

**MINUTES OF THE OUTAGAMIE COUNTY DRAINAGE BOARD**  
**February 21, 2017**

MEMBERS PRESENT: Kramer, Nettekoven, VanEperen, VanAsten, VanderHeiden

OTHERS PRESENT: Nancy Christensen, Administrative Assistant; Greg Baneck and Jeremy Freund -Land Conservation Department; Dan Knutzen

The Board met to review the Duck Creek District Annexation Public Hearing comments and correspondence received from landowners by February 17, 2017.

A letter was received from the Oneida Tribe, dated February 14, 2017. The Board will ask for an opinion from DATCP as to how the tribal land needs to be addressed or if they are affected. Letter was placed on file.

A letter was received from Carol Schwister-Heminger, dated February 14, 2017. The Board reviewed her comments and questions. Most of her questions are being answered in the Public Hearing minutes or cannot be answered under the results of a study are available. The Board is unable to answer tax questions and recommend contacting a tax accountant specific to her tax status.

A letter was received from Carey Pederson, dated February 6, 2017. Received and placed on file.

The Board reviewed the Public Hearing minutes and the answers being provided to the questions asked during the hearing. Many of the answers are dependent on the results of the study required by DATCP.

**RFP for Duck Creek District Annexation Study -**

Christensen had contacted Chris Clayton, DATCP, regarding the possibility of receiving ATC funds from the Town of Osborn for doing a combined study for their needs and the Board's. Clayton agreed that doing the study would assist in establishing the boundary lines of the proposed annexation. He suggested that DATCP, US Corps of Engineers, and DNR be involved with study up-front so everyone knows what is needed for the various departments. He also stated there is no set time-line to make a decision on annexation and being such a large area under consideration, it would be better to complete the study first.

Jeremy Freund, LCD, presented a draft of the Request for Proposals (RFP) for review. Engineers must be approved by the DATCP prior to submitting a RFP. There is a listing provided by DATCP we can use for contact information.

Freund recommended to include the Ballard Road Study portion through the swamp. Probes of the road and ditch would be useful. The Annexation Study would include wetland delineation and an annexation study. The template used is the same as what Outagamie County uses. Vendors would be submitting a price on each and the Board would then decide what to proceed with.

Dan Knutzen asked if the study would include any areas outside of the district. The Board suggested he speak with the Town of Osborn to see how the study would affect any mutual agreements on roads that have been established between them. The ATC funds being received are for use in the Town of Osborn.

The RFP will be forwarded to DATCP and then be advertised and sent to vendors for quotes.

The Board concurred to not make a decision on the annexation until the study is completed and/or more information is compiled.

Meeting was adjourned at 8:20 p.m.

Respectfully submitted,  
Nancy J. Christensen, Administrative Assistant