

January 21, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, James Kuhn, Paul Steele, and Gail Chapman

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hanson, Humane Officer; Margaret O'Hara-Newton, Monroe County Humane Society Liaison; Members of the Public.

Motion was made to approve the minutes from the December 17, 2012 meeting by Gail Chapman, second by Paul Steele. Motion carried 5-0

DOG CONTROL

Building Expansion Project – Reinhart Mueller gave an updated report. The budget is currently at \$16,900. The three partitions for the isolation kennels need to be installed. The aluminum dog doors will be installed after the painting has been completed. The outside fencing for the isolation kennels has yet to be done. A discussion was held and questions were answered. The new addition should be ready for use next month.

Heating Project - The heat and insulation barrier have been installed and in the next day or two the Shelter will be fully heated using natural gas fuel.

Snow removal – In the past, the highway department has plowed the shelter parking lot for a fee of \$200 per season. However, they do not plow on the weekend, which causes an inconvenience for workers and customers on Saturdays. When asked, the highway department responded that "the Shelter is not a priority." The last two storms, Paulette has cleared the lot. One option is to have the Maintenance Department do the plowing. The Committee will address the issue with the County Board.

Line item transfer(s) & Budget adjustment– There was a budget adjustment made to the donation line item.

A **Motion** was made by James Kuhn, seconded by Paul Steele to approve the budget adjustment. Motion carried 5-0.

A line item transfers were made to the 2012 budget including one into Capital Outlay line item to cover the cost of the heating conversion at the dog shelter.

A **Motion** was made by James Kuhn, seconded by Gail Chapman to approve the line item transfers. Motion carried 5-0.

JOINT LAND USE STUDY:

Bryan Law from the Mississippi River Regional Planning Commission was in attendance and informed the Committee of when the final draft will be done and that he intends on presenting it to the Towns surrounding Ft McCoy for their approval.

Review of Resolution – The resolution was given to the Committee for their review. It will be voted on by the Committee and then be forwarded to the County Board in February. The purpose of the resolution is to encourage the County to consider the JLUS when making changes to their Comprehensive Plan and when making other land use decisions.

Justin and Sarah Puls, 18481 Icebox Road, Sparta, WI 54656 for a **conditional use permit** to operate an appliance salvage yard, on property located in the SE ¼ of NE ¼ Section 33, T17N, R4W, Town of Sparta. Tax Parcel # 040-01077-2200.

Appliances are brought onto the property by trailer and then dismantled. The only things left outside are the stripped units. Approximately 30 but could be as many as 50 units. The property is currently not fenced. The Wisconsin Department of Natural Resources has several requirements that must be met to bring the operation into compliance by March 31, 2013. There is a storage semi-trailer that requires a County zoning permit. The Town of Sparta is opposed to this operation in this residential area. There have been neighbor complaints. Discussion was held.

A **motion** was made by Douglas Path, seconded by James Kuhn to approve the salvage yard permit with the following conditions. Motion carried 4-1 with Paul Steele in opposition.

January 21, 2013

- Obtain zoning permit for semi -trailer located on property.
- Construct wooden privacy fence enclosure around storage area. Minimum height 6 feet, maximum height 8 feet. Fence must be constructed to surround the back yard area and be large enough to accommodate a loaded trailer. Fence must obstruct visibility of and prevent access to the salvage operations.
- Obtain permit(s) and comply with Wisconsin Department of Natural Resources regulations pertaining to Stormwater discharge by March 31, 2013.
- Outdoor dismantling operations are only to take place from Monday through Friday, 8am to 6pm.
- No more than 50 units may be stored outside within the fenced area at one time.
- Outside storage will cease if an addition to or a separate accessory structure is constructed or if the operations move to another location.
- Sensitive materials shall be removed prior to outdoor storage. Materials such as but not limited to switches, compressor coils. Burning elements, etc.
- No motor vehicles or parts maybe salvaged or dismantled on the premises.

SANITATION AND ZONING:

Line item transfers. – Sanitation transferred \$73.33 from Postage to Vehicles. Zoning transferred \$41.86 from postage to printing to balance out the line items for the end of 2012.

A **Motion** was made by James Kuhn, seconded by Douglas Path to approve the line item transfers. Motion carried 5-0.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2012 & 2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2012 & 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

FY 2012

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	416.31	Sanitation	0	Sanitation	0	Sanitation	292.93
Zoning	35.73	Zoning	0	Zoning	0	Zoning	228.86
Dog Control	11385.95	Dog Control	0	Dog Control	0	Dog Control	287.17
Total	11837.99	Total	0	Total	0	Total	808.96

FY 2013

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	132.82	Sanitation	190.00	Sanitation	0	Sanitation	0
Zoning	85.00	Zoning	0	Zoning	0	Zoning	0
Dog Control	193.30	Dog Control	0	Dog Control	0	Dog Control	0
Total	411.12	Total	190.00	Total	0	Total	0

A **motion** was made by Paul Steele, seconded by Gail Chapman, to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

The next regular meeting is on Monday, February 18, 2013 at 6:00 PM in the Rolling Hills Auditorium.

A **motion** to adjourn at 8:35 pm was made by Douglas Path, seconded by Paul Steele. Motion carried 5-0

Recorded by Sharlee Fox

February 18, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:03pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, James Kuhn, Paul Steele, and Gail Chapman

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hanson, Humane Officer; Members of the Public.

Motion was made to approve the minutes from the January 21, 2013 meeting by Gail Chapman, second by Douglas Path. Motion carried 5-0

DOG CONTROL

Building Expansion Project.- Reinhardt Mueller gave an update. The heaters are in and working. The cement block will be finished on March 2nd and 3rd. On March 10th, they will do the drywall and painting.

Water heater problem – The water heater was replaced with a fiberglass heater. Paulette asked that the funds come out of building maintenance.

Paulette also had some concerns about the fitting for the new fans. The Committee will do a walk thru before the next meeting to look at the fans and discuss any issues at that meeting.

Snow removal – The Highway Department has been asked to plow the parking lot and Paulette reports that the lot is being plowed and salted.

Line item transfer(s) –

Funds for 2012 were transferred from Fringes into workman’s compensation to adjust for Paulette’s classification.

A **Motion** was made by James Kuhn, seconded by Paul Steele to approve the transfer. Motion carried 5-0.

Funds for 2013 – The new gas hookup required that a new line item be created. \$400.00 was transferred from electricity to this new gas line item.

A **Motion** was made by Douglas Path, seconded by Gail Chapman to approve this transfer. Motion carried 5-0

Paulette requested that the funds for the new roof be taken from the general maintenance line item rather than the donation line item.

PUBLIC HEARINGS

Donald and Donna Justin for a conditional use permit to operate a small business assembly hall on property located at 7452 Kathryn Ave, in part of the SE1/4, of the NW1/4, Section 22, T16N, R4W, in the Town of Leon, Tax Parcel ID# 022-00470-0000.

Donna Justin explained that they would like to convert an old barn into a wedding venue. They will be adding bathrooms and showers for use by campers. The barn accommodates approximately 200 people. The Justins currently have a campground and a Bed and Breakfast. An engineering firm will design the barn to meet all state regulations. The footprint of the building will not be altered.

The Town of Leon sent a letter of approval. Also Greg Selbrede, Town Chairman, was in attendance to represent the Town. He stated that the Town would like to see the condition added that the Justin’s would be responsible for any repairs or improvements required on Kathryn Ave. as was stated in the letter of approval from the Town.

February 18, 2013

Rodney Wolf, an adjoining neighbor, has had some problems with people from the Justin Resort going onto his property. He is not happy about the increased traffic and commotion. Rodney states wildlife has greatly diminished.

Connie Schaitel, another neighbor, was also in attendance and had no concerns.

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the conditional use permit with the suggested condition from the Town that the owner of the Justin Trails Resort be responsible for any repairs or improvements required on Kathryn Ave due to the increased usage by their customers. Motion carried 5-0

Amendments to the Monroe County Floodplain Ordinance Chapter 50 – Every year the County needs to make amendments to comply with any FEMA changes. In 1997 a study was done to determine the effect of the Angelo Dam on the floodplain. This study had never been adopted. No residents are affected by this change.

A motion was made by Douglas Path, seconded by James Kuhn to approve the amendment to the Monroe County Floodplain Ordinance Chapter 50. Motion carried 5-0.

JOINT LAND USE STUDY

Bryan Law from the Mississippi River Regional Planning Commission presented a resolution approving the JLUS. The Policy Committee approved the JLUS Plan in November 2012. Next it goes to the County Board. Then it will go to the adjacent six Towns showing that the local governments are cooperating with Fort McCoy.

A **Motion** was made by James Kuhn, seconded by Douglas Path to forward the resolution to the County Board. Motion carried 5-0.

SANITATION AND ZONING:

WCCA Spring Conference will be held April 4-5, 2013. Our office is requesting that one person be allowed to attend at a cost of \$115.00 per person with an additional \$70.00 for the room accommodation. Committee members are also welcome to attend.

A **motion** was made by James Kuhn, seconded by Paul Steele to OK the attendance of one person. Motion carried 5-0.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2012 & 2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2012 & 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

FY 2012

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	0	Sanitation	0	Sanitation	0	Sanitation	0
Zoning	6650.27	Zoning	0	Zoning	0	Zoning	0
Dog Control	240.00	Dog Control	0	Dog Control	0	Dog Control	0
Total	6890.27	Total	0	Total	0	Total	0

FY 2013

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	584.33	Sanitation	0	Sanitation	50.00	Sanitation	0
Zoning	108.74	Zoning	0	Zoning	50.00	Zoning	11.70
Dog Control	3971.28	Dog Control	27.28	Dog Control	0	Dog Control	339.37
Total	3971.28	Total	27.28	Total	100.00	Total	351.07

February 18, 2013

A motion was made by James Kuhn, seconded by Paul Steele to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

2013 Budget Planning - There was a discussion regarding the budget and the contingency fund monies. It was suggested that extra money be placed in the upcoming budget to cover unforeseen expenses. Paulette will submit a list of possible future expenditures in April and the Committee will confirm with a walk-through in May before Alison works on the budget in June 2013.

Animal Shelter Volunteers – There was a discussion regarding recognition of the Shelter workers for all their hard work.

The next regular meeting is on Monday, March 18, 2013 the meeting will start at 5:30 PM at the Monroe County Animal Shelter for a walk through. It will then adjourn to the Rolling Hills Auditorium for the remainder of the meeting.

A motion to adjourn at 8:15 pm was made by Douglas Path, seconded by Gail Chapman. Motion carried 5-0

Recorded by Sharlee Fox

March 18, 2013

Dog Control – Informal meeting to inspect the new shelter addition.

5:30 pm

Present: Anthony Boltik, James Kuhn, Paul Steele, and Gail Chapman

Also Present: Alison Elliott-Dog Control Administrator; Paulette Hanson, Humane Officer

Tour –

- The drywall has been installed
- The sump pump has been put in
- Vents were installed however they do not close tightly
- New door weather stripping is not air tight.
- The addition will be painted next weekend.

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:10pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path (6:20 pm), James Kuhn, Paul Steele, and Gail Chapman

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hanson, Humane Officer; Members of the Public.

Motion was made to approve the minutes from the February 18, 2013 meeting by Paul Steele, second by James Kuhn. Motion carried 4-0

DOG CONTROL

Kevin Huff - Restricted Animal Permit Renewal Mr. Huff was present to answer any questions. Alison reported that Paulette did an on-site inspection.

A **motion** was made by James Kuhn, second by Paul Steele to table the issue until the Humane Officer arrived. Motion failed 0-4.

Paulette arrived, gave her inspection report stating that everything was good and recommended renewal of the permit. This is the 3rd year for Mr. Huff's permit.

A **motion** was made by James Kuhn, second by Paul Steele to approve Mr. Huff's Restricted Animal Permit renewal. Motion carried 4-0.

Building Expansion Project, - A few items were noticed during the earlier tour of the shelter. There was an opening under the outside back door. The weather stripping needs to be installed. The new vents did not close tightly. The doggie doors had not yet been installed.

The shelter will be painted next weekend. Once done Anthony will notify the electric company to install the lighting.

Outside Kennel runs – Will be finished once the weather permits.

Annual Report – Not all of the 2012 figures have been finalized. This will be moved to the April agenda along with a budget update.

The Committee had some questions about dogs that have been adopted from the shelter and then returned. Paulette explained the return policy. Must return the dog in 3 days and then get 30 days to choose a new dog. After the 3 days the dog is considered surrendered with a fee. Paulette also explained the pre-pay procedure for puppies. Any dog too young to be spayed or neutered must have a pre-paid invoice on file before being adopted.

March 18, 2013

Line item transfer(s) –

- 1) Money for any 2013 expansion expenses will now come out of the Capital Outlay < 5,000 line item. Money will be transferred as needed from the donation line item. There is currently a bill from All American.

A **motion** was made by Paul Steele, seconded by James Kuhn to approve a transfer from the donation line item to the capital outlay < 5,000 line item to pay the All American invoice. Motion carried 5-0.

- 2) Building maintenance exceeds the budgeted amount by 562.21 due to the new water heater that cost \$1627.51. The committee asked Alison about drafting a resolution to the finance committee requesting the \$1627.51 from the contingency fund. The committee also wondered about doing a budget adjustment. Alison will consult with Tina to determine the appropriate process and bring it back for committee approval in April.

A **motion** was made by James Kuhn, second by Paul Steele to request \$1627.51 from the contingency fund. Motion carried 5-0.

PUBLIC HEARINGS

Brian and Laura Heeg of Park Falls, WI, for a **change of zoning district**, from Business to R3 Rural Residential and from R2 Suburban Residential to Business, for the purpose of reflecting actual and proposed property usage of parcels located at 25926 State Highway 21, in the NE1/4, of the NE1/4, Section 22, T18N, R1W, in the Town of LaGrange.

Mr. and Mrs. Heeg are currently in Arizona. They asked Alison to represent them. Alison explained the proposal. The one parcel that is zoned business used to have a home but currently has no structures. The second parcel that is zoned residential is currently being used for business storage. The Heegs had the parcels re-surveyed and made similar in size. They are now requesting that the business property be changed to residential and the residential parcel be changed to business. The Comprehensive Plan has already been amended to reflect this change. Ronald Konieczny, Town of LaGrange Chairman, was present to state that the Town of LaGrange has no opposition.

A **motion** was made by Douglas Path, seconded by James Kuhn, to approve the change of zoning and forward to the Full County Board. Motion carried 5-0.

Jeffrey and Dustin Leis for a **conditional use permit** to operate a small business gunsmith shop on property located at 23028 County Highway X, in part of the NE1/4, of the NW1/4, Section 25, T16N, R4W, in the Town of Leon, Tax Parcel ID# 022-00539-2000.

Dustin Leis was represented by his father Jeffrey Leis. Mr. Leis explained the plan to open a gunsmith business. They need a Conditional Use Permit to get a Federal firearms license which is needed to manufacture the gun parts. There is no intent to have an actual retail shop. Mr. Leis will just repair and fix firearms. Some of the neighbors were concerned about the sighting in process. Mr. Leis has only two acres of land and so intends to use laser sighting. Greg Selbrede, Town of Leon Chairman, was present to state that the Town of Leon is in favor of granting the Conditional Use permit with no restrictions.

A **motion** was made by Douglas Path, seconded by Gail Chapman, to approve the conditional use permit. Motion carried 5-0.

March 18, 2013

SANITATION AND ZONING:

Proposed amendments to Chapter 35, Subdivision Ordinance

Gary Dechant the current County Surveyor was in attendance. Chapter 35 needs to be amended to add his newly contracted position and duties. Alison is working with Jeremy Erickson, the Real Property Lister and Mr. Dechant to come up with the wording. A final draft will be ready in May.

There will be an increase in the fees to reflect the addition of his position's review of the maps.

There was a discussion as to which committee would be in charge of the new County Surveyor position, Planning & Zoning or Administration.

Annual reports

Alison handed out the reports and explained the figures. All questions were answered.

Line item transfers

There was an increase of \$5.00 for the cost of subscription to the Tomah Journal for 2013.

A **motion** was made by Douglas Path, seconded by Gail Chapman to transfer the amount from Office Supplies to Publications and Subscriptions. Motion carried 5-0.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	101.77	Sanitation	70.00	Sanitation	0.00	Sanitation	0.00
Zoning	87.19	Zoning	0.00	Zoning	0.00	Zoning	12.22
Dog Control	729.57	Dog Control	200.82	Dog Control	500.00	Dog Control	42.83
Total	918.53	Total	270.82	Total	500.00	Total	55.05

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, April 15, 2013 at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn at 8:05 pm was made by Douglas Path, seconded by James Kuhn. Motion carried 5-0

Recorded by Sharlee Fox

April 15, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, and Gail Chapman

Absent: James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hanson, Humane Officer; Margaret O'Hara-Newton, Monroe County Humane Society Liaison; Members of the Public.

Motion was made to approve the minutes from the March 18, 2013 meeting by Douglas Path, second by Gail Chapman. Motion carried 4-0

DOG CONTROL

Building Expansion Project - Nothing to report as Reinhardt Mueller could not be at the meeting.

The Committee reviewed the breakdown of the costs. The Expansion is over budget. A discussion was held. No adjustments were made at this time.

Outdoor Kennel Runs – no report

Annual Report – figures were not complete. Will discuss next month.

Line Item Transfer(s) It is proposed to move \$1266.76 from the donations line item into capital outlay to cover the All American Do-It-Center Invoice.

A motion was made by Paul Steele, seconded by Gail Chapman to approve the line item transfer. Motion carried 4-0.

Budget Adjustment(s) The meeting Committee decided to request that money come from the contingency fund and be placed into our building and maintenance line item to pay for the new water heater.

A motion was made by Douglas Path, seconded by Paul Steele to approve the Budget Adjustments and forward to the Finance Committee.

List of building repairs/maintenance/other needs for 2014 budget

Alison presented a needs/wants list for the committee to consider for the 2014 budget. The committee will tour the shelter in June 2013.

Volunteer Recognition Resolution

Alison drafted a resolution to send to the regular volunteers in recognition for their service. There will also be individual certificates for those who helped with the new expansion.

A motion was made by Douglas Path, seconded Paul Steele to approve the resolution. Motion carried 4-0.

PUBLIC HEARINGS

Richard and Carol Schauf, for a change of zoning district, from GA General Agriculture to R3 Rural Residential on a parcel of land located at 13594 State Highway 27, in part of the NE1/4, of the SE1/4, Section 3, T17N, R4W, in the Town of Sparta.

April 15, 2013

The property was surveyed in 2003. A smaller part of the parcel (less than 3 acres) will be awarded to the ex-daughter-in-law in a divorce decree. Per the Town ordinance, anything under 3 acres must be zoned residential. The Schauf's are requesting that the zoning of the land located at 13594 State Highway 27 be changed from general agriculture to R-3 Rural Residential. The Town of Sparta, represented by Fred Hammes, recommended approval of the change.

A **motion** was made by Douglas Path, seconded by Paul Steele, to approve the change of zoning and forward to the County Board. Motion carried 4-0

SANITATION AND ZONING:

Committee of Jurisdiction of the County Surveyor

The County Surveyor is currently under the jurisdiction of the Administration/Executive Committee. The Zoning committee was considering asking for jurisdiction. However, that would require a change in the ordinance which would require a public hearing and a change in the contract. It was decided to leave the jurisdiction under the Administration/Executive Committee.

Proposed amendments to Chapter 35, Subdivision Ordinance

Alison explained and reviewed all the changes with the Committee. The changes were basically a clarification of the wording. The changes will be sent to Surveyors for suggestions and then brought back to the Committee for their approval. A public hearing may be scheduled for the June meeting.

Proposed Fee increases for Chapter 35, Subdivision Ordinance

Changes to the fees for Chapter 35 were proposed. They were reviewed and a discussion was held. It was decided to address this topic again at the May meeting.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	484.83	Sanitation	0	Sanitation	0	Sanitation	2.47
Zoning	220.62	Zoning	0	Zoning	0	Zoning	0
Dog Control	2829.72	Dog Control	0	Dog Control	0	Dog Control	697.64
Total	3535.17	Total	0	Total	0	Total	700.11

Questions were answered and a discussion was held.

A **motion** was made by Paul Steele, seconded by Douglas Path to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0

Set Date for Next Meeting and Possible Agenda Items

Next month's agenda will include (1) The Mathy Sand Mine in the Town of Little Falls, (2) a discussion about the Animal Shelter hours of operation (3) Chapter 35 amendments and fee changes and (4) Dog Control annual report.

The next regular meeting is on Monday, May 20, 2013 at 6:00 pm at the Rolling Hills Auditorium.

A **motion** to adjourn at 8:20 pm was made by Douglas Path, seconded by Paul Steele. Motion carried 4-0

Recorded by Sharlee Fox

May 20, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman and Nodji VanWychen from Land Conservation.

Absent: James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hanson, Humane Officer; Margaret O'Hara-Newton, Monroe County Humane Society Liaison; Members of the Public.

Motion was made to approve the minutes from the April 15, 2013 meeting by Paul Steele, second by Douglas Path. Motion carried 4-0

DOG CONTROL

Building Expansion Project Reinhardt Mueller will resume work after the Memorial Day Holiday weekend. Alison will present updated budget reports monthly.

Outside Kennel runs - Nothing further has been done. Paulette will contact cement contractors to get bids to solve the drainage problems and put a barrier under the playground fence. The Humane Society has offered a donation to pay for the fence barrier.

Annual Report was presented to the Committee. Questions were answered by Alison.

Monthly report was also reviewed.

Line item transfer(s)

The first line item transfer was for the Dog Shelter Expansion. An amount of \$2,533.68 will be transferred from the Donations line item to Capital Outlay over \$5,000.

The second was because of an overage in the Printing line item due to extra publications. \$37.09 was transferred from the Medical Expenses into Printing.

A motion was made by Douglas Path, seconded by Gail Chapman to approve both the line item transfers. Motion carried 4-0.

PUBLIC HEARINGS

Wayne Muehlenkamp, 901 Saint Anne St, Sparta, WI 54656, for a conditional use permit to construct a storage building on a parcel without a principal structure on property located in part of the NE1/4, of the NW1/4, Section 18, T16N, R2W, in the Town of Ridgeville, Tax Parcel ID# 034-00369-0000.

Mr. Muehlenkamp explained that he would like to construct a machine shed on his 127 acre parcel. There is no primary structure on the property. A letter from the Town of Ridgeville stated they had no objections.

A motion was made by Douglas Path, seconded by Gail Chapman, to approve the Conditional Use Permit. Motion carried 4-0

Dennis Vian and Weston Vian, 5892 Garland Ave, Sparta, WI 54656, for a conditional use permit to operate a small business, sharpening service and small engine service shop on property located in part of the SE1/4, of the NE1/4, Section 5, T17N, R4W, in the Town of Sparta, Tax Parcel ID# 040-00121-0000

Mr Vian explained that he would like to run a small business sharpening and servicing tools in an already existing building. He has a total of 80 acres. There was no letter from the Town of Sparta, however Mr. Robert

May 20, 2013

Treu (Town Supervisor) stated that the Town approved with the condition that the Conditional Use Permit be used by the Vians only and not be transferrable to any other party.

Mr Chris Colburn, a neighbor, expressed concerns because of a building that is partially on his property. The building in question was supposed to be torn down but that has not happened and Mr Colburn is worried that the Vians will use that building, which is right next to his home and driveway, for the business.

A discussion was held involving hours of operation and the need to keep all items inside the building.

A **motion** was made by Paul Steele, seconded by Douglas Path, to approve the Conditional Use Permit. Motion carried 4-0

Joint Public Hearing for CUP and Reclamation Plan

Both the public hearing for the conditional use permit and the reclamation plan was held. The Zoning Committee will vote tonight and Land Conservation Committee will consider the reclamation permit on Thursday May 23, 2013

Mathy Construction Company (Milestone Materials), 920 10th Ave. North, Onalaska, WI 54650, for a conditional use permit for nonmetallic mineral extraction and processing and for a nonmetallic mining reclamation plan on property located in parts of Section 25, T19N, R4W, Town of Little Falls, 9629 Camp Ave., approximately 101 acres.

Tony Tomashek a representative from Mathy Construction gave a slide show presentation. He talked about the history of the company, their plans, their operation, and how they have been working with the Town of Little Falls since 2012 when they originally applied for the Conditional Use Permit. They have worked out an agreement with the Town of Little Falls stipulating all the conditions.

Dr. John Tinker addressed the ground water table issue. Tara Wetzel addressed the water and air quality issues. Then Mr. Tomashek addressed the hours of operation, truck traffic and road maintenance, and reclamation plans.

All questions from the Committee and public were answered.

The public was allowed to make comments. Mr. Herb Long asked about the air quality testing. Mr. Tom Stuessel asked about the anticipated start date. Ms. Lauren Lauritzen wanted to know who to contact to get their water tested. Mr. Brice Richardson from Land Conservation asked about the well abandonment plan. Mr. John Frazee asked about the future plans for the pond and truck traffic. Mr. Scott Koblitz wondered about a website to look up all this information. Mr. Andy Kastner and Mr. John Ahl, adjoining neighbors, commented on how impressed they were with the Town and Company for all their hard work and co-operation.

There was a letter from the Town of Little Falls stating their approval.

A **motion** was made by Douglas Path, seconded by Gail Chapman, to approve the Conditional Use Permit. Motion carried 4-0

SANITATION AND ZONING:

Proposed amendments to Chapter 35, Subdivision Ordinance Alison explained and reviewed all the changes with the Committee. The changes are basically a clarification of the wording

There has been no response from Surveyors regarding the changes to the ordinance. The Committee will go ahead with a public hearing in July 2013.

May 20, 2013

There was a discussion held regarding the fee changes. This was also postponed until the July 2013 meeting.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Expenditures	
Sanitation	1140.98	Sanitation		Sanitation		Sanitation	87.80
Zoning	124.20	Zoning		Zoning		Zoning	68.00
Dog Control	1676.59	Dog Control		Dog Control		Dog Control	151.74
Total	2941.77	Total		Total		Total	307.54

Questions were answered and a discussion was held.

A motion was made by Douglas Path, seconded by Paul Steele to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, June 17, 2013 at 5:00 pm for a tour of the Animal Shelter and then at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium.

A motion to adjourn at 8:55 pm was made by Douglas Path, seconded by Paul Steele. Motion carried 4-0

Recorded by Sharlee Fox

June 17, 2013

Tour of Animal Shelter: 5:00 pm.

A Tour of the Animal Shelter was conducted beginning at 5pm. A list of items was reviewed. See minutes for details.

Present: Anthony Boltik, Paul Steele, James Kuhn, Alison Elliott and Paulette Hansen.

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, and James Kuhn

Absent: Gail Chapman

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer; Margaret O'Hara-Newton, Monroe County Humane Society Liaison; Members of the Public.

Motion was made to approve the minutes from the May 20, 2013 meeting by Douglas Path, second by James Kuhn. Motion carried 4-0

Chairman Boltik announced a change in the agenda. The public hearings will be addressed before the dog control issues.

PUBLIC HEARINGS

Mathy Construction Company, of Onalaska, for a conditional use permit to set and operate a temporary portable hot mix asphalt plant on property located in part of the SW1/4, of the SE1/4, Section 13, T16N, R3W, in the Town of Wells, Tax Parcel ID# 046-00283-0000.

Andy Marwelli represented the Mathy Construction Company. The project involves the reconstruction of State Highway 71. Start date is anticipated for August or September 2013. All neighbors within ¼ mile were notified and there were no objections. A letter from the Town of Wells also stated no objections.

A **motion** was made by Douglas Path, seconded by James Kuhn, to approve the Conditional Use Permit. Motion carried 4-0

Gerke Properties, LLC, of Tomah, for a conditional use permit for non metallic mineral extraction, quarry operation, on approximately 37 acres of property located in part of the NW1/4, of the SE1/4, Section 1, T16N, R3W, in the Town of Wells, Tax Parcel ID# 046000190000.

Paul and Chad Gerke represented Gerke Properties LLC. The project is to construct a gravel quarry. Start date is fall of 2013. The wooded areas would be clear cut. Hours of operation will be 24 hours a day. Quarry operation is anticipated to last 15-20 years with a reclamation plan. Committee questions were answered. There was no response from the notified neighbors. A letter from the Town of Wells approved the project with one condition that all operations remain at least forty feet from any occupied residence.

A **motion** was made by Douglas Path, seconded by Paul Steele, to approve the Conditional Use Permit with the condition that all operations remain at least forty feet from any occupied residence. Motion carried 4-0.

June 17, 2013

DOG CONTROL

Building Expansion Project

The following list of items was reviewed:

- Air conditioning for the new section
- Entry way over and around the front door
- Paint fascia on the old part
- Add cement sidewalk to second play yard
- Repave where the well was repaired
- Add landscaping rock for safety area between outdoor kennels and safety fence
- Replace the gutters on the existing outdoor kennel roof
- Add gutters onto the west side of building
- Replace and paint support beams under outdoor kennel roof
- Repair/replace existing outdoor kennel fencing and support posts
- Add hinge on the manhole of holding tank for dog feces
- Put cement barrier(s) in front of the gas meter
- Level the storage sheds
- Replace the fencing on first outdoor play yard (play yard to the south)
- Install cement for perimeter for new exercise area
- Level the play yard so water drains away from the shelter building
- Replace the first kennel run door.
- Add doors to seal the vent fans.

The Committee reviewed each item extensively.

Margaret O-Hara Newton offered to pay for the air-conditioning.

The Monroe County Humane Society offered to donate money for the cement perimeter for the new exercise area.

Chairman Boltik will contact Reinhardt Mueller to find out which one of these items he would like to finish, ie: the cinderblock walls.

Chairman Boltik will also contact Peggy Thorson of the Justice Department to see if there are any community service people who could help with the projects.

The Committee requested Alison to get an estimate for the materials needed in all the projects and budget for them in the 2014 budget.

The Committee wondered if Garry Spohn from the County Maintenance Department could do some of the work and how much it would cost.

Chairman Boltik and Supervisor Kuhn will work on the hinge for the holding tank manhole cover and the cement barrier in front of the gas meter.

The committee requested Paulette to call B&B Fence in Tomah to get an estimate for the eight kennel doors and also for the outside fencing for new runs.

SANITATION AND ZONING:

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures

2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

June 17, 2013

Vouchers		Prepaid Vouchers		Credit Card Expenditures	
Sanitation	2599.27	Sanitation	0	Sanitation	0
Zoning	246.99	Zoning	0	Zoning	18.33
Dog Control	716.06	Dog Control	0	Dog Control	285.02
Total	3562.32	Total	0	Total	303.35

Questions were answered and a discussion was held.

A motion was made by Paul Steele, seconded by James Kuhn to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0.

Paulette presented a public member donation for the completion of the new shelter addition. Paulette was instructed by the Committee to talk to Tina Osterberg in the Finance Department regarding processing the donation.

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, July 15, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium.

A motion to adjourn at 8:30 pm was made by James Kuhn, seconded by Paul Steele. Motion carried 4-0.

Recorded by Sharlee Fox

July 15, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer; Margaret O'Hara-Newton, Monroe County Humane Society Liaison; Members of the Public.

Motion was made to approve the minutes from the June 17, 2013 meeting by Paul Steele, second by James Kuhn. Motion carried 5-0

Chairman Boltik announced a change in the agenda. The public hearings will be addressed before the dog control issues.

PLANNING & ZONING PUBLIC HEARINGS

Proposed amendments to Chapter 35, Subdivision Ordinance – Jeremy Erickson, the Real Property Lister from Monroe County, requested that the phrase “Parent Parcel” be revised to “Remnant Parcel” for ease of understanding.

Discussion held and clarifications explained.

A motion was made by Paul Steele, seconded by Gail Chapman to approve the ordinance with the word revision of parent parcel to remnant parcel. Motion carried 5-0. Item will be forwarded to the County Board.

DOG CONTROL

The bid for the two gas line barriers came in at \$1043.00. The committee felt that we should look at other companies for prices.

The dog control department has spent approximately \$2,000 of the personal donation given last month.

Building Expansion Projects to be completed.

- Air conditioning for new section – Service Plus has submitted an estimate of \$4745.00 for 2 central air units. One to cool the isolation area and one to cool the east side expansion. The committee discussed getting a larger unit to cool the entire building. They felt this would be more energy efficient than having the existing window units in the old area.

A motion was made by Douglas Path to give Alison permission to get a larger unit, if the estimate came to under \$8,000, with ductwork for the entire building. James Kuhn seconded the motion. Motion carried 5-0.

- Cement sidewalk to second play yard and installation of cement for perimeter for new exercise area. – Cliff Cooper has submitted a bid for \$2001.00 for the cement work around the perimeter of the playground. The Monroe County Humane Society has agreed to donate the money for this project. The Humane Society will work out the details with Mr. Cooper.
- 8 doors for inside Kennels – Have been installed by B&B fencing

July 15, 2013

- Lights – Paulette was given permission to paint the ceiling. Once that is done, Mr. Boltik will have the lights installed.

A discussion was held on all items.

A **motion** was made by James Kuhn to have Alison get estimates for the 1) Cement block wall 2) Fencing for the outdoor runs 3) Roof for the outdoor section 4) Landscaping and 5) Gas line barriers. Douglas Path seconded the motion with the amendment to get 2 bids wherever possible. Motion carried 5-0.

Building maintenance items for 2014 budget

- Paint fascia on old part
- Replace and paint support beams under outdoor kennel roof
- Repair gutters on existing outdoor kennel roof
- Add gutters onto west side of building
- Repair/replace existing outdoor kennel fencing and support posts
- Replace fencing on First outdoor play yard (play yard to the south)
- Replace first kennel run door
- Repave where the well was repaired
- Hinge on manhole of holding tank for dog feces.

Alison will get the estimates for these items and put in the 2014 budget.

SANITATION AND ZONING:

Proposed Fee increases for Chapter 35, Subdivision Ordinance – The following fee changes were discussed.

- | | |
|------------------------------|---|
| 1. Sketch Plan | None |
| 2. Preliminary plat review. | \$300 \$400 plus \$5 \$10 per lot
(\$300 plus \$5 to P&Z, \$100 plus \$5 to CS) |
| 3. Final plat review. | None |
| 4. Replat review. | \$300 \$400 plus \$5 \$10 per lot
(\$300 plus \$5 to P&Z, \$100 plus \$5 to CS) |
| 5. Certified survey review. | \$20 \$50 (\$20 to P&Z, \$30 to CS) |
| 6. Application for variance. | \$150 |
| 7. Onsite visit. | \$50 |

These will help cover the additional duties and increased hours of the County Surveyor.

A **motion** was made by Paul Steele, seconded by James Kuhn to approve the proposed fee increases. Motion carried 4-1 with Douglas Path in opposition

Budgets

Alison will have the completed budget figures for all departments at next month's meeting.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Alison requested a line item transfer, in the amount of \$71.16, from the electric line item to the fuel and gas line item for the dog shelter.

July 15, 2013

A motion was made by Paul Steele, seconded by Douglas Path to approve the line item transfer. Motion carried 5-0

2013 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Vouchers		Prepaid Vouchers		Credit Card Expenditures	
Sanitation	1657.92	Sanitation	0	Sanitation	89.60
Zoning	953.09	Zoning	0	Zoning	56.00
Dog Control	4216.76	Dog Control	0	Dog Control	360.64
Total	6827.77	Total	0	Total	506.24

Questions were answered and a discussion was held.

A motion was made by James Kuhn, seconded by Paul Steele to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, August 19, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items include three public hearings, budgets, and cost estimates for dog shelter completion.

A motion to adjourn at 8:15 pm was made by Douglas Path, seconded by Anthony Boltik. Motion carried 5-0.

Recorded by Sharlee Fox

August 19, 2013

Sanitation/Planning & Zoning/Dog Control

Public Hearings opened at 6:02pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Members of the Public.

PLANNING & ZONING PUBLIC HEARINGS

Jon Motschenbacher for a conditional use permit to operate a small business gunsmith shop on property located at 24590 Embay Ave, in part of the SE1/4, of the NW1/4, Section 16, T18N, R1W, in the Town of La Grange, Tax Parcel ID# 020-00452-0000.

Mr. Motschenbacher was present to explain his request. He will not have any loaded guns on the property and will be doing no test firing. Eventually he would like to sell guns as well. Kyle Gibbons, a neighbor, testified in support of the request. Ron Konieczny, Town Chairman of LaGrange, reported the Town Board recommended approval with the suggested condition that the Conditional Use Permit will not be transferable to the next owner.

Larry Thompson of Tomah, WI, and Roger Bauer of Spencer, WI, for a conditional use permit to operate a small business, custom filler/packaging, on property located at 7428 County Highway O, in part of the SW1/4, of the NE1/4, Section 4, T18N, R1W, in the Town of La Grange, Tax Parcel ID# 020-00065-0000.

Mr. Bauer and his son, Alex Bauer, were present to explain the request. The property address was clarified. The correct address is 7412 Co Hwy O. The county website was mislabeled thus the mistake on the application and in the publication. Roger Bauer has since purchased the land. They plan to build a house on this parcel for Alex to live in and work at the business. Their business consists of packaging small amounts of product for shipment. They are mostly packaging organic products. Inbound materials are delivered by FedEx and UPS. Only 2-3 times a year would a semi be used to bring in product. Outbound product is also shipped using FedEx and UPS along with pickup trucks. Hours of operation are usually 8am-5pm Monday-Friday. They currently operate out of Spencer, WI but hope to move the whole operation here by Oct.-Nov. 2013 if approved. Ron Konieczny, Town Chairman of LaGrange, reported the Town Board recommended approval with the suggested conditions that the Conditional Use Permit will not be transferable to the next owner and the house be constructed within 6 months.

Dennis and Geneva Olson of Sparta, for a conditional use permit to construct a storage building on a parcel without a principal structure on property located in part of the NW1/4, of the SE1/4, Section 9, T18N, R4W, in the Town of Little Falls, Tax Parcel ID# 026-00935-1000.

Mark Olson, their son, was present to explain the request. They are in the process of purchasing the house to the north of this parcel where Mark hopes to reside. He wants this pole shed to store his equipment for farming approximately 65 acres. He did state that he would not build the shed if they cannot obtain the house to the north. A letter was received from the Town of Little Falls recommending approval with the condition that they purchase the house to the north.

Troy and Tara Olson, for a change of zoning district, from GF General Forestry to R3 Rural Residential on a parcel of land located at 18597 Iceman Rd, in part of the NW1/4, of the SE1/4, Section 32, T17N, R4W, in the Town of Sparta.

Troy & Tara Olson were present to explain their request. They wish to change the zoning to reduce the setback required to the side property line. The current zoning of General Forestry requires a setback of 25 feet to the side property line. They have already started construction on an addition to the existing residence which is less than 20 feet from the line. They had obtained a zoning permit which indicated the addition would be 25 feet from the side property line. However when the zoning inspection was done it was found to be 20 feet 6 inches

August 19, 2013

from the line. A change of zoning to Rural Residential would correct this error since the minimum setback to a side property line is only 15 feet in the Rural Residential district.

John E. Konze, for a change of zoning district, from GF General Forestry to R3 Rural Residential to allow for Monroe County ordinance compliance when splitting a parcel of land on a 1.62 acre parcel located in part of the NW1/4, of the NW1/4, Section 15, T19N, R4W, in the Town of Little Falls..

John Konze and his son Eric Konze were present to explain the request. Mr. Konze split parcel number 026-00300-5000 selling the bottom 2 acres. He acquired 1 acre out of parcel number 026-00300-0000 to be added to the remaining 0.62 acres of the original parcel creating a new 1.62 acre parcel. The change of zoning request to R-3 Rural Residential is so the parcel will meet minimum size and dimension requirements as well as to make the zoning on the entire parcel uniform. The existing buildings on the east side of the road will be demolished. Carol Lass, a neighboring property owner, testified in support of the zoning change. A letter was received from the Town of Little Falls recommending approval.

A motion to close the public hearings at 7:15pm was made by Jim Kuhn, seconded by Paul Steele. Motion carried 5-0.

Recorded by Alison Elliott

August 21, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer; Members of the Public.

Motion was made to approve the minutes from the July 15, 2013 meeting by Paul Steele, second by Douglas Path. Motion carried 5-0

PLANNING & ZONING PUBLIC HEARINGS

Jon Motschenbacher for a conditional use permit to operate a small business gunsmith shop on property located at 24590 Embay Ave, in part of the SE1/4, of the NW1/4, Section 16, T18N, R1W, in the Town of La Grange, Tax Parcel ID# 020-00452-0000.

(See notes from the Sept 19, 2013 public hearing meeting for the discussion details.)

A **motion** was made by Douglas Path, seconded by Gail Chapman to approve the Conditional Use Permit with the condition that the Permit not be transferable to any new owners. Motion carried 5-0

Larry Thompson of Tomah, WI, and Roger Bauer of Spencer, WI, for a conditional use permit to operate a small business, custom filler/packaging, on property located at 7412 County Highway O, in part of the SW1/4, of the NE1/4, Section 4, T18N, R1W, in the Town of La Grange, Tax Parcel ID# 020-00065-0000.

(See notes from the Sept 19, 2013 public hearing meeting for the discussion details.)

The property is currently zoned R-2. The town has requested a condition that a house is built on the property within the next six months and that the Permit is not transferrable to any new owners.

A **motion** was made by Douglas Path, seconded by Gail Chapman to approve the Conditional Use Permit with the conditions that a house is built on the property within the next six months and that the Permit is not transferrable to any new owners. Motion carried 5-0

Dennis and Geneva Olson of Sparta, for a conditional use permit to construct a storage building on a parcel without a principal structure on property located in part of the NW1/4, of the SE1/4, Section 9, T18N, R4W, in the Town of Little Falls, Tax Parcel ID# 026-00935-1000.

(See notes from the Sept 19, 2013 public hearing meeting for the discussion details.)

A **motion** was made by James Kuhn, seconded by Douglas Path to approve the Conditional Use Permit to build the pole shed. Motion carried 5-0

Troy and Tara Olson, for a change of zoning district, from GF General Forestry to R3 Rural Residential on a parcel of land located at 18597 Iceman Rd, in part of the NW1/4, of the SE1/4, Section 32, T17N, R4W, in the Town of Sparta.

(See notes from the Sept 19, 2013 public hearing meeting for the discussion details.)

A **motion** was made by Paul Steele, seconded by Douglas Path to approve the change of zoning and forward to the County Board. Motion carried 5-0

August 21, 2013

John E. Konze, for a change of zoning district, from GF General Forestry and GA General Agriculture to R3 Rural Residential to allow for Monroe County ordinance compliance when splitting a parcel of land on a 1.62 acre parcel located in part of the NW1/4, of the NW1/4, Section 15, T19N, R4W, in the Town of Little Falls..

(See notes from the Sept 19, 2013 public hearing meeting for the discussion details.)

A **motion** was made by Paul Steele, seconded by Douglas Path to approve the change of zoning and forward to the County Board.

Discussion was held regarding the size and location of the parcels and also the letter from the Jerome family. Motion carried 5-0

DOG CONTROL

Building Expansion Project

- Air conditioning

Alison presented bids from four companies (Flocks Heating, Bills Heating, Service Plus, and Coulee Refrigeration) that showed different options and consequently different prices. Each option was examined thoroughly.

A **motion** was made by James Kuhn, seconded by Douglas Path to approve Bill's Heating for the air conditioning. Motion carried 4-1(Paul Steele).

The committee asked Alison to check if they could use a one ton unit instead of a 1.5 unit in the isolation room.

- Outdoor Kennel Roofs , siding, soffit and fascia for the new expansion.

All American submitted a bid for the new building.

- Outside Kennel Cement Block and barriers for the gas meter

Several bid were examined (Cote Construction, MCB and RA Schroeder Construction),

A **motion** was made by Douglas Path, seconded by James Kuhn to approve the All American Do It Center to build the roof, siding, fascia and soffit and to have Cote Construction build the cement walls and the gas barriers. Motion carried 5-0

A **motion** was then made by Paul Steele, seconded by James Kuhn to allow Alison to spend up to \$2,000 on any incidentals that may come up. Motion carried 5-0

- Play yard cement work

The cement laid in the play yard area is inadequate for proper drainage. Alison will ask Cote Construction if they can redo or replace the cement sidewalk.

A **motion** was made by Paul Steele, seconded by Douglas Path to authorize Alison to OK expenditures up to \$2500 for the concrete sidewalk. Motion carried 5-0

- Fencing,

Two bids were received (B&B Fence and Phillips Fencing)

After discussion, a **motion** was made by Paul Steele, seconded by Gail Chapman to approve B&B Fence Company to complete the chain link fencing. Motion carried 5-0

August 21, 2013

SANITATION AND ZONING:

Proposed change to the utilities ordinance Ch. 41 regarding comingled waste in holding tanks. This topic was postponed until next month.

Proposed amendments to Chapter 35, Subdivision Ordinance.

Alison handed out a summary of the changes and asked for the committee's input. The summaries will be sent to the Towns per the County Board's request. The Town input will be discussed at the next meeting.

WCCA Fall Conference attendance

A **motion** was made by James Kuhn, seconded by Douglas Path to approve Ken Elliott's attendance at the Fall Conference. Motion carried 5-0.

Budgets

Dog Control.

There is a new Capital Outlay request form this year. Alison is requesting (1) \$250.00 for repair of the chain link fence (2) \$500 for repair of the black top by the well. She will check with Cote Construction to see if concrete is less expensive. (3) Money to install gutters on the west side of the building. Committee talked about putting gutters on the old section.

A discussion was held regarding revenue vs. expenditures. Alison requested that the dog control budget sheets be altered to allow for realistic revenue figures so the totals represent actual amounts when presented to the Finance Department even if items do not zero out.

A **motion** was made by James Kuhn, seconded by Paul Steele to approve this change to the 2014 dog control budget. Motion carried 5-0.

Sanitation.

The Committee discussed revenue vs. Expenditures.

Zoning

The Committee discussed revenue vs. Expenditures.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

A new line item was added for the \$25,000 donation for the new addition.

A **motion** was made by Paul Steele, seconded by James Kuhn to approve the budget adjustment for this new line item. Motion carried 5-0.

\$47.91 was transferred from the electricity line item to the fuel/gas line item for payment to We Energies.

A **motion** was made by James Kuhn, seconded by Paul Steele to approve this line item transfer. Motion carried 5-0.

August 21, 2013

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1807.43	Sanitation	0	Sanitation	59.23	Sanitation	0
Zoning	53.77	Zoning	0	Zoning	0	Zoning	0
Dog Control	2448.67	Dog Control	0	Dog Control	0	Dog Control	515.70
Total	4309.87	Total	0	Total	59.23	Total	515.70

Questions were answered and a discussion was held.

A motion was made by Paul Steele, seconded by James Kuhn to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, September 16, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items include Chapter 41 changes and Chapter 35 Town Responses.

A motion to adjourn at 9:25 pm was made by Gail Chapman, seconded by Douglas Path. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

September 16, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:05 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path (6:10), Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer; Members of the Public.

Motion was made by James Kuhn, seconded by Gail Chapman, to approve the minutes from the August 21, 2013 meeting with a correction related to the motion to approve Bills Heating for the air conditioning at the Animal Shelter. The motion made on August 21, 2013 carried 4-1 with Paul Steele opposing, not 5-0. Motion carried with the correction 4-0.

DOG CONTROL

Building Expansion Project

- The air conditioning is currently being installed.
- The roof on the old section is done.
- The lights have been installed
- The cement walls and sidewalk will hopefully be started on September 23
- Once the cement walls are up, the roof and fencing will be installed.
- The vents have not yet been covered.

Fee Schedule

- Rabies Quarantine Fees – Paulette would like to be able to quarantine dogs that have bitten, in our isolation room. April Brady did some research into what other facilities charged and what various problems they encountered. Costs range from \$215 at Coulee Region Humane Society to \$415 at Morganside Vet Clinic. Discussion followed. Questions about financial feasibility and the required Veterinarian exams were discussed. Also talked about repeat offenders and the vicious dog ordinance. The Committee asked Alison and Paulette to put together some type of policy showing what is required and how much everything would cost. This will be presented at next month's meeting.
- Revenue versus expenditures – The Committee discussed where costs could be cut and also discussed ways to increase revenue i.e. Tiered Pricing, and donation options on website and individual cages. Paulette went over some of the statistics from the current and projected budgets. Also looked at licensing fees and how to locate the animal owners who do not get licensing. Next month the committee will discuss ideas on how to get complete licensing information.

James Kuhn asked Alison for the budget figures for the last five years so that he can present them to the Finance Committee and County Board.

SANITATION AND ZONING:

Proposed amendments to the utilities ordinance Ch. 41 regarding comingled waste in holding tanks.

Changes were discussed. A public hearing on these changes will be scheduled for next month's meeting.

Proposed amendments to Chapter 35, Subdivision Ordinance. (Town's input)

There was no official Town response. However Greg Selbrede for the Town of Leon said they had some concerns about the fee increase. The increased fees were explained. Alison will bring the resolution to the County Board. She will attend the meeting to answer any questions.

September 16, 2013

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Line item transfers – The dog shelter building maintenance item was over \$251.65 because of supplies and an extra septic pumping. This was taken from the office supply item.

Budget adjustment – The health insurance fringe benefits item was decreased by \$9000 because Paulette switched from family to single plan. Consequently the corresponding projected revenue increased by \$9000.

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	1800.82	Sanitation	0	Sanitation	107.91	Sanitation	63.20
Zoning	330.86	Zoning	0	Zoning	0	Zoning	51.72
Dog Control	3835.84	Dog Control	0	Dog Control	0	Dog Control	175.92
Total	5967.52	Total	0	Total	107.91	Total	290.84

Questions were answered and a discussion was held.

A motion was made by Gail Chapman, seconded by James Kuhn to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, October 21, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items include Quarantine fees and policy, and licensing procedures.

A motion to adjourn at 7:55 pm was made by James Kuhn, seconded by Paul Steele. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

October 21, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path (6:05), Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer; Members of the Public.

Motion was made by Paul Steele, seconded by Gail Chapman, to approve the minutes from the September 16, 2013 meeting. Motion carried 4-0

In Mr. Yoder's absence, Mr. Boltik changed the agenda order.

DOG CONTROL

Building Expansion Project

Everything that can be done has been done. The next step is to construct the cement block walls. No one has heard from Mr. Cote regarding when he will begin the cement work. The committee discussed looking for another contractor. There was only one other bid submitted that was \$400 more than Mr. Cote's. It was decided to continue to try to reach Mr. Cote to find out his timeline.

The committee asked Paulette to put the outdoor lights left by Mr. Rinehardt into storage.

Fee Schedules

• Rabies Quarantine Fees & Policy

Policy presented with a fee of \$350.00 for the 10 day quarantine. Alison presented the research information obtained from other facilities. Discussion was held.

A motion was made by James Kuhn, seconded by Doug Path to postpone for further study and development of an operating policy and breakdown of cost verifying fees. Motion carried 5-0.

• Tiered Fee Policy

Sharlee Mittelstaedt explained the tiered fee procedure and how it would work. Main reason for implementation would be increased revenue. Discussion was held.

A motion was made by James Kuhn, seconded by Paul Steele to draw up a resolution for a tiered pricing policy to present at the next meeting. Motion passed 4-1 with Doug Path opposing.

• Shelter Volunteers

Paulette reported a bite incident at the shelter of one of the volunteers. An incident report was filed with the County Clerk.

PUBLIC HEARINGS

Aaron A. Yoder for a conditional use permit to operate a small business fabric retail store on property located at 21202 Keystone Road, in part of the NW1/4, of the NE1/4, Section 16, T16N, R1W, in the Town of Wilton, Tax Parcel ID# 048-00329-0000.

Mr. Yoder explained that they are operating a shop that sells fabric and sewing accessories. A letter was received from the Town of Wilton recommending approval of the permit.

A Motion made by Gail Chapman, seconded by Douglas Path to approve the conditional use permit. Motion carried 5-0

October 21, 2013

Proposed amendments to the utilities ordinance Ch. 41

Alison presented the resolution with the proposed amendments to ordinance Chapter 41. She will present this to the County Board in November.

A Motion was made by James Kuhn, seconded by Paul Steele to approve the resolution and forward to the County Board. Motion carried 5-0.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Line item transfers – There were two line item transfers in the Dog Control budget totaling \$457.30 that were made from the medical supply item to electric and building maintenance items.

A motion was made by Paul Steele, seconded by Gail Chapman to approve the line item transfers. Motion carried 5-0.

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	21696.80	Sanitation	0	Sanitation	50.30	Sanitation	38.53
Zoning	85.35	Zoning	0	Zoning	0	Zoning	38.53
Dog Control	9999.41	Dog Control	0	Dog Control	0	Dog Control	301.58
Total	31781.56	Total	0	Total	50.30	Total	378.64

Questions were answered and a discussion was held.

A motion was made by Paul Steele, seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, November 18, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items include two to three public hearings, discussion of a possible quarantine policy and a breakdown of the new Shelter expansion expenses.

A motion to adjourn at 7:40 PM was made by Douglas Path, seconded by Gail Chapman. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

November 18, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Paul Steele, Gail Chapman, and James Kuhn

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer;

Motion was made by Gail Chapman, seconded by James Kuhn, to approve the minutes from the October 21, 2013 meeting. Motion carried 5-0

PUBLIC HEARINGS

Chris Siekert, for a change of zoning district, from GA General Agriculture to R3 Rural Residential on a 1.0 acre parcel of land located at 18443 Interior Rd, in part of the SE1/4, of the NE1/4, Section 31, T17N, R1W, in the Town of Tomah.

Mr. Paul Siekert (Uncle) was here to represent Chris Siekert. Chris wants to add a garage. He currently owns a 1 acre lot that has a steep grade with a difficult lay of the land. The only place he can put the garage is too close to the lot line to meet General Agriculture minimum setbacks. He is asking that the zoning be changed to Residential so that he can utilize the substandard lot setbacks. Town Chairman, Howard Hanson, was in attendance and said the Town approved the change of zoning but also pointed out that Mr. Chris Siekert has not been in contact with any Town Board member and did not show up at this meeting.

Motion was made by Douglas Path, seconded by James Kuhn to grant the change of zoning and forward to the County Board. Motion carried 4-1 with Anthony Boltik in opposition.

Arnold G. Zabinski, Jr., for a conditional use permit to operate small business bakery style kitchen, on property located at 17486 County Highway W, in part of the SW1/4, of the NE1/4, Section 26, T17N, R1E, in the Town of Oakdale, Tax Parcel ID# 030-00704-2000.

Mr Zabinski and his son Jacob explained that they would like to convert their garage into a bakery (AJZ, LLC). Their main product will be a pretzel bun sandwich which they will wholesale to bars, stores, etc. They are consulting with the DNR and USDA to meet all regulations. They addressed the septic requirements for the proposed business. The Committee had questions about transporting and processing the product that were answered by Mr. Zabinski. A letter from Susan Johnson (neighbor) states that she has no objections. A letter of approval was received from the Town of Oakdale.

Motion was made by Paul Steele, seconded by Gail Chapman to approve the conditional use permit. Motion carried 5-0

William Olson, for a change of zoning district, from GF General Forestry to B Business to allow for the operation of a vehicular sales and service shop on a 8.23 acre parcel of land located on Co Hwy B in part of the SW1/4, of the SW1/4, Section 35, T19N, R4W, in the Town of Little Falls

Mr. Olson;s Son-in-Law is a mechanic and has started to repair vehicles in his garage. His property must be zoned Business to be in compliance. He will also be applying for a Conditional Use Permit next month to run the business. Mr. Olson has a Letter Of Map Amendment (LOMA) removing his property from the floodplain shown on the Comprehensive Plan. There was some concern about the non-domestic waste going into the septic. A letter of approval was received from the Town of Little Falls.

Motion was made by Paul Steele, seconded by James Kuhn to approve the change of zoning and forward to the County Board. Motion carried 5-0

DOG CONTROL

Building Expansion Project

- Alison went over the project donation fund figures explaining where we were in the budget.

November 18, 2013

- Anthony and Alison were in contact with Mr. Jerry Cote (Cement Contractor). He will begin his part after Thanksgiving. He will supply the needed tents and heating. Once completed, the roof and fencing will be installed.
- The window where the portable air conditioner was placed, cannot be found. We received a quote from All American for \$460 to replace the window. Alison will check into other options.

Fee Schedules

• Rabies Quarantine Fees & Policy

Andy Kaftan (Corporation Counsel) is reviewing the policy and contract. Alison presented the policy, contract and resolution for fees to the Committee for their review. Committee discussed the Veterinarian fees and the possibility that they may go up at some point. At that time the Committee will revisit and consider a fee adjustment.

A **motion** was made by Paul Steele, seconded by James Kuhn to approve the quarantine fee resolution. Motion carried 5-0

• Tiered Fee Policy

Alison presented the resolution.

A **motion** was made by James Kuhn, seconded by Paul Steele to amend the resolution to state an effective date of 1/1/2014. Motion carried 5-0.

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the resolution with the amendment. Motion passed 5-0

Alternative proposals for licensing enforcement

Alison just wanted to mention that the office will be looking into ways of improving the dog licensing reporting and will present ideas to the Committee in the future.

SANITATION AND ZONING

Resolution opposing SB 349 & AB476 relating to non-metallic sand mining.

Alison made the Committee aware of the proposed Bills. She presented a resolution from Dunn County opposing the bills which she reworded for Monroe County.

A motion was made by James Kuhn, seconded by Paul Steele to approve the Monroe County resolution and forward to the County Board. Motion carried 5-0.

AB 499 relating to exemption of plumbing code for certain dwellings

This bill basically exempts a structure that has no toilet or electricity from adhering to any plumbing regulations. There are obvious health concerns. Alison will watch what happens with this Bill and report at future meetings.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Line item transfers –

- Sanitation and Zoning – Both departments had an overage in printing due to updates to ordinances. Money was taken from the Conference line item to cover.

A **Motion** was made by James Kuhn, seconded by Paul Steele to approve these line item transfers. Motion carried 5-0.

- Dog Control – Workman’s Comp item and the building maintenance items were over. This was covered by transferring money from the medical supplies and donation items.

November 18, 2013

A **motion** was made by James Kuhn, seconded by Paul Steele to approve the line item transfers. Motion carried 5-0

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation	328.05	Sanitation	0	Sanitation		Sanitation	55.20
Zoning	211.92	Zoning	0	Zoning		Zoning	34.50
Dog Control	578.20	Dog Control	0	Dog Control		Dog Control	255.04
Total	1118.17	Total	0	Total		Total	344.74

Questions were answered and a discussion was held.

A **motion** was made by Paul Steele, seconded by Gail Chapman to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 5-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, December 16, 2013 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium. Possible agenda items include three public hearings and options for the replacement of the Animal Shelter window.

A **motion** to adjourn at 8:05 PM was made by Douglas Path, seconded by James Kuhn. Motion carried 5-0

Recorded by Sharlee Mittelstaedt

December 16, 2013

Sanitation/Planning & Zoning/Dog Control

Meeting called to order at 6:00 pm. by Chairman, Anthony Boltik

Present: Anthony Boltik, Doug Path, Gail Chapman, and James Kuhn

Absent: Paul Steele

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator; Paulette Hansen, Humane Officer;

Motion was made by Gail Chapman, seconded by Douglas Path, to approve the minutes from the November 18, 2013 meeting. Motion carried 4-0

PUBLIC HEARINGS

William A. Olson for a conditional use permit to operate a vehicular sales and service business, on property located on County Highway B, in part of the SW1/4, of the SW1/4, Section 35, T19N, R4W, in the Town of Little Falls, Tax Parcel ID# 026007210000.

Mr. Olson was present. There were no questions or concerns from the Committee or public. The Town of Little Falls sent a letter of approval.

Motion was made by James Kuhn, seconded by Douglas Path to approve the conditional use permit. Motion carried 4-0

Carson Jotham for a conditional use permit to operate a small business taxidermy, on property located at 6230 County Highway B, in part of the NE1/4, of the NE1/4, Section 34, T19N, R4W, in the Town of Little Falls, Tax Parcel ID# 026015010000.

Mr. Jotham's son, Joe, was representing Carson Jotham. Mr. Jotham currently has a small shop on the property that he has been doing taxidermy the last couple of years. The Town of Little Falls sent a letter of approval for the permit.

Motion was made by Gail Chapman, seconded by Douglas Path to approve the conditional use permit. Motion carried 4-0

Larry Hutson for a conditional use permit to construct and operate a building materials salvage and sales small business, on property located at 4975 Garden Avenue, in part of the NE1/4, of the NE1/4, Section 18, T17N, R4W, in the Town of Sparta, Tax Parcel ID# 040005090001.

Mr. Hutson operates a retail/wholesale business where he sells restored building materials. He wants to construct a building to store these materials. Mr. Hutson presented a letter signed by his neighbors that stated the neighbors have no objection to the business. The primary use is to get the materials from old farm buildings, restore the materials, and sell it to wholesalers. There was no letter from the Town, however, Mr. Robert Treu was present and he stated that the Town of Sparta approved the permit with the conditions recommended by their Planning Committee.

A Motion was made by Gail Chapman to approve the Conditional Use Permit. This motion died for lack of a second.

The committee discussed the conditions recommended by the Town of Sparta Planning Committee. The three revisions to the conditions were made they were to 1) not restrict the hours of operation, 2) change the June 1, 2013 deadline for building completion date to July 1, 2013 and 3) make the dimensions of the building approximate.

Motion was made by Gail Chapman, seconded by Douglas Path to approve the conditional use permit with the following conditions:

1. Permit is for the Hutson family only.
2. The storage building, which measures approximately 40' X 102', is to be constructed by July 1, 2014.
3. If material is stored outside, in view of nearby roads, a six foot privacy fence must be erected.

Motion carried 4-0

December 16, 2013

DOG CONTROL

Building Expansion Project

- Outdoor Kennels – a discussion was held regarding the cinder block walls vs chain link fence. It was decided to leave things as set up and get the job done as soon as possible.
- The Highway Department is donating a large light pole. The old light from the back of the building will be installed so there will be light in the back play yard.

Paulette announced her retirement on December 31, 2013. The Committee offered their thanks for all she has done for the shelter throughout the years.

SANITATION AND ZONING

Alison announced that Gretchen Jilek is a new employee for Sanitation, Zoning, Dog Control, Parks, and Forestry.

Financial Report - Vouchers - Inter-departmental Transfers – Credit Card Expenditures – Line Item Transfers – Budget Adjustments

Line item transfers –

Sanitation & Zoning

Money was transferred from Seminars line item to cover a shortage in the Printing line item.

A **Motion** was made by James Kuhn, seconded by Gail Chapman to approve this line item transfer. Motion carried 4-0

Dog Control –

Money was transferred from Vehicle Maintenance to cover overages in the Building Maintenance, Workman’s Comp, and Electricity items.

A **motion** was made by James Kuhn, seconded by Gail Chapman to approve the line item transfers. Motion carried 4-0

2013 Vouchers, Prepaid Vouchers, Interdepartmental Transfers and Credit Card Expenditures were reviewed.

Department Vouchers		Prepaid Vouchers		Interdepartmental Transfers		Credit Card Voucher	
Sanitation		Sanitation	0	Sanitation	219.02	Sanitation	38.61
Zoning	23.91	Zoning	0	Zoning		Zoning	9.13
Dog Control	435.94	Dog Control	0	Dog Control	115.54	Dog Control	493.93
Total	459.85	Total	0	Total	334.56	Total	541.67

Questions were answered and a discussion was held.

A **motion** was made by Gail Chapman, seconded by Douglas Path to approve the vouchers, prepaid vouchers, interdepartmental transfers and credit card expenditures. Motion carried 4-0

Set Date for Next Meeting and Possible Agenda Items

The next regular meeting is on Monday, January 20, 2014 at 6:00 pm for the Committee meeting at the Rolling Hills Auditorium.

A **motion** to adjourn at 7:30 PM was made by Douglas Path, seconded by Gail Chapman. Motion carried 4-0

Recorded by Sharlee Mittelstaedt