BURNETT COUNTY FOREST & PARKS
2013
ANNUAL WORK PLAN

The plan gives direction and meaning to the proposed County Forest and Parks budgets. This plan further defines and supplements the Burnett County Forest Comprehensive Land Use Plan and the Burnett County Outdoor Recreation Plan. It emphasizes the current needs of the 106,556.86 acres of County Forest and the 17 day use parks and boat landings, 3 swimming beaches, 50 miles of summer ATV trail, 101 miles of winter ATV trail, 237 miles of snowmobile trail, 20 miles of bike trail, and 1 rustic youth camp that encompasses Burnett County.

OUR MISSION:

The mission of the Burnett County Forest and Parks Department is to provide part of the base for satisfying the ecological and socioeconomic needs of Burnett County. And to manage, conserve and protect our resources and facilities in a safe sustainable condition for present and future generations. All while balancing sociological and economic needs, recreational opportunities, and plant and animal diversity.

GOALS & OBJECTIVES

Goal #1: **To establish enough timber sales to meet our allowable cut acres. Acreage goals have been established by species using our recon data base to define the priority stands for each species.**

Objective#1: *An acreage goal will be given to each employee to meet for the year. As sales are established acres will be tracked to ensure goals are met.*

Narrative:
TIMBER HARVEST

Timber harvests that are properly designed and completed are vital to maintaining a healthy and vigorous forest. Many social, environmental, and economic benefits are provided by a managed harvest program. Professional implementation of proper forest management and harvest techniques are essential. The timber harvest goal is to produce a sustained yield of forest products using harvest techniques that are suited to the regeneration and the growth needs of each forest type. The long-term goal is to develop a regulated harvest in which the same number of acres or same volume of wood could be harvested each year for perpetuity. This regulated harvest occurs when there is a proper balance in age class distribution and uniform growth rates for each forest type. The latest Burnett County Forest Reconnaissance printout has been used to schedule forest stands for examination and harvest prescription by forestry staff.

Burnett County Forest plans to offer for sale the following acreage during 2013:
(Updated After July 1, 2011 Storm)

Acreage control:	Harvest Goal
Jack Pine-Harvest	300
Jack Pine-Thinning	75
Red Pine-Thinning	900
Aspen-Harvest	175
Scrub Oak-Harvest	200
Scrub Oak-Thinning	300
Red Oak/Northern Hardwoods-Thinning	100
Swamp Hardwoods	100
Swamp Conifer (BS & T)	50
Misc. Other	50
Total Acres:	2250

Goal #2: **To offer and sell our allowable cut acres to buyers of raw forest products to the extent markets allow.**

Objective #1: Direct sale storm damaged timber sales to utilize as much of the storm damaged timber as possible for any unsold sales remain on the books in 2013.

Objective #2: Conduct two regular timber sale bid openings. Each bid opening will offer approximately 1/2 of the allowable cut acres. Any unsold acres from the previous bid opening will be added to the next bid opening.

Objective #3: Issue contracts to successful bidders and collect performance bonds for each contract. Each contractor will also be required to provide workers comp and liability insurance certificates as well as Sustainable Forestry Training certificates before starting any job.

Goal #3: **Ensure that active timber sales are being harvested and paid for in accordance to our rules, regulations and goals.**

Objective #1: Active timber sales will be visited at a minimum of once per week by a forester. Each forester will have a copy of the sale map. On the back of the sale map they will note the date of the visit and any other information pertaining to discussions and or decisions made during that visit. Haul tickets will be picked up and delivered to the forestry office for tracking hauled wood.

Objective #2: We require pre-payment of our haul tickets. Upon receiving payment we will issue haul tickets to cover the payment amount. As mill scale is received, haul tickets will be entered into our timber sale program to track wood hauled. Volumes of wood hauled for each sale will be compared to advance stumpage payments made. Contractors will be billed when a payment is due and more tickets will be issued as payments are received.

Goal #4: **To regenerate our harvested areas back to fully stocked stands when needed.**

Objective #1: Although many stands regenerate naturally some do not. There will be an emphasis on regeneration checks over the next two years due to the 2011 storms. We will regenerate stands through pre-sale scarification estimated 200-300 acres and hand planting an estimated 150-200 acre and direct seeding when possible. This work will be accomplished using in house employees and equipment as well as private contractors.

Goal #5: **Make sure that Burnett Counties Snowmobile and ATV trails are managed in accordance to state guidelines to ensure reimbursement of grants to the fullest extent, and provide safe recreational trail riding opportunities.**

Objective #1: Grants for both the Snowmobile and ATV trails program will be submitted on behalf of Burnett County for funding. These will include routine maintenance grants as well as bridge, trail rehabilitation, and new mileage projects that are needed. The Off Road Vehicle Council and the Snowmobile Council meeting will be attended by the Forest Recreation Coordinator to increase our chances of funding our submitted grant proposals.

Objective #2: Routine trail maintenance will be contracted with local ATV clubs and the Burnett County Snowtrails Association. All trail work completed by clubs on funded trails will be submitted to our office at the end of each month on provided reimbursement forms for each funded trail. All forms will be checked for errors and clubs will be reimbursed for work completed up to the approved grant amount.

Objective #3: Trails will be inspected bi-weekly at a minimum for signing, grooming, and other maintenance needs. An inspection sheet will be filled out each time an inspection is completed. It will include the date of inspection and notes as to what the inspection found. It will further identify any work needed to ensure that we are following state guidelines. Work needed to be done will be turned over to the clubs to be completed in a timely manner.

Objective #4: Approved grant projects and grants from the previous year will be completed as soon as possible. This will include bidding the project, issuing contracts, and on-site inspections during the construction phase of each project. All inspections will be documented on an inspection form. Upon final inspections of the completed project, invoices will be submitted for payment.

Objective #5: All completed grants will be submitted to the DNR for reimbursement back to the county as soon as grant projects have been completed. All necessary documentation will be compiled and submitted for each project prior to grant deadlines. Grant reimbursement payments will be deposited in accounts to off-set previous expenses for completed projects.

Goal #6: To maintain our facilities and maintain and update equipment.

Objective #1: Routine maintenance of all equipment will be conducted. Vehicles such as our trucks will have a daily log used to track fuel, oil changes, mileage and other normal maintenance work. Non-routine maintenance work will be conducted by the Burnett County Highway Department when feasible. Private businesses may be used if necessary for reasons of convenience and or productivity. All heavy machinery and vehicles will receive annual maintenance at a minimum. This will be documented on maintenance log books for each piece of equipment.

Objective #2: Routine mowing, graveling, and maintenance of the shop building and area will be conducted as needed.

Objective #3: To purchase a new truck to replace our 2001 Dodge.

Objective #4: To upgrade our tractor that is shared with the Airport. This expense will be a 50/50 with the airport. Our current tractor will be traded to help offset the purchase price.

Objective #5: To purchase a new scanner to replace our old scanner. This is used the majority of the time in conjunction with our New World Financial Program for documentation.

Objective #6: To build a small pavilion at Yellow Lake Narrows Park. In part this is due to the trees that were lost during the 2011 storm. We are now to the point of having to re-design this park for its users.

Objective #7: To install a cable/cement boat ramp at Clam Lake Narrrows to aid in access to Clam Lake.

TASK ORIENTED GOALS & OBJECTIVES

Goal #1: **To ensure that fully stocked pine stands have the opportunity to grow to their fullest potential.**

Objective #1: To release stands that Burnett County has invested money into for site preparation and planting. Fully stocked stands having excess hardwood competition will be released. Release work will either be done with aerial spraying of chemical or hand cutting. This work will be done by in house employees and contractors.

Goal #2: **To ensure that Burnett County is represented at the Wisconsin County Forest Association meetings.**

Objective #1: It is imperative that Burnett County stays involved with the WCFA activities in order to stay up to date with legislative, certification and rule making decisions that will affect Burnett County. Legislative Committee and WCFA Board meetings will be attended when possible by the Forest Administrator. Meetings attended will be noted during the Natural Resources Committee meetings under the Foresters monthly report. (Note: Norm Bickford is currently on the WCFA Board and is the acting Vice-President for the Board. Jason Nichols is currently on the Legislative Committee and is the current acting President for of the WCFA.)

Goal #3: **To ensure that the County Forest roads are maintained in a safe and useable condition.**

Objective #1: Checks of our funded County Forest Roads will be complete annually at a minimum. Major rain and wind events will require checks throughout the year when necessary. All checks will be documented and kept in a binder at the Forestry office. Any major erosion or safety issue will be fixed as soon as possible when funds are available. Routine grading, mowing and signing of our forest roads will be conducted. Graveling projects will be completed when possible, depending on available funds. When possible the Burnett County Highway Department will be used to complete graveling and grading projects. Mowing will be done with in house employees and equipment.

Goal #4: **To provide for protection of the County Forest Lands.**

Objective #1: Assist the WI DNR with prescribed burning of the Meadman Meadows in Anderson Township, the Clam Fuel Break in West Marshland Township, the Deer Lake Fuel Break in Swiss Township, the Namekagon Barrens and Crex in some cases. This will aid in the prevention and control of a major wild land fire on Burnett County Forest Land and allowed our staff some hands on work with fire.

Objective #2: Assist with wild land fire suppression in Burnett County and neighboring counties in accordance with our MOU with the WI DNR.

Objective #3: Assist in the monitoring of diseases and invasive species when possible. (Examples: Oak Wilt, Gypsy Moth, Spotted Knapweed, Leafy Spurge, Buckthorn, Emerald Ash Borer, Red Pine Pocket Decline.) And apply management guidelines and techniques when applicable to Burnett County to prevent or slow the spread of these diseases and invasive species.

Goal #5: **Provide and enhance fish and wildlife projects.**

Objective #1: As funds become available through the Conservation Aids and Wildlife Habitat programs, we will use these funds to enhance access for the general public and provide habitat for native plants and animals. This will be accomplished by graveling boat launch parking lots and access roads, replacing docks, mowing hunter hiker trails, provide gates and seed for closed areas, purchasing equipment to aid in management, and per-sale scarification to promote the regeneration of declining native species to name a few.

Goal #6: **To ensure that the County's Parks, Boat landings and Youth Camp are maintained in a safe, clean and useable condition.**

Objective #1: At a minimum, weekly inspections and cleaning of our parks, boat landing and youth camp will be conducted by staff. An on-going list of needed maintenance items will be kept at our shop facility for both full-time and LTE staff to work on. Any maintenance items pertaining to the safety of our users will be addressed immediately.

Objective #2: Contracts will be issued to private contractors for the mowing of the majority of our parks and the pest control service for our youth camp.

Goal #7: **To ensure that Burnett County's portion of the Gandy Dancer Trail is managed and maintained in a safe, clean and useable condition.**

Objective #1: Routine checks of the trail signing, culverts, and surface will be completed. The trail will be graded in the spring to maintain the crown for water runoff. At a minimum the trail will be mowed twice a year to maintain trail width and brush control. The trail will be sprayed with round-up for weed control in order to maintain the limestone surface if needed.

Objective #2: The state bike trail pass program for Burnett County will be administered through our office. Passes will be distributed to nine different vendors in Siren, Webster and Danbury for the general public to purchase. Revenues from sales of the passes will be collected and reported to the DNR. Burnett County will retain a % of each pass sold in Burnett County. It is estimated to generate approximately $1500.00 in revenues for Burnett County.

Goal #8: **To provide a financial contribution to Fort Folle Avoine Historical Park for operational and maintenance expenses to enhance and promote the educational and tourism based opportunities in Burnett County.**

Objective #1: A financial contribution for Fort Folle Avoine Historical Park will be budgeted for year 2013.This contribution will be given at the beginning of the year. Fort Folle Avoine is seen as an excellent education tool as well as a tourist attraction for Burnett County.