



**LAND CONSERVATION COMMITTEE  
WEDNESDAY, AUGUST 4, 2010, 7:15 P.M.  
LAND CONSERVATION DEPARTMENT - CONFERENCE ROOM  
USDA SERVICE CENTER  
440 N US HWY 14, JANESVILLE WI**

1. Call Meeting to Order.
2. Approval of Agenda.
3. Approval of Minutes – July 7, 2010 and July 15, 2010.
4. Citizen Participation, Communications, and Announcements.
5. Bills/Transfers/Pre-Approved Encumbrance.
6. Farmland Preservation Program.
7. Approval of Contribution Agreement between Rock County LCD and USDA-NRCS.
8. Land and Water Resource Management Program:
  - A) Approval of Cost Share Agreements;
  - B) Approval of 2010 SWRM Grant Staff and Support Reimbursement Request.
9. Review 2011 Department Budget and Set 2011 Fees.
10. Purchase of Agricultural Conservation Easements – Discussion.
11. Department Update.
12. Adjourn.

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6262000000-63101	POSTAGE	1,000.00 40.9%	409.57	0.00	590.43		
	P1002783-PO# 08/01/10 -VN#016823		UNITED STATES POSTMASTER			88.00	
			CLOSING BALANCE		502.43		88.00
6262000000-64200	TRAINING EXP	3,874.00 48.8%	1,890.91	0.00	1,983.09		
	P1002774-PO# 08/01/10 -VN#043277		WALCE			55.00	
			CLOSING BALANCE		1,928.09		55.00
6262000000-65321	BLDG/OFC LEASE	11,425.00 75.0%	8,568.75	0.00	2,856.25		
	P1001045-PO# 08/01/10 -VN#026511		USDA FARM SERVICES AGENCY			2,856.25	
			CLOSING BALANCE		0.00		2,856.25
	LAND CONSERVATN. PROG-TOTAL-PO					2,999.25	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,999.25 INCURRED BY LAND CONSERVATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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

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

**AUG 04 2010** DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6262800000-64928	COST SHARING	90,000.00	24.4%	22,026.91	0.00	67,973.09	
	P1002627-PO# 08/01/10 -VN#049777			ARNOLD,EVA			10,735.55
				CLOSING BALANCE		57,237.54	10,735.55
	LWC PLAN IMPLEMT			PROG-TOTAL-PO			10,735.55

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**AUG 04 2010** DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6263510000-62119	OTHER SERVICES	4,400.00	50.0%	2,200.00	0.00	2,200.00	
	P1002211-PO# 08/01/10 -VN#049603					WISCONSIN YOUTH CONSERVATION C	2,200.00
					CLOSING BALANCE	0.00	2,200.00
6263510000-64900	OTHER SUPPL/EXP	5,600.00	1.8%	102.20	0.00	5,497.80	
	P1002661-PO# 08/01/10 -VN#039499					ACE PORTABLES	90.00
	P1002737-PO# 08/01/10 -VN#013729					JOHNSON TRACTOR INC	254.96
					CLOSING BALANCE	5,152.84	344.96
	COUNTY CAMPUS				PROG-TOTAL-PO		2,544.96

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,544.96 INCURRED BY CO CAMPUS RESTORATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

AUG 04 2010 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6263510000-64900	OTHER SUPPL/EXP	5,600.00	6.1%	344.96	0.00	5,255.04	
		08/01/10 -VN#038165		MILLER, ANNE M		10.96	
		08/01/10 -VN#043362		SWEENEY, THOMAS		91.24	
				CLOSING BALANCE	5,152.84		102.20
	COUNTY CAMPUS			PROG-TOTAL-PO		102.20	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$102.20 INCURRED BY CO CAMPUS RESTORATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

AUG 04 2010 DATE \_\_\_\_\_ CHAIR

PURCHASE ORDER NUMBER P1000824 PEID 046968

## PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DEPARTMENT Land Conservation

COMMITTEE Land Conservation

VENDOR NAME GE Money Bank (for Farm N Fleet purchases)

ACCOUNT NUMBER 62-6351-0000-64900 (new # to PO)

FUNDS DESCRIPTION Restoration Project - Other Supplies & Expenses

AMOUNT OF INCREASE \$ 250.00

INCREASE FROM \$ 0 TO \$ 250.00

ACCOUNT BALANCE AVAILABLE \$ 5,600 *7.7.10*

REASON FOR AMENDMENT To add account # to have money available to purchase supplies locally at Farm N Fleet for prairie restoration project at the Highway 51 County complex.

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair Date

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

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

WHITE - COMMITTEE  
YELLOW - PURCHASING  
PINK - DEPARTMENT