

January 19, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Jim Rice, Cedric Schnitzler, Carrol Wallerman and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator,
 Chad Ziegler-Forestry/Parks Administrator, Bryce Richardson-Monroe County Land Conservation, and Public.

Minutes from the 12-15-2008 Meeting were approved with a motion by Jim Rice, second by Kyle Gibbens. Carried 5-0.

Public Hearings:

Larry Revels, 17511 Ideal Rd., Sparta, WI 54656 for a conditional use permit to expand existing non-metallic quarry on property located in SE ¼ of NE ¼ Section 1, T16N, R3W, Town of Wells, parcel Id 046-00007-0000. Larry Revels was present. After Committee discussion, motion was made by Kyle Gibbens to deny the permit as presented. Motion died due to lack of second. Jim Rice made a motion to approve the permit, Cedric Schnitzler second. Kyle Gibbens made a motion to add the following conditions as an amendment to the original motion

1) Use approved blasting methods, 2) Daylight hours of operation only, second by Cedric Schnitzler. Amendment Carried 5-0. Original motion with amendment carried 4-1. Gibbens no.

Committee directed Alison Elliott and Bryce Richardson to develop a checklist of possible conditions to review for Conditional Use Permits regarding mineral extraction.

Chad Ziegler gave the Snowmobile and Park updates.

Trading County Forest Land. The Committee directed Chad Ziegler to order a title search of the lands involved with the trade.

Chad Ziegler updated the committee on the history of the Tri-Creek Property and the progress made toward adding it to the County Forest.

After review of Forestry/Parks expense line item adjustments, motion by Cedric Schnitzler, second by Carrol Wallerman to approve line item adjustments as presented. Carried 5-0

Forestry: 10.710.56920.150-Fringe Benefits \$ 900.00

10.710.56920.152-Work Comp 50.00

Above Forestry line item adjustments from the surplus in account 10.710.56920.110- Salaries

10.710.56920.259-Private Tree Planting \$ 420.00

10.713.52200.392-Fire Suppression Misc. Exp 986.00

Above Forestry line item adjustments to be taken from the surplus in account 10.710.56920.353-Equip. – Maintenance/Repairs.

Park: 10.651.55210.152-Work Comp \$ 250.00

10.651.55210.244-Motor Vehicles 1,000.00

All Park line item adjustments to be taken from the surplus in account 10.651.55210.247-Bld. – Repairs/Maintenance

Motion made by Cedric Schnitzler, second by Jim Rice to proceed with selling sphagnum moss from the Monroe County Forest Lands. Carried 5-0.

Motion made by Carrol Wallerman, second by Jim Rice to request a county credit card from the Finance Committee for the Forestry/Parks Department. Carried 5-0.

Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

VOUCHERS 2008
FORESTRY/PARKS

Parks	\$ 415.38	Parks	\$ 146.70
Forestry-2008 Town Severance Tax	24,736.64	Forestry	1,336.16
Forestry	23.62	Snowmobile Trail	0.00
Total	\$25,175.64	Total	\$1,482.86

VOUCHERS 2009
FORESTRY/PARKS

INTERDEPARTMENTAL TRANSFERS
FORESTRY/PARKS 2008

Parks	\$273.32
Total	\$273.32

INTERDEPARTMENTAL TRANSFERS
FORESTRY/PARKS 2009

Snowmobile	\$16,511.88
Total	\$16,511.88

Motion was made by Cedric Schnitzler, second by Kyle Gibbens to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 5-0.

Alison Elliott briefed the Committee on Sanitation and Zoning year-to-date statistics.

Financial Reports were reviewed and discussed.

Sanitation, Zoning and Dog Control Vouchers and Interdepartmental Transfers were reviewed.

VOUCHERS 2008

SANITATION, ZONING & DOG CONTROL

Sanitation	\$ 453.14
Zoning Fees Due Towns	4,311.25
Zoning	111.72
<u>35.29</u>	Total
Total	\$ 444.64
	\$4,911.40

VOUCHERS 2009

SANITATION, ZONING, DOG

Sanitation	\$ 268.49
Zoning	76.75
<u>Dog Control</u>	<u>99.40</u>

Dog Control

INTERDEPARTMENTAL TRANSFERS 2008

SANITATION, ZONING & DOG CONTROL

Sanitation	\$ 65.59
Zoning	0.00
<u>Dog Control</u>	<u>211.87</u>
Total	\$277.46

Motion was made by Kyle Gibbens, second by Carrol Wallerman to approve the vouchers and interdepartmental transfers for Sanitation, Zoning and Dog Control. Carried 5-0.

After review of Zoning and Dog Control expense line item adjustments, motion made by Cedric Schnitzler, second by Jim Rice to approve as presented. Carried 5-0.

Zoning: 10.183.56900.310, Supplies \$200.00
10.183.56900.313, Printing \$100.00

Above Zoning line item adjustments from the surplus in account 10.183.56900.150-Fringes

Dog Control: 10.473.54190.395, Quarantine \$7,925.22
10.473.54190.152, Work Comp 355.71
10.473.54190.222, Electricity 735.47
10.473.54190.247, Bldg Maintenance 300.00
10.473.54190.286, Euthanizations 122.30
10.473.54190.287, Vaccinations 78.66
10.473.54190.310, Supplies 300.00

Above Dog Control line item adjustments from the surplus in account 10.473.54190.150- Fringes

Wind Tower Lawsuit Update will be discussed at next meeting February 16, 2009.

Cedric Schnitzler left meeting at 10:05 PM.

Motion made by Kyle Gibbens, second by Carroll Wallerman, to go into Closed Session pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct annual performance evaluations. (Forestry & Parks Administrator & Sanitation, Zoning & Dog Control Administrator). Roll call vote: Jim Kuhn-yes, Jim Rice-yes, Kyle Gibbens- yes, and Carrol Wallerman-yes. Motion by Kyle Gibbens, second by Jim Rice to retain Alison Elliott and Chad Ziegler's employment with favorable evaluations. Carried 4-0.

Motion was made by Jim Rice, second by Carrol Wallerman to go back into open session. Roll call vote: Jim Kuhn-yes, Jim Rice-yes, Kyle Gibbens- yes, and Carrol Wallerman-yes.

Next meeting was set for 7:00 PM, February 16, 2009.

Motion to adjourn at 11:31 PM by Jim Rice, second by Carrol Wallerman. Carried 4-0.

Recorded by Ken Elliott

Submitted by Karen Crooks

February 16, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Jim Rice, Cedric Schnitzler, Carrol Wallerman and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator,
Chad Ziegler-Forestry/Parks Administrator, Kevin Shilling-DNR Liaison, Mark Little-DNR and Public.

Minutes from the 1-19-2009 Meeting were approved with a motion by Cedric Schnitzler, second by Jim Rice. Carried 5-0.

Public Hearings:

Michelle Radcliffe, 10797 Ellsworth Rd., Tomah, WI 54660 for a conditional use permit to Board AKC Bulldogs for Breeding and Show Purposes on property located in SW ¼ of SE ¼ Section 20, T18N, R1W, Town of La Grange, parcel Id 020-00617-0000. Michelle Radcliff was present. The Town of La Grange submitted a letter of approval with the recommendation that the number of adult dogs not exceed 6. Motion made by Kyle Gibbens, second by Cedric Schnitzler to amend Conditional Use Permit with the condition that number of adult dogs are not to exceed 6. Carried 5-0. Motion made by Carrol Wallerman, second by Jim Rice to approve Conditional use permit with condition. Carried 5-0.

Dorice Kavanagh, 7241 Canine Rd., Sparta, WI 54656 for a conditional use permit to house and breed 5 or more dogs on property located in SE ¼ of NW ¼ Section 5, T18N, R4W, Town of Little Falls, parcel Id 026-00852-0000. Dorice Kavanagh was present. The Town of Little Falls had submitted a letter of approval. Motion made by, Cedric Schnitzler, second by Jim Rice to approve the conditional use permit with the condition that the number of adult dogs are not to exceed 6. Carried 5-0

Floodplain Ordinance Amendments Chapter 50. The amendments reflect changes in the national Flood Rate Insurance Maps produced by FEMA. Adopting these amendments will ensure the consistency of the maps used to enforce Chapter 50.

Motion by Cedric Schnitzler, second by Carrol Wallerman to approve and forward to the full County Board, the amendment of the Monroe County General Code as follows: Carried 5-0.

Section 50-233 Floodplain Study Appendix

(a) Town of Adrian 17-2W

Add: (5) Part of Sec.12, LOMA Dated March 6, 2008, Case No. 08-05-1356A

(c) Town of LaGrange 18-1W

Add: (4) Part of Sec. 33, LOMA Dated September 23, 2008, Case No. 08-05-2505A

(g) Town of Sheldon 15-2W

Add: (2) Tri Creek Structure No. 1, Moore Creek, Sections 3, 10, 11, 13, 14 & 23, T15N-R2W, Sheldon.

Add: (h) Town of Ridgeville 16-2W

(1) Tri Creek Structure No. 1, Moore Creek, Sections 21, 28, 33 & 34, T16N-R2W, Ridgeville.

Motion made by Jim Rice, second by Carrol Wallerman to approve the third addition plat map of the Mount Vernon Cemetery, located in the Town of Tomah as presented. Carried 5-0.

Chad Ziegler gave the Snowmobile Update

Discussion was held on Wolf-hybrid animals residing in Monroe County. The National Humane Society explained that the animals are not suitable as pets and that the rabies vaccinations currently being used for dogs may not work on the Wolf-hybrid animals. Mark Little discussed the issues of other exotic animals. The Committee directed Alison Elliott to draft additional wording in the Monroe County Animal Ordinance addressing the problem and bring it back to the March 16, 2009 Committee Meeting.

Discussion of Placement of Dog Control Department was moved to the March 16, 2009 Committee Meeting.

Chad Ziegler gave the Park & Forestry Update

The Committee directed Chad Ziegler and Kevin Schilling to find the values of the properties involved with trading County Forest Land.

After Discussion of the Forest/Parks Administrator pay grade, motion was made by Jim Rice, second by Kyle Gibbens to take the issue to the Personnel Committee for review. Carried 5-0.

Discussion was held on the revenues from community service firewood cutting.

Chad Ziegler is in the process of bidding out sphagnum moss from the Monroe County Forest Lands.

Motion made by Kyle Gibbens, second by Cedric Schnitzler to approve the attendance of Chad Ziegler and any Committee Member that is interested to attend the 2009 Spring County Forest Administrators Meeting March 19 & 20, 2009 held in Crandon, WI. Carried 5-0.

Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers 2009</u>		<u>Interdepartmental Transfers 2009</u>	
Parks	\$ 434.62	Parks	\$00.00
Forestry	19.50	Forestry	00.00
<u>Snowmobile Trail</u>	<u>.00</u>	<u>Snowmobile Trail</u>	<u>00.00</u>
Total	\$ 452.12	Total	\$000.00

Motion was made by Cedric Schnitzler, second by Jim Rice to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 5-0.

Sanitation, Zoning & Dog Control Year-to-Date financial reports were reviewed and discussed. Vouchers and Interdepartmental Transfers were

reviewed.

Vouchers 2009

Sanitation	\$ 435.72
Zoning	484.47
<u>Dog Control</u>	<u>312.40</u>
Total	\$1,232.59

Interdepartmental Transfers 2009

Sanitation	\$00.00
Zoning	0.00
<u>Dog Control</u>	<u>105.19</u>
Total	\$105.19

Motion was made by Cedric Schnitzler, second by Carrol Wallerman to approve the vouchers and interdepartmental transfers for Sanitation, Zoning and Dog Control. Carried 5-0.

Motion made by Cedric Schnitzler, second by Carrol Wallerman to authorize the creation of expense line item in the Zoning Budget for Fees Due Towns and the creation of expense line item in the Sanitation Budget for Fees Due State. Carried 5-0.

Motion made by Cedric Schnitzler, second by Kyle Gibbens to approve the following line item transfers:

Sanitation: 10.488.53610.100, Salaries \$555.00 from the surplus in account 10.473.54190.150-Fringes

Dog Control: 10.473.54190.152, Work Comp \$30.00 from the surplus in account 10.473.54190.150-Fringes

Discussion regarding increasing the Board of Adjustment Hearing Fee was moved to the March 16, 2009 Committee Meeting.

Motion made by Cedric Schnitzler, second by Jim Rice to request a county credit card from the Finance Committee for the Sanitation, Zoning and Dog Control Departments issued to Alison Elliott, the Administrator. Carried 5-0.

Discussion was held on wording for mineral extraction for the Conditional Use Permit Policy.

Discussion was held on possible zoning changes in the Towns of LaGrange, Sparta and Little Falls.

Discussion was held on the County Comprehensive Plan.

Discussion was held on the Committee's Duties.

Motion made by Cedric Schnitzler, second by Kyle Gibbens to approve the attendance of Alison and Ken Elliott at the 2009 WCCA Spring Conference March 26 & 27, 2009 held in Mosinee, WI. Carried 5-0.

Motion made by Kyle Gibbens, second by Cedric Schnitzler not to appeal the Circuit Court's decision regarding Summit Ridge Energy Company, Inc. Wind Tower Lawsuit. Carried 5-0.

Next meeting was set for 7:00 PM, March 16, 2009.

Motion to adjourn at 10:48 PM by Cedric Schnitzler, second by Carrol Wallerman. Carried 5-0.

Recorded by Ken Elliott Submitted by Karen Crooks

March 16, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Jim Rice, Cedric Schnitzler, Carrol Wallerman and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator,

Chad Ziegler-Forestry/Parks Administrator, Kevin Shilling-DNR Liaison, Gina Mason-Humane Society, and Public.

Minutes from the 2-16-2009 Meeting were approved with a motion by Kyle Gibbens, second by Jim Rice. Carried 5-0.

Public Hearings:

MDS Farms (Phil Mlsna), 9320 Kansas Ave., Sparta, WI 54656 for a conditional use permit to operate a sand quarry on property located in the NW ¼ & W ½ of NE ¼ Section 13, T16N, R4W, Town of Leon, parcel Id #'s; 022-00295-0000, 022-00294-0000, 022-00296-0000, 022-00297-0000, 022-00291-0000 and 022-00292-0000. The Town of Leon had submitted a letter of approval. Motion made by, Cedric Schnitzler, second by Jim Rice to postpone until next months meeting due to lack of representation of MDS Farms. Carried 5-0

Discussion was held on the Animal Shelter Construction Fund. Nancy Reidy presented a proposal to the Committee for construction of a new animal shelter and to take over the care of impounded animals. The proposal also included the County providing location for the building, yearly monetary support and employing the Humane Officer. No action was taken.

Phil Mlsna arrived to represent MDS Farms. Motion made by Cedric Schnitzler, second by Carrol Wallerman to rescind previous motion to postpone the public hearing for MDS Farms. Carried 5-0. Motion made by Carrol Wallerman, second by Jim Rice to approve conditional use permit as presented. Carried 5-0.

Alison Elliott gave the Dog Control Update. After discussion was held on rolling over Dog Control funds, the Committee directed Alison to investigate the possibility.

Discussion was held on additional wording in the Animal Control Ordinance to prohibit possession of wild, poisonous and exotic animals. Discussion will be held again at the May monthly meeting.

Discussion was held on the placement of the Dog Control Department. No action was taken.

Chad Ziegler gave the Snowmobile Update

The committee was updated on discussion between the Snowmobile Trails of Monroe County (STMC) and the Mt. Tabor snowmobile club to place 42 miles of funded trails (12 miles in Monroe County and 30 miles in Vernon County) into Monroe County's annual Snowmobile Trail Maintenance Project. In a prior meeting, the Mt. Tabor club voted to stay with Vernon County at the present time. No action was taken.

Chad Ziegler gave the Park & Forestry Update

Kevin Shilling briefed the committee on the burning permit process and presented the committee with the EFW (emergency fire warden) list. Motion by Jim Rice, second by Kyle Gibbens to approve the list as presented. Carried 5-0

Discussion was held on Trading County Forest Land in the Town of Grant. No action was taken.

Discussion was held on adding the Tri-Creek Property located in the Town of Ridgeville to the County Forest. The Town of Ridgeville Chair was present. The Town of Ridgeville is apprehensive about entering the Tri-Creek Property into the County Forest Law at this time. No action was taken.

Insurance requirements for timber sale contracts were discussed. Motion made by Carrol Wallerman to require \$1,000,000.00 coverage per occurrence with umbrella policy. Carrol rescinded his motion. The committee directed Chad Ziegler to contact the County Insurance Provider for more information and to have a representative from the insurance company attend the next meeting to explain needed coverage.

Timber Sale bids were reviewed

Tract 1-09

Delaney FP: \$21,891.06
Kirchner Logging: \$16,811.89
Theodore Strzok Logging: \$17,334.75
Jelinek Trucking, Inc.: \$14,958.22
Lambert FP: \$14,845.38
FuturewoodCorp.: \$18,500.85

Tract 2-09

FuturewoodCorp.: \$28,873.06
Lambert FP: \$28,294.18
Delaney FP: \$31,003.78
Theodore Strzok Logging: \$24,606.90

Tract 3-09

Joseph Bollig & Sons: \$39,794.25
Delaney FP: \$51,224.10
Theodore Strzok Logging: \$31,701.00
FuturewoodCorp.: \$41,629.90
Lambert FP: \$39,783.10

Motion made by Cedric Schnitzler, second by Jim Rice to accept the highest bidder on all 3 tracts. Carried 5-0.

Community service firewood cutting on County Forest Land was discussed. No action taken.

Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers 2009</u>		<u>Interdepartmental Transfers 2009</u>	
Parks	\$ 301.99	Parks	\$81.77
Forestry	115.44	Forestry	0.00
<u>Snowmobile Trail</u>	<u>0.00</u>	<u>Snowmobile Trail</u>	<u>0.00</u>
Total	\$ 417.73	Total	\$81.77

Motion was made by Cedric Schnitzler, second by Carrol Wallerman to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 5-0.

Sanitation, Zoning & Dog Control Year-to-Date financial reports were reviewed and discussed. Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers 2009</u>		<u>Interdepartmental Transfers 2009</u>	
Sanitation	\$1,303.69	Sanitation	\$53.36
Zoning	254.01	Zoning	0.00

<u>Dog Control</u>	<u>507.40</u>	<u>Dog Control</u>	<u>143.49</u>
Total	\$2,065.10	Total	\$196.85

Motion was made by Cedric Schnitzler, second by Carrol Wallerman to approve the vouchers and interdepartmental transfers for Sanitation, Zoning and Dog Control. Carried 5-0.

After opening the proposals for the County Comprehensive Plan, the Committee directed Alison to check the proposals to make sure they have all the elements needed and report back to the Committee. A special meeting will be held April 14, 2009 with the Engineering Firms that submitted the proposals.

Zoning Board of Adjustment Fee Increase and Zoning Permit Fee Schedule was discussed. No action taken.

Alison Elliott presented to the Committee a Mineral Extraction and Processing Policy. Motion was made by Jim Rice, second by Cedric Schnitzler to approve the policy. Motion made by Kyle Gibbens, second by Jim Kuhn to amend #6 of the policy to read "Require action to control dust". Carried 5-0. Original motion as amended carried 5-0. See Mineral Extraction and Processing Policy on page 4 of minutes.

Next meeting was set for 7:00 PM, April 14, 2009.

Next regular monthly meeting was set for 7:00 PM, April 20, 2009.

Motion to adjourn at 9:50 PM by Kyle Gibbens, second by Jim Rice. Carried 5-0.

Recorded by Ken Elliott
Submitted by Karen Crooks
Mineral Extraction and Processing Policy

It is the policy of the Monroe County Sanitation, Planning & Zoning, Forestry and Dog Control Committee to use the following list to consider as conditions to be placed upon Mineral Extraction and Processing Conditional Use Permits.

- 1) Mining will occur during daylight hours only.
- 2) Public roadway will be kept free of mud/gravel deposited by truck traffic.
- 3) Adjacent property owners will be notified at least 24 hours prior to blasting.
- 4) Setbacks from the mine boundary to adjoining property lines may be considered as follows:
 - For sandy soils a horizontal:vertical slope ratio of 6:1 shall be maintained.
 - For other soil types a horizontal:vertical slope ratio of 3:1 shall be maintained as required per NR 135.Steeper slopes may be considered if it can be proven by a registered engineer that the site will remain stable.
- 5) Setback from the mine boundary to a public road right of way (ROW) shall be a minimum of 50 feet.
- 6) Require action to control dust.
- 7) Safety measures should be installed and maintained as needed following the regulations of the MSHA (Mine Safety and Health Administration). For example; signage for roadways, approved blasting methods, berms, etc.

April 14, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 9:01 AM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Jim Rice, Cedric Schnitzler, Carrol Wallerman and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, and Public.

Interviews of consultants to aid the County in the development and adoption of a Comprehensive Plan as required under Wisconsin State Statute 66.1001.

Andrew Bremer and Amy Peterson were present representing MSA Professional Services. They gave a brief presentation and answered questions from the Committee. MSA had proposed a price of \$82,500.

John Lichtenheld and Reed Dunbar were present representing Scheiber Anderson Associates, Inc. They gave a brief presentation and answered questions from the Committee. SAA had proposed a price range from \$70,000 to \$99,105 if all the options were chosen.

Rebecca Houghtaling, Kelly Zylstra and Ashley Wallace were present representing Crispell-Snyder, Inc. They gave a brief presentation and answered questions from the Committee. Crispell-Snyder proposed a price range of \$82,362 to \$98,023 if all options were chosen.

The Committee discussed the three consulting firms. It was felt by the Committee that Crispell-Snyder offered the most services for the base price that was presented. Crispell-Snyder also proposed a time line for completion of 12 months where the other firms proposed 16 months.

Cedric Schnitzler made a motion to move forward with Crispell-Snyder, Inc., second by Kyle Gibbens. Motion Carried 5-0.

Committee instructed Alison Elliott to contact Crispell-Snyder, Inc. and request a contract be drafted for the April 20, 2009 meeting. They also requested that Crispell-Snyder, Inc. include in the contract the cost of a community survey to be developed.

Motion to adjourn at 12:39 PM made by Carrol Wallerman, second by Cedric Schnitzler. Carried 5-0.

Submitted by Alison Elliott

April 20, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Vice-Chairman, Cedric Schnitzler.

Present: Jim Rice, Cedric Schnitzler and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator and
Chad Ziegler-Forestry/Parks Administrator.
Chairman, Jim Kuhn, Absent

Minutes from the 3-16-2009 and 4-14-2009 Meetings were approved with a motion by Jim Rice, second by Kyle Gibbens. Carried 3-0.

Supervisor, Carrol Wallerman, Arrived at 7:05 pm

Public Hearings:

Jeff Derousseau, 11506 Flambeau Rd, Tomah, WI 54660, for a hearing to review a proposed sketch plan to establish 3 lots in the subdivision Badger Estates, located in the NE ¼ of SW ¼, & the NW ¼ of SE ¼, Section 29, T18N, R1W, Town of La Grange. Mark Pierce was present. Motion made by Jim Rice, second by Kyle Gibbens to approve as presented. Carried 4-0.

Change of Zoning District from General Agriculture to Suburban Residential to correct errors in a previous change of zoning request on land located in the NW ¼ of the SW ¼ Section 33, T17N, R4W, Town of Sparta described as follows: Lots 6, 7 & 8 of 14CSM08, Lots 9, 10 & 11 of 16CSM62, Lots 12, 13, 14 & 15 of 18CSM144 and 5CSM225. Several property owners affected were present. Motion made by Kyle Gibbens, second by Jim Rice to approve zoning corrections as presented. Carried 4-0.

Office of Economic Adjustment, Frank Barton, gave a presentation on a possible Joint Land Use Study with Ft. McCoy. Discussion was held by committee. Linda Fournier (Ft. McCoy Public Liaison), Bob Anderson (Town of New Lyme), Gail Chapman (Town of Adrian) and the Chairman of the Town of Grant Planning Commission were present. Motion made by Jim Rice, second by

Carrol Wallerman to invite Frank Barton and Towns surrounding Ft. McCoy for a another visit on the topic at a special meeting. Rice made amendment to motion to invite all of Monroe County municipalities to the Joint Land Use Study Special Meeting. Carried 4-0. No date was set.

Chad Ziegler gave the Park & Forestry Update

Insurance requirements for timber sale contracts discussion was postponed. The County Insurance representative was not able to attend.

After Committee discussion, motion was made by Jim Rice, Second by Carrol Wallerman to put together a complete policy regarding the use of ATV's by Disabled Recreational Users on County Forest Lands. Carried 4-0.

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 310.33	Parks	\$69.17	Parks	\$128.25
Forestry	70.40	Forestry	0.00	Forestry	0.00
<u>Snowmobile</u>	<u>0.00</u>	<u>Snowmobile</u>	<u>0.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$ 380.73	Total	\$69.17	Total	\$128.25

Motion was made by Jim Rice, second by Kyle Gibbens to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 4-0.

Discussion was held on rolling over funds for Dog Control Dept. No action was taken.

The Committee briefly looked at the contract for the County Comprehensive Plan submitted by Crispell-Snyder. No action will be taken until the Committee has time to read the contract thoroughly.

Zoning Board of Adjustment Fee Increase and Zoning Permit Fee Schedule

Motion to by Carol Wallerman, second by Jim Rice, to approve zoning permit fees and Board of Adjustment fees as follows. Carried 4-0.

Zoning permit minimum fee: **\$25.00**

Zoning permit for additions, decks and accessory structures: **\$0.07 per square foot**

Zoning permit for dwellings equal to or less than 1200 square feet: **\$0.08 per square foot**

Zoning permit for dwellings greater than 1200 square feet: **\$0.10 per square foot**

Zoning permit for agricultural structure: **\$25.00**

Town's Share of the above fees: **25%** County's Share: **75%**

Variance or Board of Appeal Action: **\$400 (amended from \$300)**

Town's Share of the Variance Fee: **\$50**, County's Share: **\$350**

Sanitation, Zoning & Dog Control Year-to-Date Financial Reports were reviewed and discussed. Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers 2009</u>		<u>Interdepartmental Transfers 2009</u>	
Sanitation	\$1,239.00	Sanitation	\$21.17
Zoning	278.55	Zoning	0.00
<u>Dog Control</u>	<u>947.80</u>	<u>Dog Control</u>	<u>640.62</u>
Total	\$2,465.35	Total	\$661.79

Motion was made by Carrol Wallerman, second by Cedric Schnitzler to approve the vouchers and Interdepartmental Transfers for Sanitation, Zoning and Dog Control. Carried 4-0.

Motion made by Cedric Schnitzler, second by Kyle Gibbens, to go into Closed Session pursuant to Wisconsin State Statutes 19.85 (1) (c) to conduct annual performance evaluation (Sanitation, Planning, Zoning & Forestry Receptionist/Clerk Typist). Roll call vote: Jim Rice-yes, Kyle Gibbens-yes, and Carrol Wallerman-yes, Cedric Schnitzler-yes.

Motion was made by Carroll Wallerman, second by Jim Rice to retain Sanitation, Planning, Zoning & Forestry Receptionist/Clerk Typist, Sharlee Mittelstaedt's employment with favorable evaluation. Carried 4-0.

Motion was made by Carrol Wallerman, second by Cedric Schnitzler to go back into open session. Roll call vote: Jim Rice-yes, Kyle Gibbens- yes, and Carrol Wallerman-yes, Cedric Schnitzler-yes.

Next regular monthly meeting was set for 7:00 PM, May 18, 2009.

Motion to adjourn at 9:25 PM by Kyle Gibbens, second by Cedric Schnitzler. Carried 4-0.

Recorded by Ken Elliott

Submitted by Karen Crooks

May 18, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:03 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Cedric Schnitzler, Carrol Wallerman and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Shilling-DNR Liaison, Mark Little-DNR and Public.

Absent: Jim Rice

Minutes from the 4-20-2009 Meeting was approved with a motion by Kyle Gibbens, second by Cedric Schnitzler. Carried 4-0.

Animal Shelter Construction Fund, Nancy Reidy

The Cities of Sparta and Tomah would like to co-op with the County to look closer at the proposal from the Animal Shelter Construction Fund Group. A special meeting was set for June 1, 2009 at the Courthouse Annex Meeting Room at 7 PM with the Cities of Tomah and Sparta Administrators, The Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee and the Animal Shelter Construction Fund Group to look at the proposal, come to an agreement and move forward to finding a building site.

Additional wording in our animal ordinance

Alison Elliott presented the Committee a draft with proposed changes to the Animal Ordinance. Mark Little was there as representative of the DNR to give input and suggestions. The Committee wants to revisit the revised draft at the June 15 meeting. The Committee directed Alison Elliot to notify the Sheriffs Department of the proposed changes. On next months agenda will be Dog Adoption Procedures and Dog License/Tag Distribution.

Chad Ziegler gave the Snowmobile, Park & Forestry Update

Insurance requirements for timber sale contracts

Karen Flynn, representative of the Aegis Corporation was present to answer questions from the Committee and gave her recommendations for minimum liability coverage of one million dollars for both general and automobile liability. Proof to be provided by certificate of insurance and to be renewed annually. The Committee decided to consider all of the information provided by Karen and make a minimum coverage decision at a later date.

Highway Dept. expanding sand pit/brush dump on county forest.

Chad Ziegler was directed to get in touch with Highway Commissioner, Jack Ditmar to discuss expansion in more detail.

Attendance at WCFA Summer Tour

Motion made by Carrol Wallerman, second by Kyle Gibbens to approve attendance of Chad Ziegler at the WCFA Summer Tour to be held on June 17-19, 2009 in city of Neillsville, WI. Chad is to check with Jim Rice to see if he would like to attend. Carried 4-0.

Moss harvesting: Lincoln, Section 26

Motion made by Carrol Wallerman, second by Cedric Schnitzler to allow Chad to negotiate with land owner adjoining the marsh and go ahead with the sale of the moss. Carried 3-1(Gibbens)

Destruction of property, Town of Lincoln (tree stands, food plots, shooting lanes)

Tree stands, food plots, ATV trails, and shooting lanes have been discovered on County Forest Land. The Committee directed Chad Ziegler to find out what rules we have in place regarding these problems and to make recommendations strengthening the County Ordinances regarding these problems and to bring back to the Committee at a later date.

County Code, Chapter 23, Parks & Recreation

County Code, Chapter 44, Vegetation (deals with county forest)

Included with discussion above.

Issue of Payments for Wood Cut by Community Service on the County Forest

Under supervision of the Justice Program, community service workers cut wood on County Forest Lands and then sell the wood. 25% of the sales are to go to the County Forest Department. The Justice Program proposed to take 25% off from gross sales of the wood to cover expenses and then pay 25% of the remaining to the Forest Department. Motion made by Cedric Schnitzler, second by Carrol Wallerman to refuse the proposal and accept only what was outlined in the original resolution and continue to receive 25% of gross receipts of wood sales. Carried 4-0.

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$2,108.31	Parks	\$303.89	Parks	\$247.88
Forestry	421.58	Forestry	0.00	Forestry	31.97
Snowmobile	0.00	Snowmobile	0.00	Snowmobile	0.00
Total	\$2,529.89	Total	\$303.89	Total	\$279.85

Motion was made by Cedric Schnitzler, second by Kyle Gibbens to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 4-0.

County Comprehensive Plan Contract

A special meeting was set at 3:45pm before the Full County Board Meeting on May 27, 2009 at the Courthouse Annex to review and sign contract between Monroe County and Crispell-Snyder, Inc. to assist in completing the County Comprehensive Plan.

Zoning Board of Adjustment Fee Increase and Zoning Permit Fee Schedule

Monroe County Zoned Towns were notified of the Zoning Board of Adjustment Fee Increase and Zoning Permit Fee Schedule. Eight Towns responded with approval to the Fee Schedule, three Towns did not respond. Motion made by Kyle Gibbens, second by Carrol Wallerman to send resolution to the Full County Board. Carried 4-0.

Cranberry growers in floodplain

Alison advised the Committee that Cranberry growers are required to get land use permits for activities in the floodplain per County Ordinance Chapter 50.

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,756.59	Sanitation	\$117.57	Sanitation	\$00.00
Zoning	325.45	Zoning	0.00	Zoning	5.76
<u>Dog Control</u>	<u>614.82</u>	<u>Dog Control</u>	<u>125.53</u>	<u>Dog Control</u>	<u>0.00</u>
Total	\$2,696.86	Total	\$243.10	Total	\$ 5.76

Motion was made by Cedric Schnitzler, second by Carrol Wallerman to approve the vouchers and Interdepartmental Transfers for Sanitation, Zoning and Dog Control. Carried 4-0.

Next regular monthly meeting was set for 7:00 PM, June 15, 2009.

Motion to adjourn at 9:56 PM by Kyle Gibbens, second by Cedric Schnitzler. Carried 4-0.

Recorded by Ken Elliott Submitted by Karen Crooks

May 27, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 3:45 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Cedric Schnitzler, Carrol Wallerman, Jim Rice and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator.

Motion to approve the contract between Monroe County and the consulting firm Crispell-Snyder, Inc. for assistance with the development of the County's Comprehensive Plan was made by Kyle Gibbens, seconded by Carrol Wallerman. Carried 5-0.

Motion to adjourn at 3:54 PM by Cedric Schnitzler, second by Carrol Wallerman. Carried 5-0.

Recorded by Alison Elliott

June 1, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Cedric Schnitzler, Carrol Wallerman and Jim Rice.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Paulette Hansen- Monroe County Humane Officer, Ken Witt- City of Sparta Administrator, Representatives from the Humane Society: Nancy Reidy, Cheryl Martin, Gina Mason, Steve Cline and the public.

Kyle Gibbens arrived at 7:10pm.

Jim Kuhn stated that this meeting was called to try and come to an agreement that the Humane Society would build a new animal shelter and take over the responsibility of care of the animals and operation of the new animal shelter. A proposal from the Humane Society presented to the Committee on March 16th was the basis for discussion.

Supervisor Jim Rice had a question about the proposed fees the new shelter would charge the public. Nancy Reidy stated that they would remain the same fees as the current shelter charges for at least the first year.

Discussion followed on where the new shelter might be located. The Humane Society is requesting a 3 to 7 acre piece in the area of the existing shelter.

Jim Kuhn suggested that perhaps a lease of 99 years would be appropriate. A lease would ensure that the building would only be used for a Humane Society Shelter. Ken Witt offered to show the lease that the City of Sparta has with the Hockey Association as an example.

Motion to advocate that the County would give or lease a piece of land to the Humane Society to build an animal shelter was made by Cedric Schnitzler, seconded by Jim Rice. Discussion followed regarding the size of the piece of land. Concern over who would cover the cost of preparing

the site for the building and snow removal was brought up. It was decided that those items could be negotiated at a future date. Motion was made to amend the original motion to state that the size of the parcel should be a minimum of between 3 and 5 acres by Cedric Schnitzler, seconded by Jim Rice. Amendment carried 5-0. Original motion as amended carried 5-0.

Committee requested clarification of when exactly the responsibility for the cost of the care of the animals would be taken over by the Humane Society. The Humane Society representatives stated that the cost of the care would be assumed by the Humane Society on the 8th day that the animal was in their care. Except for the cost of euthanasia and disposal if necessary. Further clarification was made that the charge per animal would cover the first 7 days for stray animals only. The cost of the care of animals that were surrendered to the shelter would be covered by the Humane Society.

It was stated that the Cities of Tomah and Sparta had concerns about the possibility of being double taxed for the cost of care of the animals should the Humane Society contract with the County and the two cities separately. Ken Witt felt that it would be simplest to have only one government entity contract with the Humane Society.

Motion was made for the County to be the sole government entity to contract with the Humane Society for \$125 per dog not to exceed \$70,000 total per year. Cost would be put on the tax levy or contract with each municipality to bill them by Cedric Schnitzler, second by Kyle Gibbens. Carried 5-0.

Discussion followed about the cat problem in Monroe County. It was stated that most of the cat problems are in the cities. It was suggested by some that the County not pay for cats because they were not taken in at the current shelter. Kyle Gibbens suggested that cats be licensed yearly and that might help pay for the care of the strays. Paulette Hansen pointed out that the County does pay for the cat problem now through the Health Department when there is a cat bite and the animal needs to be tested for rabies. Currently the Health Department pays for that test. She also stated that the euthanasia and disposal fee is the same for cats as it is for dogs. The Humane Society pointed out that the fees per cat to be charged would only apply to stray cats not cats that are surrendered.

Motion made to NOT accept responsibility for cats by Kyle Gibbens, seconded by Jim Rice. Motion failed 2 yes, 3 no.

Motion made for the County to be the sole government entity to contract with the Humane Society for \$35 per cat not to exceed \$7,350 total per year. Cost would be put on the tax levy or contract with each municipality to bill them by Carrol Wallerman, seconded by Cedric Schnitzler. Motion carried 3 yes, 2 no.

Emergency veterinarian costs were discussed. The committee felt that a better definition of what would constitute emergency veterinarian care would be of benefit. Also that a cap should be placed on what the County would pay yearly for that care based on the number of animals that have needed emergency care in the past years. Paulette stated that most of the cost of the veterinarian care that occurs currently is donated by private individuals.

Motion was made to accept that the County would pay emergency veterinarian expenses with a total cap for the year to be established based on the number of animals that have needed that type of care in the past by Jim Rice, seconded by Carrol Wallerman. Motion carried 5-0.

Original proposal from Humane Society requested monies from citations be given to the Humane Society. After checking into how much money was generated from past citations it was decided jointly by the Committee and Humane Society that it was not worth pursuing the idea.

Motion was made to accept quarterly billing from the Humane Society by Jim Rice, seconded by Carrol Wallerman. Motion carried 5-0.

Motion to adjourn at 9:21 PM by Jim Rice, second by Cedric Schnitzler. Carried 5-0.

Recorded by Alison Elliott

**June 15, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Cedric Schnitzler, Carrol Wallerman, Jim Rice and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Shilling-DNR Liaison, and Public.

Minutes from the 5-18, 5-27 and 6-1-2009 Meetings were approved with a motion by Kyle Gibbons, second by Carrol Wallerman. Carried 5-0.

Public Hearings:

Jerry & Lucy Kitelinger, 520 Schaller Street, Tomah, WI 54660 for a conditional use permit to construct a Garage/Workshop and put up a shelter for Boat/Camper storage on property located in SW ¼ of SE ¼ & NW ¼ of NE ¼ Section 14, T16N, R1W, Town of Wilton, parcel Id 048-00288-5500. Jerry Kitelinger was present. The Town of Wilton submitted a letter of approval.

Motion made by Cedric Schnitzler, second by Kyle Gibbens to approve as presented. Carried 5-0

Margaret M. Shelton, 23542 Emblem Ave, Tomah, WI 54660, for a petition for change of zoning district from General Agriculture to R-3 Rural

Residential for reduced setbacks for proposed addition to existing house on property located in the SW ¼ of the SE ¼ Section 17, T18N, R1W, Town of La Grange, parcel #020-00513-0000. The Town of LaGrange submitted a letter of approval. Margaret Shelton was present. Motion made by Jim Rice, second by Carrol Wallerman to approve as presented. Carried 5-0.

U.S. Cellular (Jim Weinmann) 2310 Mill Street, New London, WI 54961 for a conditional use permit to construct a Telecommunications Tower and Facility on property located in NE ¼ of NW ¼, Section 34, T16N, R2W, Town of Ridgeville, parcel Id 034-00728-0000. The property is owned by Matt Ornes & Tim Ornes, 19144 Leather Ave, Norwalk, WI 54648. Jim Weinmann was present. The Town of Ridgeville submitted a letter of approval. Motion made by Jim Rice, second by Carrol Wallerman to approve with conditions that Monroe County become a certificate holder for liability insurance and bonding be obtained before construction. Carried 5-0. Motion made by Kyle Gibbens that the bond be set at \$18,000.00 and be revisited after 10 yrs to look at cost of removal. Second by Cedric Schnitzler. Carried 5-0.

Additional wording in our animal ordinance

Motion made by Kyle Gibbens, second by Jim Rice to approve additional wording as presented, create resolution and forward to the County Board in July. Carried 5-0.

Adoption procedure

Alison discussed with the committee the current adoption procedure at the Animal Shelter. A questionnaire is given to each person wanting to adopt. Committee sees no problems with the adoption procedure using the questionnaire.

Form included in the tax bill mailings

The committee discussed the dog license request form included with the tax bills. No action was taken.

Chad Ziegler gave the Snowmobile, Park & Forestry Update

Payments for wood cut by Community Service

The Public Safety & Justice Coordinating Committee will bring a resolution to the Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee specifying how the revenue from the sale of wood cut in the county forest lands will be disbursed.

Highway Dept. expanding sand pit/brush dump on county forest

Chad Ziegler explained the Highway Commissioner's plan and gave recommendations. Committee directed Chad Ziegler to continue discussion with the Highway Commissioner.

Insurance requirements for timber sale contracts

Discussion was held regarding the amounts of liability insurance that loggers carry while harvesting timber on the county forest. Motion by Kyle Gibbens, second by Cedric Schnitzler to require loggers to carry at least two million dollars worth of liability insurance. Carried 5-0.

Resolution updating county forest lands list in Ch. 44

Motion made by Cedric Schnitzler, second by Jim Rice to forward to the County Board the resolution updating the legal descriptions of the county forest in Chapter 44, Vegetation of the Monroe County Code of Ordinances. Carried 5-0.

Resolution prohibiting ATV use on county forest lands

Motion made by Cedric Schnitzler, second by Kyle Gibbens to send resolution to County Board to prohibit the operation of all-terrain, utility vehicles, and off-road motorcycles on the county forest. Carried 5-0.

Resolution: enforcement authority for Forest/Parks Admin. (Ch 23 & 44)

Motion made by Cedric Schnitzler, second by Jim Rice to send resolution to the County Board to give citation authority to the Forest and Parks Administrator to enforce chapter 23 and 44 of the Monroe County Code of Ordinances. Carried 5-0.

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$2,648.70	Parks	\$328.09	Parks	\$641.02
Forestry	000.00	Forestry	0.00	Forestry	39.08
Snowmobile	0.00	Snowmobile	0.00	Snowmobile	0.00
Total	\$2,648.70	Total	\$328.09	Total	\$680.10

Motion was made by Cedric Schnitzler, second by Jim Rice to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 5-0.

County Comprehensive Plan

Representatives of Crispell-Snyder, Inc. toured Monroe County's areas of interest on June 10th with Alison Elliott. Initial meeting with Crispell-Snyder, Inc. and the Committee will be June 29th.

Review of Telecommunications Facilities Chapter 47-631 & 47-648

Committee directed Alison Elliott to find out what needs to be enforced according to ordinance and bring back at a later date.

Resolution regarding citation authority corrections

Alison explained discrepancies in the Monroe County Ordinance Sec. 1.15, Penalty. Motion made by Cedric Schnitzler, second by Jim Rice to bring resolution amending Sec 1.15 to the full County Board in July. Carried 5-0.

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$2,074.07	Sanitation	\$ 87.68	Sanitation	\$ 5.87
Zoning	249.23	Zoning	0.00	Zoning	22.50
<u>Dog Control</u>	<u>514.64</u>	<u>Dog Control</u>	<u>161.54</u>	<u>Dog Control</u>	<u>369.25</u>
Total	\$2,837.94	Total	\$249.22	Total	\$397.62

Motion was made by Cedric Schnitzler, second by Kyle Gibbens to approve the vouchers and Interdepartmental Transfers for Sanitation, Zoning and Dog Control. Carried 5-0.

Next regular monthly meeting was set for 7:00 PM, July 20, 2009.

Motion to adjourn at 10:15 PM by Cedric Schnitzler, second by Kyle Gibbens. Carried 5-0.

Recorded by Ken Elliott
Submitted by Karen Crooks

June 16, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room

Meeting called to order at 7:30 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Cedric Schnitzler, Carrol Wallerman, Jim Rice and Kyle Gibbens.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator.

Office of Economic Adjustment, Frank Barton, gave a presentation on a possible Joint Land Use Study with Ft. McCoy. Linda Fournier, the Ft. McCoy Public Liaison also spoke. Discussion was held by committee and attendees. Consensus was reached that a possible Joint Land Use Study should be further considered at a later date.

Jim Kuhn called meeting adjourned at 8:47 PM

Recorded by Alison Elliott

June 16, 2009 7:30pm

Informational Meeting concerning a possible Joint Land Use Study with Ft. McCoy.

In Attendance:

Frank Barton, Office of Economic Adjustment
Linda Fournier, Ft. McCoy Public Liaison
Alison Elliott, Sanitation, Zoning, and Dog Control Administrator

County Board Planning and Zoning, Sanitation, Parks and Forestry and Dog Control Committee Members: Jim Kuhn, Chairman
Cedric Schnitzler, Vice Chairman
Kyle Gibbens, Committee member
Carrol Wallerman, Committee member
Jim Rice, Committee member

Gail Chapman, Town of Adrian Chairman
Alfred Waltemath, Town of Byron Chairman
Doug Lambert, Town of Grant Chairman
Shane Rolff, City of Tomah Zoning Administrator
Steve Witt, Town of Greenfield Chairman
Doug Schroeder, Town of Leon Clerk
Jordan Skiff, City of Sparta Public Works Director
Bob Anderson, Town of New Lyme Planning Commission Chairman
Carol Las, County Board Supervisor Town of Lafayette, Little Falls and New Lyme
Fernnell Becher, Town of Ridgeville resident
James Becher, Town of Ridgeville resident
Randall Heimke, Town of New Lyme Supervisor

June 29, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room Number 2

Meeting called to order at 7:05 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice and Kyle Gibbens. Cedric Schnitzler was absent.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Dennis Hubbard, County Board Chairman, Crystal Buck, Crispell-Snyder, Inc. Planner

Crystal Buck briefly explained the need for a Comprehensive Plan and what they consist of. She outlined the Schedule of major tasks and milestones. It is estimated that the plan will be completed within a year. She presented the Committee with an Officials Survey to be filled out by the County Board members and Town Officials. Committee discussed what people or groups would be interviewed for the focus group interviews to be held in August.

Committee reviewed the Public Participation Plan and made some modifications.
Motion to approve the Public Participation Plan as modified and forward to the County Board for approval was made by Jim Rice, seconded by Kyle Gibbens. Carried 4-0.

Tentative meeting dates for three public visioning workshops were set for July 15th, 16th, and 29th. Alison Elliott will reserve locations and coordinate with Crystal Buck to finalize dates and times. It was discussed and recommended that the Planning and Zoning Committee members attend the public visioning workshops.

Next Comprehensive Planning meeting was set for July 27, 2009 at 7:00pm.

Motion to adjourn at 9:16 PM by Kyle Gibbens, second by Carrol Wallerman. Carried 4-0.
Recorded by Alison Elliott

July 20, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room

Meeting called to order at 7:02 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice and Kyle Gibbens.
Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Shilling-DNR Liaison, and Public.

Minutes from the 6-15, 6-16 and 6-29-2009 Meetings were approved with the addition of "Carried 5-0" in the 6-15-09 minutes after the motion under Additional wording in our animal ordinance. Motion made by Jim Rice, second by Carrol Wallerman. Carried 4-0.

Public Hearings:

Paul Arnold, 6060 Garland Ave., Sparta, WI 54656 for a conditional use permit to house 5 or more dogs on property located in NW ¼ of SW ¼ & SW ¼ of the NW ¼ Section 4, T17N, R4W, Town of Sparta, parcel Id 040-00109-5000. Motion made by Kyle Gibbens, second by Jim Rice to postpone until the August 17th meeting. Carried 4-0.

Milestone Materials division of Mathy Construction, Steven W. Stuhr (agent) 920 10th Avenue North, PO Box 189, Onalaska, WI 54650 for a conditional use permit to expand O'Rourke Quarry for non-metallic Mining on property located in SE ¼ of the SW ¼ of the SW ¼ and the NE ¼ of the NW ¼ of the NW ¼ Section 10, T16N, R1W, Town of Wilton. Steven Stuhr explained the project. The Town of Wilton submitted a letter of approval and Rick Irwin, Town of Wilton Chairman was present to confirm approval. Motion made by Jim Rice, second by Kyle Gibbens to approve as presented. Carried 4-0.

Larry Revels, 17511 Ideal Rd., Sparta, WI 54656 for a conditional use permit to operate a non-metallic mine/quarry on property located in part of the NE ¼ of the SE ¼, SW ¼ of the SE ¼ and SE ¼ of the SE ¼ Section 1 and the NE ¼ of the NE ¼ Section 12, T16N, R3W, Town of Wells, parcel Id 046-00018-0000, 046-00023-0000, 046-00021-0000 and 046-00242-0000. The Town of Wells submitted a letter of approval with condition that the safety and health of the neighboring Donskey family be of up most importance and that the Town Board would recommend a 500' buffer or setback from the living quarters of the Donskey property and then the county zoning regulations would apply with the 1-3 ratio. Jeff Antony spoke on behalf of Larry Revels. Motion made by Kyle Gibbens second by Jim Rice to postpone until next month meeting, August 17, 2009. Carried 4-0.

Preliminary Plat Review for the 1st Addition to Badger Estates. Jeff Larson explained the addition. Motion made by Jim Rice, second by Kyle Gibbens to approve the Preliminary Plat as presented. Carried 4-0.

Final Plat Review for the 1st Addition to Badger Estates.

Motion made by Kyle Gibbens, second by Jim Rice to approve the Final Plat. Carried 4-0.

Dog licenses sold

Alison Elliott explained the number of licenses sold has increased partly due to the Vets selling licenses. The Animal Construction group gave an update about the Shelter Fund and would like to move forward.

Chad Ziegler gave the Snowmobile, Park & Forestry Update

Motion made by Kyle Gibbens, second by Carrol Wallerman to approve voucher in the amount of \$68,354.16 to the Snowmobile Trails of Monroe County for project S3610. Carried 4-0.

Parks equipment: International tractor and Chevy pick-up

There is an old pickup and tractor at the park that are not being used. After discussion the committee decided that they could be sold.

Fishing Pier at McMullen Park

State funding for 2010 fishing pier grant did not get approved. Chad Ziegler is looking into the cost of a new pier and other funding sources.

Angelo Pond Wayside

The state is going to permanently close the wayside after Labor Day 2009 and would like to give it to either the County or Town. Motion made by Jim Rice, second by Kyle Gibbens to study further and to develop a plan of operation for the wayside. Carried 4-0.

Highway Dept. expanding sand pit/brush dump on county forest

Chad Ziegler presented guidelines to the Committee for the Highway Dept. to follow in using the sand pit/brush dump. The Highway Dept will review the guidelines.

Species Habitat Conservation Agreement-Karner Blue Butterfly

Chad Ziegler explained the agreement and the practices to abide by to preserve the Karner Blue Butterfly population. Monroe County Chair, Dennis Hubbard, signed the agreement; it has been sent to the WDNR for their signature.

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$3,997.96	Parks	\$312.93	Parks	\$319.28
Forestry	154.18	Forestry	638.38	Forestry	138.60
Snowmobile	000.00	Snowmobile	0.00	Snowmobile	0.00
Total	\$ 3,997.96	Total	\$951.31	Total	\$457.88

Motion was made by Kyle Gibbens, second by Jim Rice to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 4-0.

County Comprehensive Plan

The Committee will be meeting with Crispell-Snyder July 27, 2009.

There are Community Vision workshops set up at the following dates and locations:

August 18, 2009, 6:00 P.M., American Legion in Sparta 1116 Angelo Rd. Sparta, WI 54656

August 19, 2009, 6:00 P.M., Norwalk Community Center 200 North St., Norwalk, WI 54648

August 20, 2009, 6:00 P.M., Holiday Inn in Tomah 1017 E McCoy Blvd, Tomah, WI 54660

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$2,605.49	Sanitation	\$129.76	Sanitation	\$ 0.00
Zoning	4,802.87	Zoning	0.00	Zoning	22.16
<u>Dog Control</u>	<u>1,072.27</u>	<u>Dog Control</u>	<u>142.83</u>	<u>Dog Control</u>	<u>40.13</u>
Total	\$8,480.63	Total	\$272.59	Total	\$ 62.29

Motion was made by Jim Rice, second by Carrol Wallerman to approve the vouchers and Interdepartmental Transfers for Sanitation, Zoning and Dog Control. Carried 4-0.

Special Budget Meeting was set for 7:00 PM, August 12, 2009.

Next regular monthly meeting was set for 7:00 PM, August 17, 2009.

Motion to adjourn at 9:57 PM by Jim Rice, second by Kyle Gibbens. Carried 4-0.

Recorded by Ken Elliott, Submitted by Karen Crooks

July 27, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room Number 2**

Meeting called to order at 7:02 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Crystal Buck, Crispell-Snyder, Inc. Planner

Crystal Buck went over the questions for the community visioning workshops coming up in August. She asked the Committee for input on what other questions they would like to ask the public. Part two of the workshops was altered to better suit the County's plan goals.

Committee reviewed the draft of the introduction chapter. No modifications were suggested at this time.

Crystal Buck reported that only 10 of Municipal Official Surveys have been returned. She has extended the deadline to August 14th in hopes of getting more back. Discussion followed as to how to obtain the same information in addition to the surveys. It was decided that the first Inter governmental meeting would include a workshop type exercise to obtain similar information.

Committee reviewed the list of Focus Groups invitees. Some clarifications were made and additional names suggested.

Meeting dates for the three public visioning workshops were set for August 18th, 19th, and 20th. Tentative meeting date for the first Intergovernmental Meeting was set for September 30, 2009 at 7:30pm. Focus group interviews were tentatively set for August 19, & 20, 2009. Alison Elliott will reserve locations and coordinate with Crystal Buck to finalize dates and times.

Next Comprehensive Planning meeting was set for August 31, 2009 at 7:00pm.

Motion to adjourn at 8:43 PM by Kyle Gibbens, second by Carrol Wallerman. Carried 4-0.

Recorded by Alison Elliott

August 12, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room Number 2**

Meeting called to order at 7:03 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler, Forestry & Parks Administrator

Motion made by Kyle Gibbens, seconded by Jim Rice to approve the Forestry and Parks 2010 Budgets with the following changes:

Reduce County Park Motor Vehicles –Oper. & Main. Line Item # 10.651.55210.244 to \$5,000

Add \$5,500 to the County Park Capital Outlay over \$5,000 Expense Line Item #10.651.55210.815

Add to the State Aid Forestry County Forest Administrator Grant Line Item # 10.712.43586 to total \$37,330

Reduce the Forestry Fringe Benefits Line Item # 10.710.56920.150 to total \$13,016

Add to the Forestry Dues Line Item #10.710.56920.324 to total \$1,680

Add to the Forestry Equipment –Main./Repairs Line Item # 10.710.56920.353 to total \$1,200

Motion Carried 4-0.

Motion to approve the Resolution to transfer \$20,000 from the County Administrator Budget to the Zoning Planning Fees Line Item made by Carrol Wallerman, seconded by Jim Rice. Motion carried 4-0.

Motion made by Jim Rice, second by Kyle Gibbens approve the Sanitation, Zoning and Dog Control 2010 Budgets with the following changes:

- Reduce Dog Control Assessor Fees Line Item # 10.473.54190.127 to \$150
- Add to the Dog Control Telephone Line Item # 10.473.54190.225 to total \$1,800
- Add to the Sanitation Postage Line Item # 10.488.53610.311 to total \$1,700
- Reduce the Sanitation Printing Costs Line Item # 10.488.53610.313 to \$100
- Reduce the Sanitation Books/Publications/Subscriptions Line Item # 10.488.53610.320 to \$200
- Add to the Zoning Work Comp Line Item # 10.183.56900.152 to total \$1,528
- Reduce the Zoning Planning Fees Line Item # 10.183.56900.194 to \$38,000

Motion Carried 4-0.

Motion to adjourn at 10:00 PM by Jim Rice, second by Carrol Wallerman. Carried 4-0.

Recorded by Alison Elliott & Chad Ziegler

August 17, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:02 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, and Public.

Minutes from the 7-20, 7-27 and 8-12-2009 Meetings were approved. Motion made by Carrol Wallerman, second by Kyle Gibbens. Carried 3-0.

Public Hearings:

Brian P. Evans, 18655 St. Hwy 131, Tomah, WI 54660 for a conditional use permit to operate a salvage yard on a 3.5 acre parcel located in NE ¼ of the SE ¼ and the SE ¼ of the SE ¼ Section 33 and the SW¼ of the SW ¼ and the NW ¼ of the SW ¼ Section 34, T17N, R1W, Town of Tomah, Lot 1 of 13CSM58. Brian Evans was present. The Town of Tomah submitted a letter of approval. Howard Hansen, Town Chairman of Tomah was also present to add that the Town had notified adjoining property owners of the Town meeting and none of them had objections.

Jim Rice arrived at 7:08

Motion made by Carroll Wallerman, second by Jim Rice to approve conditional use permit as presented. Carried 4-0.

Change of Zoning Districts on the following parcels: Located in part of Section 27, T19N, R4W, Town of Little Falls. Change of zoning district to General Forestry on parcels 026-01435-5000, 026-01435-2500 & 026-01423-0000. Change of zoning district to Business on parcels 026-01459-0000 & 026-01390-0000. Change of zoning district to R-3 Rural Residential parcels 026-01455-0000 & 026-01389-0000. Located in part of Section 34, T19N, R4W, Town of Little Falls. Change of zoning district to General Forestry parcel 026-01499-0000. Change of zoning district to Business parcel 026-01514-0000. Change to zoning district R-3 Rural Residential parcels 026-01490-0000, 026-01489-0000, 026-01512-0000, 026-01505-0000, 026-01509-0000, 026-01508-0000, 026-01507-0000 & 026-01504-0000. Change of zoning district to General Agriculture parcels 026-00683-0000, 026-00682-5000, 026-01506-0000, 026-01505-2000, 026-01510-0000 & 026-01505-2500.

Motion made by Jim Rice, second by Kyle Gibbens to approve zoning changes as presented and forward resolution to the full County Board Meeting to be held on 8-26-09. Carried 4-0.

Dirk A. Rigsby, 25678 Cty Hwy ET, Tomah, WI 54660, for a petition for change of zoning district from General Agriculture to Business to construct miniature storage units, lumberyard and motel/hotel on property located in the SW ¼ of the SE ¼ Section 27, T18N, R1W, Town of La Grange, parcel #020-00888-2000. Dirk Rigsby was present. Town of La Grange submitted a letter of approval. Motion made by Kyle Gibbens, second by Jim Rice to approve as presented and forward resolution to the full County Board Meeting to be held on 8-26-09. Carried 4-0.

Paul Arnold, 6060 Garland Ave., Sparta, WI 54656 for a conditional use permit to house 5 or more dogs on property located in NW ¼ of SW ¼ & SW ¼ of the NW ¼ Section 4, T17N, R4W, Town of Sparta, parcel Id 040-00109-5000. Paul Arnold was present. The Town of Sparta submitted a letter of approval. Motion made by Carrol Wallerman, second by Jim Rice to approve as presented. Carried 4-0.

Larry Revels, 17511 Ideal Rd., Sparta, WI 54656 for a conditional use permit to operate a non-metallic mine/quarry on property located in part of the NE ¼ of the SE ¼, SW ¼ of the SE ¼ and SE ¼ of the SE ¼ Section 1 and the NE ¼ of the NE ¼ Section 12, T16N, R3W, Town of Wells, parcel Id 046-00018-0000, 046-00023-0000, 046-00021-0000 and 046-00242-0000. Motion made by Kyle Gibbens to approve conditional use permit with the following conditions;

1. Use daylight hours of operation only Monday through Saturday. No operations on Sunday.
2. Adjacent property owners shall be given 24 hour notice prior to blasting.
3. Safety measures should be installed and maintained as needed following the regulations of the

- MSHA (Mine Safety and Health Administration). For example; signage for roadways, approved blasting methods, berms, etc
4. Action will be taken to control dust.
 5. A horizontal: vertical slope ratio of 3:1 shall be maintained as required per NR 135 from the mine boundary to adjoining property lines.
 6. A setback of 650 feet shall be maintained from the mine boundary to the north property line which runs east and west.
 7. A setback of 50 feet shall be maintained from the Cty Hwy Right of Way.

Motion died due to lack of second. Motion made by Jim Kuhn, second by Carrol Wallerman to approve the conditional use permit with the following conditions;

1. Use daylight hours of operation only Monday through Saturday. No operations on Sunday.
2. Adjacent property owners shall be given 24 hour notice prior to blasting.
3. Safety measures should be installed and maintained as needed following the regulations of the MSHA (Mine Safety and Health Administration). For example; signage for roadways, approved blasting methods, berms, etc
4. Action will be taken to control dust.
5. A horizontal: vertical slope ratio of 3:1 shall be maintained as required per NR 135 from the mine boundary to adjoining property lines.
6. A setback of 650 feet shall be maintained from the mine boundary to the north property line which runs east and west.

Carried 3-1 (Rice no)

Charles Lyon, non-conforming uses and structures that were created after the adoption of the ordinance. Mr. Lyons came before the committee to voice concerns about property he purchased that was created after zoning took effect making it an unusable parcel. After discussion the Committee proposed to amend zoning ordinance to include these types of parcels to be eligible for Board of Adjustment Review.

Nancy Reidy, Animal Shelter Construction Fund

Nancy would like to start construction in the Spring of 2010. Have raised \$370,000.00 so far.

Dog Control Updates

Additional Wording in our Animal Ordinance

Discussion was held no action taken. Will be brought back at the September meeting.

Fees

Discussion was held on Dog License fees. No action was taken.

Policy For Emergency Vet Care

State Statutes state that we have to hold dogs for 7 days. No action was taken.

Chad Ziegler gave the Snowmobile, Park & Forestry Update

Resolution Amending SEC 44.19 and 44.20 (corrections)

Carrol Wallerman made a motion to rescind the original resolution amending Monroe County Ordinance, a Resolution amending Sec 44.19 & 44.20 originally approved on 6-15-2009 and moved to accept the corrected resolution of the above chapters upon approval of format by the Corporation Council, second by Kyle Gibbens. Carried 4-0.

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>	<u>Interdepartmental Transfers</u>	<u>Credit Card Expenditures</u>	
Parks \$3,104.27	Parks \$312.71	Parks	\$ 91.40
Forestry 750.00	Forestry 000.00	Forestry 1.52	
<u>Snowmobile 000.00</u>	<u>Snowmobile 0.00</u>	<u>Snowmobile 0.00</u>	
Total \$ 3,104.27	Total \$312.71	Total \$ 92.92	

Motion was made by Kyle Gibbens, second by Jim Rice to approve Forestry and Parks vouchers and interdepartmental transfers. Carried 4-0.

County Comprehensive Plan

There are Community Vision workshops set up at the following dates and locations:
 August 18, 2009, 6:00 P.M., American Legion in Sparta 1116 Angelo Rd. Sparta, WI 54656
 August 19, 2009, 6:00 P.M., Norwalk Community Center 200 North St., Norwalk, WI 54648
 August 20, 2009, 6:00 P.M., Holiday Inn in Tomah 1017 E McCoy Blvd, Tomah, WI 54660

Zoning Setbacks

It was brought to the committee's attention the frequent requests for zoning permits for parcels that are not adjacent to a public road. Current zoning code does not address these types of parcels with regards to zoning setbacks. After discussion committee requested that proposed wording be brought back for next meeting.

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$2,347.41	Sanitation	\$ 99.78	Sanitation	\$ 0.00
Zoning	8,910.13	Zoning	0.00	Zoning	38.95
Dog Control	1,081.54	Dog Control	133.96	Dog Control	15.60
Total	\$12,339.08	Total	\$233.74	Total	\$ 54.55

Motion was made by Kyle Gibbens, second by Jim Rice to approve the vouchers and Interdepartmental Transfers for Sanitation, Zoning and Dog Control. Carried 4-0.

Next regular monthly meeting was set for 7:00 PM, September 21, 2009.

Next Meeting with Crispell/Snyder Comprehensive Plan was set for 7:00 PM, August 31, 2009.

Motion to adjourn at 11:16 PM by Kyle Gibbens, second by Jim Rice. Carried 4-0.

Recorded by Ken Elliott, Submitted by Karen Crooks

August 31, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:04 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Crystal Buck, Crispell-Snyder, Inc. Planner

Crystal Buck handed out the results of the intergovernmental survey, focus group survey and visioning workshop notes. She went over some of the key issues, strengths and concerns brought up in all three.

Committee reviewed the drafts of the Issues and Opportunities chapters. No modifications were suggested at this time.

Committee reviewed the proposed agenda for the first intergovernmental meeting.

Intergovernmental meeting date was scheduled for Monday, September 28, 2009. Meeting will be held at the Sparta American Legion from 7:30pm to 9:30 pm.

Motion made to approve wording for proposed zoning ordinance amendment regarding nonconforming lots by Carrol Wallerman, seconded by Jim Rice. Motion carried 4-0.

Motion made to approve wording for proposed zoning ordinance amendment regarding off lots by Kyle Gibbens, seconded by Jim Rice. Motion carried 4-0.

Motion to adjourn at 9:09 PM by Jim Rice, second by Carrol Wallerman. Carried 4-0.

Recorded by Alison Elliott

September 21, 2009

**Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room**

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice, Jeff Antony and Kyle Gibbens.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Gina Mason – Humane Society Representative and Public.

Minutes from the 8-17, and 8-31-2009 Meetings were approved. Motion made by Kyle Gibbens, second by Carroll Wallerman. Carried 5-0.

Public Hearings:

David Kuehl, 520 Taylor Rd, New Lisbon, WI 53950 for a conditional use permit to construct a storage shed on property located in SE¼ of SW¼ Section 20, T17N, R1W, Town of Tomah, parcel Id #042-00555-1000. David Kuehl was present. The Town of Tomah sent a letter of approval. Howard Hanson, Town of Tomah Chairman, was also present. He stated that the Town had sent notification to the surrounding property owners and there was no objection. Motion made by Carrol Wallerman, second by Jim Rice to approve conditional use permit as presented. Carried 5-0.

Larry Hutson, 4975 Garden Ave., Sparta, WI 54656 for a conditional use permit to have a two-family dwelling on property located in the NE ¼ of NE ¼ Section 18, T17N, R4W, Town of Sparta, parcel Id 040-00509-0001. Luanne Hutson was present. There was not a representative from the Town of Sparta present. Jim Rice made motion, second by Kyle Gibbens to table until the end of the Public Hearings to hear the Town of Sparta opinion. Carried 4-1(Jeff Antony).

Al Van Maren, 19860 Lembecke Rd., Harvard, IL 60038-9653 for a conditional use permit to resume use of a 17 acre parcel as an RV Campground on property located in the NE¼ of the SW¼ Section 16, T18N, R1W, Town of La Grange, parcel #020-00429-0000. Calvin Marcelos was present representing Mr. Van Maren. The Town of La Grange submitted a letter of approval. Motion made by Jim Rice, second by Jeff Antony to approve conditional use permit with the conditions that they do not use the existing holding tank for a dump station and to follow conditions from previous permits. Carried 5-0.

Tommy Rafajko, 29901 Northland Ave, Elroy WI 53929 for a conditional use permit to place fill in a shoreland zoning district in order to build a residence on property located in the NE ¼ of the NE ¼ Section 29, T15N, R1E, Town of Glendale parcel #010-00614-5000. Tommy Rafajko was present. Motion made by Carrol Wallerman, second by Jeff Antony to approve conditional use permit as presented. Carried 5-0.

Town of Leon. Change of zoning district to General Agriculture in all of the NE1/4, NW1/4, Section 3; SE1/4, SE1/4, Sec. 4; NE1/4, Sec. 11; NW1/4, NW1/4, Sec. 15; SE1/4, SE/14 & SE1/4, SW1/4, Sec. 16; SE1/4, SE1/4, Sec. 26. Change of zoning district to Community on the following parcels: 022-00230-0000, 022-00231-0000, 022-00859-0000, 022-00853-0000, 022-00857-0000, 022-00856-0000, 022-00782-0000, 022-00785-0000, 022-00786-0000, 022-00787-0000, 022-00789-0000, 022-00790-0000, 022-00792-0000, 022-00793-0001, 022-00793-0000, 022-00831-0000, 022-00213-0000, 022-00214-0000, 022-00215-0000, 022-00216-0000, 022-00217-0000, 022-00249-0000, 022-00229-0000 & 022-00236-5000. Change of zoning district to General Agriculture on the following parcels: 022-00834-0000, 022-00254-0000, 022-00255-0000, 022-00228-0000 & 022-00018-2600. Change of zoning district to R-2 Suburban Residential on the following parcels: 022-00018-0006 & 022-00018-0007. Greg Selbrede, Town Chairman of Leon, was present. Mr. Selbrede stated that the Town was in favor of the changes. Motion made by Jim Rice, second by Kyle Gibbens to approve change of zoning as presented and to forward resolution to the full County Board Meeting September 30, 2009. Carried 5-0.

Motion was made to bring the Larry Hutson conditional use permit request back to the table by Jeff Antony, second by Kyle Gibbens. Motion to approve a conditional use permit for a two-family dwelling was made by Jeff Antony, second by Carrol Wallerman. Motion carried 3-2 with Jim Rice and Kyle Gibbens voting no. Mr. Rice stated that the Committee has always waited for the Town's opinion and he felt that they should have in this case as well.

Revisit for clarification and reconsideration a previously granted Conditional Use Permit for Larry Revels, 17511 Ideal Rd., Sparta, WI 54656 to operate a non-metallic mine/quarry on property located in part of the NE ¼ of the SE ¼, SW ¼ of the SE ¼ and SE ¼ of the SE ¼ Section 1 and the NE ¼ of the NE ¼ Section 12, T16N, R3W, Town of Wells, parcel Id 046-00018-0000, 046-00023-0000, 046-00021-0000 and 046-00242-0000. Permit number 129-09 issued 8-17-09. Jim Kuhn made motion to set aside original conditional use permit to correct errors made due to misinformation during the original permit process. Motion died due to lack of second.

Gerald Olson representing "For Hope", a rescue group for dogs. Rescue group asked the Committee to waive the \$60 adoption fee on dogs that are special needs with regards to medical treatment that they require. Motion made by Carrol Wallerman, second by Jim Rice to waive the \$60 adoption fee for 10 special need dogs in a one year trial period starting September 21, 2009. Carried 5-0.

Nancy Reidy, Animal Shelter Construction Fund
Gina Mason was there to represent Nancy Reidy. Ms. Mason gave update. No action taken.

Dog Control Updates
Alison gave the committee the dog control update.

Additional Wording in our Animal Ordinance
Discussion on some changes was held. Alison will bring draft to the October 19th meeting.

Resolution to amend Chapter 53 Entitled Zoning-Shoreland of the Monroe County Code of Ordinances. Motion made by Jim Rice, second by Jeff Antony to approve and forward resolution correcting code references in the Shoreland Zoning Code of Ordinance to the full County Board on September 30, 2009. Carried 5-0.

Snowmobile Update

Elroy – Sparta Bridge Rehabilitation bids	(No project number designated at this time)	
Sebranek Shop	\$19,735.00	\$188.00 per lineal' for additional bridges
Harter Trucking	24,990.00	238.00 per lineal' for additional bridges
RA Schroeder Construction	26,243.00	245.00 per lineal' for additional bridges

Motion made by Carrol Wallerman, second by Jim Rice to accept lowest bid from Sebranek Shop for \$19,735.00. Carried 5-0. Motion made by Carrol Wallerman, second by Jim Rice to amend original motion to include Bridge NR-42-005 (11' additional bridge) for \$2,068.00. Total project amount approved \$23,625.00. Carried 5-0.

Park & Forestry Update

Pick-up truck and tractor bids

Tractor Bids

Doug Harty	100.00
Dennis Wagner	387.50
Charles Ziegler	650.00
Garry Spohn	801.50

Truck Bids

Garry Spohn	226.00
Doug Harty	251.00
Dennis Wagner	387.50
Doug Harriman	600.00

Stanley Williams 725.00

Motion made by Kyle Gibbens second by Jeff Antony to accept the highest bidder on both bids. Carried 5-0.

Fishing Pier at McMullen Park

Chad Ziegler gave update on Fishing Pier. Committee directed Chad to check into State Requirements regarding Fishing Piers. No action was taken.

County Forest land trade: Town of Lincoln & Grant

Monroe County owns 32.7 acres of county forest in the town of Grant, section 1 that is landlocked. In December 2008, the neighbor to the west (Marty Alexander) proposed a 2 for 1 trade; during this trade, Monroe County would withdraw 40 acres of county forest to trade for 80 acres in the town of Byron (near existing county forest). The county forest administrator contacted the neighbor to the north (Don Weiland) to see if he would be interested in donating 6 acres of his (landlocked) land to Monroe County to facilitate this trade. He expressed interest in trading 6 acres (town of Grant) for 3 acres of county forest in the town of Lincoln, section 6 so that he would own the access to his property. The committee directed Chad to continue working on all aspects of the trade to see if an agreement between all three parties can be made. The committee directed Chad to offer Mr. Weiland a 66' strip of county forest land adjacent to the I-94 R.O.W. in return for the 6 acres of land that are adjacent to the county forest.

Offer to purchase county forest: Town of Lincoln

Should be the Town of New Lyme. Will be brought back at next meeting.

Financial Report - Vouchers - Inter-departmental Transfers

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$2,545.86	Parks	\$252.08	Parks	\$ 99.91
Forestry	667.04	Forestry	000.00	Forestry	0.00
Snowmobile	000.00	Snowmobile	0.00	Snowmobile	0.00
Total	\$ 3,212.90	Total	\$252.08	Total	\$ 99.91

Motion was made by Kyle Gibbens, second by Jim Rice to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Carried 5-0.

Sanitation & Zoning Updates

County Comprehensive Plan

Alison gave the committee an update on the County Comprehensive Plan. Next meeting is an intergovernmental workshop and will be held September 28th at the Sparta American Legion 7:30-9:30PM.

Additional Dwellings for Farm Help

Town Chairman of Sparta requested the Committee discuss this issue. There has been some concern that Sec. 47-290(10) of the Monroe County Code of Ordinances is being misused. Committee discussed, no action was taken.

Financial Report - Vouchers - Inter-departmental Transfers

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,414.75	Sanitation	\$ 135.64	Sanitation	\$ 0.00
Zoning	10,160.37	Zoning	0.00	Zoning	60.36
Dog Control	728.48	Dog Control	130.79	Dog Control	35.26
Total	\$12,303.60	Total	\$266.43	Total	\$ 95.62

Motion was made by Jim Rice, second by Kyle Gibbens to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Carried 5-0.

Next regular monthly meeting was set for 7:00 PM, October 19, 2009.

Next meeting with Crispell/Snyder for the Comprehensive Plan was set for 6:00 PM October 15, 2009.

Motion to adjourn at 10:19 PM by Jim Rice, second by Carrol Wallerman. Carried 5-0.

Recorded by Ken Elliott
Submitted by Karen Crooks

October 15, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room

Meeting called to order at 6:05 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Jim Rice and Jeffery Antony.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Crystal Buck, Crispell-Snyder, Inc. Planner

The results of the intergovernmental meeting held on September 28, 2009 were discussed.

The Committee reviewed the draft of a memorandum to the municipalities to update them on the County's comprehensive plan process. No changes were made.

The draft of the Key Issues and Opportunities identified by Residents to be included in the Issues and Opportunities chapter was reviewed. No modifications were suggested at this time.

Carrol Wallerman and Kyle Gibbens arrived at 6:46pm.

The Committee reviewed the draft Housing & Neighborhood Development chapter. Some issues to further address in the Housing & Neighborhood Development chapter were suggested. The Committee felt that mobile homes and campers need to be addressed as well as the future demand for senior housing and assisted living facilities.

The draft Economic Development chapter was reviewed. Some issues to further address in the Economic Development chapter were suggested. The Committee felt that there may be a need for an Economic Development Planner. It was felt that the Mississippi River Regional Planning Commission could be doing more for the County. Some other suggestions to address in this chapter were the need for an increase in the tax base, develop good jobs for residents, encourage new business development to locate near public facilities and infrastructure and to encourage more economic development in villages.

The next meeting date with Crispell-Snyder, Inc. is set for November 17, 2009 at 6:00pm.

Motion to adjourn at 8:17 PM by Jim Rice, second by Jeffery Antony. Carried 5-0.

Recorded by Alison Elliott

October 19, 2009
Sanitation/Planning & Zoning/Forestry/Parks/Dog Control Committee
Courthouse Annex Meeting Room

Meeting called to order at 7:00 PM by Chairman, Jim Kuhn.

Present: Jim Kuhn, Carrol Wallerman, Jim Rice, and Kyle Gibbens. Absent Jeff Antony due to the fact that he was exposed to the H1N1 virus, out of concern for the safety of the public he chose not to attend.

Also Present: Alison Elliott-Sanitation, Zoning, and Dog Control Administrator, Chad Ziegler-Forestry/Parks Administrator, Kevin Schilling- DNR

Liaison, Gina Mason and Nancy Reidy – Humane Society Representatives and Public.

Minutes from the September 21 and October 15, 2009 Meetings were approved. Motion made by Kyle Gibbens, second by Jim Rice. Carried 4-0.

Public Hearings:

Resolution to amend Chapter 47 Entitled Zoning of the Monroe County Code of Ordinances with regards to nonconforming lots. Motion made by Carrol Wallerman, second by Kyle Gibbens to adopt resolution and forward to the full County Board on October 28, 2009. Carried 3-1 (Rice no).

Resolution to amend Chapter 47 Entitled Zoning of the Monroe County Code of Ordinances with regards to off lots. Motion made by Kyle Gibbens, second by Carrol Wallerman to approve. Motion made by Kyle Gibbens, Second by Carrol Wallerman to amend original motion to show the changes made to the resolution in italics. Amendment carried 4-0. Original motion as amended approved and will be forwarded to full County Board on October 28, 2009. Carried 4-0.

Revisit for clarification and possible alterations a previously granted Conditional Use Permit for Larry Revels, 17511 Ideal Rd., Sparta, WI 54656 to operate a non-metallic mine/quarry on property located in part of the NE ¼ of the SE ¼, SW ¼ of the SE ¼ and SE ¼ of the SE ¼ Section 1 and the NE ¼ of the NE ¼ Section 12, T16N, R3W, Town of Wells, parcel Id 046-00018-0000, 046-00023-0000, 046-00021-0000 and 046-00242-0000. Permit number 129-09 issued 8-17-09.

Committee discussed the clarification of the property description for the conditional use permit number 129-09 issued August 17, 2009. Motion made by Carrol Wallerman, second by Jim Rice to clarify the property description to include: All of parcel number 046-00021-0000 and those parts of parcels 046-00023-0000, 046-00242-0000 and 046-00018-0000 that lie west of County Hwy AA. Carried 4-0.

Kyle Gibbens clarified the reasoning behind the 650' setback from the northern property line of parcel 046-00021-0000. He explained that the Town of Wells had recommended a setback of 500' from the residence of Mr. Donskey to protect the health and safety of Mr. Donskey's family. At the August 17, 2009 public hearing, Mr. Donskey, owner of the parcel to the north, had requested a 1000' setback. The 650' was a compromise between the two distances. Also the property line was chosen as the starting point for the setback instead of the residence due to the fact that a property line is "known".

Motion made by Carrol Wallerman, seconded by Jim Kuhn to reconsider the conditions placed on conditional use permit 129-09 issued August 17, 2009. Committee vote: 2 yes (Kuhn & Wallerman), 2 no (Rice & Gibbens). Motion failed due to tie vote.

Nancy Reidy, Animal Shelter Construction Fund

Committee directed Alison to draft a resolution to consider proposal of the Humane Society to take over the operation of the Animal Shelter and for the County to provide funding.

Dog Control Updates

Alison gave the committee the dog control update.

Additional Wording in our Animal Ordinance

Motion made by Carrol Wallerman, second by Kyle Gibbens to approve resolution amending Monroe County Ordinance, Chapter 5, Article VI, Keeping of Certain Restricted Animals as presented and forward to full County Board on October 28, 2009. Carried 4-0.

Snowmobile Update

Chad gave the committee the snowmobile update. Snowmobile trail maintenance has begun; the county is still waiting on the grant paper work to go ahead with the bridge rehabilitation project on the Elroy Sparta Trail.

Park & Forestry Update

Chad gave the committee the Parks and Forestry update. The revenue and expense line items are in good order; currently there are two active timber sales being harvested on the county forest. Thirty acres of site preparation were completed in October 2009 and will be planted this coming spring. The County Forest Administrator is training and keeping up-to-date on the sale of woody biomass.

Resolution: approve the 2010 Forestry Work Plan.

Motion made by Jim Rice, second by Carrol Wallerman to approve the 2010 forestry Work Plan as presented. Carried 4-0.

Attendance to fall WCFA Meeting

Motion made by Jim Rice, second by Carrol Wallerman to approve attendance for any committee member wanting to attend the WCFA conference held Friday November 6 at the Heartwood Conference Center in Trego, WI. Carried 4-0. Chad will not be able to attend.

County Forest land trade: Town of Lincoln & Grant

Don Weiland would like to trade six acres (PT of SENE, Section 1, T19N R2W) for a 100' x 612' strip of land along the I-94 corridor (approx. 1.4 acres, SWNW section 6, T19N R1W) to facilitate his access and a trade between Monroe County and Marty Alexander. The committee directed Chad to draft a letter of intent with the landowner and bring a resolution back to the committee.

Offer to purchase county forest (3 acre permanent access): Town of New Lyme

Michael Brozek submitted an offer to purchase for 2.7 acres so that he would own road access to County Highway S. Motion made by Kyle Gibbens, second by Carrol Wallerman to reject Mr. Brozek's offer to pay \$12,000 to Monroe County for approx. 2.7 acres of land due to the fact that

it not appropriate to be making direct land sales. Carried 3-1(Rice no). The committee directed Chad to consult with Corporation Council to see if direct trades to an individual are more appropriate and/or pursue our options to facilitate Mr. Brozek's access.

Financial Report - Vouchers - Inter-departmental Transfers

2009 Forestry and Parks Year-to-Date financial reports were reviewed and discussed.

2009 Forestry and Parks Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Parks	\$ 749.71	Parks	\$227.33	Parks	\$149.16
Forestry	165.36	Forestry	00.00	Forestry	0.00
<u>Snowmobile</u>	<u>26.45</u>	<u>Snowmobile</u>	<u>00.00</u>	<u>Snowmobile</u>	<u>0.00</u>
Total	\$ 941.52	Total	\$227.33	Total	\$149.16

Motion was made by Kyle Gibbens, second by Jim Rice to approve Forestry and Parks vouchers, interdepartmental transfers and credit card expenditures. Carried 4-0.

Sanitation & Zoning Updates

County Comprehensive Plan

No discussion held

Budget Adjustment for Wisconsin Fund Grant Program

Motion made by Jim Rice, second by Carrol Wallerman to make budget adjustment for Wisconsin Fund Grant Program and to forward to the Finance Committee. Carried 4-0.

Financial Report - Vouchers - Inter-departmental Transfers

2009 Sanitation, Zoning & Dog Control YTD Financial Reports were reviewed and discussed. 2009 Vouchers and Interdepartmental Transfers were reviewed.

<u>Vouchers</u>		<u>Interdepartmental Transfers</u>		<u>Credit Card Expenditures</u>	
Sanitation	\$1,890.04	Sanitation	\$151.68	Sanitation	\$ 20.48
Zoning	9,155.04	Zoning	0.00	Zoning	235.61
<u>Dog Control</u>	<u>619.17</u>	<u>Dog Control</u>	<u>180.56</u>	<u>Dog Control</u>	<u>33.92</u>
Total	\$11,664.25	Total	\$332.24	Total	\$290.01

Motion was made by Kyle Gibbens, second by Carrol Wallerman to approve the vouchers, interdepartmental transfers and credit card expenditures for Sanitation, Zoning and Dog Control. Carried 4-0.

WCCA fall conference attendance

Motion made by Kyle Gibbens, Second by Carrol Wallerman to approve Alison and any other committee member that would like to attend the WCCA 2009 Fall Conference November 4-6, held at the Midway Hotel in La Crosse. Carried 4-0.

Next regular monthly meeting was set for 7:00 PM, November 16, 2009.

December regular monthly meeting was set for the 21st at 6:00 PM.

Next meeting with Crispell/Snyder for the Comprehensive Plan was set for 6:00 PM November 17, 2009.

Motion to adjourn at 9:46 PM by Kyle Gibbens, second by Jim Rice. Carried 4-0.

Recorded by Ken Elliott
Submitted by Karen Crooks