

**FOREST ADMINISTRATOR'S REPORT**  
**September 8, 2025**

**Langlade County Board: Forestry & Recreation Committee**

**DATE:** September 8, 2025

**TIME:** 5:30 p.m.

**PLACE:** Highway Department Conference Room

1. Call the meeting to order
2. Please silence all cell phones
3. Conduct Roll Call
4. Recite the Pledge of Allegiance
5. Approve previous meeting minutes of July 8, 2025
6. Correspondence for Committee- None
7. Partner Reports (DNR, Economic Development, Trail Partners)
8. Forest Administrator's Report – Written Report to be carried through Agenda
  
9. **DNR Update on Deer Management Units and CWD-** Carissa Knab- DNR Wildlife Biologist will be present to discuss the changes to deer management unit boundaries and update the Committee on CWD status in Langlade County.
  
10. **2025 Fall Timber Sales-** Forest Administrator recommends Committee Action to set fall timber sale bid opening date for December 3, 2025 (Could be December 2<sup>nd</sup> pending decision on Committee meeting date in December)
  
11. **Fall Project RFP and RFB Openings**
  - a. **Hand Pump Well at Perch Lake RFP Opening-** Proposals will be opened at the meeting. Work budgeted for 2025 and must be completed in 2025. May be eligible for use of ARPA funding if needed. Forest Administrator recommends Committee Action to accept the lowest responsible proposal lowest responsible proposal to be executed as a contract signed by the Forestry, Parks and Recreation Administrator and the successful contractor.
  
  - b. **Jack Lake Shower Building- RFP-** Proposals will be opened on September 23, 2025 at 12:30 p.m., Work budgeted for 2025 and must be completed in 2025. May be eligible for use of ARPA funding if needed. Forest Administrator recommends Committee action to appoint a Committee member to attend the bid opening and authorize the member appointed and the Forestry, Parks and Recreation Administrator to accept the lowest responsible proposal to be executed as a contract signed by the Forestry, Parks and Recreation Administrator and the successful contractor.
  
  - c. **Lyle Building Roof Repair- RFB-** Bids will be opened on September 23, 2025 at 12:30 p.m., Work budgeted and carried over since 2023. As per bid the work will be required to be completed in 2026. May be eligible for use of ARPA funding if needed. Forest Administrator recommends Committee action to appoint a Committee member to attend the bid opening and authorize the member appointed and the Forestry, Parks and Recreation Administrator to accept the lowest responsible proposal to be executed as a contract signed by the Forestry, Parks and Recreation Administrator and the successful contractor. Additionally, Forest Administrator recommends Committee Action to authorize County Funding for this project to be carried over into the 2026 budget for completion.

- d. **Gartzke Bridge Replacement- RFB- September 30, 2025, 2:00 p.m. - Bids will be opened on September 30,2025 at 2:30 p.m., Work budgeted in 2025 with 50% Stewardship Grant match. May be eligible for use of ARPA funding if needed. Forest Administrator recommends Committee action to appoint a Committee member to attend the bid opening and authorize the member appointed and the Forestry, Parks and Recreation Administrator to accept the lowest responsible proposal to be executed as a contract signed by the Forestry, Parks and Recreation Administrator and the successful contractor. Additionally, Forest Administrator recommends Committee Action to authorize County Funding for this project to be carried over into the 2026 budget for completion.**
12. **Wolf River State Trail- Discussion on meeting with DNR which is scheduled at 10:00 a.m. on Friday September 5<sup>th</sup> at the Forestry Conference Room. Pending meeting discussion results, possible Committee Action on moving forward with one of the following options:**
- Option A: Change trail use for all trail users, including motorized recreation, year-round-** Would require a new process with public interaction and public hearings. Under this option the Forest Administrator would recommend **Committee action to begin process of changing use on the trail to include all users including motorized uses year-round through the standard processes required for state trail agreements.**
- Option B: Return all trail responsibilities to the State of Wisconsin-** Would require the DNR to approve and issue all Power-Driven Mobility Permits and gate keys, establish trail use agreements with all snowmobile, ATV, bike and equestrian clubs for the various portions. Under this option the Forest Administrator would recommend **Committee action to establish a resolution for County Board for providing notice to the DNR of the County's intention to withdraw from the 2005 Master Plan Agreement and Memorandum of Understanding (MOU) effective December 1, 2025.**
13. **AS-400 Accounting System Transition-** Discussion with Forestry, Parks and Recreation Office Manager on the importance of department consultation related to changes in the County accounting system and the requirements of changes of process if the new proposed system does not have direct inputs from timber sales, including the possibility of transfer of all receipts and expenses vouchers inputs and income accounts transfers to be completed by the finance department. **Discussion Only- no Committee Action needed.**
14. **Security Concerns with Transfer of Cash and Change-** Discussion with Forestry, Parks and Recreation Office Manager on concerns with safety related to office transfer of cash and coin deposits from various locations of County owned facilities to the Treasurer's office. **Discussion Only- no Committee Action needed.**
15. **2026 Budgets-** Discussion as may be needed following budget meetings.
16. **At approximately 6:15 pm consider moving into closed session pursuant to** Section 19.85 (1)(c), Wisconsin Statutes, considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to review performance management of the Forestry, Parks and Recreation Administrator position.
17. **At approximately 6:40 pm return to open session with possible action on matters discussed in Closed Session**
18. **Next Meeting Date**
19. **Adjourn Meeting**

*Additional items may be discussed with no action taken during the meeting or the purpose of preparing future meeting agendas.*