for large volume timber sales to minimize the financial risk to the County.*
2. *Keep copies of the final Ledger and final Journal in the sales file for reference to the complete financial history of the sale.*
3. *Compare and reconcile dollar totals between Journal and Ledger after each stumpage billing, and take care when transferring final stumpage volumes from the Journal into WISFIRS.*
4. *Review of the actual expenditures for salary and fringe show a net overpayment of \$848.45 for the 3-year audit period 2016-2018. DNR will make an adjustment to the grant to be paid in 2020 that will include a decrease to the total grant amount eligible by \$848.45 to account for this overage.*
 - *Continue to submit annual work plan and salary breakdown of the county forest administrator position. Deposit grant money in the state aid forestry fund and draw upon it for administrator's salary as required in NR47.70(4)(b), Wis. Adm. Code.*

5. *Keep copies of the winning bid, at minimum, in the sale file until the sale is audited.*
6. *Set up a reminder system, (i.e. note on a calendar, etc.) to check dates on letters of credit, insurance, and training certificates of active contractors to ensure compliance.*

PART I: EVALUATION OF TIMBER SALE PROGRAM AND ACCOUNTABILITY

The question addressed in this portion of the Eau Claire County Forest Program Review was "What degree of control and accountability does the county maintain over its timber sales program through its administrative efforts?"

A number of activities are involved in addressing this total question. The various aspects are specifically outlined in s.s. 28.11(6) of the County Forest Law which deals with the approved methods of conducting timber sales.

Although the statutes establish the legal limits within which timber sales are authorized to be conducted, the aggressiveness of the administrative policies of the individual county really determines the degree of accountability that is maintained.

In order to determine the degree of timber sales accountability maintained by the county we examined 9 sale folders, severance tax billings and payments, and reviewed county procedures. Seven review items were examined. Our review findings and recommendations for each item are shown below.

Item 1: VERIFICATION OF COUNTY PAYMENT TO TOWNS OF 10% OF GROSS TIMBER SALE REVENUE PURSUANT TO ss. 28.11(9)(d). Wis. Stats.

The county clerk's and forest administrator's records were examined for the years 2016 through 2018 to verify that the County annually paid the appropriate townships the statutory 10% of the gross receipts which the County received from timber sales on lands entered as County Forest.

- *Eau Claire County paid 15% of Timber Sale Revenue to townships for 2016, 2017 and 2018, using the correct percentages provided by DNR Report 51A*

Item 2: VERIFICATION OF COUNTY PAYMENT OF THE 20% SEVERANCE TAX TO THE STATE PURSUANT TO s.s. 28.11(9)(a) Wis. Statutes.

The county procedures for paying severance due the state were examined. Severance tax invoices and the detailed DNR County Forest Ledger Account (Rpt. 53B) were examined for the period of 2016 to 2018.

- *Eau Claire County did not have Project Loan or Variable Acreage Loan balances due during this audit period.*

Item 3: AWARD OF SALES & BIDDING

A review of 9 sales and 6 bid opening summaries were made to determine compliance with requirements for advertising and direct sale of forest products (s.28.11(6)(b), Wis. Stats.)

- Eau Claire County has two bid openings each year, one in Spring, one in Fall.
- All sales reviewed were awarded to the highest bidder.
- Eau Claire County's website lists the sale bid packets and bid results from the past 4 years.

Finding #1:

Most of the winning bids were included in the sale folder with several containing all bids received.

Recommendation #1:

Keep copies of the winning bid, at minimum, in the sale file until the sale is audited. Keep copies of all the bids either in the sale file or in a separate file until the sale is audited. This separate file could be the County website.

Item 4: TIMBER SALES RECORDS

Individual timber sales files, related mill scale and field scale slips, and ledgers were examined on 9 sales. The forest administrator was also interviewed.

- Timber sale files are neat and well organized.
- The county uses Timber Base for timber sale invoicing.
- Typically, timber sale contracts are for one year and are on a deferred payment plan.
- Stumpage is billed on a monthly basis.
- Two of the sales reviewed had late stumpage payments. Interest penalties were charged accordingly for both sales.
- The sales were reviewed for appropriate Worker's Comp, Liability Insurance, and Forestry Training Certifications.

Finding #2:

During this audit period, one sale had an initial stumpage invoice of \$105,903 dated January 15 for all mill slips dated and received for the prior month of December. \$50,000 or 47% was prepaid on January 6, prior to invoice going out, with the remaining \$55,903 (53%) paid timely within the contracted 30 days. This was invoiced in accordance with the County's billing procedure.

Recommendation # 2:

County may wish to consider invoicing for stumpage more frequently than every 30 days for large volume timber sales to minimize the financial risk to the County.

Finding # 3:

Many of the sales files were missing copies of a final Journal and a final Ledger making it difficult to compare final volumes against dollars invoiced as well as the timeliness of invoice payments received. It was determined that Timber Base has reports that can be printed, and these were provided during the audit.

Recommendation # 3:

Keep copies of the final Ledger and final Journal in the sales file for reference to the complete financial history of the sale.

Finding #4:

8 of 9 sale files had appropriate Worker's Comp and Liability Insurance for the harvest period. 4 of 9 sales were missing Forestry Training Certificates either for the time period of harvesting or for the logger at all. The one sale that was missing all of these items was sold to an Amish logger.

Recommendation #4:

Set up a reminder system, (i.e. note on a calendar, etc.) to check dates on insurance and training certificates of active contractors to ensure compliance.

Item 5: SALE MODIFICATIONS

A number of timber sale reports (DNR form 2460-1) on file were reviewed to determine what, if any, modifications are made to sales after they are sold.

- 4 sales had contract extensions.
- One sale had harvesting occurring after the contract ended with no extension found
- See Recommendation #4 regarding a reminder system for contract dates/extension needs.

Item 6: ACCOUNTABILITY OF STUMPAGE VOLUMES HARVESTED BY LOGGERS

The County Forest administrator was interviewed, and **nine** county timber sale files were examined.

Finding #5:

Discrepancies between final stumpage volumes in Timber Base and final volumes reported on the 2460-001 in WISFIRS were found for two sales. Sale 1720; found a final invoice in the timber sale file for 16.1 tons of PR and total value of \$579.50 not included in the final totals in WISFIRS. Sale 1725; final dollar totals reported vary between the Timber Base journal at \$34,441.71, Ledger at \$36,177.01 and the 2460-001 in WISFIRS at \$36,169.52.

Recommendation #5:

Compare and reconcile dollar totals between Journal and Ledger after each stumpage billing. Take care when transferring final stumpage volumes from the Journal into WISFIRS.

Item 7: TIMBER SALE PERFORMANCE BONDS

Completed sales records were reviewed to evaluate the use of performance bonds on timber sales.

- All sales reviewed had appropriate Letters of Credit or Bonds.
- Two sales had harvesting occurring after the Letter of Credit expired.
- One sale had a contract extension which created a 12-day lapse in Letter of Credit due to not renewing at the same time as the extension.

Finding #6:

Three sales had lapsed or expired Letters of Credit.

Recommendation #6:

Set up a reminder system, (i.e. note on a calendar, etc.) to check dates on Letters of Credit of active contractors to ensure compliance.

PART II: FISCAL REVIEW OF STATE AID FORESTRY ACCOUNT & WILDLIFE HABITAT GRANT FOR 2016 THROUGH 2018.

A review of the Eau Claire County State Aid Forestry account and associated Wildlife Habitat Grant account has been made, covering the period January 1, 2016 to December 31, 2018.

The scope of the review consisted of reviewing the county's annual audits, county accounting expenditure reports, DNR central office records, and the procedures for voucher authorization and classification.

Grant and interest-free funding awarded to Eau Claire County for the audit period included:

Year	STATE AID FORESTRY ACCOUNT				WILDLIFE HABITAT ACCOUNT
	Cty. Forest Admin. Grant	County Forest Sustain. Grant	Variable Acreage Loan	Project Loan	Wildlife Habitat Grant
2016	\$50,132.00				\$2,486.13
2017	\$55,860.33	\$53,056.57			\$2,477.16
2018	\$52,478.00	\$16,876.59			\$2,475.36

STATE AID FORESTRY ACCOUNT – this account should be set up according to State Statutes as a segregated, non-lapsing account, depositing only DNR funding for the Forest Administrator Grant, Sustainable Forest Grants, Variable Loans and Project Loans.

County Forest Administrator Grant - Annual grant that provides 50% of the salary & benefits (not to exceed 40% of salary) for a county forest administrator or assistant administrator.

- Eau Claire County received this grant during each of the audit years 2016-2018.
- In 2017 the grant amount was increased by \$4,176.83 as a result of underpayment as determined by the previous 2013-2015 audit review.

Finding #7:

Review of the actual expenditures for salary and fringe, taking into account the adjustments listed above, show a net overpayment of \$848.45 for the 3 year audit period 2016-2018. See chart below for calculations:

GRANT INFO FROM DNR		COUNTY INFORMATION				
Year Rec'd	DNR Amt. Granted	Amt. Deposited	Prior Audit Period Adjustment	Amount Before Adjustment	Amt. Allowed	Difference
2016	\$50,132.00	\$50,132.00		\$50,132.00	\$ 49,930.09	\$201.91
2017	\$55,860.33	\$55,860.33	\$ 4,176.83	\$51,683.50	\$ 51,412.34	\$271.17
2018	\$52,478.00	\$52,478.00		\$52,478.00	\$ 52,102.63	\$375.37
TOTALS	\$158,470.33	\$158,470.33	\$4,176.83	\$154,293.50	\$153,445.06	\$848.45

Recommendation # 7:

DNR will make an adjustment to the grant to be paid in 2020 that will include a decrease to the total grant amount eligible by \$848.45 to account for this overage.

- Continue to submit annual work plan and salary breakdown of the county forest administrator position. Deposit grant money in the state aid forestry fund and draw upon it for administrator's salary as required in NR47.70(4)(b), Wis. Adm. Code.

County Forest Sustainable Grant - Provides short term funding for sustainable forestry projects

- Eau Claire County received Sustainable Forestry Grants for three projects during this 2016-2018 audit period.
- \$43,043.16 was awarded in 2013 for the 2014 Oak Maintenance - LTE & Evaluation project. This grant was amended and extended to 7/31/18 to split funds with the Pea Creek Dam Repair.
- Payment of \$26,166.57 was received in 2017 for the Oak Maintenance project and the remaining \$16,886.29 was received in 2018 for the Pea Creek Dam Repair.
- \$26,890.00 was awarded in 2015 with final payment received in 2017 for the Beaver Creek Reserve Inventory and Plan.
- All funding was accounted for and spent appropriately.

Interest free loans (Variable acreage and Project) - Provides funding to both ongoing and one-time projects benefiting the county forest.

- Eau Claire County did not receive Variable Acreage or Project Loans during the 2016-2018 audit period

WILDLIFE HABITAT GRANT ACCOUNT – – this account should be set up according to State Statutes as a segregated, non-lapsing account, depositing only DNR funding for the Wildlife Habitat Grant.

Wildlife Habitat Grant - Annual grant that provides \$.05/acre for approved wildlife projects.

- Eau Claire County received funding for each year during the 2016-2018 audit period and deposited into the County's non-lapsing Wildlife Habitat Account.
- Grant funds were spent on approved wildlife trail projects to include trail seeding and metal gates.
- All available funding was used during this audit period and the account balance as of December 31, 2018 is zero.

PART III: FOREST CERTIFICATION

In 2004 Eau Claire County joined twenty-six other county forests as part of a group forest certification effort. The DNR functions as the group manager and is responsible for maintaining the group(s) certificate(s). The individual county forests are group members. In the group manager role, DNR is required to periodically verify compliance of the group members with the certification principles and standards. Eau Claire County participates in group certification under the Sustainable Forestry Initiative (SFI) and Forest Stewardship Council (FSC). Independent certification auditors have identified the need for corrective actions (CARs) in the following areas. This DNR audit evaluated Eau Claire County's efforts at addressing the CARs over the last three years.

Eau Claire County Forest does a satisfactory job addressing all aspects of SFI and FSC standards and will continue to do so. There will be updates made in the 15 year master plan to better capture some of these requirements.

COUNTY FOREST INTERNAL CERTIFICATION REVIEW

Group Organization's Name: Wisconsin County Forest – Certification _____

Internal Auditors (print) Kyle Johnson, Josh Pedersen, Jake Tumm

Internal Auditor's Signatures: _____

Date: 3/12/20 _____ **County:** Eau Claire _____

The County Forest program conducts annual internal program reviews to determine compliance with the County Forest Law, the County Forest Comprehensive Land Use Plan (15 Yr. Plan), and Forest Certification standards.

A check-mark (X) shall be indicated in the correct box indicating Exceed the Basic Requirements (Exc), Conformance (Con), Opportunity for Improvement (OFI), or Non-conformance (NC). Definitions are as follows:

Exceed the Basic Requirements (Exc) – Indicates a County substantially exceeds the certification indicator

Conformance (Con): Indicates a County meets the certification indicator

Opportunity for Improvement (OFI): Indicates marginal or questionable compliance with the indicator OR it may identify work that is already planned but not completed / implemented as yet. OFIs do not indicate a current deficiency with respect to the indicator but serve to identify areas that can be strengthened or which merit future attention

Non-conformance (NC): Indicates a County is not in compliance with the indicator

Where a non-conformance is found, the Lead Auditor shall fully document the rationale for the nonconformity on an Internal Corrective Action Request (CAR) form. Internal CAR forms shall be submitted to the County Forest Administrator, DNR Liaison Forester, Chair of the Wisconsin County Forests Association (WCFA) Certification committee, and the DNR County Forest Specialist. Internal CARs shall only be written after communication with the County Forest Administrator, Liaison Forester, Team Leader and County Forest Specialist as outlined in the Public Forest Lands Handbook. (page 290-14).

Standard Requirements	SFI	FSC	COMMENTS
Forest Management Planning			
How are long term sustainable harvest levels determined? How are annual harvest schedules established? For the past 3-10 years, have harvest establishment levels averaged less than long term harvest goals?	PM 1.1	C 5.1 C 5.6 C 8.2	<i>Run annual planning in WisFIRS, work plan, annual partnership meeting. WisFIRS harvest establishment report vs. long term harvest goal. Don't want to overharvest; aim for at or under, but not too far under.</i> <input checked="" type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How often does the County report and amend their approved 15 Year Plan (including Annual Work Plan additions)? How is the plan current with appropriate science, technology, and county policy?	PM 1.1	C 5.6 C 7.2	<i>Should be Yes. A county forest goes through a budget process each year. Annual work plans are developed and approved by the county board and DNR – their budget would support the work plan. Consistent with 15-year plan, purposed in SS 28.11.</i> <i>Annual work plan amendment approved by county board is required to get the administrator grant. Plan is dynamic. Inventory, harvest. Any tweaks to plan are need on an annual basis.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How are annual accomplishments evaluated against annual work plans?		C 8.4	<i>Should be reviewed and compared on an annual basis.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
Are the 15-year plan, annual work plan, and annual reports made available to the public? If so, where does the public go to access this information?		C 7.4 C 8.5	<i>Should be made available upon request or electronically via website.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How often does the County Forestry Committee meet to review operations and discuss issues? How are annual accomplishments communicated to the public, local DNR, and Central Office DNR?	PM1.1	C 8.1 C 8.2	 <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Does the County Forest ever convert one forest type to another forest cover type? If so, what process is followed.	PM 1.2		<p><i>A conversion of one forest type to another forest type must be compliance with policies, not convert forest types that are rare/ecologically significant, and must not create long term adverse impacts. Assessment should consider productivity/stand quality, specific ecosystem issues, and landscape level review.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
Forest Productivity			
How does the County track regeneration success in both natural and artificial stands? What are the measures to ensure future stocking densities are met?	PM 2.1	C 8.2	<p><i>WisFIRS planning, stocking charts, 15 year plan goals, timber sale administration, rutting policy, contract specifications, utilization standards in contract, seasonal restrictions.</i></p> <p><i>Code as cultural practice in WisFIRS (HM8 - survival check), old 2400-79 form, 1, 3, and 5 year checks. Natural regeneration checks (i.e. NH stand with regen. concern, O shelterwood).</i></p> <p><i>document problems on timber sales, BMP's for Water and Invasives, code in WisFIRS.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>
To achieve management objectives: How do you minimize chemical use? What other factors are taken into consideration (e.g. narrow spectrum, managing excess product, storage, record keeping, correct selection of pesticide, other means of control)?	PM 2.2	C 6.6 C 6.7	<p><i>Expand non-chemical options. Manual treatment as opposed to pesticides (hand, mechanical release). If pesticides are used, use lowest dosage needed. Integrated pest management plan.</i></p> <p><i>Documentation of who is trained/certified for the County.</i></p> <p><i>Review chemicals used – confirm they are not prohibited.</i></p> <p><i>Should have written prescription for the application and also a record of the application – Who, When, Why, How and How Much? Includes Cellutreat/RotStop. Ensure no FSC prohibited pesticides were used. Preferably have them look this up in advance.</i></p> <p><i>Ideally a locked location with a lip on it to avoid spillage.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
<p>What are the rutting and soil protection standards in timber sale contract? How are they monitored and documented during active sales? Are standards documented anywhere else?</p>	PM 2.3	C 5.3 C 6.5	<p><i>Needs to be documented in both their contract and 15-year plan. Missing one is an OFI, missing both is a CAR. BMP's should be applied to all timber sales, seasonal restrictions, site-specific equipment, skid trail/road layout, post-harvest seeding, noted on a field timber sale administration/inspection checklist.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>
<p>Are ecological impacts of timber harvests considered? If so, where are such considerations documented?</p>	PM 2.3 PM 4.1	C 5.5	<p><i>Should be yes – timber sale narrative and 15-year plan. BMP's applied to all timber sales, seasonal restrictions, site-specific equipment, skid trail/road layout, post-harvest seeding, noted on a field timber sale administration/inspection checklist.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>
<p>Are BMPs for Water Quality, BMPs for Invasive Species, Guidelines for biomass harvesting & Rutting guidelines implemented and documented in the timber sale contract and 15 yr. plan? What techniques are used to minimize threats from invasive exotic species on the county forest?</p>	PM 2.3 PM 2.4 PM 3.1 PM 3.2 PM 4.2	C 5.3 C 6.3 C 6.5	<p><i>Included in 15-year plan, documented in timber sale narrative and contract. Missing one is an OFI, missing both is a CAR.</i></p> <p><i>Clean machines before/after, pre-sale meetings with contractors, avoid skid trails through invasive area, flag invasive area for harvest last, avoid landings within invasive areas, coding in WisFIRS, eradication/slow the spread practices.</i></p> <p><i>FSC: Yes or No - trailheads, campgrounds, rec areas. If no assessment completed, should be an OFI.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>
<p>Are short & long term impacts of timber sales and mitigation measures documented in the Timber Sale Notice & Cutting Report? What types of mitigation measures are used on timber sales and other forest management operations?</p>	PM 2.4	C 6.1 C 6.2 C 6.3	<p><i>Answer should be yes and address resources impacted by management. Implementation of BMPs. Resources such as streams, safeguards for RTE species, landscape scale diversity. Protect forests from damaging agents (wildfire, pests, diseases, invasive speices). Maintain and improve long-term forest health and productivity.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
Protection and Maintenance of Water Resources			
How does the County modify management techniques for wet conditions?	PM 3.1	C 5.3 C 6.5	<i>Rutting standards, seasonal restrictions, site-specific equipment, sale administration, timber sale prospectus, maps, contract, contract extensions, 15-year plan.</i> <i>Missing one is an OFI, missing both is a CAR.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
What, if any, special management techniques are used in Riparian Management Zones (RMZs)? How are these areas designated on timber sales? Is this included in the 15-year plan? Include protection of non-forested wetlands (bogs, vernal pools, fens, marshes).	PM 3.2	C 6.3 C 6.5	<i>BMP's, equipment free zones, filter strips, seasonal restrictions, 60ft² residual BA, designate (paint, flagging, etc.), and timber sale administration.</i> <i>Should be in timber sale contract and 15-year plan.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Conservation of Biological Diversity including Forests with Exceptional Conservation Value			
Are green tree retention guidelines applied on all pertinent timber sales? Where and how is this documented?	PM 4.1	C 6.3	<i>Included in 15-year plan, timber sale narrative.</i> <input type="checkbox"/> Exceeds <input type="checkbox"/> Conformance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
<p>Does the County have any “Forests of Exceptional Conservation Value” identified in their 15 Year Plan? How does the County ensure that the attributes of the “Forests of Exceptional Conservation Value” that make it special are considered during any active management?</p> <p>Does the County have any High Conservation Value Forests (HCVFs) identified in their 15-Year Plan? Where/who does the county Consult to identify HCVFs and their associated attributes and management? Where are HCVFs assessment and management direction documented? How does the County ensure that the attributes that make a HCVF special are considered during any active management? After active management on a HCVF, what monitoring is done to evaluate the effectiveness of the treatment?</p> <p>FSC Only: Are Representative Sample Areas (RSAs) of existing ecosystems within the landscapes identified in the 15-Year Plan? How are management activities limited within these areas?</p>	<p>PM 4.2 PM 4.3</p>	<p>C 6.1 C 6.2 C 6.4 C 9.1 C 9.2 C 9.3 C 9.4</p>	<p><i>Forests of Exceptional Conservation Value may be referred to as “Exceptional Resources” in the 15-Year Plan. May reference a landscape assessment conducted with Randy Hoffman. This may depend on why the area is considered to have exceptional conservation value. Excluded from management, seasonal restrictions, post-harvest follow-up, timber sale administration. All FSC counties should have something in their 15-year plan.</i></p> <p><i>For HCVFs, should protect T&E species, FECVs, and any old-growth forests. Review ecological important sites that account for unique qualities.</i></p> <p><i>RSA ecosystems should be documented and protected, appropriate to the scale and intensity of operations and the uniqueness of the affected resources. Assessment may include GAP analyses, collaboration with State NHC program, regional and landscape planning efforts, and/or collaboration with conservation groups.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
Visual Quality and Recreational Benefits			
<p>Are aesthetics considered during the establishment of timber harvests? If so, what references or techniques are applied?</p>	<p>PM 5.1 PM 5.2</p>		<p><i>Aesthetic zones in 15-year plan and part of Silviculture Handbook. Narrative may include green-up requirements, leave residual trees, road corridors, even-aged sale size, scalloped edges, buffers along waterways, modified harvest.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
Are even-aged harvests staggered in order to allow for green-up (5' tall regeneration or 3 years) before harvesting adjacent stands?	PM 5.3		<i>Code regeneration check in WisFIRS, 2400-79 for records. Consideration for green up documented in the 2460 narrative.</i> <input type="checkbox"/> Exceeds <input type="checkbox"/> Conformance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How are aesthetics considered when establishing harvests adjacent to recreational areas (including campgrounds, trails, etc.)?	PM 5.1 PM 5.4		<i>Seasonal harvest, avoid high use times, trail use, conversion to longer lived species, maintain unique trees along trail/campground. Consideration for green up documented in the 2460 narrative.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
Does your annual work plan consider promotion of recreational opportunities for the public?	PM 5.4		<i>Should be yes in all cases. Most annual work plans and partnership meetings discuss recreation projects for the upcoming year.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How often are designated County Forest roads maintained? How often are other motorized roads/trails maintained?	PM 2.3	C 6.5	<i>Should have documentation on file for road/trail inspections and maintenance. BMPs used for roads.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Protection of Special Sites			
How does the County identify special sites? How are NHI, historical, and archaeological inventories managed for their unique features? How are they evaluated and protected during management practices? Where are these reviews and mitigation measures documented?	PM 4.2 PM 4.3 PM 6.1	C 6.1 C 6.3 C 6.4	<i>Special sites identified in 15-Year Plan. NHI and Cultural checks prior to sale establishment and documented in narrative. May consult with ER or other agencies/groups/tribes. Doesn't have to be only DNR staff.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How is information in the 15-Year Plan with respect to special sites communicated to the stand level?		C 6.2	<input type="checkbox"/> Exceeds <input type="checkbox"/> Conformance <input checked="" type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
Is there Type 1 or 2 Old Growth on the County Forest? If so, how are those areas preserved?		C 6.3	<input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Are legacy trees identified on timber sales? If so, are they retained or how are they designated long term?		C 6.3	<input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Efficient Use of Fiber Resources			
What measures are taken to ensure good utilization, minimize waste, and protect residual trees on timber harvests? How are timber sale inspections documented? How does the county encourage or ensure opportunity for local businesses of various sizes?	PM 7.1	C 5.2 C 5.3 C 6.5 C 8.2	<i>Timber sale administration, prospectus and contract language with utilization specifications, presale meetings with contractors.</i> <i>Answer for C5.2: Competitive bidding, offer various size timber sales, direct sales, guided by timber sale handbook provisions.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How has the County offered non-traditional forest products for sale including small diameter woody biomass, low grade wood, boughs, and firewood or Christmas trees? On county forests that allow either whole tree or biomass harvesting, how are BMPs for biomass harvesting implemented?	PM 7.1	C 5.3 C 5.4 C 5.6 C 6.3 C 6.5	<i>Local culture/tradition. No significant amount needed – we don't want to have to determine a sustainable level. Numbers should reflect their insignificance.</i> <i>If the County has sold small diameter woody biomass, have the WI. Biomass Harvest Guidelines been applied? If so, how is that documented? Should leave one out of every 10 average tops on site – how are they doing that and/or ensuring it is completed– list specifics. (e.g. 15 Year Plan, Timber Sale prospectus, contract, etc.)</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
When utilization or market issues arise with local contractors how are they handled? (e.g. changing markets, changing utilization standards, etc.) How do you offer sales for diversified markets?	PM 7.1	C 5.2	<i>Normally goes before the committee for major issues. Highlight what authority the timber sale administrator on site has (i.e. taking operational trees). If additions to sale, should follow policy, have Liaison & Team leader approval, and timber sale amendment if broad scale. Is this communicated to all contractors? Product diversification is consistent with management objectives of the individual sale area (e.g. biomass eligible, utility poles where allowed, etc.)</i> <input type="checkbox"/> Exceeds <input type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
How are local logging and/or forest management contractors made aware of contracting possibilities? How does the county ensure timber harvests offered for both large and small contractors?	PM 7.1	C 4.1 C 5.2	<input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How does the County identify FSC and/or SFI-certified forest products coming from the forest to assist with chain-of custody? Does the county have approval documentation for their use of all trademarks and logos?	PM 11.1	C 8.3	<i>Understanding of responsibilities to achieve objectives of certification, including use of qualified logging professionals. Wood producers have an awareness of sustainable forestry principles. Documentation or system to monitor/prevent mixing of certified and non-certified forest products. Haul tickets have correct certification number and claim.</i> <i>See SFI Section 5 Rules for use of SFI on product labels and off-product marks. FSC-STD-40-004 (V3-0) EN CHAIN OF CUSTODY CERTIFICATION.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Legal & Regulatory Compliance			
How does the County ensure they do not violate laws, regulations, or 15-Year Plan requirements (worker's rights, safety, etc.)?	PM 9.1	C 1.1 C 4.1 C 4.2	<i>How is the County informed about relevant laws, regulations, and policy changes? How are these changes communicated to local staff? Has the County been found in violation of any laws, regulations, or 15-Year Plan requirements in the last 3 years?</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How does the County prevent illegal or unauthorized activities on the County Forest? How does the County document or communicate situations in which compliance with laws and regulations conflict with FSC principles?	PM 9.1	C 1.4 C 1.5	<i>Through thorough timber sale administration, contract enforcement, and pursuit of enforcement of state statute where/when appropriate.</i> <i>Compliance with laws or regulations that conflict with FSC principles, Criteria, or Indicators are documented and referred to the Certifying Body.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Forestry Research, Science, and Technology			
How has the County supported research, training, or forestry education activities either individually, through the Statewide Implementation Committee (SIC) or in their support of WCFA?	PM 10.1 PM 10.2	C 4.1	<p><i>Should be Yes. SIC representation plus locally. School forest, research projects on forest, newspaper releases, newsletters, website, LWCD. List recent. Do County staff participate in any local civic activities (e.g. field days, local forestry committees, school presentations)? Any cooperative research activities with partners such as universities, non-profits, research scientists, etc.?</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>
How do County Forest staff stayed current on impacts to forests, wildlife, and biological diversity associated with climate change?	PM 10.3	C 4.1 C 4.2 C 7.1 C 7.2 C 7.3 C 8.2	<p><i>By attending training and educational seminars involving sustainable forest management..</i></p> <p><i>*Note: All County Forests belong to WCFA. The WCFA Executive Director is a member of the SIC who offers support for research, training & forestry education through grants. WCFA also weighs in on inconsistent practices through their involvement on the SIC.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
Training and Education			
What training does the County require for timber sale contractors? How are training records for contractors retained on file or accessed through FISTA when individual sales are sold?	PM 7.1 PM 11.1		<p><i>Electronic database to check for compliance, copies in sale file, general file.</i></p> <p><input type="checkbox"/>Exceeds <input checked="" type="checkbox"/>Conformance <input type="checkbox"/>OFI <input type="checkbox"/>Non-Conformance</p>

Standard Requirements	SFI	FSC	COMMENTS
What training opportunities do county staff have for training either specific to or related to their jobs? (forestry education, safety) Are training records retained for staff? If so, where are they retained?	PM 11.1	C 4.1	<i>List recent training attended. How does the county ensure workers maintain proper knowledge and skills necessary to manage the county forest.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
What process is used to hire new forestry staff?	PM 9.2	C 4.1	<i>Written policy or reference to laws concerning civil rights, equal employment opportunities, anti-discrimination, workers' compensation, hiring practices are non-discriminatory and follow applicable federal, state, and local regulations</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Community Involvement and Landowner Outreach, Public Land Management Responsibilities			
Is education information, including that prepared by DNR & WCFA, provided to the public at county offices or websites?	PM 12.1 PM 12.2		<i>List some items provided.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How does the county staff deal with concerns or issues raised by the public regarding practices on the County Forest that appear inconsistent with SFI principles?	PM 12.3		<i>Bring to the attention of the county forestry committee, and if needed advised to report to State SFI Implementation Committee.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How does the county interact with the affected public on short and long term planning & management?	PM 13.1	C 4.4	<i>Identify where interaction occurs and how often.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
How does the County determine harvest boundaries when timber sales abut private land? How does the County document access use rights held by private parties? Have there been conflicts with adjacent landowners over management/boundary issues? If so, how are they resolved?	PM 9.1	C 2.1 C 2.3	<i>Compliance with state and local forestry laws and regulations. Boundaries are clearly identified on the ground and on maps. If disputes arise the county attempts to resolve through communications, negotiation, and/or mediation. If good faith efforts fail, pursue through state and local laws.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance

Standard Requirements	SFI	FSC	COMMENTS
Indigenous Peoples' Rights			
Does the County provide a written policy indicating their commitment to the rights of indigenous peoples?	PM 8.1	C 3.1 C 3.2 C 3.3 C 3.4	<i>This should be included in the 15-Year Plan.</i> <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance
In what way does the county communicate with Tribes having an interest in their County Forest? How are cultural Tribal sites on the County Forest identified and protected? If within the ceded territory, how does the County provide for Tribal gathering rights?	PM 8.2	C 3.1 C 3.2 C 3.3 C 3.4	 <input type="checkbox"/> Exceeds <input checked="" type="checkbox"/> Conformance <input type="checkbox"/> OFI <input type="checkbox"/> Non-Conformance