

July 18, 2016

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 p.m., by Chairman, Doug Path

Present: Doug Path, Cedric Schnitzler, Rod Sherwood, and Dan Olson. Absent: Paul Steele
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Amber Dvorak-Humane Officer and public.

Possible Corrections and Approval of June 20, 2016 Meeting Minutes.

A **Motion** was made by Dan Olson, seconded by Rodney Sherwood to approve the minutes from the June 20, 2016 meeting. Motion carried, 4-0.

Public Comment (3 minutes each): Nothing to add.

Public Hearings

Application for Daniel J. Peltier for a **conditional use permit** for a Masonry Business, on property located at 6880 County Hwy BC, in part of the NW $\frac{1}{4}$ of SW $\frac{1}{4}$, Sec. 9, T17N, R4W, in the Town of Sparta, tax ID # 040-00217-0000, 4.0 acres. The adjoining land use is primarily agriculture.

Mr. Peltier was not present to represent himself. Alison explained that Mr. Peltier was applying for the application for a Masonry business that he runs out of his residence. He has several buildings for storage of materials and equipment. His employees park their vehicles at the site and travel from there to the job sites.

An email was received from the Town of Sparta the conditional use permit and requesting that three conditions be placed on it. 1) The permit was good for only Mr. Peltier and not the land, 2) No stacking of materials higher than 8 feet and 3) Only the northeast $\frac{1}{4}$ acre of the 4 acre property is to be used for the business.

Discussion was held.

A **Motion** was made by Rodney Sherwood, seconded by Cedric Schnitzler to approve the conditional use permit for the masonry business with the three conditions requested by the Town of Sparta. Motion carried, 4-0.

Application for Raymond Habelman and Verizon Wireless for a **conditional use permit** for placement of a 199' monopole cell tower on property located on Apollo Rd in part of the SW $\frac{1}{4}$ of SW $\frac{1}{4}$, Sec. 2, T19N, R3W, in the Town of New Lyme, tax ID # 028-00027-0000 on 40 acres. The adjoining land use is, woodlands, agriculture and cranberry marsh.

Raymond Habelman nor Verizon Wireless were present. No letter or phone call was received from the Town of New Lyme regarding any concerns for this application.

Roger Greenwood and John Casles, neighboring property owners of the proposed tower site were present to address concerns they had. Both live within a half mile radius from the site location and were wondering if they would have interference with reception for T.V., phones, etc. The other concern was if there was going to be a light on this tower due to Fort McCoy air crafts flying just above the tree lines in that area. They felt this is a bad corner that constantly has air planes/helicopter flying in that area just above the tree tops and would not see the tower.

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A motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to table the discussion until the end of the meeting to see if someone from Verizon Wireless would arrive for questions to be answered. Otherwise the application for the conditional use permit would be post-poned until next month. Motion carried, 4-0.

Dog Control:

Increase hours for part time clerical:

Amber, Alison and committee members readdressed the discussion of increasing hours for the part-time employee to a full time employee from last month's meeting.

Discussion was held. Committee members felt it was not the right time to address increased hours of staff at this time but would readdress if still felt needed in the future.

However, after discussion regarding staff at the shelter and all their hard work and dedicated hours to the shelter the committee felt it was good idea to increase wages for the current staff who are only receive \$8 an hour. This will be addressed at our next meeting after Alison has a chance to gather information in regards to budget.

Increase fees: Alison gave a hand-out to committee members with current fees for the shelter. These included adoption fees, license fees, etc. See attachment to the minutes. Alison used a full year from 2015 for totals and included the projected increased fees if applied for comparison to show the increase revenue for the animal shelter. Alison stated that the license fees have not been increased since 2011. Adoption fees have not been increased since 2014.

Amber-Humane Officer reported on what fees were for other shelters in the area. It was also brought to the committee's attention that most of the animal shelters are privately owned and that we are 1 of 3 public owned facilities.

Discussion was held.

A Motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to increase the animal shelter fees starting Jan. 1, 2017 and dog license fees starting with the sale of 2017 licenses on Dec. 1, 2016. See attachment for dollar amounts. Motion carried, 4-0.

Stray cats

Doug received a call from a constituent in the Tomah area in regards to stray cats. Amber reported on the number of phone calls they receive at the shelter. On an average they probably received 5-7 calls a week regarding cat issues. In the past we were able to work with Coulee Region to house cats but due to their limited space they no longer will take strays from other counties. Amber stated that we are aware that this has been an issue but there is no place to go with them.

Discussion was held:

Doug would like to have the shelter keep a log and give a monthly report to the committee to see how often they receive calls in regards to stray cats.

6:45pm, Shane Begley representing Verizon Wireless arrived. A motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to reopen the public hearing on the application for conditional use permit for Ray Habelman and Verizon Wireless for placement of a 199' monopole cell tower, Town of New Lyme. Motion carried, 4-0.

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Shane Begley apologized for being late and addressed the committee and public. Dan Olson informed Mr. Begley that there were several issues that public members would like to address the application with concerns they have and turned the floor over to Mr. Greenwood and Mr. Casles. Again they addressed their issues to Shane Begley regarding concerns with interference of reception, and safety of the Ft McCoy aircraft. They also were wondering if Fort McCoy was involved in the process due to the proximity of the proposed tower site.

Shane Begley informed them that there would be no issues with interference in reception as far as T.V. and phones. He also informed them that Fort McCoy was involved in that process. He mention that a light was not going to be put on the tower because it was below the 200' height required for lighting by the FAA. Construction to start October-November 2016.

Discussion was held.

During the discussion it was noted that the fall zone needed to be changed to 33% of the Tower height in order to meet the setbacks the road. Mr. Begley would have this change made and get corrected copies to Alison.

A Motion was made by Cedric Schnitzler, seconded by Dan Olson, to approve the **conditional use permit** for placement of a 199' monopole cell tower on property located on Apollo Rd, Town of New Lyme with the condition that the tower be engineered to fall within a radius equal to 33% the height of the tower. Motion carried, 4-0.

Sanitation & Zoning:

Two public hearings next month for zoning code amendments Ch 47 & Ch 53. Public hearing notices have been sent to the zoned municipalities as well as the papers.

Budgets:

Alison gave hand-outs on the projected 2017 budget for Sanitation, Zoning and Dog Control.

Alison explained the changes she made for 2017.

- 1) Increased office supplies under Sanitation and Zoning for two new office chairs. The current chairs are more than 15 years old and were given to the department. Also increase for window envelopes for the maintenance reports. The new permit tracking system only allows one type of labels that are expensive and will also save time.
- 2) She decreased the motor vehicle expense due to receiving two new vehicles in 2016 which should be under warranty.

The report Alison handed out did not have the previous years' budgets to compare with the projected 2017, therefore Alison will send an email to the committee members a comparison and they will revisit the budget on August 22, 2016, which is our next meeting.

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FINANCIAL REPORT - VOUCHERS - INTER-DEPARTMENTAL TRANSFERS – CREDIT CARD EXPENDITURES – LINE ITEM TRANSFERS – BUDGET ADJUSTMENTS

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1942.35	Sanitation	0	Sanitation	43.01	Sanitation	15.78
Zoning	59.57	Zoning	0	Zoning		Zoning	156.47
Dog Control BOA	1532.08 58.56		0	Dog Control		Dog Control	813.31
Total	3592.56	Total	0		43.01	Total	985.56

Vouchers were reviewed by committee.

Motion was made by Rodney Sherwood, seconded by Cedric Schnitzler to approve the financial reports. Motion carried, 4-0.

Set Date for Next Meeting and Possible Agenda Items.

The next regular meeting will be on Monday, August 22, 2016 and will be at 6:00 pm at the Rolling Hills Auditorium. Please note the date being the 4th Monday instead of third Monday our normal schedule.

A **motion** to adjourn was made by Cedric Schnitzler, seconded by Dan Olson. Motion carried, 4-0.

Meeting adjourned at 7:30 p.m.

Recorded by Gretchen Jilek

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Animal Shelter Fees to be increased starting January 1, 2017

Adoptions:	Puppies (still have baby teeth)	\$125.00 to <i>\$140</i>
	Small dogs (under 25lbs)	\$125.00 to <i>\$140</i>
	All other dogs	\$95.00 to <i>\$110</i>
Surrenders:	Adult Dog	\$15.00 to <i>\$20</i>

Dog License Fees to be increased starting with the sale of 2017 licenses on Dec. 1, 2016.

Male	\$25.00 to <i>\$26.00</i>
Female	\$25.00 to <i>\$26.00</i>
Neutered Male	\$10.00 to <i>\$11.00</i>
Spayed Female	\$10.00 to <i>\$11.00</i>
Multi Dog License: (up to 12 dogs)	\$125.00 to <i>\$140.00</i>